

**UCCSN Board of Regents' Meeting Minutes**  
**Community College of Southern Nevada**  
**West Charleston Campus**  
**Room B-105, Building B**  
**January 30-31, 1997**

Members Present:

Mr. Madison Graves, II, Chair  
Mr. Mark Alden  
Ms. Shelley Berkley  
Dr. Jill Derby  
Mrs. Thalia Dondero  
Dr. James Eardley (via telephone)  
Mrs. Dorothy S. Gallagher  
Mr. David L. Phillips (via telephone)  
Mrs. Nancy Price  
Mr. Howard Rosenberg  
Mr. Tom Wiesner

Others Present:

Chancellor Richard S. Jarvis  
General Counsel Donald Klasic  
Vice Chancellor John Richardson  
Vice Chancellor Tom Anderes  
President Joseph N. Crowley, UNR  
President Carol Harter, UNLV  
President Richard Moore, CCSN  
President James Randolph, WNCC  
President Ronald Remington, GBC  
President James Taranik, DRI  
President Kenneth Wright, TMCC  
Secretary Mary Lou Moser

Also in attendance were Faculty Senate Chairs Peggy Urie, UNR; John Sagebiel, DRI; Larry Hyslop, GBC; Nancy Master, UNLV; Becky Seibert, System Administration; Joanne Vuillemot, CCSN; Richard Stewart, WNCC; Dan McClure, TMCC. Student Government leaders were also present: Dan Oster, UNR; Aaron Rosenthal, UNLV; Jennifer Lee, ASTM; Victoria Briscoe, GSA, UNR, Joyce Marshall, GSA, UNLV, and Susana Hernandez, ASCCSN.

Chair Madison Graves called the meeting to order at 9:10 a.m. with all Regents present except Dr. Eardley and Mr. Phillips.

1. Oath of Office - The Honorable Judge Myron E. Leavitt administered the Oath of Office to newly elected Regent Howard Rosenberg. A brief coffee reception followed.

2. Introductions - Chancellor Jarvis introduced members of the Association of Governing Boards (AGB) Dr. Richard Novak, Director, Public Sector Programs, and Dr. Bruce Johnstone, Professor of H.E. Administration, University of

Buffalo.

President Wright introduced Dr. Richard Brand, acting Vice President for Academic Affairs at Truckee Meadows Community College.

Ms. Shelley Berkley introduced Attorney and former Assemblyman Bill Bilyeu and Mrs. Nancy Bilyeu.

3. Chair's Report - Chairman Graves stated that one of the main purposes of the Board of Regents' is to govern the UCCSN and that he feels the three new Regents will make a valuable contribution to that effort. He then introduced Mrs. Thalia Dondero. Mrs. Dondero commented that she has lived in the Las Vegas community since 1943 and that her husband devoted 53 years of service to education between the Clark County School District and the U.S. Office of Education. She has raised five children some of which were educated in the state at UNLV and UNR. Mrs. Dondero stated that education is a top priority to her and she feels strongly that all young people should have an opportunity for higher education. She has served on many other committees, however, education is her first love.

Chairman Graves stated that the Board is happy to have Mrs. Dondero as a member and also noted that she served 20 years on the Board of Clark County Commissioners as well as serving as their chairman. He then introduced Mr. Howard Rosenberg. Mr. Rosenberg stated that he has served 38 years in education and 30 of those years have been at the University of Nevada, Reno. The System is new to him, but he stated that education is his life, and that his students have been his family. He commented that the Board has the ability, responsibility and power to make higher education accessible to all who desire it. He stated that he wants all his students to know he will continue to do his best to serve them.

Chairman Graves introduced Mr. Tom Wiesner. Mr. Wiesner stated that he is a product of the University of Wisconsin at Madison and that he was also in athletics while a student. He puts a priority on education with athletics second stating they serve as a big boost to the system. He has served on the Board of Clark County Commissioners with Mrs. Dondero, as well as 10 years at the Convention Authority and served as chairman of the PERS Board. He has a strong interest in public service and public policy and feels being on the Board of Regents is an excellent opportunity for him to represent his district. He hopes he is able to make as great a contribution to the System as Mrs. Carolyn Sparks did during her term as Regent.

Chairman Graves introduced Mrs. Sparks stating that she served 12 years as a Regent and that she will be missed. He also commented that she will serve on the Advisory Board of the Community College of Southern Nevada.

4. Chancellor's Report- Chancellor Jarvis introduced Mr. Karl Armstrong who has been hired as the new Associate General Counsel in the System Administration office in Las Vegas. Since 1993, Mr. Armstrong has worked as a Deputy Attorney General in the Attorney General's Las Vegas Office and he is a May 1988 graduate of the University of Iowa College of Law.

Chancellor Jarvis stated that Dr. Richard Novak, from the AGB, is here as part of a national assessment of governing boards. Nevada is one of seven states which the AGB team will be studying for their project, "Project to Strengthen the Governance of America's Public Universities." The AGB team will talk to faculty, presidents and regents to gather data for this project which will be an assessment of public boards regarding the challenges, issues and strengths/weaknesses that public governing boards are facing. A report will be completed in the summer.

Chancellor Jarvis next commented that three of our institutions: DRI, UNLV and UNR joined forces at the 1996 annual meeting of the Geological Society of America in Denver last November. The theme of the three-booth display was "Nevada's Earth Science Community: A World of Resources." It drew hundreds of visitors who learned more about the System's graduate and research programs in the earth sciences. Chancellor Jarvis stated that since this effort was so successful, next year UNR's Bureau of Mines and Geology will join DRI, UNLV and UNR's

Geosciences Department for a four-booth display at the society's annual meeting in Salt Lake City.

Chancellor Jarvis thanked Dr. Moore for hosting the Board of Regents' meeting.

President Moore reported on the new "Learn and Earn" program at CCSN which targets high school students at risk of dropping out and provides them with a paid learning opportunity. Dr. Moore stated that an at-risk student is working in his office and that this opportunity has made all the difference in her life since there is no one at home who cared. This student has turned C grades into A grades.

President Crowley reported on the on-going negotiations regarding the Whittel property at Lake Tahoe. UNR is hopeful it will receive ownership of the buildings which would be used, in part, for hydrologic research at the Lake. It is a very complicated land exchange and they are working with Regent Derby and the Nevada congressional delegation to acquire this property. He also reported that the College of business has recently received full reaccreditation without reservation. A 10-year self-study is in progress for UNR, under the direction of Dr. Elizabeth Raymond, which will be reviewed by an accreditation team next fall. Also, Dr. Jane Nichols has been appointed the Interim Dean of the College of Education for the next two years.

President Crowley reported on his retirement from active involvement in the NCAA and stated that President Harter now sits as a member of the Board of Directors.

President Randolph reported that WNCC has been nominated for a Paragon award for the College's 1996 marketing/student recruitment campaign. The results of the award will be announced in April.

President Taranik reported that Dr. F. Sherwood Rowland of the University of California, Irvine has been selected as this year's recipient of the prestigious Nevada Medal. Dr. Rowland was the world's first scientist to point out the mechanisms by which chlorofluorocarbons could destroy the ozone layer, which protects life on Earth from harmful ultraviolet solar radiation. In recognition of his contribution to "our salvation from a global environmental problem that could have catastrophic consequences," he was awarded the 1995 Nobel Prize in Chemistry. President Taranik noted that there will be two Nevada Medal award dinners this year, March 17 in Reno and March 19 in Las Vegas. He commented that Governor Miller and First Lady Sandy Miller are serving as the dinner chairs and are very supportive of the Nevada Medal program.

President Taranik recognized Regent Dorothy Gallagher as being instrumental in establishing this prestigious award which is currently in its tenth year.

President Remington reported that it is Cowboy Poetry Week in Elko and noted that Vice President for Student Services Stan Aiazzi is currently on loan to the Western Folk Life Center to direct the program. The poetry recitals are being held in the new theatre on campus. He also reported that GBC is changing with the addition of a new television station building, a health science facility and recreation facility.

President Wright reported that new faculty member Dianne Cheseldine, Professor of Foreign Languages, is an expert in primate studies and has done research in Borneo and Vietnam. He also reported that the new Advanced Technology Building was dedicated recently and that Regent Howard Rosenberg and Dr. Anthony Calabro attended the ceremony. He reported that the TMCC Strategic Plan is complete and will be ready to present to the Regents in the spring.

President Wright also reported that TMCC had a 12% enrollment growth in the fall 1996 semester; and a 47% growth in the occupational areas. Spring 1997 semester is still in progress, however enrollment figures indicate an increase of 15.5%. He also reported a 20% increase in new student registration.

President Harter reported on the recent gift of \$2.2 million from Mr. William Bennett for the relocation of Paradise Elementary School. This project will provide wonderful collaborative opportunities for the UNLV College of Education and K-12 students and professionals. President Harter also reported on the receipt of \$250,000 from the Wilson Trust to the College of Liberal Arts, for the Wilson Advising Center. This gift will provide many computers for the advising center.

President Harter reported that Dr. Donna Weistrop, Professor of Physics, helped design the Hubbell space telescope spectrograph. Her work was made possible in part by a \$1 million grant from NASA. She will be in Florida to watch it launched into space. President Harter commented that this is an extraordinary opportunity for one of the faculty.

President Harter welcomed AGB members Dr. Bruce Johnstone and Dr. Rich Novak stating that the study they are conducting will be very helpful.

Mr. Alden left the meeting

5. Approved the Fiscal Accountability Report - Chancellor Richard Jarvis and Vice Chancellor for Finance and Administration Tom Anderes presented an extensive workshop on fiscal accountability within the UCCSN. The workshop addressed the findings of the Legislative Counsel Bureau (LCB) audit, the UCCSN response in the form of a comprehensive *Action Plan*, and the *Legislative Accountability Report*. Chancellor Jarvis stated it is extremely important that we put these concerns about fiscal accountability behind us.

Vice Chancellor Anderes stated that his objective today is to present a broad understanding of the oversight role by the System to include the various fund sources that the System deals with and to review the LCB Audit recommendations. He reviewed the fiscal exception process stating that the System has oversight for three types of funding: operating budgets, self-supporting budgets and Federal, State and local grants, contracts and gifts. He then provided examples of primary funds sources for UCCSN revenues in each of the three funding sources which are presented in detail in the report.

Mr. Alden returned to the meeting.

Vice Chancellor Anderes reported on a survey of western higher education systems with regard to fiscal oversight practices. He reported that of these systems none provides more comprehensive oversight for all funds, i.e., state, self-supporting, gifts/grants/contracts dollars, than does the UCCSN. He noted that grant and contract funds are regularly and routinely audited by the external awarding agency, such as the Department of Energy or National Science Foundation, and that the research functions of DRI, UNLV and UNR could be jeopardized if research dollars were subject to excessive bureaucratic micro-management.

Chancellor Jarvis stressed that the System has accepted and was responding to all of the LCB Audit findings except the recommendation to replace the existing Fiscal Exception Process. Chancellor Jarvis explained that the Fiscal Exception Process can be strengthened, but that it is fundamentally sound and provides the System with an important early alert mechanism. The Chancellor also stressed that, while the System is adopting the recommendations of the LCB Audit, the System does not agree with certain LCB statements and specific examples cited in the Audit. In particular, the System does not agree with the assertion that little assurance can be given that funds are spent on priorities set by the Legislature and the Board of Regents.

Chancellor Jarvis stressed that the adoption of the LCB audit recommendations would be an immediate priority. He stated that it will take resources but the public demands for accountability are imperative and UCCSN will respond. The success of the budget request for 1997-99 will not be unrelated to success in implementing these changes. UCCSN must also dispel some of the myths: there was never any money missing due to bank reconciliation's at UNLV; there are not large numbers of non-instructional positions funded from instructional funds; and no student's

fees were misappropriated to athletics' budgets.

Mrs. Price stated that 37 out of 100 positions were identified in the sample. Chancellor Jarvis stated that he had requested clarification from the LCB to clarify this, to which he read the following letter dated January 28, 1997 from Gary Crews, Legislative Auditor which is on file in the Regents' Office:

You have requested clarification on the methodology used in identifying the 37 non-instruction positions paid with instruction funds. The first step was to obtain listings from the UCCSN Human Resource System of all positions paid with instruction funds at the four largest institutions: UNR, UNLV, CCSN and TMCC. We then scanned these listings to identify job titles that were unrelated to the instruction function. Any job title that suggested a marginal connection with the instruction function was not selected for detailed examination.

The result of this analysis was a list of 96 potential non-instruction positions paid with instruction funds. We then examined the personnel files of each of these positions to identify the actual job duties performed as described in job performance standards, personnel evaluations, or other documentation. Based on our examination of these files, we identified 37 positions that were not instruction related.

In conclusion, the 37 positions identified in the audit report were not the result of a random sample and cannot be projected to the entire population to arrive at an estimate of the total. The nature of our analysis was not intended to identify every position within the University System. Our intention was to demonstrate a weakness in controls and verify the existence of these occurrences. Based on our approach, we believe the number could be substantially higher than the 37 identified. To determine the actual rate of occurrence within the entire University System would require a detailed examination of each employee's personnel file.

At 12:25 p.m. the meeting recessed for lunch and reconvened at 1:25 p.m. with all Regents present except Dr. Eardley and Mr. Phillips.

President Harter announced that Dr. Barbikay Pohl, who recently had a liver transplant, was recuperating just fine and that the operation went well.

President Harter introduced Ann C. Mueller as the new Director of Diversity at UNLV, coming from DRI and will start March 1. She also introduced Lynnette McDonald new Director of Marketing and Community Relations, formerly Assistant City Manager for Las Vegas.

11.1 Approved the Response to Legislative Counsel Bureau Audit: Action Report - Accepted the LCB Audit Report and adopted the UCCSN Action Plan.

Chancellor Jarvis stated that in 1995, the Nevada State Legislature authorized an audit of the UCCSN by the Legislative Counsel Bureau. The audit findings were reported to the Audit Committee of the Legislative Commission on December 18, 1996. The audit report and the *UCCSN Action Plan* were presented to the Regents' Audit Committee on January 21, 1997.

The LCB Audit has ten primary findings which can be grouped under three major areas. (The numbers are those designated by LCB in their findings.)

#### Consistency of Management Controls, Data, Procedures and Accounting Practices

Establish System-wide management controls, including appropriate organizational structure and reporting responsibilities, uniform policies and procedures and consistent accounting practices.

Develop uniform systems for gathering data and reporting information.

Perform System-wide review of accounts, eliminating unnecessary accounts and consolidating low-activity accounts.

Establish Board policy restricting over-rides of the accounting system controls.

### System and Board Oversight of Budgets

Increase System Administration's role in the budget review process to include a critical evaluation of budget proposals.

The Board re-evaluate its policy regarding the use of non-budgeted accounts.

Replace the exception reporting process with regular monitoring of the budgets at the System Administration level.

Prepare year-end budget to actual comparisons for all accounts.

### Mid-year Transfers and Revisions

Revise Board policy to require System Administration approval for accounting transfers.

Establish Board policy requiring System Administration approval for budget revisions and Board of Regents' approval for those exceeding a certain level.

Chancellor Jarvis stated that the timetable for the majority of the corrective actions will be in place by July 1997. Some will take a little longer due to funding. The following conclusions and consequences were reported:

- 1) Following the suggestions of the Legislative Commission, the UCCSN will accept the direction of 9 of the 10 recommendations made by the LCB Audit. Only #8 is rejected, where UCCSN believes its fiscal exception process can be improved and is effective.
- 2) The System Administration will take on significantly increased responsibilities for budget evaluation, oversight and preparation of reports to the Board of Regents. This will require an adjustment of staffing and/or resources, yet to be determined.
- 3) Full response to several of the LCB Audit recommendations will depend on funding for a new computerized financial system.

### **UCCSN Action Plan**

The *UCCSN Action Plan* addresses these findings by proposing a variety of corrective actions and new procedures. The Plan's primary features are to:

- Increase review and approval of self-supporting budgets.
- Implement System review and approval of budget transfers between functions.
- Strengthen the fiscal exception process.
- Implement System review and approval of all budget revisions.
- Standardize key fiscal procedures.
- Report quarterly on grants, contracts and gifts.
- Monitor and restrict use of instructional funds for non-instructional purposes.
- Demonstrate explicit System and presidential fiscal accountability.

Dr. Derby moved to accept the LCB Audit Report and to adopt the UCCSN Action Plan as presented.  
Ms. Berkley seconded.

Mr. Graves commended the Chancellor and his staff and the Audit Committee for a job well done.

Ms. Berkley stated the Chancellor did an outstanding job in responding to the LCB audit report and that she is very supportive of the process put in place today. The response is very positive and she feels it will enhance education for students in the future.

Mr. Graves asked about the plan for staffing in order to implement the recommendations. Chancellor Jarvis stated that a plan has not been developed yet, however, he will work with the system presidents and do what ever it takes.

Mrs. Price stated that this was a wonderful response to the LCB Audit and feels that the audit was good even though it was reactive not pro-active. She recommends that LCB audits be done on regular basis in the future.

Motion carried unanimously.

Vice Chancellor Anderes presented an overview of the *Legislative Accountability Report*. This report was mandated by the Nevada Legislature in 1995, and its purpose is to track institutional use of funds. The *Legislative Accountability Report* compares budgeted funds to actual expenditures by function, object of expense, decision unit and FTE for faculty and staff. It also requires justification for transfers between functions. Vice Chancellor Anderes explained that most variances between budgeted to actual expenditures fell in the following areas:

Mandatory salary savings.

Revenue shortfall leading to functional expenditure reductions.

Reversions to state general fund.

Unanticipated utility expenses.

Unexpended Federal funds, particularly Cooperative Extension Service.

Transfers into instruction from other functions.

Vice Chancellor Anderes reviewed the process for improvement within the System and stated that a schedule will be established for implementation of these recommendations. A follow-up process will be developed to stay on top of problems and establish a thorough review process. This process will be conducted through his office and a progress report will be presented to the Audit Committee for their review.

Chancellor Jarvis thanked Vice Chancellor Anderes for the fine report.

Chancellor Jarvis invited Ms. Sandi Cardinal and Mr. John Page, Manager, Coopers & Lybrand to join him at the podium.

Mrs. Gallagher stated that she has sat on the Audit Committee for many years. The Coopers & Lybrand audit red-flagged a number of practices that had gone on for a long time and she is very pleased with their audit findings. Areas of concern had not been identified to the Committee before. The Committee will keep a close eye on external auditors in the future.

Chancellor Jarvis stated that Mrs. Price had given him five questions at the Audit Committee meeting held on January 21, 1997 to which he had responded in writing. Mrs. Price stated that she wanted to clarify that she did not write the questions, only submitted them and that they were written by a constituent.

In answer to a question concerning that person's background Mrs. Price stated it was a former employee, the former Treasurer, Janet MacDonald. Chancellor Jarvis stated for the record she was Deputy Treasurer, that the Chancellor is the System Treasurer.

Mr. Alden stated that he has read the responses to Mrs. Price's questions and that the Chancellor did a good job and he is satisfied with the responses.

Chancellor Jarvis invited Ms. Cardinal to respond to the questions that speak to process, he will speak to those that involve him, and President Crowley will speak to those that involved UNR.

Ms. Cardinal introduced Mr. John Page, Manager, Coopers & Lybrand. He is a senior manager on the job. Mrs. Cardinal read the first question and background information:

#### QUESTION NUMBER 1

The Coopers & Lybrand management letters are dated October 4, 1996. It is a generally accepted practice to issue a draft version of the auditor's management letter PRIOR to issuing the final report. This means that a copy of the Coopers & Lybrand management letter being presented to the Board of Regents' Audit Committee today was issued to the Chancellor's Office in draft form well before October 4, 1996. QUESTION: What was the date that the Chancellor's Staff received the October 4, 1996 Coopers & Lybrand management letters? On October 4, 1996, Chancellor Jarvis' recommended and the Board of Regents approved that the Board's Handbook *eliminate* the Chancellor's Office responsibility for system wide financial reporting policy and system wide definition of accounts and reporting (Refer to pages 16 & 17 of the Legislative Audit). Coopers & Lybrand recommended just the opposite course of action. They recommend that the Chancellor's Office at a System level "*Establish Controls Over Implementation of System Wide Policies*" (page 1 of the Coopers & Lybrand management letter to Chancellor Jarvis' System Office).

Chancellor Jarvis read this part of question 1: QUESTION: Did Chancellor Jarvis' knowingly recommend to the Board of Regents that they drop his office's management responsibility for system wide financial controls and oversight with knowledge that he was getting the Board of Regents to act contrary to the Coopers & Lybrand recommendation?

Ms. Cardinal read the following response to question number 1:

The Coopers & Lybrand management letters are dated October 4, 1996. According to the AICPA Professional Standards, Statement on Auditing Standards, Section 530.01 the date of completion of the field work is used as the date of the report. (Attachment A) This is the date that substantially all of the work at the client site is completed. This is not the date the report is issued to the client.

Coopers & Lybrand held an exit conference on October 28, 1996 with the Vice Chancellor for Finance and Administration and the Director of Internal Audit to discuss their findings and observations from the audit. As the files of the auditors needed to go through their review process, they were not certain which items would be included in the management letter. A draft of the management letter was received approximately December 11, 1996 and the final report was issued on December 18, 1996. (Attachment B)

A draft of the LCB audit report was received on November 8, 1996. The final report was received December 18, 1996.

Chancellor Jarvis responded as follows:

On October 4, 1996 the Chancellor recommended to the Board of Regents to eliminate the position of System Controller. According to Title 4, Chapter 9, Section 1.2 the Board of Regents' Handbook was amended to charge the



System, through the Vice Chancellor for Finance and Administration, with the responsibility of accurate and timely development and reporting of financial information. (Attachment C) The System will ensure the adherence of the institutions to the most recent national financial accounting standards. The System responsibility for system wide financial reporting was not removed, simply reassigned to the Vice Chancellor for Finance and Administration. The LCB audit report (page 17, third paragraph) recognizes that the System continues oversight in a different way than a central controller.

The LCB Audit Action Plan presented by the Chancellor establishes a greater level of System control and oversight than ever before, including when the System had a system controller.

Mrs. Cardinal read questions 2 and 3 and their responses:

#### QUESTION NUMBER 2

Coopers & Lybrand (page 3) of the UNLV management letter October 4, 1996 indicates that \$7.1 million of cash held by the Public Works Board per the UNLV books and records could not be confirmed as being on deposit with the Public Works Board. Bank of America testified before the Legislative Committee on December 18, 1996 and in written letters to the Reno Evening Gazette newspaper that due to no fault of the UCCSN they posted amounts to the wrong accounts. Chancellor Jarvis went on to explain that the UCCSN has no independent means to solve these bank errors (page 7 UCCSN Bank Reconciliation: The Real Story). QUESTION: Has Bank of America posted another \$7.1 million to the wrong bank account resulting in the misappropriation of \$7.1 million of Board of Regents funds? What controls have been put in place since Bank of America testified before the Legislative Committee on December 18, 1996 that could assure the Board of Regents that the \$7.1 million has not been misappropriated by bank error? Does Chancellor Jarvis still believe that the UCCSN has no independent means to solve these bank errors?

#### RESPONSE NUMBER 2

There have been no additional posting errors by Bank of America. The audit findings relates to working papers prepared by UNLV. An audit schedule of cash held by the Public Works Board prepared by UNLV was inaccurate. During the year ended June 30, 1995 UNLV recorded revenue on a construction project and the Deloitte & Touche auditors requested that UNLV reverse the entry. For the year ended June 30, 1996 UNLV again reversed the entry. When Coopers & Lybrand confirmed the amounts with the Public Works Board the error was detected. All cash remains with the State of Nevada on UCCSN construction projects. This error is not related to Bank of America in any way. The Chancellor stated he still believes that the UCCSN has no independent means to solve bank errors.

#### QUESTION NUMBER 3

The UCCSN Statement of Current Operating Funds Revenue, Expenditures and Other Changes for the Year Ended June 30, 1996 (page 10, last line column 3) indicates that the Presidents and Chancellor Jarvis deficit spent current funds for the fiscal year in the total amount \$12,783,522. Deficit spending needs to be examined to determine if it involves mismanagement of public funds that could jeopardize the financial future of higher education in Nevada. The University since its inception, 100 years ago, has accumulated unrestricted fund balances of \$55,900,362 (page 7, column 5, item 2nd from last line). Repeated deficit spending like the most recent fiscal year ended June 30, 1996 could deplete, in little more than 4 years what it took 100 years to accumulate (\$55,900,362 deficit spending of \$12,783,522=4.37 years). QUESTION:

Accountability demands the Board of Regents question what makes up the \$12,783,522 of the deficit spending. Chancellor Jarvis is asked to list and describe any of the deficit spending amounts that were unanticipated and non-reoccurring current fund expenditures?

### RESPONSE NUMBER 3

Coopers & Lybrand personnel discussed the timing differences in the June 30, 1996 financial statements at their presentation to the Audit Committee on January 21, 1997. The UCCSN financial statements for the year ended June 30, 1995 included a receivable from the State of Nevada for \$32M. (Attachment D) This represents state appropriations that would normally be appropriated on July 1, 1995 that were appropriated on June 30, 1995. UCCSN was required to record the revenue in the year ended June 30, 1995, while the expenditures will occur during the years ended June 30, 1996 and 1997. This does not represent deficit spending by the Chancellor or the presidents. In fact, since the Chancellor has assumed responsibility for UCCSN the current fund balances have increased by \$21.6 million from \$56.4 million to \$78 million between FY95 and FY96.

Mr. Graves stated that this should be included in a footnote in the future, to which Mr. Page agreed to have these notations in the working papers.

Vice Chancellor Anderes stated that the UCCSN bond rating would never have been raised to the highest possible for a university if deficit spending was occurring.

President Crowley read question number 4 and the response:

### QUESTION NUMBER 4

The University of Nevada, Reno June 30, 1996 financial statements at page 9 indicates that UNR received \$6,127,241 in total from the nonprofit corporate organizations pledging support of UNR. President Joe Crowley has publicized the fact that one of these nonprofit corporations, the UNR Foundation, raised over \$100 million for UNR for the year ended June 30, 1996. This means that the UNR Foundation increased its fund balances by \$100 million, less the portion of the \$6,127,241 they gave to UNR. These fantastic increases in UNR Foundation Fund Balances were occurring at the same exact time President Joe Crowley was deficit spending current funds under the control of the Board of Regents by \$3,563,403 (page 8, column 3, last line). QUESTION: President Joe Crowley is asked to explain why the fund balances of the UNR Foundation are being increased substantially while the UNR Board of Regents controlled fund balances are decreasing due to deficit spending authorized by his administration? Furthermore, how does President Crowley justify increasing tuition to students in the total amount of \$1,746,374 (page 8, columns 3 and 4, \$30,466,709 minus \$28,720,335) while the same period of time he was building the fund balances of the UNR Foundation.

### RESPONSE NUMBER 4

Response to Regents Price's question regarding foundation funds raised, excess of current funds expenditures over revenues, and tuition increases.

Regarding funds raised by the UNR Foundation:

The capital campaign raised in excess of \$124,000,000 (not \$100,000,000) over a six year period. This did not occur solely in fiscal year 1996. These funds were in cash, pledges or gifts-in-kind (such as land, equipment, etc.). The funds raised are for specific purposes as defined by the donor; they fund specific projects which enhance the university's programs and which are not funded by state funds. Many of the gifts realized through this campaign are in the form of endowments - the university can only spend income resulting from the investment of the endowments. Approximately fifty percent of the funds went directly to the university and did not go to the foundation. Funds are transferred to the university from the foundation only as they are expended by the benefiting department or project.

Regarding the "deficit spending of current funds" for operations for fiscal year 1996:

The university was required by external auditors, in spite of its objection, to record as revenue for fiscal 1995 one shot scholarship and equipment funds in the amount of \$8,470,474 appropriated in June 1995. These funds were approved by the Legislature, signed by the Governor before June 30, 1995 and the auditors insisted that UNR record them as revenue in fiscal year 1995 even though UNR would not spend against them until fiscal 1996 and 1997. Therefore, UNR spent \$4,336,874 against these appropriations in 1996, but the revenue was recorded in the prior fiscal year. If UNR was to remove these expenditures for which the revenues were previously recorded, UNR would have realized a \$773,471 increase in the fund balance or a surplus of revenues over expenditures for the fiscal year ended June 30, 1996. Again, the remaining \$4,133,600 will be expended against these funds in the second year of the biennium, fiscal 1997, with no corresponding revenues.

As to increased tuition:

Only the Board of Regents has the authority to increase fees. The regents voted on and approved Chancellor Jarvis' presentation for fee increases for fiscal 1996 and fiscal 1997 at the board meeting held March 30 and 31, 1995 at UNLV. Since donations are restricted, in the main, to purposes specified by donors, and few donors give funds for basic operations, it is generally understood that there is no relationship between the level of contributions and the status of fee and tuition increases.

Mrs. Cardinal read question number 5 and the response:

#### QUESTION NUMBER 5

The IRS requires that in-kind donations from individuals valued at \$500 or more be reported to the IRS on Form 8283. In-kind gifts from corporations valued at \$5,000 or more must be reported to the IRS on Form 8283. The UNLV Coopers & Lybrand's management letter at page 6 indicates that UNLV does not record in-kind gifts of less than \$100,000 per year. UNLV management defines in-kind gifts of less than \$100,000 as not significant enough to require recording on their books and records. The IRS defines *de minimis* as an amount of less than \$5. QUESTION: What is the potential liability of the Board of Regents for violation of IRS regulations requiring the reporting of in-kind gifts?

#### RESPONSE NUMBER 5

Internal Revenue Service Form 8283 (Attachment E) requires the Donee Organization (UNLV) to complete part IV of the form prepared by the Donor. In this part the institution acknowledges receipt of in-kind gifts. The form states "This acknowledgment does not represent agreement with the claimed fair market value." It is the responsibility of the donor to determine the fair market value of the asset. This interpretation was also confirmed recently in an opinion by Coopers & Lybrand in a request from another institution (the related portion of that document is included as Attachment F). The Board of Regents is not violating IRS regulations regarding the reporting of in-kind gifts.

Chancellor Jarvis stated this concluded the Accountability Workshop.

Mrs. Price requested that the questions and answers be a part of the record.

Dr. Derby commended Chancellor Jarvis, Mrs. Cardinal and President Crowley for the great job they did and the way in which they responded.

Mrs. Gallagher reported that she was at UNLV yesterday and a special "feel good" story was told to her that she would like to share. She invited Dr. Nancy Master, UNLV Faculty Senate Chair, to the podium to relay the story. Dr. Master stated that as part of a marketing project for a Hotel Management Class the students participated in a "clean-up day" in which over 300 students worked together from 6:00 a.m. to midnight cleaning walls, carpets and taking gum off seats in one of the campus buildings. After all their hard work the students expressed satisfaction in that

they restored the building well and felt they made a difference on their campus.

President Moore introduced local artist Mary Cady Johnson who has donated her life's art work to CCSN. Mrs. Johnson stated that she was thrilled to give her art to the community where her son and friends live and thanked President Moore for the opportunity. She thanked Dr. Joanne Vuillemot for her assistance in mounting the work.

Dr. Vuillemot stated that Mrs. Johnson has been in her class for many hours and that she was delighted to learn the art would be donated to CCSN.

The meeting recessed at 3:00 p.m. and reconvened at 7:15 a.m. in open session with all Regents present except Dr. Eardley and Mr. Phillips.

6. Closed Session - Upon motion by Mr. Wiesner, seconded by Mr. Alden, the Board moved to a closed session for purposes of discussion of the character, alleged misconduct, professional competence, or physical or mental health of an employee(s) of the UCCSN in accordance with N.R.S. 241.030.

Motion Carried.

The Board moved to Closed Session at 7:20 a.m. on January 31, 1997 and reconvened at 9:50 a.m. with all Regents present, with Dr. Eardley and Mr. Phillips on a telephone hookup.

For the record, Mrs. Price gave Ms. Joyce Chatigny, Assistant to the Board Secretary, a one-page document entitled "Addition to Plan for Legislative Counsel Bureau Audit Response, Regent Nancy Price, January 29, 1997" which she specifically requested to be placed in the permanent minutes. (On file with the permanent minutes.) It should be noted that these materials were added without any indication or any discussion of their content at the meeting and they do not reflect the deliberations of the Board at the meeting.

7. Information Only: Legislative Report - Chancellor Jarvis presented the Legislative Report.

## **LEGISLATIVE REPORT**

The Chancellor reported that Governor Miller's 1997-99 biennial budget for the UCCSN leads the nation in its support of public higher education as he reported on the funding proposed for the UCCSN. He stated he is extremely pleased with the level of funding recommended in the Executive Budget, particularly the additional dollars provided to support current and projected annual growth in student enrollment. The UCCSN has worked hard to attract more Nevadans to its institutions, and the System is proud and grateful that the Governor believes in strong growth for higher education.

### **Overview**

Chancellor Jarvis stated that the Governor's proposed budget for the UCCSN provides for the continuation of programs and services throughout the System, expanded student access, and other key initiatives sought by the UCCSN Board of Regents. It constitutes an 18.1% increase over State General and one-shot funding for the 1995-97 biennium (inclusive of FY 1997-99 cost-of-living salary increases of 3% per year). State General Fund support for 1997-99 is recommended at \$583.9 million. The UCCSN State Operating Budget would grow by 19.1% (\$121.6 million) to \$757.8 million, \$583.9 million in State General Fund, \$132.1 million in tuition and fees, and the remaining \$41.8 million from other revenue sources. The Executive budget would see the UCCSN share of the State General Fund Operating Appropriation grow from 18.57% as funded in the 1995-97 biennium to 19.29%.

### **Instruction**

Chancellor Jarvis stated that the Governor's budget provides for full funding of the instruction formulas which use faculty/student ratios to determine how many faculty positions are needed for the number of students enrolled. The funding for instruction would add a total of 168 full-time faculty, 87 part-time faculty, and 54 instructional support staff. Based on the current and projected growth rates, the funding will support 40,329 FTE students in academic year 1997-98 at a growth rate of 4.7% and 42,263 FTE students in academic year 1998-99 at a growth rate of 4.8%.

### **Academic Support Services**

Chancellor Jarvis stated that the Governor's budget recommends \$16 million in additional funding for critically needed academic support services. These support services include libraries, student counseling and advisement, safety programs and staff support for technological services. Chancellor Jarvis commented that It can be difficult to convey the vital nature of support services, but without libraries, counseling and other essential services for students there cannot be quality institutions of higher education. He stated he is very grateful that Governor Miller understands UCCSN needs in academic support services.

### **Financial Aid**

Chancellor Jarvis stated that the Governor's budget gives an enormous boost to financial aid by incorporating into the UCCSN base budget \$7 million in financial aid funds that had been provided as a 'one-shot' appropriation in the 1995-97 biennium. Chancellor Jarvis commented that there are a number of instances where Governor Miller has moved items from 'one-shot' funds into the base operating budget, such as with the \$7 million in student financial assistance. These are highly important decisions, reflecting the Governor's understanding of permanent, continuing needs within the UCCSN. The budget also authorizes an additional \$1 million in permanent support for financial aid.

### **Salaries**

Chancellor Jarvis stated that the Governor recommended 3% per year, 6% over the 1997-99 biennium, cost-of-living salary adjustments for State of Nevada employees.

### **UNLV Law School**

Chancellor Jarvis stated that one of the most exciting components of the Governor's budget is support for the creation of a Law School at UNLV. In June, 1996 the UCCSN Board of Regents voted unanimously in support of a Law School at UNLV. This school will be accessible to all Nevadans, not just those with the economic means to afford out-of-state or private school tuition, and will provide an option to over 500 Nevadans who are currently spending over \$11 million elsewhere for their legal education.

The Governor's recommendation authorizes a budget of \$5.45 million over the biennium with \$3.6 million of support from State General Funds. These start-up funds will help support a first class of some 80 law students to begin in fall of 1998.

### **Equipment & Distance Education Technologies**

Chancellor Jarvis reported that In the area of equipment and technology, the Executive Budget provides \$17.1 million in equipment support in the base budget. A total of \$3.9 million is recommended for the delivery of college-level courses to the high schools via distance education technologies, such as interactive video. This distance education initiative is an important part of the UCCSN "Go to College" campaign, designed to help increase the number of Nevadans who seek postsecondary education. Nevada has one of the nation's lowest college-going rates at only 37.6% of recent high school graduates and the ability to take college courses while in high school is one way to

make college an attractive and viable option.

## **Capital Improvements**

Chancellor Jarvis reported that Governor Miller is recommending the largest increase in state funding for higher education facilities and planning in recent memory. A total of \$104.3 million is recommended for new construction, \$10 million for facilities' maintenance, and \$1.1 million for advanced planning. He noted that the level of capital construction funding proposed is a 63% increase from the level funded (\$64.5 million) in the 1995-97 biennium.

### Construction Projects Proposed Cost \$ (millions)

Great Basin College, Remodel McMullen \$2.5  
Desert Research Institute, Northern Nevada Science Center \$2.3  
Great Basin College, Complete Chilton Circle \$ .3  
Community College of Southern Nevada, West Charleston \$25.0  
University of Nevada, Reno, Student Services, Parking \$11.6  
University of Nevada, Las Vegas Lied Library \$32.8  
Truckee Meadows Community College, Applied Tech. Center \$2.8  
Community College of Southern Nevada, Henderson \$17.0  
Community College of Southern Nevada, Summerlin \$5.0  
Community College of Southern Nevada, Western High School \$5.0

8. Approved Chancellor Evaluation Committee Report - Chair Madison Graves reported on the meeting of the Chancellor Evaluation Committee held on January 30, 1997. He reported that he and Regents' Derby and Berkley made up the committee to evaluate the Chancellor. He reported that the annual and periodic review were completed concurrently. The purpose of the annual is to identify the Chancellor's accomplishments and efficiency over the past year and to review performance objectives for the coming year. The purpose of the periodic evaluation involved a wider consultation with constituents and is to provide the Board with information regarding the contract renewal for the Chancellor.

Chair Graves stated that over 80 responses were solicited from a wide range of constituents, including the UCCSN institutional presidents, senior system staff members, faculty senate chairs, student leaders, classified counsel leaders, the Governor and members of the executive staff, and members of Nevada's business community. Over 35 written responses were received and the remaining persons were contacted by telephone by the committee members.

Mr. Graves reported that after a thorough review of the responses the committee recommends an outstanding evaluation of Chancellor Jarvis.

Mr. Phillips moved to accept the report. Mrs. Gallagher seconded. Motion carried.

8.1 Approved Award of Contract - Chair Graves recommended approval of a three-year contract effective July 1, 1997 through June 30, 2000. He reported that the committee was unanimous in their recommendation to renew the Chancellor's contract. He stated that the committee will meet again to make recommendations for salary and perquisites and report back to the Board for their approval at the June meeting.

Mr. Graves moved to approve a three-year contract effective July 1, 1997 through June 30, 2000 for Chancellor Richard Jarvis. Ms. Berkley seconded.

Mrs. Price was opposed. She complimented the Chancellor for those areas in which he excels, and stated that her no vote reflects the audit reports recently presented.

Motion carried.

Ms. Berkley stated that she felt it was a great pleasure to serve on the Chancellor Evaluation Committee and that approval to renew the Chancellor's contract is appropriate due to his exemplary commitment to higher education in Nevada. She commented that a look around the room reflected many nodding (in affirmation) and smiling constituents during the report and proceeded to thank the Chancellor for a job well done.

Mr. Graves stated that all members of the committee took their responsibilities very seriously and he personally thanked Dr. Derby for writing the report.

9. Approved the Legislative Accountability Report - Approved the Legislative Accountability Report. Vice Chancellor Anderes previously presented the report as part of the response to the Legislative Counsel Bureau Audit Action Report.

Mr. Alden moved to approve the Legislative Accountability Report. Mrs. Dondero seconded. Motion carried.

Mr. Phillips welcomed the new Regents to the Board.

Mr. Phillips and Dr. Eardley left the meeting.

10. Information Only: Regents' Workshop: Enrollment Management - Chancellor Jarvis and Deputy to the Chancellor Karen Steinberg reviewed past student enrollment trends, future projections and discussed the role of enrollment management in relation to the Board goal of student access and increased student participation in postsecondary education.

Mr. Graves left the meeting; Dr. Derby accepted the gavel.

Ms. Steinberg explained that the fall 1996 enrollment figures embody a key shift in enrollment trends with most UCCSN institutions once again experiencing strong growth. In terms of state-supported headcount, the System saw a growth of 9.4% over fall 1995 from 68,230 to 74,655 students. In terms of FTE students, the System grew from 36,937 to 40,014 students and surpassed its 1996/97 budgeted amount by 7.9%. Chancellor Jarvis noted that for the 1986-96 decade the System grew at about the same rate as the state population. Further, this growth has been largely in southern Nevada and has been particularly strong at the Community College of Southern Nevada which grew by 113%.

Mr. Graves entered the meeting and resumed the gavel.

Mrs. Price asked where seniors taking non-tuition courses would be counted, to which Ms. Steinberg answered it depended on the type of course taken, and if it was an academic course then they would be counted in these figures. If the class was community service, then it would not be included in these figures.

The second part of the workshop focused on the question, "How well are we serving Nevada's postsecondary needs?" Despite the System's strong growth, Chancellor Jarvis reviewed some of the considerable challenges that lie ahead. Nevada is the fastest growing state in the nation with a projected 77% growth in high school graduates by 2005. Nevada has the lowest proportion of full-time college students and the lowest "chance for college" rate for 9th graders in the nation at 25.3%. Nevada's college continuation rate for high school graduates is 37.6%, almost 20

points below the national average.

Dr. Derby stated that she felt it is very important to close the gap for low continuation rate for high school graduates and that this is a great priority of hers. She feels that college is a gateway to the American lifestyle.

Mrs. Price asked how to address a remedy. Chancellor Jarvis stated that it is important to look at what the campuses are currently doing. Since Nevada has extraordinary job opportunities, many high school students do not feel the necessity of higher education. Resources will be needed in the form of financial aid. The offering of more evening and weekend classes will help to attract potential students. This is an enormous challenge for the state and the Chancellor declared he will continue to work on the problem.

Chancellor Jarvis reviewed the 1996 conclusions of MGT of America, Inc., consultants to the UCCSN in the area of enrollment management, in light of the above data. He reported that by most national standards, enrollment growth in the UCCSN appears strong. More careful analysis, however, suggests that the UCCSN faces a significant enrollment issue.

Mr. Rosenberg asked if the numbers only took new or potential students into consideration or if retention of students was included. Chancellor Jarvis responded that they reflected enrollment and graduation figures. It is important that once students enroll they are retained, however growth can only be sustained if the governor provides the funding. It is important to polish and define the enrollment plan in order to meet the enrollment targets.

Mrs. Dondero stated that she felt two big problems are the affordability of a college education by students and convenient class scheduling to be compatible with work schedules. She also asked if students were aware of the availability of financial aid.

Dr. Derby responded to Mrs. Dondero stating that student access to financial aid for needy students has been enhanced since the last legislative session, and more money is available. She was not sure how this information was made available to students, perhaps the campus presidents need to address marketing issues for financial aid.

Chancellor Jarvis presented the following data on the growth in student demand anticipated by the year 2000, and the potential for growth if Nevada was to increase its participation to that of the average for the western states. (The Nevada 2000 Target Age Population is 18-34 for undergraduates, 25-44 for graduates; the Nevada participation rate for undergraduates is calculated at the 1993 rate of 16.78%; the Nevada participation rate for graduates is calculated at the 1993 rate of 1.62%; the western states' participation rate for undergraduates is calculated at the 1993 rate of 19.15%; the western states' participation rate for graduates is calculated at the 1993 rate of 2.14%.)

11. Approved the Audit Committee Report - Chair Mark Alden reported on the Audit Committee meeting held on January 21, 1997.

Mr. Alden reported that the Committee met in joint session with the Finance and Planning Committee to hear reports on the Legislative Counsel Bureau Audit of UCCSN and the Coopers & Lybrand presentations on the Financial Statements and Constructive Service Letters for the System and the institutions. A great deal of information and helpful recommendations were forthcoming from the audits. UCCSN will be moving rapidly to make changes to ensure greater accountability of financial procedures at all levels.

He further stated that Mrs. Sandi Cardinal, Director of Internal Audit, reported that bank reconciliation's were within the 45-60 day time frame at all institutions with the exception of TMCC. TMCC was advised that additional staff must be assigned to this task. Mr. Alden stated that a report on bank reconciliation's will be made at each Committee meeting.



Mr. Alden moved to accept the Audit Committee report. Mr. Rosenberg seconded. Motion carried.

11.2 Approved the UCCSN Consolidated Financial Statement and

Constructive Service Letter - Approved the UCCSN Consolidated Financial Statement and Constructive Service Letter dated June 30, 1996 as presented by Coopers & Lybrand, System External Auditors.

Items listed in the Constructive Service Letter:

1) Improve communication between the various campuses and divisions of the System. A campus controller's group has been formed to meet periodically to discuss issues and share experiences. Coopers & Lybrand recommended the System establish a "Best Practices" database from which all System personnel could access information to aid them in the efficient performance of their function.

2) Establish Controls Over Implementation of System Wide Policies.

3) Remind all Campus Departments of the System's Sick Leave Policy - A letter will be issued to all employees of the benefits and limitations of the sick leave policy.

4) Round Financial Statement Totals to 000's.

Mr. Alden moved to accept the UCCSN Consolidated Financial Statement and

Constructive Service Letter. Dr. Derby seconded. Motion carried.

11.3 Approved the UNR Financial Statement and Constructive Service Letter - Approved the UNR Financial Statement and Constructive Service Letter dated June 30, 1996 as presented by Coopers & Lybrand, System External Auditors.

Mr. Alden moved to accept the UNR Financial Statement and Constructive Service Letter for UNR. Mrs. Gallagher seconded. Motion carried.

11.4 Approved the UNLV Financial Statement and Constructive Service Letter - Approved the UNLV Financial Statement and Constructive Service Letter dated June 30, 1996 as presented by Coopers & Lybrand, System External Auditors.

Mr. Alden stated that Vice President Norval Pohl, UNLV, made an excellent presentation at the committee meeting and he and President Harter deserve to be commended for their fine work.

Mr. Alden moved to accept the UNLV Financial Statement and Constructive Service Letter. Mrs. Gallagher seconded. Motion carried.

11.5 through 11.10 Approved System Administration Financial Statement and Constructive Service Letters For System Administration, CCSN, GBC, DRI, TMCC, and WNCC - Approved the Financial Statement and Constructive Service Letters for System Administration, CCSN, GBC, DRI, TMCC and WNCC dated June 30, 1996 as presented by Coopers & Lybrand, System External Auditors.

Mr. Alden moved to accept the Financial Statement and Constructive Service Letters for System Administration, CCSN, GBC, DRI, TMCC and WNCC. Mr. Wiesner seconded. Motion carried.

Mr. Alden welcomed Regent Dondero to the Audit Committee and stated that he felt she will be a wonderful addition.

12. Approved the Finance & Planning Committee Report - Chair Dorothy Gallagher reported on the Finance & Planning Committee meeting held on January 21, 1997. She stated that it was an excellent meeting and she learned a great deal.

Mrs. Gallagher reported that the Committee met jointly with the Audit Committee and heard a report on the LCB Audit and the presentations made by Coopers & Lybrand on their financial audits.

In addition, Director of Banking and Investments Mr. Tim Ortez reported that the RFP for commercial banking services for the System is in process and should be released the first week in February. A System committee will review the bids and make recommendations to the Finance and Planning Committee at its meeting in May. The RFP calls for a three-year contract. It is anticipated that transition to the new bank contract will be accomplished by January 1, 1998.

Mrs. Gallagher moved to accept the report. Mr. Alden seconded. Motion carried.

12.1. Approved Cost-Containment Recommendations - Mrs. Gallagher stated that Vice Chancellor Anderes reported that the Business Officers had reviewed the bids on the Cost-Containment RFP and had determined that rather than awarding a bid the System should look to in-house cost-containment practices to determine whether they might be utilized systemwide. They further recommended an individual in the System office be appointed to oversee this area. The Committee agreed and recommended approval of their suggestions and requested a report be brought back to the committee at the proper time.

Mrs. Gallagher moved to accept the recommendations as presented. Mr. Alden seconded.

Dr. Derby commented that she was disappointed that the bid for an outside consultant came back so high. She would be interested in seeing an internal analysis, however she felt that an external review would be more objective.

Mrs. Gallagher stated that the committee has not made a final decision to not go with an external review, however, since the bid was \$250,000 the committee thought that with the expertise in the system, perhaps an internal review should be done first. An outside review may still be pursued after the internal review is completed.

Chancellor Jarvis stated that the Audit Action Plan has identified areas to be reviewed, and he felt it is proper to maximize internal resources before going outside the system for a review.

Motion carried.

Mr. Graves thanked the members of the Audit and Finance & Planning Committees, the LCB auditors, and Coopers & Lybrand for all their hard work. He stated that everyone involved took their responsibilities very seriously and now UCCSN has an action plan that will be put into place and the results will be monitored.

### 13. Approved Consent Agenda

(1) Approved the minutes of the meeting held November 14 - 15, 1996.

(2) Approved Emeritus - Approved request of emeritus status as recommended by the institution presidents:

A. UNR: Approved President Crowley's request that the following individuals be granted emeritus status:

To be effective January 1, 1997:

John W. Bird, Professor Emeritus

James R. Garrett, Associate Professor, Emeritus

Liang-Chi Hsu, Research Mineralogist & Professor of Geology, Emeritus

Robert K. Myles, Professor of Internal Medicine, Emeritus

Jack R. Robertson, Professor of Obstetrics & Gynecology, Emeritus

To be effective July 1, 1997:

Ken Braunstein, Associate Professor of Criminal Justice, Emeritus

John N. Chappel, Professor of Psychiatry & Behavioral Science, Emeritus

Virginia Haldeman, Professor of Human Development & Family Studies, Emeritus

James W. Hulse, Professor of History, Emeritus

Lawrence T. Larson, Professor of Economic Geology, Emeritus

Roderick D. Sage, Professor of Internal Medicine, Emeritus

Thomas J. Scully, Professor of Pediatrics, Emeritus

Posthumous appointment effective January 1, 1997:

James F. W. Clark, Jr., Associate Professor of Obstetrics & Gynecology, Emeritus

B. TMCC: Approve President Wright's request that the following individuals be granted emeritus status effective June 30, 1996:

N. Jean Pontrelli, Professor, English, Emeritus

Edward Hancock, Professor, English, Emeritus

(3) Approved Extension of Sick Leave, UNLV - Approved an extension of sick leave for Dr. Barbikay Pohl through Spring semester 1997.

(4) Approved Tenure on Hire, UNR - Approved request for approval of tenure on hire as recommended by the institution presidents:

A. UNR: President Crowley recommended the following individuals be granted tenure on hire:

Dr. Byard Wood, Chair of the Department of Mechanical Engineering, College of Engineering, tenure in the Department of Mechanical Engineering, effective January 15, 1997.

Dr. Jane C.S. Long, Dean of the Mackay School of Mines, with tenure in the Department of Geological Sciences. Dr. Long will have the title "Consulting Dean" November 18, 1996 through June 30, 1997 at which time she will assume full responsibilities of the dean's position.

B. UNLV: President Harter recommended tenure on hire be granted to:

Dr. Leroy Pelton, Professor of Social Work, with tenure, effective July 1, 1997. Dr. Pelton will serve as Director of

the School of Social work.

(5) Approve Advisory Committee, College of Agriculture, UNR - Approved the following appointments to the College of Agriculture Advisory Board for the period 1997 through 1999:

Mr. Dallas Byington, Minden

Mr. Don J. Davis, Moapa

Mr. Dave Matley, Fallon

Dr. Jack O. Walther, Reno

Mr. Craig Witt, Minden

(6) Approved Sabbatical Leaves, 1997-98 - Nevada Revised Statutes and Board of Regents' policy provide for the total number of sabbatical leaves which may be awarded each year. Utilizing the criteria set forth, the Chancellor and the Council of Presidents approved the following sabbatical leaves:

A. University of Nevada, Reno - Approved President Crowley's recommendation that sabbatical leaves for UNR be awarded to the following:

Morris Brownell, English, Academic Year

David Ehrke, Music, Academic Year

Eva Essa, Human Development & Family Studies, Academic Year

Viktoria Hertling, Center for Holocaust, Genocide & Peace Studies, Academic Year

Martha Hildreth, History, Academic Year

Laurie Larwood, Managerial Sciences, Fall, 1997

Bruce Moran, History, Academic Year

Robert Nowak, Environmental & Resource Sciences, Academic Year

David A. Schooley, Biochemistry, Fall, 1997

Robert Solso, Psychology, Academic Year

Michael Thomas, Accounting & Computer Information Systems Academic Year

William Wallace, Psychology, Academic Year

Larry Walters, Speech Communication & Theatre, Fall, 1997

Steven Wesnousky, Geology, Academic Year

Alternates:

Shen-Yi Luo, Mechanical Engineering, Academic Year

William Courchesne, Microbiology, Academic Year

See Ref. C-6A for summary of proposed projects.

B. University of Nevada, Las Vegas - Approved President Harter's recommendation that sabbatical leaves for UNLV be awarded to the following:

Robert J. Aalberts, Finance, Fall, 1997

Catherine Angel, Art, Fall, 1997

Ajoy K. Datta, Computer Science, Spring, 1998

Leonard Goodall, Public Administration, Spring, 1998

Dean Gronemeier, Music, Fall, 1997

Vernon Hodge, Chemistry, Fall, 1997

Todd Jones, Philosophy, 1997-98

Rudolph Koester, Foreign Languages, Spring, 1998

Steven Parker, Political Science, Spring, 1998

Peter Shiue, Mathematics, Fall, 1997

Neal Strudler, Instructional & Curricular Studies, 1997-98

Wanda Taylor, Geoscience, 1997-98

Mark Weinstein, English, 1997-98

Donna Wiestrop, Physics, 1997-98

Sue Whiston, Educational Psychology, 1997-98

Thomas Wright, History, Fall, 1997

Alternates:

Clarence Ray, Economics, 1997-98 (First Alternate)

John C. Zimmerman, Accounting, 1997-98 (Second Alternate)

Gary Palmer, Anthropology, Fall, 1997 (Third Alternate)

James Busser, Leisure Studies, Spring, 1998 (Fourth Alternate)

See Ref. C-6B for summary of proposed projects.

C. Desert Research Institute - Approved President Taranik's recommendation that sabbatical leaves for DRI be awarded to the following:

Colleen M. Beck, Quaternary Sciences Center, 7/1/97 - 3/31/98

Hans Moosmuller, Energy & Environmental Engineering Center,  
7/1/97 - 6/30/98

Lynn K. Shaulis, Biological Sciences Center, 8/1/97 - 10/31/97

Scott W. Tyler, Water Resources Center, 9/1/97 - 8/31/98

See Ref. C-6C for summary of proposed projects.

D. Community College of Southern Nevada - Approved President Moore's recommendation that sabbatical leaves for CCSN be awarded to the following:

Franklin (Neil) Baker, Accounting & Finance, Full Year

Alan Balboni, Philosophical & Regional Studies, Spring, 1998

Michaela Brooks, Nursing, Fall, 1997

Giovanni Joe Delrosario, Resorts & Gaming, Spring, 1998

Dale Etheridge, Academic Computing/Science, Spring, 1998

Martin Hicks, Science, Full Year

Gale Martin, Science, Full Year

Denise Ogletree-McGuinn, Nursing, Fall, 1997

Marguerite Re, English, Fall, 1997

Alternates:

Robert Adams, English, Fall, 1997

Angela LaSala, Human Behavior, Spring, 1998

James Keeton, Mathematics, Fall, 1997 - Spring, 1998

James Santor, Public Safety & Human Services, Spring, 1998

See Ref. C-6D for summary of proposed projects.

E. Great Basin College - Approved President Remington's recommendation that sabbatical leaves for GBC be awarded to the following:

Scott Hawkins, Mill Maintenance, Fall, 1997

See Ref. C-6E for summary of proposed projects.

F. Truckee Meadows Community College - Approved President Wright's recommendation that sabbatical leaves for

GBC be awarded to the following:

Leon Lucchesi, Electronics, Fall, 1997

Charlotte Cox, Tutoring, Fall, 1997

Diana McCoy, Social Sciences, Fall, 1997

William Doherty, Professional Business Studies, Fall, 1997

Alternates:

Barbara Grimm, First Alternate, Professional Business Studies, Fall, 1997

Gail Ferrell, Second Alternate, Arts & Science, Fall, 1997

Beverly Turner, Third Alternate, Arts & Science, Spring, 1998

Allen Lewis, Fourth Alternate, Professional Business Studies, Fall, 1997

See Ref. C-6F for summary of proposed projects.

G. Western Nevada Community College - Approved President Randolph's recommendation that sabbatical leaves for WNCC be awarded to the following:

Richard Finn, Criminal Justice, Spring, 1998

Michon Mackedon, English, Fall, 1997/Spring, 1998

See Ref. C-6G for summary of proposed projects.

(7) Summer Session Budgets - Approved the 1997 Summer Session budgets as recommended by the Chancellor and the presidents:

A. UNR 1997 Summer Session Budget

|                           | 1996 PROJECTED ACTUAL | 1997 E<br>ESTIMATE |
|---------------------------|-----------------------|--------------------|
| RESOURCES:                |                       |                    |
| Opening Account Balance   | \$ 250,622            | \$ 253,513         |
| Revenue:                  |                       |                    |
| Student Fees              | <u>1,317,258</u>      | <u>1,142,258</u>   |
| TOTAL SOURCE OF FUNDS     | \$1,567,880           | \$1,395,771        |
| EXPENDITURES:             |                       |                    |
| Professional Salaries     | \$ 930,093            | \$ 962,738         |
| Fringe                    | 37,431                | 37,884             |
| Graduate Assistant Salary |                       | 3,671              |
| Fringe                    |                       | 145                |

|                        |                |                |
|------------------------|----------------|----------------|
| Classified Salaries    |                |                |
| Fringe                 |                |                |
| Wages                  | 15,660         | 10,000         |
| Fringe                 | 1,608          | 1,027          |
| Operating              | 76,970         | 75,000         |
| Out-of-State Travel    | <u>6,000</u>   | <u>6,000</u>   |
| TOTAL EXPENDITURES     | \$1,067,762    | \$1,096,465    |
| TRANSFER OUT           | 246,605        | 191,000        |
| ENDING ACCOUNT BALANCE | <u>253,513</u> | <u>108,306</u> |
| TOTAL USE OF FUNDS     | \$1,567,880    | \$1,395,771    |

B. UNLV 1997 Summer Session Budget

|                           | 1996 PROJECTED ACTUAL | 1997 ESTIMATE    |
|---------------------------|-----------------------|------------------|
| RESOURCES:                |                       |                  |
| Opening Account Balance   | \$ 566,975            | \$ 335,467       |
| Revenue:                  |                       |                  |
| Student Fees              | <u>3,777,779</u>      | <u>4,123,875</u> |
| TOTAL SOURCE OF FUNDS     | \$4,344,754           | \$4,459,342      |
| EXPENDITURES:             |                       |                  |
| Professional Salaries     | \$2,980,286           | \$3,129,361      |
| Fringe                    | 119,144               | 125,101          |
| Graduate Assistant Salary |                       |                  |
| Fringe                    |                       |                  |
| Classified Salaries       | 49,707                | 52,192           |
| Fringe                    | 10,935                | 11,482           |
| Wages                     | 2,405                 | 7,500            |
| Fringe                    | 200                   | 216              |
| Operating                 | 113,551               | 157,850          |
| Out-of-State Travel       | <u>1,975</u>          | <u>10,000</u>    |
| TOTAL EXPENDITURES        | \$3,278,203           | \$3,493,702      |
| TRANSFER OUT              | 731,084               | 675,000          |
| ENDING ACCOUNT BALANCE    | <u>335,467</u>        | <u>290,640</u>   |
| TOTAL USE OF FUNDS        | \$4,344,754           | \$4,459,342      |

C. CCSN 1997 Summer Session Budget

|                         | 1996 PROJECTED ACTUAL | 1997 ESTIMATE |
|-------------------------|-----------------------|---------------|
| RESOURCES:              |                       |               |
| Opening Account Balance | \$ 324,777            | \$ 210,474    |



|                           |                |                  |                |
|---------------------------|----------------|------------------|----------------|
| Revenue:                  |                |                  |                |
| Registration Fees         | <u>989,067</u> | <u>1,100,000</u> |                |
| TOTAL SOURCE OF FUNDS     | \$1,313,844    | \$1,310,474      |                |
| EXPENDITURES:             |                |                  |                |
| Professional Salaries     | \$1,002,715    | \$ 900,000       |                |
| Fringe                    | 50,778         |                  | 46,909         |
| Graduate Assistant Salary |                |                  |                |
| Fringe                    |                |                  |                |
| Classified Salaries       |                |                  |                |
| Fringe                    |                |                  |                |
| Wages                     | 4,316          |                  | 4,000          |
| Fringe                    | 98             |                  | 91             |
| Operating                 | 45,124         |                  | 75,000         |
| Out-of-State Travel       | <u>339</u>     |                  | <u>500</u>     |
| TOTAL EXPENDITURES        | \$1,103,370    |                  | \$1,026,500    |
| TRANSFER OUT              |                |                  |                |
| ENDING ACCOUNT BALANCE    | <u>210,474</u> |                  | <u>283,974</u> |
| TOTAL USE OF FUNDS        | \$1,313,844    |                  | \$1,310,474    |

D. GBC 1997 Summer Session Budget

|                           | 1996 PROJECTED ACTUAL | 1997 ESTIMATE |
|---------------------------|-----------------------|---------------|
| RESOURCES:                |                       |               |
| Opening Account Balance   | \$19,716              | \$40,000      |
| Revenue:                  |                       |               |
| Student Fees              | <u>45,406</u>         | <u>50,000</u> |
| TOTAL SOURCE OF FUNDS     | \$65,122              | \$90,000      |
| EXPENDITURES:             |                       |               |
| Professional Salaries     | \$19,780              | \$23,000      |
| Fringe                    | 1,366                 | 1,500         |
| Graduate Assistant Salary |                       |               |
| Fringe                    |                       |               |
| Classified Salaries       |                       |               |
| Fringe                    |                       |               |
| Wages                     |                       |               |
| Fringe                    |                       |               |
| Operating                 | 2,464                 | 6,600         |
| Out-of-State Travel       | <u>253</u>            | <u>1,000</u>  |
| TOTAL EXPENDITURES        | \$23,863              | \$32,100      |

|                        |               |               |
|------------------------|---------------|---------------|
| TRANSFER OUT           |               | 16,580        |
| ENDING ACCOUNT BALANCE | <u>41,259</u> | <u>41,320</u> |
| TOTAL USE OF FUNDS     | \$65,122      | \$90,000      |

E. TMCC 1997 Summer Session Budget

|                           | 1996 P PROJECTED ACTUAL | 1997 E ESTIMATE |
|---------------------------|-------------------------|-----------------|
| RESOURCES:                |                         |                 |
| Opening Account Balance   | \$ 76,746               | \$ 69,845       |
| Revenue:                  |                         |                 |
| Registration Fees         | <u>278,781</u>          | <u>301,083</u>  |
| TOTAL SOURCE OF FUNDS     | \$355,527               | \$370,928       |
| EXPENDITURES:             |                         |                 |
| Professional Salaries     | \$233,742               | \$255,340       |
| Fringe                    | 15,532                  | 16,961          |
| Graduate Assistant Salary |                         |                 |
| Fringe                    |                         |                 |
| Classified Salaries       |                         |                 |
| Fringe                    |                         |                 |
| Wages                     | 8,464                   | 8,887           |
| Fringe                    | 749                     | 787             |
| Operating                 | 24,665                  | 28,365          |
| Out-of-State Travel       |                         |                 |
| TOTAL EXPENDITURES        | \$283,152               | \$310,340       |
| TRANSFER OUT              | 2,530                   | 7,500           |
| ENDING ACCOUNT BALANCE    | <u>69,845</u>           | <u>53,088</u>   |
| TOTAL USE OF FUNDS        | \$355,527               | \$370,928       |

F. WNCC 1997 Summer Session Budget

|                           | 1996 PROJECTED ACTUAL | 1997 ESTIMATE  |
|---------------------------|-----------------------|----------------|
| RESOURCES:                |                       |                |
| Opening Account Balance   | \$ 85,468             | \$ 48,949      |
| Revenue:                  |                       |                |
| Registration Fees         | <u>116,362</u>        | <u>133,816</u> |
| TOTAL SOURCE OF FUNDS     | \$201,830             | \$182,765      |
| EXPENDITURES:             |                       |                |
| Professional Salaries     | \$ 81,987             | \$ 90,185      |
| Fringe                    | 3,908                 | 4,299          |
| Graduate Assistant Salary |                       |                |

|                        |               |               |
|------------------------|---------------|---------------|
| Fringe                 |               |               |
| Classified Salaries    |               |               |
| Fringe                 |               |               |
| Wages                  |               |               |
| Fringe                 |               |               |
| Operating              | 10,127        | 11,140        |
| Out-of-State Travel    |               |               |
| TOTAL EXPENDITURES     | \$96,022      | \$105,624     |
| TRANSFER OUT           | 56,859        | 20,000        |
| ENDING ACCOUNT BALANCE | <u>48,949</u> | <u>57,141</u> |
| TOTAL USE OF FUNDS     | \$201,830     | \$182,765     |

(8) Approved Handbook Change, Summer Session Salaries, UNLV and UNR - Approved Handbook change, Title 4, Chapter 3, Sections 26.1 and 26.2, Summer Term Salary Schedule, UNLV and UNR.

1. The following salary schedule applies to classes taught on- or off-campus during the inclusive dates of Summer Session - UNLV.

Resident Faculty

Professor \$[1,535] \$1,585 per credit hour

Associate \$[1,485] \$1,530

Assistant \$[1,435] \$1,480

Lecturer \$[1,285] \$1,325

Visiting Faculty

Professor \$1,352

Associate \$1,300

Assistant \$1,250

Lecturer \$[1,000 - 1,225] \$650 - 1,225

Lab Assistant \$1,000

Professor Emeritus: Rate depends upon rank at time of retirement.

Pay per credit hour of individual instruction is \$60.

The per-credit-hour salary is the maximum allowable. A lower amount, when necessitated by low enrollment and when agreed to by the instructor, is permitted.

2. The following salary schedule applies to classes taught on- or off-campus during the inclusive dates of Summer Session - UNR.

Resident Faculty

Professor \$[1,535] \$1,580 per credit hour

Associate \$[1,326] \$1,365

Assistant \$[1,180] \$1,215

Lecturer \$[926 - 1,535] \$990 - 1,580

Teaching Asst./

Graduate Asst. \$[832] \$855

Visiting Faculty

Professor \$[1,274] \$1,310

Associate \$[1,040] \$1,145

Assistant \$[832] \$855

Lecturer \$[832-1,274] \$855-1,310

(9) Approved Capital Improvement Funds, GBC - Approved use of Capital Improvement Funds at GBC in the amount of \$109,294 for the following campus improvements:

|                               |                        |
|-------------------------------|------------------------|
| General Building Improvements | \$ 30,\$ 30,000        |
| Child Care Facility           | \$ 1,\$ 1,294          |
| Campus Paving                 | \$ 20,\$ 20,000        |
| Berg Hall Remodel             | <u>\$ 58,\$ 58,000</u> |
| Total                         | \$109,\$109,294        |

(10) Approved Capital Improvement Funds, UNLV - Approved Capital Improvement funds at UNLV in the amount of \$110,000 to be used for replacement of Cabletron parts and cards in connection with the campus computer network.

(11) Approved Negotiations for Purchase of Property, UNR - Approved UNR to open negotiations for possible purchase of property. Ref. C-11 on file in the Regents' Office.

(12) Approved Mining Lease, UNR - Approved a mining lease with Eastfield Resources, Ltd. of Vancouver, Canada. Ref. C-12 on file with the permanent minutes.

(13) Approved Gift: Manuel Beck Estate, WNCC - Approved a gift to the WNCC Foundation in the amount of \$400,000 from the Manuel Beck Estate for the use of the Foundation. Ref. C-13 on file in the Regents' Office.

(14) Approved Revisions, CSUN Constitution - Approved revisions to the Handbook, Title 5, Chapter 13, Constitution of CSUN at UNLV. Ref. C-14 on file in the Regents' Office.

(15) Approved the following Interlocal Agreements:

A. Parties: Board of Regents/UNR and Nevada Division of Wildlife (Interlocal).

Purpose: Use of University Inn

\$\$: \$7,500 to UNR.

Effective Date: 2/1/97 to 3/15/97.

B. Parties: Board of Regents/UNR and the Washoe County School District (Interlocal).

Purpose: Lease of school buses.

\$\$: \$1.15 per mile to UNR.

Effective Date: 1/1/97 to 1/31/97

C. Parties: Board of Regents/UNR and Nevada Housing Division (Interlocal).

Purpose: Statewide Housing Needs Assessment.

\$\$: \$51,000 to UNR.

Effective Date: Date of approval through 2/28/97.

D. Parties: Board of Regents/UNR and Nevada Division of Child & Family Services (Interlocal).

Purpose: "Money on Bookshelf" Program.

\$\$: \$31,830 to UNR.

Effective Date: 7/1/96 through 6/30/97.

E. Parties: Board of Regents/UNR and Nevada Division of Child & Family Services (Interlocal).

Purpose: Training and treatment of severely disturbed children.

\$\$: \$29,471 to UNR.

Effective Date: 7/1/96 through 6/30/97.

F. Parties: Board of Regents/UNR and Nevada Department of Conservation and Natural Resources (Interlocal).

Purpose: Maintenance and care of overwintering flock of wild mountain quail.

\$\$: \$16,700 to UNR.

Effective Date: 1/1/97 to 6/30/97.

G. Parties: Board of Regents/UNR and the Las Vegas Valley Water District (Amendment to Interlocal).

Purpose: Water conservation research program in Las Vegas Valley.

\$\$: Increase of \$140,783 for total of \$372,783.

Effective Date: Extension of time through 12/31/99.

H. Parties: Board of Regents/UNLV and Nevada Division of Health (Interlocal).

Purpose: Sexual Assault Prevention & Education Program.

\$\$: \$2,000 to UNLV.

Effective Date: Date of approval through 9/30/97.

I. Parties: Board of Regents/UNLV and Nevada Division of Child & Family Services (Interlocal).

Purpose: Monitor adjustment and adaptation of adolescents formerly in foster care.

\$\$: \$6,000 to UNLV.

Effective Date: 10/1/96 through 9/30/97.

J. Parties: Board of Regents/TMCC and Nevada Bell (Easement).

Purpose: Easement to Nevada Bell to conduct necessary business at TMCC.

\$\$: None.

Effective Date: Date of approval.

K. Parties: Board of Regents/TMCC and Sierra Pacific Power Company (Utility Facility Agreement and Easement).

Purpose: Electric, water and gas services.

\$\$: None.

Effective Date: Date of approval.

L. Parties: Board of Regents/TMCC and Nevada Division of Mental Hygiene & Mental Retardation (Interlocal).

Purpose: Technician training class.

\$\$: \$20,000 to TMCC.

Effective Date: 7/1/96 through 6/30/97.

M. Parties: Board of Regents/TMCC and Washoe County School District (Interlocal).

Purpose: TMCC to furnish classroom space.

\$\$: None.

Effective Date: 8/22/96 through 6/13/97.

N. Parties: Board of Regents/TMCC and State Job Training Office (Interlocal).

Purpose: Reentry Center.

\$\$: \$42,620 to TMCC.

Effective Date: 7/1/96 to 6/30/97.

O. Parties: Board of Regents/CCSN and Clark County (Interlocal).

Purpose: Learning and Earning Program.

\$\$: \$50,000 to CCSN.

Effective Date: Date of approval through 12/31/97.

P. Parties: Board of Regents/CCSN and State Job Training Office (Interlocal Amendment).

Purpose: Career Resilience Program--Defense Diversification Program.

\$\$: \$200,000 to CCSN.

Effective Date: Extension of date, 2/1/95 through 6/30/97.

Q. Parties: Board of Regents/CCSN and Integrated Payment Systems (Service Agreement).

Purpose: Bill Payment Services.

\$\$: CCSN will pay \$.33 per each consumer payment processed.

Effective Date: Date of approval to 1/1/99.

R. Parties: Board of Regents/CCSN and Clark County School District (Interlocal).

Purpose: Educational Access Agreement.

\$\$: None.

Effective Date: Date of approval, for 50 years.

S. Parties: Board of Regents/WNCC and State Job Training Office (Interlocal Amendment).

Purpose: Contract Amendment.

\$\$: Increase to \$34,334 to State Job Training (from \$32,130).

Effective Date: 7/1/96 to 6/30/97.

T. Parties: Board of Regents/DRI and Nevada Division of Environmental Protection (Interlocal).

Purpose: Proposal: Ambient air monitoring and quality assurance, sample processing and related services.

\$\$: \$44,372 to DRI.

Effective Date: 11/15/96 to 6/30/97.

Mrs. Gallagher moved to approve the Consent Agenda. Mr. Alden seconded. Motion carried.

The meeting recessed at 10:50 a.m., and reconvened at 11:10 a.m., with all Regents present except Dr. Eardley and Mr. Phillips.

14. Information Only: Faculty Workload - Deputy Steinberg reported on instructional workloads including comparisons to national averages for similar institutions, an analysis of faculty re-assigned time, and information on full workload averages.

Mr. Larry Hyslop, GBC Faculty Senate Chair, presented a video which gave examples of new technology used in the classrooms throughout the UCCSN. He thanked the TMCC video production crew for their assistance in producing the video and the Chancellor for the funding which made the video possible. He reported that the use of technology has added a lot to education, currently GBC offers on-line classes as well as distance education classes.

Dr. Derby commented that with all the technological progress being made at the campuses, she questioned how staff development is provided for faculty in those areas. Dr. Peggy Urie, UNR Faculty Senate Chair, responded that faculty must educate themselves in computer technology in addition to their normal teaching commitments.

Mr. Rosenberg stated that some UNR faculty members have learned the Student Information System which is available to faculty for student advisement and have then trained others.

Mr. Hyslop stated that GBC will be offering training for faculty this fall. Dr. Nancy Master, UNLV Faculty Chair, reported that the library at UNLV is offering Introduction to the Internet classes and other computer science classes. She also stated that many new faculty members are very computer literate and provide assistance to others.

Mr. Hyslop introduced Dr. Eric Rasmussen, Professor of English at UNR, and Virginia Rivera. Dr. Rasmussen's computer project on Shakespeare was one of the subjects in the video. He stated that the computer program has great potential for Nevada and that once the project is completed it would benefit students in rural areas or anywhere in the world.

Mr. Hyslop reported that currently GBC has three on-line classes on the Internet and that 40% of students taking these classes are from outside the Elko area. He stated that with the new computer technology available it is wonderful to reach students who may not otherwise get an education.

Ms. Steinberg presented the biennial *Faculty Workload Report*. She reported that all full-time UCCSN instructional faculty were surveyed during the fall 1996 semester to determine workload. Faculty were asked to report the average amount of time per week devoted to teaching, research/scholarship, and internal and external public service activities. In addition, formal teaching workloads for all full-time instructional faculty were verified at each campus and an analysis of faculty reassignments to non-instructional responsibilities was also completed.

Teaching is the major activity of UCCSN faculty. Community college faculty spend 77% of their work week and university faculty spend 56% of their work week in instructional and instructional-related activities. The instructional activities outside formal time in the classroom include evaluating student work, academic advising, and course development and classroom preparation.

On average, a community college faculty member taught 4.8 courses, averaged 13.8 credit hours, 15.7 formal contact hours, and taught approximately 96 students per week during the fall 1996 semester.

On average, university faculty taught 3.4 courses, averaged 9.6 credit hours, 8.5 formal contact hours and taught approximately 69 students per week during the fall 1996 semester.

Mrs. Price asked for a definition of public service. Ms. Steinberg stated that the survey gave examples for faculty



use, such as speeches or work in the community based upon their expertise.

Mr. Rosenberg stated that once the faculty workload report is completed it goes to the department chairman and the Dean, and Admissions verifies enrollment figures. Faculty must be honest in their reporting. He stated he does not feel information or figures are inflated.

Mr. Graves thanked Ms. Steinberg for the very informative Faculty Workload Report.

15. Approved the Academic, Research & Student Affairs Committee Report - Chair Shelley Berkley presented a report on the Academic Research & Student Affairs Committee meeting held on January 30, 1997.

1. Report on The Implementation of Articulation Initiatives - Chair Berkley reported that in March, 1996, the Board of Regents approved a significant initiative to facilitate the transfer of students. A process and timeline were established to implement six major goals, and an inter-institutional committee on articulation was established to oversee progress at the six campuses. She stated that a great deal of progress has been made.

The goals are:

A. General Education Equivalencies - Ms. Berkley reported that these institution-to-institution agreements which provide that the completion of the AA or AS degree at a community college will automatically fulfill the lower-division general education requirements of UNR and UNLV. Articulation of the AA degree is nearly finished and will be ready for full implementation in fall 1997. Articulation for the AS degree is in progress with completion date now set for Fall 1998.

B. Major-to-Major Contracts - Ms. Berkley reported that over 386 major-to-major agreements have been developed by the universities with the community colleges. These will be effective fall 1997. Full implementation will be fall 1998.

C. Timeline for Completion of Degree - Ms. Berkley reported that when Goals A and B are achieved, transfer students can complete the bachelor's degree in the same timeline as native university students providing that 1) the community colleges are able to offer all the courses necessary to allow community college students comparability with students who begin at the universities, and 2) students have completed all lower-division requirements in the major, and if not met, such requirements will need to be satisfied at the universities.

D. Implementation of Degree Audit Record System - Ms. Berkley reported that the Degree Audit Record System (DARS) will enable evaluation of student transcripts and course requirements by computer which will greatly enhance student advisement. UNR and TMCC have the DARS programs up and running, although additional work is planned. The other four institutions are in varying stages of implementation and all but one plan to be fully operational by the target date of fall semester 1997.

E. Improved Transferability of Business Courses - Ms. Berkley reported that a special study of business programs at both universities and community colleges is underway and discussion on a number of programs is being undertaken.

F. Transfer Study - Ms. Berkley reported that the first step was to develop a common definition of a transfer student throughout the UCCSN, which is on the Regents' agenda for this meeting. Using this definition, the university registrars reported a total of 819 transfer students were enrolled in UNLV and UNR with the number of credits completed at the time of transfer ranging from 12 to 111. 85% of students transferred 60 or fewer credits which would be below the threshold level for earning most associate degrees. 162 students had earned an Associate degree prior to transfer.

Ms. Berkley stated that this has been a Herculean undertaking but one which, once completed, will greatly enhance

student transfers among and between the UCCSN institutions. A similar report will be presented in fall 1997.

Ms. Berkley moved to accept the report. Dr. Derby seconded. Motion carried.

Mrs. Price complimented Vice Chancellor Richardson for an outstanding report and the UCCSN presidents for their leadership.

15.1 Approved Policy Changes: Definition of a Transfer Student - Approved changes in Board policy in the definition of a transfer student for admissions purposes and for ongoing research studies of transfer students with UCCSN as follows:

"A student entering and admitted to the institution for the first time with 12 or more semester or semester-equivalent academic credits earned at another institution which is applicable for credit at the institution of current enrollment. The student will be identified as transferring from the last institution attended."

The above definition, will cause changes to the Handbook, Title 4, Chapter 14, Section 11, "Chapter 16, Sections 2, 5 and 7 as contained in Ref. A on file with the permanent minutes.

Ms. Berkley moved to approve the policy change for definition of a transfer student and the appropriate changes to the Handbook. Mrs. Dondero seconded. Motion carried.

15.2 Approved the B.S. Culinary Arts Management, UNLV - Approved

the B.S. in the Culinary Arts Management program at UNLV as contained in Ref. B on file in the Regents' Office. By combining the resources of UNLV and CCSN, this program will prepare graduates for entry-level management positions in the hospitality industry. Students will take at least six courses from a two-year culinary arts program, such as those offered by CCSN, and complete the advanced management preparation in the College of Hotel Administration.

Ms. Berkley moved to approve the B.S. in Culinary Arts Management at UNLV. Mr. Rosenberg seconded. Motion carried.

15.3 Approved the Master of Accountancy, UNR - Approved

the Master of Accountancy, UNR as contained in Ref. C on file in the Regents' Office. This proposal was developed to address a new 150 credit-hour requirement for Certified Public Accountants which has been instituted by the national professional accounting body and mandated by the Nevada State Legislature. Tracks will be offered in Financial Reporting/Auditing or Taxation, and students may design their own area of specialization.

Ms. Berkley moved to approve the Master of Accountancy at UNR. Mr. Alden seconded. Motion carried.

15.4 Approved a Department of Anesthesiology, UNR - Approved a new Department of Anesthesiology to be located in the School of Medicine in Las Vegas as contained Ref. D on file in the Regents' Office. It is proposed that a free-standing clinical sciences department be established to provide teaching opportunities for medical students to undertake clinical research protocols and publications and to provide clinical services to university-affiliated staff in surgery, Ob/Gyn and trauma.

Ms. Berkley moved to approve the establishment of a new Department of Anesthesiology at UNR. Mr. Alden seconded. Motion carried.

15.5 Approved the Medical School Grading Policy, UNR - Approved a revised grading system at the School of Medicine by incorporating the classifications of Honors, Pass and Fail as contained in Ref. E on file in the Regents' Office. These categories will be primarily used for required clinical courses and electives and will more appropriately reflect professional medical education standards.

Ms. Berkley moved to approve the change of grading policy for the School of Medicine. Dr. Derby seconded.

Mr. Rosenberg stated that he was opposed to dropping letter grades in the clinical situation. Vice President Bill Cathey responded that there are two types of courses the student would be graded on. Basic science courses would get letter grades; clinical courses would get pass/fail grade. He stated that the request is for honors in clinical courses and electives only for the students who excel.

Mr. Rosenberg stated he understood and withdrew his objection.

Motion carried.

Mr. Dan Oster, ASUN President, commented that an honors grade is very important to students when they are applying for residency.

Ms. Berkley welcomed Regents' Dondero and Rosenberg to the Academic, Research & Student Affairs Committee.

Mr. Graves thanked the members of the Academic, Research & Student Affairs Committee stating that they have accomplished a lot of work this last year and that he felt that this committee is where a lot of the Board work is done.

16. Approved Debt Management Guidelines - Approved the Debt Management Guidelines as presented by Vice Chancellor Anderes. These guidelines were prepared by Howarth Montague Associates under direction of Vice Chancellor Anderes.

Vice Chancellor Anderes stated that the Debt Management Guidelines are the first document available to recognize debts for the institutions and the System. It will be updated annually. It also provides information regarding bond ratings and definitions in the appendix. He explained that information regarding Debt Issuance Policies is available for the campuses when considering long-range planning.

Vice Chancellor Anderes thanked Mr. Scott Nash, Howarth Montague Associates, and Mr. Andy Artuso, UCCSN bond consultants, for their assistance in preparing this document.

Mr. Alden requested information from pages 5 & 6 of the Debt Management Report regarding Outstanding Indebtedness and Other Obligations be included in the minutes as follows:

STATE GENERAL OBLIGATIONS REVENUE BONDS: \$ 55,800,000

UNIVERSITIES REVENUE BONDS \$ 61,390,000

COMMUNITY COLLEGE REVENUE BONDS \$ 2,210,000

BANK LOANS/LEASES \$ 10,697,289

GRAND TOTAL \$130,097,289

Mrs. Price thanked Vice Chancellor Anderes for this document and stated that she had previously voted no on loan items, however, now that guidelines are in place she is more comfortable.

Mr. Alden moved to approve the Debt Management Guidelines. Mrs. Price seconded. Motion carried.

17. Approved the Actual-to-Budget Report - Approved the Actual-to-Budget report for FY 96. Vice Chancellor Anderes presented the Actual-to-Budget report stating that in the future this report will be included with the Accountability Report. He stated that this is a detailed department by department analysis.

Mr. Alden referred to page one in the report stating that \$223,000 is indicated as a total amount that is reverted to the State. He would like a summary worksheet that recapped this by unit. Vice Chancellor Anderes stated that the Accountability Report would provide this breakdown. He agreed that it is a good suggestion to provide a summary document in key areas and this could be developed with the Budget Office.

Mr. Alden moved to approve the Actual to Budget report. Ms. Berkley seconded.

Mrs. Price stated that in the past the possibility of tying budgets to programs in the state budget was discussed, and questioned whether this was being done. Vice Chancellor Anderes responded that performance indicators for priorities are being developed to identify and track from appropriation to when funds were actually spent within system priorities. A plan needs to be developed to take this to another level.

Mrs. Price asked about the National Committee on Education Report. President Crowley responded that a report was issued last fall and recommendations were approved by three national organizations. He stated that the recommendations were being picked up by a significant number of institutions across the country. One of the areas reviewed was faculty workloads and those recommendations are being attempted by 13 universities across the country. A report will be forthcoming in this area.

Motion carried.

18. Approved Purchase of Property, UNR - Approved request for UNR to purchase 61-67 Galen Place. President Crowley stated that this property is in the University's Master Plan for property acquisition. The property is located directly north of the University Inn parking garage and is one of two parcels in that block not owned by the Board of Regents. A five unit apartment complex sits on the property. The purchase price is \$190,000 with 25% down and the balance amortized over five (5) years at 8% interest. Funds from the Campus Property Acquisition account will be used to purchase the property.

President Crowley stated that the purchase of this land provides UNR with an opportunity to expand the University Inn to provide space for a conference center and additional rooms.

Mr. Alden moved to approve the purchase of property, UNR. Mrs. Dondero seconded. Motion carried.

19. Approved Gift and Naming of Building, UNLV - Approved acceptance of a gift for UNLV of \$2.2 million from Mr. William Bennett. This gift will fund the construction of a building to house some of the faculty and programs of the University's College of Education. This facility will be built immediately adjacent to the new Paradise Elementary School (funded by the Clark County School District) which will be located on the north part of the UNLV campus. The building will feature contemporary technologies, and will house faculty, students, and programs that will work closely with the elementary school faculty and students in the new Paradise Elementary School.

President Harter also requested approval to name this building the William Bennett Educational Development Center. She stated that this is a wonderful opportunity for the university staff to work together with the community to

enhance services to the students at Paradise Elementary School.

President Harter expressed her gratitude to Mr. Bennett for providing the funds to complete the center.

Ms. Berkley moved to approve the gift and naming of the building the William Bennett Educational Development Center. Mr. Graves seconded. Motion carried.

President Harter stated that Regent Dondero has been involved in this project since its beginning and it is wonderful that she is able to be involved in its completion.

20. Approved Appointment of Executive Director of System Computing Services - Approved the appointment of Mr. Davan Weddle as Executive Director of System Computing Services at an annual salary of \$101,313 effective February 1, 1997. Chancellor Jarvis reported that this position is a senior administrative appointment in the System Administration and reports directly to the Chancellor.

Chancellor Jarvis stated that Mr. Weddle joined System Computing Services in Las Vegas in 1987 and became Director of the Southern Data Center in 1990. He has been serving as Interim Executive Director of SCS since February 1996.

Chancellor Jarvis stated that System Computing Services employs over 100 people and the Director will oversee an \$8.5 million budget. This position is included in the Chancellor's Cabinet group. A reorganization and title change is being considered for SCS. SCS is also considering expanding its services and a formal plan will be presented in the near future.

Chancellor Jarvis stated that Mr. Weddle has performed extremely well as the interim director since February 1996 and he requested waiving a formal search under those circumstances.

Mrs. Price moved to appoint Mr. Devan Weddle as Executive Director of System Computing Services at an annual salary of \$101,313 effective February 1, 1997. Mr. Rosenberg seconded. Motion carried.

Mrs. Price complimented Mr. Weddle on his visionary approach to computer technology.

21. Public Comment - Dr. Derby stated that since the Campus Environment Committee did not meet this month, a combined meeting of the Campus Safety and Gender Equity Sub-Committees will be held next month.

22. New Business - Mr. Graves stated that he will not be at the next Board meeting as he will be out of the country.

Meeting adjourned at 12:30 p.m.

Mary Lou Moser

Secretary of the Board