

October 14, 2003

Members of the University Community

I am pleased, Dear Colleagues . . .

. . . to forward for your information the following summary of actions that were approved at the September 17, 2003, meeting of The University of Akron's Board of Trustees:

Educational Policy/Student Affairs Committee

1. Research Grants and Contracts Reports – July-August 2003

As of August 31, 2003, externally funded research and other sponsored programs received \$11,654,552 to support 95 projects. Last fiscal year-to-date totals were \$7,425,328 for 92 projects. There were 2 patents for FY2004.

External Affairs Committee

1. Cumulative Gift and Grant Income Report – July-August 2003

Total giving to the University for July through August 2003 was \$3.2 million, slightly less than last year's comparable total and 40 percent less than the year-to-date average of \$5.4 million for the previous five years. More than 1,500 gifts were received during the first two months of the current fiscal year, compared to approximately 1,100 gifts for July-August 2002.

Facilities Planning and Oversight Committee

1. Student Recreation Center/Athletic Field House/Indoor Varsity Golf Practice Facility

Equipment contracts totaling \$429,670.53 for the Student Recreation Center/Athletic Field House/Indoor Varsity Golf Practice Facility project were awarded to – Fitness Wholesale, aerobics equipment, \$12,792.92; Appalachian Outfitters, Inc., outdoor pursuits, \$55,074; Gill Athletics, track and field equipment, \$6,589; UCS, Inc., track and field equipment, \$69,270;

Gilman Gear, football equipment, \$10,169.34; Kees Goebel Medical, sports medicine equipment, \$7,827 and \$13,625; Pro-Med Products, sports medicine equipment, \$27,002.95; Therapy and Health Care, sports medicine equipment, \$10,073.66, and weight training equipment, \$5,054; Life Fitness, weight training and sports medicine equipment, \$154,726; Dynamic Fitness Equipment, weight training equipment, \$54,089; School Health Corporation, sports medicine equipment, \$206.66; and Gordon Medical, sports medicine equipment, \$3,171. The total purchase was 5.18 percent, or \$23,483.47, less than budgeted.

2. E. J. Thomas Performing Arts Hall Structural Concrete and Glazing Restoration

A bid of \$220,220 was awarded to Thomarios to clean and seal the entire concrete envelope of E. J. Thomas Performing Arts Hall. The bid was \$27,265 less than budgeted.

Finance and Fiscal Policy Committee

1. Final Year-end Financial Report – Fiscal Year 2003

Akron campus tuition and fee receipts fell short of the revised budget by 0.5 percent, or \$641,379, for the fiscal year that ended June 30, 2003. Final revenue from Continuing Education and Departmental Sales and Services activities exceeded the budget by \$225,785. Final earnings on investments and endowments at the close of the fiscal year exceeded budget estimates by \$79,128. Revenue from other sources exceeded budget estimates by \$167,276. The state appropriations of \$90,374,727 exceeded the revised budget estimate by \$1,921,712, primarily due to the inclusion of the capital component in revenue. Final expenses in the functional categories were less than budget at year-end by \$8,218,755.

Investment income for FY2003 originally was budgeted at \$3 million, or \$750,000 per quarter. As of June 30, 2003, actual income amounted to \$2,044,903.

Tuition and fee receipts for the Wayne College branch campus exceeded the revised budget by \$486,616, or 9.1 percent, for FY2003. Revenue from other sources was less than the revised budget by \$417,279. Expenses in the functional categories were less than budget by \$1,139,439.

The Auxiliary Enterprises for the Akron campus reflected a combined year-end decrease in fund balance of \$48,639, while the Bookstore and Vending operation at Wayne College reflected a \$47,143 increase in the fund balance for FY2003.

2. Revised FY2003-04 General Fund Budget Recommendations

Akron Campus Revenues

Overall, total Fiscal Year 2004 revenues for the Akron Campus Unrestricted Current Fund are estimated to be \$250.9 million. Those revenues – coupled with estimated carry-forward funds of \$10.25 million and a beginning balance of \$500,000 – provide total available

resources of \$261.7 million. The revenue estimate of \$250.9 million represents an increase of \$16.8 million (7.2 percent) to the FY2003 revised budget. This increase is primarily attributable to tuition and fees as detailed below:

Akron Campus Tuition and Fees (\$15.4 million increase)

Total tuition and fees are estimated at \$145.9 million for FY2003-04, or \$15.4 million more than the current year revised budget. The overall increase is a function of:

- The approved tuition and general service fee increase of 9.9 percent for all students, effective summer 2003;
- A proposed \$5 per credit hour increase in the Developmental Program Fee;
- A proposed 10 percent increase in the Information Technology Fee;
- A 53 percent increase in the facilities fee to support debt-related needs in student facilities; and
- Implementation of a new library fee to maintain sufficient levels of reference materials.

Akron Campus State Appropriations (\$2.9 million increase)

Anticipated State Share of Instruction is unchanged from the final FY2003 distribution, though there is an increase to the Capital Component distribution. Total state support of \$91.3 million is approximately 36.4 percent of the FY2004 total revenue budget, down from more than 38 percent in FY2003.

Akron Campus Expenditures and Transfers-out

Total expenditures and transfers-out are projected to be \$250.9 million, representing a \$13.2 million increase from the FY2003 original budget. The major increases are as follows:

- An anticipated increase of \$2 million in group insurance costs. This increase is related to the growth in catastrophic claims (greater than \$250,000). The current proposal assumes that the anticipated contract increase will be funded with employee contributions;
- An increase of \$800,000 in the University Libraries operating budget to address increased materials costs;
- An increase of only \$1.2 million in various scholarship support needed to keep pace with the approved tuition and fee increases;
- An increase of \$4.1 million in the purchased utility budget, reflecting anticipated rate increases;
- Miscellaneous increases totaling \$4 million in various other continuing obligations such as legal fees, campus contingency fund, dedicated fees, and the like; and
- Increases of \$6 million in transfers-out to support growth in debt as well as supplemental operating support in various auxiliaries.

Wayne College

Overall, total revenues for the Wayne College Unrestricted Current Fund are projected to be \$10.3 million, an increase of \$621,781 to FY2003 revised projections. Tuition and fees will experience growth as the rates are increased by 9.9 percent from the previous levels. The increase in revenue is primarily attributable to three revenue sources:

- The increase in tuition and fees (12.4 percent) is reflective of the 9.9 percent increase in rates coupled with a projected enrollment of 34,059 credit hours.
- State Appropriations are estimated to be \$3.7 million in FY2004, or \$96,078 greater than the FY2003 revised budgeted state support.
- Projected FY2004 revenues from Continuing Education and other Departmental Sales are expected to be less than the FY2003 revised budget by \$139,597.

Measures Taken to Balance the Budget

The combination of relatively flat state support and a mandated fee cap limits the flow of income to the University and requires the following actions:

- No budgeted raise pool
- No funding for additional equity/compression adjustments
- No additional funding of PeopleSoft Version 8 conversion (funded using redirected VP/CIO operating funds)
- Drastic reduction of vacant positions (\$5.7 million)
- 5 percent reduction of summer faculty budgets
- 50 percent reduction of part-time and overtime staff budgets
- 3.5 percent reduction of all non-personnel operating budgets
- Restrictions on travel
- 25 percent reduction in University advertising
- 21.3 percent reduction (\$243,663) of Institute for Global Business budget to correspond with reduced state line item

3. Personnel Actions (see attached)

New Business

1. Purchase of Real Estate

Property at 379 Power Street will be purchased to aid in the implementation of the Campus Master Plan.

2. Plaque for College of Arts & Sciences Building

The Board approved a plaque to be hung in the atrium of the College of Arts & Sciences Building.

3. Mutual Aid Agreement with the City of Akron

The existing mutual aid agreement between the University's police department and the City of Akron has been extended for four years, until September 17, 2007.

4. Naming of Distributed Learning Classroom in Leigh Hall for W. Richard Wright

Trustees approved the recommendation of President Proenza to name a new high-tech classroom on campus after the late W. Richard Wright, a former chief lobbyist and executive assistant to the president at the University. The high-tech classroom, located in Leigh Hall 214, will be named the W. Richard Wright Distributed-Learning Classroom.

Notes

1. President's Report

I began my remarks by welcoming our newest Trustee, Mrs. Ann Amer Brennan. I have worked with her in so many different ways here, as well as in Naples. I have some knowledge of the talent and energy that she brings to the Board, which I am sure that our Trustees know far better than I.

Next, I talked about several events.

- I reported that I had the privilege of being invited to provide testimony to a committee of the Governor's Commission on Higher Education and the Economy on Wednesday, September 10. My testimony is part of the record, and I invited the Trustees to review it.
- Trustees were reminded about a dedication and groundbreaking ceremony that was to occur on that very afternoon, and they were encouraged to attend the annual University of Akron Convocation on Tuesday, September 23.
- I announced that Saturday, September 20, would be the date of our inaugural Rubber City Classic, which this year pits our University against Howard University at the Rubber Bowl. This is the first in a series of athletic contests in which an Akron team faces a Historically Black College or University, with a portion of the proceeds importantly going to the Akron Athletics Diversity Scholarship Fund.

I then presented to Chair of the Board Patricia Graves a check for \$8,200 as my donation to the Purnell-Fort Scholarship Program, representing the proceeds of the raise that Trustees so kindly authorized and that I had indicated that I would be donating.

I noted that, recently, the Women's Committee of The University of Akron dedicated a very special garden in Buchtel Common. The Women's Committee of The University of Akron provides a most important service to our University. They are dedicated and steadfast in their support of the University. They raise funds which make possible projects such as these special elements of our landscaping project. I invited all Trustees to have Mr. Curtis or other members of the staff walk them by.

I announced that our men's soccer team deserves the Trustees' congratulations. It is currently ranked 10th in the country according to the latest national ratings in the NSCAA/Adidas poll, with the Zips having defeated 11th-ranked Indiana and tied 18th-ranked Notre Dame.

Our E.J. Thomas Hall venue continues to break records and, with our partnership with the Civic Theatre, enables Akron to provide significant attractions that are not otherwise possible. Specifically, ticket sales are very strong for the University's Broadway in Akron Series. Single tickets went on sale less than two weeks ago, and both E. J. Thomas and the Civic had very long lines during the sale. In fact, sales of \$134,000 were achieved in a single weekend. Single ticket sales continue at a record-setting pace and currently are running 30 percent more than last year. Subscription sales have increased more than 100 percent, and group sales are up more than 200 percent. Our hats are off, once again, to Dan Dahl and his staff and all of those who participate in those events and who help make that success possible.

Board members were informed that one of the nation's most recognizable television news personalities, NBC's "Today Show" Co-anchor Katie Couric, would lead off our ninth season of The University of Akron Forum Speaker Series at E. J. Thomas Performing Arts Hall on September 29.

Trustees also learned that two of our colleagues were being distinguished in September.

- Dr. George Newkome, vice president for research, was in Germany at an international symposium on a field of work in which he produced the seminal work. Dr. Newkome discovered and invented in the process a field of chemistry known as dendrimers, and his textbook is now in its third edition. Importantly for us, it is related to polymers because virtually every dendrimer is a polymer.
- Vice President and Chief Information Officer Dr. Tom Gaylord has been invited to advise an international firm. You may be familiar with the Gartner Group, which is the nation's leading business technology research group. He will be serving as an advisor to that organization on a pro bono basis.

I also told the Board that, at the invitation of archaeologists at the British Museum, a team of University of Akron archaeology students and faculty would be traveling to Egypt to conduct a geophysical survey as part of the British Museum Expedition to an area known as Kom Firin. Kom Firin is a large settlement site located in the Western Delta of Egypt and is thought to have been occupied between the years 1000 B.C. and 600 A.D. The trip was made possible by an internship through the estate of the late Robert W. Little, a University of Akron alumnus.

I then circulated a copy of the newest publication of The University of Akron, *Along the Towpath – A Journalist Rediscovered the Ohio & Erie Canal*. The book, which has been published in partnership with the Ohio and Erie Canal Corridor Coalition and the Ohio and Erie Canal Association, chronicles author Al Simpson's efforts to generate interest in the preservation and restoration of the historic canal through the mid-1960s and early '70s.

I concluded my remarks with some personal thoughts about a very special person. In August, The University of Akron lost one of its most dear persons and the most enduring resident on our campus. Caroline Pardee died in her home, where she had been born. She was the executive secretary to Dr. Norman Auburn beginning in 1953, and served as executive secretary and administrative assistant to Dr. Dominic Guzzetta until her retirement in 1981. Seldom did she miss a University event or function. She was a staunch University of Akron supporter and benefactor, and she will be missed.

2. **Next regular meeting**

October 22, 2003, 10 a.m., Wayne College.

With every good wish,

Sincerely,

Luis Proenza

**Personnel Transactions Approved by the Board of Trustees
September 17, 2003**

Appointments

Roland K. Arter, assistant professor, Mechanical Engineering Technology, 8/25/03; **Rebecca Barrett**, visiting assistant professor, Education, 8/25/03; **Marci Campbell**, enrollment services associate, Registrar, 8/25/03; **Phillip Choi**, visiting scientist, Polymer Science, 8/04/03; **Ann Fleming**, visiting professor, Marketing, 8/25/03; **Jianyun He**, visiting scientist, Polymer Engineering, 8/01/03; **Roy E. Lipscomb**, HVAC technician, Physical Facilities, 9/08/03; **Vince Rosetta**, manager, athletic group sales and promotions, Athletics, 8/05/03; **Sujata Sahoo**, visiting scientist, Institute of Polymer Science, 7/21/03; and **Beth Schmidt**, project training consultant, Speech-Language Pathology and Audiology, 8/11/03.

Changes

Brian M. Ballou, assistant professor, Construction Engineering Technology, title change from assistant professor, Surveying and Construction Technology, 8/25/03; **Marcia C. Belcher**, associate professor, Construction Engineering Technology, title change from associate professor, Surveying and Construction Engineering Technology, 8/25/03; **Terri L. Benedum**, administrative assistant senior, Business Administration, temporary assignment and title change from administrative secretary, 9/08/03; **Thomas M. Besch**, associate professor, Surveying and Mapping Technology, title change from associate professor, Surveying and Construction Engineering Technology, 8/25/03; **Christine R. Curry**, director, Alumni Association, promotion and title change from assistant director, 8/11/03; **Joseph Farwell**, master mechanic, Physical Facilities, temporary assignment and title change from mechanic, 7/01/03; **Barbara Ferrell**, office manager, Center for Career Management, temporary reclassification and title change from administrative secretary, 12/16/02-6/30/03; **Barry Gills**, athletics facilities maintenance worker, Athletics, reclassification via job audit and title change from maintenance repair worker, 6/16/03; **Ken Hummel**, athletics facilities maintenance worker, Athletics, reclassification via job audit and title change from maintenance repair worker, 6/16/03; **Mary Anne Kaplan**, nurse practitioner, Health Services, title change from registered nurse, 9/20/99; **Thomas W. Keller**, assistant professor, Computer Information Systems, promotion and title change from instructor, Computer Services and Network Technology and transfer from Wayne College, 8/25/03; **Sharon Kruse**, interim associate dean and associate professor, Education, relinquish title of department chair, Educational Foundations and Leadership, 8/11/03; **John J. Luthern**, associate professor, General Technology, title change from assistant professor, Polymer Technology, 8/25/03; **Nora Paulus**, personnel records processor, International Programs, correction – appointment basis changed from part-time to full-time, 7/24/03; **Patrick S. Roberts**, executive director for alumni development and director of development – major gifts, Development, transfer from Alumni Association and title change from executive director, Alumni Association, 8/11/03; **Gary A. Schuller**, assistant professor, Surveying and Mapping Technology, title change from assistant professor, Surveying and Construction Engineering Technology, 8/25/03; **Larry C. Shubat**, assistant professor, Surveying and Mapping Technology, title change from assistant professor, Surveying and Construction Engineering Technology, 8/25/03; **James Singletary**, coordinator, Upward Bound Program, title change from assistant director, 6/01/03; and **Dale Walker**, assistant to the dean, Nursing, reclassification via job audit and title change from director, college administrative services, 6/01/03.

Separations

Roger Bostancic, E911 telecommunicator, University Police, 8/22/03; **Stephen G. Boyes**, research associate, Institute of Polymer Science, 8/08/03; **Jennifer Budzick**, assistant director, Admissions, 8/11/03; **Bonnie Farrance**, administrative assistant, Sport Science and Wellness Education, 9/05/03; **Taryn Greene**, head teacher, Center for Child Development, 8/15/03; **Wenxia Liu**, research associate, Institute of Polymer Science, 7/13/03; **Gregory A. Rogers**, director, Institutional Planning, Analysis, Reporting and Data Administration, 9/17/03; **Rob Schumaker**, instructor, Accounting, 8/24/03; and **David Stephen**, director, Residence Life and Housing, 12/01/03.