

MINUTES  
INDIANA STATE UNIVERSITY  
BOARD OF TRUSTEES

JANUARY 19, 2001

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MINUTES  
INDIANA STATE UNIVERSITY  
BOARD OF TRUSTEES  
JANUARY 19, 2001

The Indiana State University Board of Trustees met in regular session at 9:00 a.m. on Friday, January 19, 2001, in the State Room, Tirey Hall.

Trustees present: Dr. Benway, Mr. Bonds, Mr. Dooley, Mrs. House, Mr. Shagley, Mr. Wooden and Dr. Zietlow. Trustees absent: Mr. Fleetwood and Mr. Smith.

President Benjamin, Vice Presidents Schafer and Schultz and Interim Vice Presidents Elsey and Hopkins were present. Also attending were Mr. William Crichfield, Chief Financial Officer and Treasurer, Ms. Melony Sacopulos, General University Counsel, Dr. Frank Bell, Chairperson, University Faculty Senate, Ms. Wandell Gabey, Chairperson, Support Staff Council, Ms. Kristin Garing, President, Student Government Association and Mr. Kevin Hoolehan, representing Vice President Quatroche.

There being a quorum present, Dr. Zietlow called the meeting to order at 9:00 a.m.

SECTION I

A. APPROVAL OF THE MINUTES (Dr. Zietlow)

On a motion by Dr. Benway, seconded by Mr. Dooley, the minutes of the November 3, 2000 meeting were approved as presented.

B. DATE OF NEXT MEETING (Dr. Zietlow)

The dates for the next meeting are February 15 and 16, 2001.

Mr. Bonds suggested the possibility of the trustees holding one day meetings on Fridays to accommodate schedules more conveniently. Seminars, executive session, and the agenda meeting could be scheduled throughout the day with activities ending before late afternoon. Discussion followed, and it was decided to give further consideration to the suggestion.

C. REPORT OF THE BOARD PRESIDENT (Dr. Zietlow)

The inauguration of President Lloyd W. Benjamin was held on Friday, December 15, and Winter Commencement was held on Saturday, December 16. These were very important events to present ISU to the academic community and to the Terre Haute/Western Indiana community as well.

Dr. Zielow noted that Dr. Stephen Portch, Chancellor of the State of Georgia University System gave very interesting and inspiring comments at the inauguration. Appreciation was extended to Mrs. House and all those whose efforts contributed to the success of the event. Mrs. House also complimented Teddy Lenderman, Sue Sluyter and the Steering Committee for their help.

#### Trustees Retreat

On December 9, the Trustees met in Indianapolis to review the Strategic Plan and to establish priorities. The seminar held yesterday was a follow up to that event and was extremely helpful as presented by Interim Provost Hopkins and his staff.

#### D. REPORT OF THE UNIVERSITY PRESIDENT (Dr. Benjamin)

Dr. Benjamin extended thanks and gratitude for a beautifully done inauguration to Mrs. House, Teddy Lenderman, Sue Sluyter and Marriott, Michelle Boyer, Sarah Emerson and the faculty ushers, Wandell Gabey, Kristin Garing, Frank Bell, Marty Blank, Barb Asay, Scott Chandler, Barbara Landini, Dr. Quatroche and his staff, Teresa Exline and the Statesman staff and the facilities staff. Appreciation was expressed on behalf of Dr. Benjamin and his family and friends for the warm reception received from the Terre Haute community. Dr. Benjamin noted his twelve (12) strategic goals were highlighted in the local newspaper and the Indiana Education Insight. Dr. Stephen Portch's speech was timely and a good fit.

Appreciation was expressed for the part that Facilities Management personnel played in the snow removal for the various functions occurring on campus during the last month. The City and Mayor Anderson were also publicly thanked and commended on their excellent participation in clearing streets.

#### Commencement

Commencement was a beautiful ceremony and a great success thanks to Vice President Schafer and the Commencement Committee.

A new custom is starting this year. The flowers from future events will have a card inserted and will be sent to various hospitals, retirement and nursing homes indicating that this is a gift from Indiana State University.

#### Martin Luther King Events

Dr. Benjamin gave the welcome at a dinner hosted by the African American Cultural Center in honor of Dr. Martin Luther King and also for a community luncheon held with ISU as the host site. Other events held in the area consisted of panel discussions and presentations.

University Advancement

Private giving is essential to the health of the institution and several significant gifts have been received recently including a \$300,000 commitment from Tony George for support of the athletics campaign with a portion of that being directed toward replacement of the Hulman Center basketball floor. Other awards include \$100,000 from the Anderson Foundation of Valparaiso; \$100,000 from Betty and the late Jack Munsee, a retired faculty member; \$50,000 from Christel DeHann Foundation; \$27,000 from the Verizon Foundation, and \$25,000 from the Estate of John Figg. These awards will go to various scholarship funds and programs at ISU.

Recognitions

Teresa Exline has been appointed program chair for the 27th Annual Case-V Conference of Advancement Professionals to be held in Chicago in December. Vice President Robert Quatroche completed service as case trustee for District V and was cited for his outstanding leadership and contributions to that Board and programming for senior professionals in the advancement field.

Dr. Benjamin expressed congratulations to the following outstanding members of the ISU faculty: three faculty members in the School of Education, Associate Professor Susan Powers, Assistant Professor Sue Kiger, and Assistant Professor Della Thacker, have received an Eisenhower Grant for nearly \$40,000. Dr. Peggy Hines is the recipient of the Indiana Counseling Association's Distinguished Counselor Educator Award. The Indiana Music Teachers Association named Dr. Janet Lyman Teacher of the Year for 2000. Finally, Dr. Boris Bluyker received a Fulbright Award to lecture on Occupational Safety and Environmental Health at Slovenia Polytechnic University in Slovenia.

Searches

Candidates are currently being interviewed for the position of Assistant to the President for Internal Audits. Candidates are also coming to campus for the deans positions in the School of Education and the School of Business. Applications are now being received and reviewed for the Provost and Vice President for Academic Affairs position.

E. REPORT OF THE UNIVERSITY FACULTY SENATE CHAIRPERSON (Dr. Bell)

Dr. Bell commented on several actions taken by the University Faculty Senate since the November Board meeting.

The Administrative Affairs Committee recommendation for faculty representation on the Provost and Vice President for Academic Affairs search committee included: Torsten Alvager, Bonnidell Clouse, Fred Draper, Carol Yoder, and first alternate Michael Harmon and second alternate Thomas Dickinson.

Faculty Affairs Committee recommendations were approved concerning the planning for the annual retirement tea, the maintenance of offices by emeriti faculty during retirement transition, and the appointment of a committee to develop policies for full-time temporary faculty.

Two FEBC recommendations were approved which allocated net salary savings recouped from faculty retirements to address faculty salary issues, with compression a first priority, and which would raise the dependent child fee award to \$1,200 per semester for a total of eight (8) semesters for full-time undergraduate students.

The Curriculum and Academic Affairs Committee recommendation on guidelines for a general education capstone course was approved.

An amended recommendation to address compression and market competitiveness of faculty salaries was considered. Additionally, the expected outcomes of the performance-based pay system will be identified and a systematic method for its evaluation and improvement established.

Dr. Bell noted December was a busy month with final exams, the inauguration of President Benjamin and commencement. He thanked the members of the Commencement Committee, Inauguration Committee and those who helped bring a successful end to the first semester and the snow removal crews from Facilities Management for their hard work.

F. REPORT OF THE STUDENT GOVERNMENT ASSOCIATION PRESIDENT  
(Ms. Garing)

Ms. Garing noted December was a very busy month, and students appreciated being asked to participate in the inauguration event.

On February 14, 2001, Higher Education Day will be held in Indianapolis. The Student Government Association, and other student leaders will be lobbying for higher education with the assistance of Vice President Schultz.

SGA is beginning the process to select the next student trustee. Nominations will be forwarded to the Governor's Office.

Ms. Garing reported that ISU was represented at the State House when the petitions for sales tax exemptions on text books were presented . Approximately 13,000 signatures from 19 schools all around Indiana were secured.

G. REPORT OF THE SUPPORT STAFF COUNCIL CHAIRPERSON (Ms. Gabey)

Ms. Gabey introduced Tom Everett, an electrician, who is the Support Staff Council representative from District 1. Jack Boardman, a maintenance mechanic, and Tom Heber, a plumber, were also to be introduced but were unable to attend. All are Facilities Management trades employees and productive members of the SSC.

The Support Staff were pleased to be a part of President Benjamin's inauguration activities. Twenty-eight support staff members served as hosts and received attractive Certificates of Appreciation from Mrs. House.

Ms. Gabey thanked the ISU Foundation Office for assistance with the Support Staff Scholarship Fund mailing which resulted in one-time contributions and some on-going payroll deductions. Applications for those scholarships are now being accepted; six scholarships were given last year.

The annual basketball Support Staff Appreciation Day will be held during the men's and women's games at Hulman Center on January 31 and February 1, 2001. Free tickets courtesy of Vice President Schafer and President Benjamin are being distributed.

Due to the budget dilemma it was Wandell's hope budget dollars can be allocated in a way that benefits students first and foremost, while insuring employees are compensated in a way that will retain the best employees in all areas of the University.

H. AGREEMENTS (Dr. Hopkins)

Recommendation: Approval of the following agreements:

1. Marriage and Family Therapy Agreements

Agreements have been reached with the following agencies to provide practicum experiences in counseling, counseling psychology and/or marriage and family therapy for students in the Agency/School/Marriage and Family Therapy/Counseling Psychology graduate program of the Department of Counseling. Copies of the standard agreement forms are on file in the Office of the Secretary of the University.

Family Services Association, Terre Haute, Indiana  
Gibault School for Boys, Terre Haute, Indiana  
Hamilton Center, Inc., Terre Haute, Indiana  
Hamilton Center, Inc., Brazil, Indiana  
Kirkman & Associates, Inc., Brazil, Indiana  
Pleasant Run, Inc., Indianapolis, Indiana

2. Crawford County Health Department, Robinson, Illinois

The purpose of this agreement is to provide clinical experiences for nursing students. A copy of the standard agreement form is on file in the Office of the Secretary of the University.

3. CODA, Terre Haute, Indiana

The purpose of this agreement is to provide community health internships for students in the Department of Health and Safety. A copy of the standard agreement form is on file in the Office of the Secretary of the University.

4. Driver Education Student Teaching Internship

This is a revised standard agreement form to provide driver education student teaching internships. The revision is recommended by University Counsel. A copy of the agreement is presented in Exhibit A.

5. KAI Distribution Centre, Richmansworth, Herts United Kingdom

The purpose of this agreement is for ISU to purchase KAI products (and related, required training programs to use the products). This approval is considered important as part of ISU doing business with a company outside of the United States. A copy of the agreement is presented in Exhibit B.

On a motion by Mrs. House, seconded by Mr. Bonds, the recommendation was approved.

I. ATHLETIC TRAINING MAJOR (Dr. Hopkins)

The School of Health and Human Performance's Department of Athletic Training has proposed a revision of the present Bachelor of Science Athletic Training Major.

Expanding accreditation standards necessitates these changes. This revision contains unique features, which include making it considerably more transfer-friendly, expanding the clinical education opportunities for students, and expanding the degree options for students.

The national accreditation standards for athletic trainer education programs (from the Joint Review Committee on Athletic Training (JRC-AT) of the Commission on Accreditation of Allied Health Education Programs (CAAHEP) have recently changed. The revisions proposed to ISU's present Athletic Training Major will bring the program into compliance with these new accreditation standards and will provide students with the additional knowledge needed to obtain licenses to practice athletic training in various states.

Completion of this program leads to eligibility to take the National Athletic Trainers' Board of Certification Examination, and to eligibility for state licensure in over 37 states.

Approval of the proposed revisions to the Athletic Training Program Major will make ISU one of the first programs nationally, and the first in Indiana to embrace the new educational standards in a revised curriculum.

This proposed degree revision has been approved and endorsed by faculty within the department, the School of Health and Human Performance, the University Faculty Senate, and has the support of the Provost and Vice President for Academic Affairs.

Recommendation: Approval of the revised Athletic Training Major.

On a motion by Mr. Dooley, seconded by Mr. Bonds, the recommendation was approved.

J. UNIVERSITY-RELATED WEBSITES POLICY (Dr. Hopkins)

Since the introduction of the World Wide Web, there have been many websites developed by University academic or administrative departments/groups or individuals which contain references to the University. A policy was developed to monitor and protect the use of the University name. The University-Related Websites Policy contained in Exhibit K outlines the procedures that have been established to insure appropriate implementation of the University name, logo, or other designations. University counsel reviewed and endorsed.

Recommendation: Approval of the University-Related Websites Policy as presented in Exhibit K.

On a motion by Mrs. House, seconded by Mr. Wooden, the recommendation was approved.



K. STADIUM PROPERTY (Mr. Crichfield)

The property currently known as the Stadium and Golf Course is leased from the City of Terre Haute. The lease provides: 'The subject property shall be administered by the ISU Board of Trustees, from and after the effective date (October 8, 1966) of the lease agreement'. For financial reasons, it is recommended that ISU no longer operate a portion of the property as a public golf course. The public use of the golf facility has steadily declined and it has incurred an increasing operating loss since other public golf course facilities have been built. The Recreation and Sport Management Department has most recently been operating the facility, but its use as part of the academic program did not develop. Alternative uses of the property will be investigated and any feasible privately funded alternative use will be brought to the Board of Trustees for consideration.

Recommendation: Approval for the University to cease operation of the Stadium Golf Course.

On a motion by Mr. Wooden, seconded by Mr. Bonds, the recommendation was approved.

L. UNIVERSITY HEALTH BENEFITS PLAN, 2001 (Mr. Schafer)

As was noted at the November meeting, specific stop loss proposals were being solicited from other vendors. The administrative fees were also tentatively indicated. The final 2001 plan year figures for each are listed below compared to last plan year as well as the figures presented at the November meeting.

<u>Administrative Fees</u>	<u>2000 Plan Year</u>	<u>November Mtg. 2001 Plan Year</u>	<u>Final 2001 Plan Year</u>
J.F. Molloy & Associate	\$9.28	\$9.46	\$9.65
ProCare Plus PCP	\$2.80	\$2.80	\$2.91
First Step Managed Care	\$2.37	\$2.37	\$2.46
Sagamore Select Network Access	\$2.25	\$2.25	\$2.25
PPO Repricing (J.F. Molloy)	\$ .50	\$ .50	\$ .52
Specific Stop Loss (\$215,000)			
ReliaStar Life Insurance Co.	\$4.42	\$6.27	
American Fidelity Insurance Co.			\$5.17
Delta Dental Plan	\$2.34	\$2.42	\$2.42

Recommendation: Approval of the administrative fees for the University Health Benefits Plan for the 2001 calendar plan year.

On a motion by Dr. Benway, seconded by Mrs. House, the recommendation was approved.

M. IN MEMORIAM (Mr. Schafer)

Recommendation: Acknowledgement of service and acceptance of the following resolutions:

Conrado Alminaque; Assistant Professor Emeritus of Spanish; died on November 9, 2000. A Resolution is presented in Exhibit C.

H. Kenneth Black; Executive Director Emeritus of Purchasing and Stores; died on November 6, 2000. A Resolution is presented in Exhibit D.

Byron Brown; Associate Professor Emeritus of Business; died on September 10, 2000. A Resolution is presented in Exhibit E.

June Dinkel; Director Emerita of Nursing Services, Student Health Center; died on November 1, 2000. A Resolution is presented in Exhibit F.

Dolly Hoover; Librarian Emerita; died on October 31, 2000. A Resolution is presented in Exhibit G.

O. Eleanor Forsythe St. John; Chairperson and Professor Emerita, Women's Physical Education; died on January 4, 2001. A Resolution is presented in Exhibit H.

Walter Sullins; Professor Emeritus of Education and School Psychology; died on December 1, 2000. A Resolution is presented in Exhibit I.

George W. Webb; Professor Emeritus of Geography; died on December 8, 2000. A Resolution is presented in Exhibit J.

On a motion by Mrs. House, seconded by Dr. Benway, the recommendation was approved.

AGREEMENT FOR PLACEMENT OF  
DRIVER EDUCATION STUDENT TEACHER INTERNSHIP  
BY INDIANA STATE UNIVERSITY

This Agreement between Indiana State University (hereinafter "ISU"), and  
\_\_\_\_\_ (hereinafter "**School Corporation/Company**"),  
to wit:

WITNESSETH

Whereas, students and faculty have identified a need for off-campus internship, ISU and an appropriate not for profit and for profit agency can provide a qualified student to participate in an internship for behind-the-wheel instruction and classroom instruction.

1. Term of Agreement

This Agreement commences on the date of its signing, which signings shall not occur until both parties have obtained appropriate authorization of entry in the agreement from their respective governing authorities, and continues until either party terminates this Agreement. If it is necessary to terminate Agreement between ISU and the **School Corporation/Company**, a two-day notice is necessary for either party.

2. Consideration

The Student Teacher-Intern is volunteering his/her service as a Driver Education Instructor as is the Mentor (a Certified Driver Education Instructor who supervises the Student Teacher-Intern) during the Student Teaching-Internship phase. The Mentor, who is volunteering his/her services during the Student Teaching-Internship, may be paid as determined by the appropriate **School Corporation/Company**.

3. Services Rendered

These services to be rendered by the Student Teacher-Intern hereunder are such services as customarily provided by a Driver Education Instructor for the **School Corporation/ Company**.

The Mentor shall make sure that the vehicle is in safe operating condition, properly licensed, and insured. The Mentor supervises the Student Teacher-Intern during instruction.

The Student Teacher-Intern shall plan lesson(s) and route(s); pre-drive route(s) to identify potential hazards and potential foreseeable conflicts; and systematically evaluate the progress of each student with documentation.

The **School Corporation/Company** shall provide a vehicle and insurance for the program.

#### 4. Supervision

The \_\_\_\_\_ (Mentor) agrees to provide appropriate supervision for the Student Teacher-Intern during any time that he/she is performing services under the terms of this Agreement, or during such times as the Student Teacher-Intern is participating in the program.

#### 5. Selection and Agreement

ISU will assist the \_\_\_\_\_ (Student Teaching-Intern) in selecting the Student Teacher-Interns. ISU will send student resumes to the **School Corporation/Company** in a timely manner and arrange for the **School Corporation/Company** through its representative to interview students for possible placements as a Student Teacher-Intern. ISU agrees to consult with the **School Corporation/Company** about the Student Teacher-Intern and to make recommendations as necessary and appropriate regarding the performance of the Student Teacher-Intern, and the **School Corporation/Company** reserves the right to terminate its relationship with the Student Teacher-Intern should the Student Teacher-Intern conduct himself/herself in a fashion that is not in accord with the standards of the **School Corporation/Company**.

#### 6. Termination of Student Teaching-Internship

Either party, whether the **School Corporation/Company** or the Student Teacher-Intern, may terminate this agreement by giving notice to the Other party fifteen (15) days prior to the date of termination.

7. Relationships of the Parties

The parties acknowledge that they stand in the relationship of independent contractors, and neither considers itself an employee or supervisor of the other. The Student Teacher-Intern, however, is considered a volunteer employee of the School Corporation/Company for the period of the Student Teaching-Internship. The School Corporation/Company hereby indemnifies and holds ISU harmless for any all causes of action which may arise between them or between them and third parties as a result of this agreement or any services provided hereunder, including but not limited to actions alleging negligence or intentional misconduct by the Student Teacher-Intern himself/herself.

8. Notice

In the event that notice is required of either party hereunder, it shall be provided through either party hereunder, it shall be provided through first class United States mail addressed to the following:

School Corporation/Company

Indiana State University

\_\_\_\_\_  
Name (School Corporation/Company)

\_\_\_\_\_  
Indiana State University

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Signed this \_\_\_\_ day of \_\_\_\_\_,  
2000.

Signed this \_\_\_\_ day of \_\_\_\_\_,  
2000.

Agreement between the  
KAI Distribution Centre  
Rickmansworth, Herts, United Kingdom

and

Indiana State University

This Agreement, made and entered into by and between the Trustees of Indiana State University (hereinafter called SPONSOR) and the KAI Distribution Centre (hereinafter called CONTRACTOR), witness that:

WHEREAS, SPONSOR would like to offer seminars to the public about teaching and problem solving that are not part of the academic curriculum of the SPONSOR;

WHEREAS, the ability of the SPONSOR to offer such seminars will broaden the activities of its Blumberg Center for Interdisciplinary Studies in Special Education ("Blumberg Center");

WHEREAS, CONTRACTOR has developed a methodology for teaching and problem solving that is widely recognized as effective; and

WHEREAS, CONTRACTOR wishes to provide and SPONSOR wishes to receive products of CONTRACTOR to be used by SPONSOR's Blumberg Center.

NOW, THEREFORE, in consideration of the mutual covenants by each party to be kept and performed, it is agreed as follows:

### 1. Scope of Work

CONTRACTOR will use its best efforts to provide its products (see Appendix A: incorporated by reference) and necessary training in the use of its products on a seminar-by-seminar basis to be scheduled by SPONSOR on a periodic basis.

### 2. Term

This Agreement shall be in effect during the period beginning on February 1, 2001 to January 31, 2002, and is subject to renewal only upon the written mutual agreement of the parties.

### 3. Cost

CONTRACTOR and SPONSOR have agreed that the pricing of the book, Adaptors and Innovators (Kirton, 1989), will not exceed \$45.00. The Kirton Adaption-Innovation Manual, which is only given to training participants who successfully complete the KAI Certification Course, will not exceed \$30.00. CONTRACTOR will provide a set of masters at no cost for SPONSOR to use to duplicate for the training participants.

Pricing of the KAI trainings is left to SPONSOR'S discretion after determining expenses providing that the price does not exceed the price charged by CONTRACTOR for trainings in the United Kingdom. SPONSOR's training price per person is calculated to cover trainer expenses, trainer travel expenses, training coordination expenses, site expenses (i.e. room rental charges, banquet charges and audio visual rental charges) and materials and handout expenses.

CONTRACTOR will render invoices after each seminar is complete. SPONSOR agrees to pay said invoices within thirty (30) days of the invoice date. CONTRACTOR reserves the right to

CONTRACTOR will render invoices after each seminar is complete. SPONSOR agrees to pay said invoices within thirty (30) days of the invoice date. CONTRACTOR reserves the right to discontinue work if SPONSOR fails to pay invoices rendered by CONTRACTOR within the time herein specified.

#### 4. Termination

This Agreement may be terminated by either party upon thirty (30) days' written notice.

#### 5. Entire Agreement

This Agreement constitutes the entire understanding between the parties. No other terms and conditions, be they consistent, inconsistent, or additional to those contained herein, shall be binding upon the CONTRACTOR, unless and until such terms and conditions have been specifically accepted in writing by both parties. Any purchase order issued in connection with the contract shall be a fiscal control document only. The terms and conditions appearing in this Agreement shall supersede and replace any and all terms and conditions contained in such purchase order.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by these duly authorized officers this day and year first above written.

#### SPONSOR

Indiana State University  
Parsons Hall  
Terre Haute, IN 47809

#### CONTRACTOR

KAI Distribution Centre  
Ye Jolly Gardeners  
Pleasant Place  
Off Old Uxbridge Road  
West Hyde, Rickmansworth  
Herts, WD3 2XZ, United Kingdom  
1895 825800

By:

s/

\_\_\_\_\_  
Dr. David Hopkins, Date  
Interim Provost and  
Vice President for Academic Affairs, ISU

By:

s/

\_\_\_\_\_  
Nicola Ryall, Director Date

## Appendix A

### Kirton Adaption-Innovation (KAI) Theory Reference List

1. Adaptors and Innovators: Styles of Creativity and Problem Solving; Kirton, M.J.; 1989
2. Kirton Adaption-Innovation Inventory Manual, 3rd Edition 1999; Kirton, M.J.
3. KAI Certification Course Handout Binder
4. KAI Advanced Workshop Handout Binder



ADAPTORS AND INNOVATORS

STYLES OF CREATIVITY  
AND PROBLEM SOLVING

WRITTEN AND EDITED BY

M. J. KIRTON

**KAI**

KAI DISTRIBUTION CENTRE

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**KAI**

KIRTON ADAPTION-INNOVATION INVENTORY

MANUAL

3RD EDITION 1999

M. J. KIRTON DSc

STRUCTURE OF THE 3<sup>RD</sup> EDITION OF THE KAI MANUAL

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NOTES: The order of the contents is designed to accord with the likely order of the manual's use by practitioners, see page 6.

A detailed list of contents is on the first page of each section of the manual. The complete lists are in the appendix.



## CERTIFICATION COURSE

**HOLIDAY INN AIRPORT HOTEL**

Indianapolis, Indiana

October 8-12, 2000

Course Tutor: Dr. M. J. Kirton

**DOUGLAS MITCHELL**

**KAI Distribution Centre**  
Ye Jolly Gardeners  
Pleasant Place  
Off Old Uxbridge Road  
West Hyde, Rickmansworth  
Herts, WD3 2XZ, UK  
Telephone: [UK] (0) 1895 825800  
Fax: [UK] (0) 1895 825600  
email: kai@prod-ctr.co.uk

**Occupational Research Centre**  
"Highlands"  
Gravel Path  
Berkhamsted  
Herts  
HP4 2PQ, UK  
Tel. & Fax: [UK] (0) 1442 871200  
email: m.j.kirton@herts.ac.uk  
Website: www.kaicentre.com

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<b>KAI CERTIFICATION COURSE TIMETABLE</b>
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**Day 1 (Sunday)**

4:30	Registration & Introductions
	Course Aims and Introduction
7:30	Pre-course Dinner

**Day 2 (Monday)**

8:15	Course assembles; Review
8:45	The day's programme
10:15-10:30	Tea/coffee & biscuits
10:30-12:15	Course continues
12:15	Lunch
1:15	Course re-commences
3:00-3:15	Tea/coffee & biscuits
3:15-4:45	Course continues
4:45-5:30	Break
5:30-6:30 (approx)	Question & answer session
	Evening Assignment

**Day 3 (Tuesday) and Day 4 (Wednesday)**

8:15	Course assembles; Review
8:45	Course re-commences
10:15-10:30	Tea/coffee & biscuits
10:30-12:15	Course continues
12:15-1:15	Lunch
1:15	Course re-commences
3:00-3:15	Tea/coffee & biscuits
3:15-4:45	Course continues
4:45-5:30	Break
5:30-6:30 (approx)	Question & answer session
	Evening Assignment

**Day 5 (Thursday)**

8:15	Course assembles (Review and Exam Feedback)
8:45	Course re-commences
10:15-10:30	Tea/coffee & biscuits
10:30-12:15	Course continues
12:15-1:45	Lunch
1:45-2:30 (approx)	Exam
3:15-3:30 (approx)	Tea/coffee & biscuits
3:30-5:00	Applications of KAI & Discussion
5:00	Course Ends

**COURSE PROGRAMME****Day 1: "Course Review & Preparation"**  
(afternoon session only)

Introductions  
Attendee Expected Uses of KAI  
Course Overview  
Opening Session on Theory

**Day 2: "The Theory"**

Exposition of Adaption-Innovation Theory  
Link Creativity, Problem Solving & Decision Making  
The Paradox of Structure  
Lunch  
*Discussion*  
Style as a Variable in Cognitive Function  
*Questions*

**Day 3: "KAI, Construction & Practice"**

*Review*  
Case Study of the Problem Solving Process  
(Management Initiative)  
Administration of KAI  
Scoring and Feedback  
*Practice*  
Lunch  
*Exercise*  
Construction & Reliability of KAI  
Factor Description  
*Exercise*  
*Questions*

**Day 4: "KAI Individual & Group"**

*Review*  
Further Analysis of KAI  
*Practice*  
Lunch  
*Practice*  
Level & Style  
Personality  
*Discussion*  
KAI & Groups  
*Questions*

**Day 5: "Managing Change & Team Building"**

*Review*  
Discussion & Practice  
Managing Change – Uses of KAI  
Cognitive Gap  
Agents of Change  
Bridging  
Coping  
Pendulum of Change  
Problems Evolve and so do Teams  
Extended Lunch & Study Period

**EXAM**

Further uses of KAI  
Closing Session

**Please NOTE:**

There will be evening work on Days 1 - 4



# KAI CERTIFICATION COURSE NOTES AND HANDOUTS

## PRE-COURSE READING

Description Summary Part I (Including More New & Describing People)  
 Statistical Terms  
 4 Chapters of Paperback ('adaptors & innovators')

MORNING	AFTERNOON	EVENING
<b>DAY 1</b>		
	<b>KAI Folder</b> 1. Timetable 2. Delegate List 3. Programme 4. Handout List 5. Cognitive Function: Outline	6. Conditions & Ethics (4 pages)  <i>Re-read Chapters of book</i>
<b>DAY 2 – Calculators required</b>		
7. All is Change 8. Definition of Instinct 9. Discrimination & In-Groups 10. Views on Creativity 11. Definition of Creativity 12. The Structure of Scientific Revolutions	13. Cognitive Function: Detail 14. Adaptive & Innovative Descriptions	<i>Conditions &amp; Ethics (re-read of Day 1)</i> <i>Description Summary (re-read pre-course)</i> <i>Statistics (re-read pre-course)</i> 15. Management Initiative (outline) 16. Early Onset 17. Paradigm Width <b>(1) REVIEW QUESTIONS (DAY 2)</b>
<b>DAY 3 - Calculators required</b>		
18. Management Initiative (detail) 19a. Ethics 19. Good Psychometric Measures 20. Good Administration 21. Anon 6 <b>MANUAL</b>	<b>(2) "BEING WHAT I AM" &amp; PROBLEM</b>  22. Factor Traits	23. Jokes 24. Scorpion Paperweights 25. Exercises (Anon 1-5) <b>(3) REVIEW QUESTIONS (DAY 3)</b>
<b>DAY 4</b>		
<b>(4) ANON A-D</b> 26. Publication List	27. Correlations: Intelligence 28. Correlation: Personality 28a. Mgt of Diversity 29. Line/Non Line Managers 30. Adaptor/Innovator Depts 31. KAI Mean Occupations 32. Engineers	33. Calamity Jane 34. Innovators Rule OK 35. KAI Exam (Information) <b>(5) CARTER X 2 (EXAM &amp; EXERCISE)</b> <b>(6) BRIGADIER STEWART X 2 (EXAM &amp; EXERCISE)</b> <b>(7) CERTIFICATION APPLICATION FORM</b>
<b>DAY 5</b>		
36. Coping Behaviour 37. Cognitive Gap and Bridgers 38. Middle Scorers 39. Agents of Change 40. Pendulum of Change 41. Team Building	<b>(8) EXAM</b> 42. Kind of Idea Generation 43. Uses of A-I Theory  Conditions of Sale Order Forms	

The items marked in **Bold** will be handed out during the sessions as required

IN MEMORIAM

CONRADO ALMINAQUE

WHEREAS, Conrado Alminaque, Assistant Professor Emeritus of Spanish died on the ninth day of November, two thousand and;

WHEREAS, Conrado Alminaque had given loyal and devoted service to Indiana State University for twenty three years and had gained the respect and affection of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service and inspiration which he gave to the students and faculty and to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.

IN MEMORIAM

H. KENNETH BLACK

WHEREAS, H. Kenneth Black, Executive Director Emeritus of Purchasing and Stores, died on the sixth day of November, two thousand; and

WHEREAS, H. Kenneth Black had given loyal and devoted service to Indiana State University for twenty seven years and had gained the respect and affection of his colleagues who knew him as a friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service and inspiration which he gave to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.

SECTION I  
Exhibit E  
January 19, 2001

IN MEMORIAM

BYRON L. BROWN

WHEREAS, Byron L. Brown, Associate Professor Emeritus of Business died on the tenth day of September, two thousand and;

WHEREAS, Byron L. Brown had given loyal and devoted service to Indiana State University for twenty seven years and had gained the respect and affection of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service and inspiration which he gave to the students and faculty and to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.

IN MEMORIAM

JUNE DINKEL

WHEREAS, June Dinkel, Director Emerita of Nursing Services, Student Health Center, died on the first day of November, two thousand and;

WHEREAS, June Dinkel had given loyal and devoted service to Indiana State University for twenty five years and had gained the respect and affection of students and colleagues who knew her as a friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to her family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service which she gave to the students and to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to her family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.

IN MEMORIAM

DOLLY HOOVER

WHEREAS, Dolly Hoover, Librarian Emerita died on the thirty first day of October, two thousand and;

WHEREAS, Dolly Hoover had given loyal and devoted service to Indiana State University for twenty eight years and had gained the respect and affection of students and colleagues who knew her as a friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to her family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service and inspiration which she gave to the students and faculty and to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to her family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.

IN MEMORIAM

O. ELEANOR FORSYTHE ST. JOHN

WHEREAS, O. Eleanor Forsythe St. John, Chairperson and Professor Emerita of Women's Physical Education, died on the fourth day of January, two thousand one and;

WHEREAS, O. Eleanor Forsythe St. John had given loyal and devoted service to Indiana State University for thirty four years and had gained the respect and affection of students and colleagues who knew her as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to her family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service which she gave to the students and to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to her family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.

SECTION I  
Exhibit I  
January 19, 2001

IN MEMORIAM

WALTER SULLINS

WHEREAS, Walter Sullins, Professor Emeritus of Education and School Psychology died on the first day of December, two thousand and;

WHEREAS, Walter Sullins had given loyal and devoted service to Indiana State University for thirty one years and had gained the respect and affection of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service and inspiration which he gave to the students and faculty and to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.



IN MEMORIAM

GEORGE W. WEBB

WHEREAS, George W. Webb, Professor Emeritus of Geography died on the eighth day of December, two thousand and;

WHEREAS, George W. Webb had given loyal and devoted service to Indiana State University for eleven years and had gained the respect and affection of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and profound respect for the superior service and inspiration which he gave to the students and faculty and to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.

ADOPTED BY THE INDIANA STATE UNIVERSITY BOARD OF TRUSTEES  
THIS NINETEENTH DAY OF JANUARY, TWO THOUSAND ONE.

## UNIVERSITY-RELATED WEBSITES POLICY

Any website associated with Indiana State University, or using the designations "Indiana State University," "Indiana State," "ISU," "Sycamores," or other University-associated name, nickname, abbreviation, or symbol, whether established by an academic or administrative unit, a foundation or center, a group or individual, must adhere to the following:

- Ownership of the registered website name will be held by Indiana State University, and such registration will be made only by the Executive Director of Information Technology
- Selection of the domain name for the registered website must protect the educational status of the official Indiana State University network
- The primacy of the official Indiana State University website(s) and/or portal(s) must be secured and maintained
- Appropriate hosting, server, bandwidth, and associated content and technical support must be secured and approved in advance
- Website content must comply with all official University policies, standards, and practices, including the "Policy On Information Technology Resources," policies and procedures in the University Handbook and the current "University Standards," policies on the use of the University seal, logo, and other ISU symbols, and other pertinent policies, standards, and practices, including those regularly posted on the official Indiana State University websites

To assure compliance with the website policy, the following procedures must be followed prior to the implementation of such websites:

1. Technical plan for the website, including name, technical requirements, support requirements, and security provisions, must be reviewed and approved by the Executive Director of Information Technology
2. Content plan for the website, including name, use of University seal, logo, and other ISU symbols, general content, schedule for review and updating of the website content, and the ISU office to be responsible for compliance monitoring, must be reviewed and approved by the Public Affairs Office.
3. Contract for the development and/or provision of the website must be reviewed and approved by the Purchasing Office for conformance with existing University contracts and licensing for sale or licensing of University or University-related products or services
4. Use of University, symbols, logos and other trademarks on commercial websites (e.g. ".com" and other domain names that may be developed) must be approved by the Purchasing Office
5. Contract for the development and/or provision of the website must be reviewed and approved by University Counsel prior to appropriate formal ratification of the contract

Additional procedures or documentation may be developed as appropriate in the implementation of this policy. Such documents will be posted on the Indiana State University Information Technology website, in the category "Computer Policies."

The Executive Director of Information Technology or designee will regularly review all websites with names related to Indiana State University for compliance with this policy and procedures. Any websites not in compliance will be notified and dealt with as provided in the "Policy on Information Technology Resources." Failure to comply with these policies and procedures may result in action including termination of the website and/or appropriate civil or criminal action against the website developers/providers/owners.

## SECTION II

January 19, 2001

### I. UNIVERSITY INVESTMENTS (Mr. Crichfield)

At the October 23, 1998, Board of Trustee meeting a resolution was adopted modifying the investment policy and giving the Treasurer authority to manage the short and long-term investments of the University.

The following comparative presentation has been modified to a year to date reporting basis for month ending November 30, 2000:

	Year to date FY2001 July-November Average Invest	Year to date FY 2001 July-November Avg Net Earnings	Return on Investment Annualized
<u>A. Internal Invested Funds</u>			
1. Cash (Sweep)	\$ 8,593,952	\$ 32,291	4.49%
2. Short Term Invest (1 month to 2 yrs)	\$25,021,137	\$601,978	5.77%
			<u>Comparative Index</u>
3. <b>Avg Yield on 3 month T-Bill</b>			<b>6.37%</b>
4. <b>Commonfund Short Term Fund</b>			<b>7.35%</b>
<u>B. External Invested Funds</u>			
1. Medium Term exceeds two years	\$43,059,970	\$1,062,860	5.92%
			<u>Comparative Index</u>
2. <b>Avg Yield on 2 year T-Bill</b>			<b>5.61%</b>

In an attempt to broaden ISU's opportunities for investment, an analysis and presentation of investment income and financial information is to be presented at each board meeting. A draft of changes was also submitted at the board's request to be discussed at the next meeting. The strategy is being changed to meet what is available in the market place.

II. OTHER FINANCIAL ISSUES (Mr. Crichfield)

A draft expenditure report was provided to the Board members for ongoing year-to-date information (Attachment 1). It shows what can be provided by the Banner system, and Mr. Crichfield requested feedback from Board members.

Most of ISU's budget is from state appropriations, and it is unknown when the State will provide the University with information regarding the appropriation. It is going to be very difficult to determine what student fees should be. This is normally done in March but will probably not be possible this year until late April. Budget proposals are being considered and the vice presidents and the president are discussing the unavoidable expenses now. Vice President Schultz stated that the State appropriations at this time are unknown. Internally the issues are being considered now and a presentation will be made at the February Board meeting. Participation by the Board members, Kristin Garing, Frank Bell, Wandell Gabey and others would be greatly appreciated on February 14, 2001, Higher Education Day at the Legislature in Indianapolis.

**Indiana State University**

**Expenditures**

**November 30, 2000**

	FY 2001 Current Budget	FY 2001 Nov-00 YTD	FY 2000 Nov-99 YTD	FY 2000 Total Year
<b>President</b>				
Wage Expense	548,112	261,153	234,538	592,551
Benefits	176,800	65,833	59,108	152,807
Student Wage	35,051	5,847	5,029	11,059
Supplies Expense	263,254	52,906	83,252	239,541
Repair and Maintenance	2,016	5	97	382
Capital Equipment	<u>15,439</u>	<u>8,176</u>	<u>14,571</u>	<u>19,037</u>
	\$ 1,040,672	\$ 393,920	\$ 396,595	\$ 1,015,377
<b>Provost - Instruction</b>				
Wage Expense	48,165,357	18,406,278	17,671,711	45,791,305
Benefits	13,303,048	3,959,104	3,797,391	12,121,131
Student Wage	1,865,718	648,422	655,323	1,642,698
Supplies Expense	8,157,324	1,872,681	2,295,521	4,881,250
Repair and Maintenance	620,743	176,774	247,772	436,307
Sp Academic Computing	212,885	65,567	210,244	360,208
Capital Equipment	<u>3,437,495</u>	<u>1,596,579</u>	<u>1,587,587</u>	<u>2,818,438</u>
	\$ 75,762,570	\$ 26,725,405	\$ 26,465,549	\$ 68,051,337
<b>Planning &amp; Budgets</b>				
Wage Expense	2,098,724	730,575	694,400	1,747,140
Benefits	633,451	223,566	219,365	551,473
Student Wage	74,740	29,747	37,678	74,771
Supplies Expense	630,025	200,196	265,935	565,455
Repair and Maintenance	30,480	24,305	33,356	34,727
Capital Equipment	<u>57,611</u>	<u>8,097</u>	<u>59,147</u>	<u>66,615</u>
	\$ 3,525,031	\$ 1,216,486	\$ 1,309,881	\$ 3,040,181
<b>Administrative Affairs</b>				
Wage Expense	1,603,891	656,380	592,325	1,447,392
Benefits	575,017	193,984	180,557	441,821
Student Wage	65,747	(362)	28,036	59,743
Supplies Expense	885,213	298,636	249,405	679,734
Repair and Maintenance	56,645	912	3,455	10,731
Capital Equipment	<u>211,802</u>	<u>24,625</u>	<u>56,187</u>	<u>127,688</u>
	\$ 3,398,315	\$ 1,174,175	\$ 1,109,965	\$ 2,767,109

**Indiana State University**

**Expenditures**

**November 30, 2000**

	FY 2001 Current Budget	FY 2001 Nov-00 YTD	FY 2000 Nov-99 YTD	FY 2000 Total Year
<b>Facilities Mgmt &amp; Power Plant</b>				
Wage Expense	4,833,301	1,724,720	1,604,809	4,092,598
Benefits	1,595,733	547,409	515,583	1,316,859
Student Wage	188,323	59,095	59,172	137,458
Supplies Expense	528,636	1,145,947	1,453,665	1,005,717
Repair and Maintenance	1,227,622	217,582	782,451	1,524,854
Capital Equipment	605,072	292,075	437,828	547,985
Utilities	<u>1,000</u>	<u>-</u>	<u>105,045</u>	<u>4,701</u>
	\$ 8,979,687	\$ 3,986,828	\$ 4,958,553	\$ 8,630,172
<b>Advancement</b>				
Wage Expense	1,448,013	668,016	515,451	1,266,866
Benefits	462,987	223,655	167,328	425,992
Student Wage	66,260	30,896	35,124	79,810
Supplies Expense	1,189,508	422,483	540,090	1,073,032
Repair and Maintenance	1,810	250	65	1,318
Capital Equipment	<u>47,706</u>	<u>26,246</u>	<u>7,598</u>	<u>68,122</u>
	\$ 3,216,284	\$ 1,371,546	\$ 1,265,656	\$ 2,915,140
<b>Student Affairs</b>				
Wage Expense	4,001,204	1,585,124	1,520,755	3,779,172
Benefits	1,260,785	430,760	426,591	1,070,008
Student Wage	201,275	77,743	73,783	200,784
Supplies Expense	621,689	198,419	300,205	528,223
Repair and Maintenance	34,648	14,723	14,055	20,790
Capital Equipment	<u>114,410</u>	<u>53,200</u>	<u>38,412</u>	<u>115,347</u>
	\$ 6,234,011	\$ 2,359,969	\$ 2,373,801	\$ 5,714,324
<b>University Wide</b>				
Wage Expense	86,688	86,688	52,794	170,841
Benefits	5,100,983	1,822,603	1,705,558	4,276,715
Student Wage	1,494	2,985	1,681	5,591
Utilities & Fuel	4,874,880	1,952,573	2,181,575	4,475,747
Bond & Interest	554,120	-	-	-
Supplies Expense	4,347,293	2,146,634	2,077,572	10,531,521
Student Aid	7,503,119	3,287,965	3,276,760	6,539,246
Repair and Maintenance	41,512	-	1,000	369
Capital Equipment	<u>-</u>	<u>16,240</u>	<u>-</u>	<u>-</u>
	\$ 22,510,089	\$ 9,315,688	\$ 9,296,940	\$ 26,000,030
<b>TOTAL</b>	\$ 124,666,659	\$ 46,544,017	\$ 47,176,940	\$ 118,133,670

## SECTION III

JANUARY 19, 2001

### PERSONNEL (Mr. Schafer)

Recommendation: Approval of all the items in this section.

On a motion by Dr. Benway, seconded by Mr. Shagley, the recommendation was approved.

#### A. FACULTY

##### 1. Appointments

###### One-Year Appointments

(effective August 17, 2000, unless otherwise stated)

Robert French; Instruction Librarian, Library Services; M.S., Indiana State University; salary \$30,000 per fiscal year, prorated from the period of December 4, 2000, through June 30, 2001.

William Meadows; Instructor, Department of Geography, Geology, and Anthropology; Ph.D., University of Oklahoma; salary \$20,000 per academic year, prorated from the effective date of November 1, 2000.

Jung-Ran Park; Catalog Librarian, Library Services; MILIS, University of Hawaii; salary \$34,500 per fiscal year, prorated for the period of October 26, 2000, through June 30, 2001.

Scott Mitchell Ramsay; Post Doctoral Research Associate, Department of Life Sciences; Ph.D., University of Toronto, Queens; salary \$25,500 for the period of September 1, 2000, through July 31, 2001.

Theresa A. Wright; Instructor, Department of Athletic Training; B.S., Anderson University; salary \$20,000 per academic year, prorated from the effective date of October 9, 2000.

###### Temporary Part-time Appointments, 2000-2001 Academic Year (effective August 17, 2000)

Meisha N. Whitlock; Director, Community Music Center; M.M. University of South Carolina; salary \$2,400 per academic year supplemented by the teaching of enrolled students in the Community Music Center.

Temporary Part-time Appointments, 2000 Fall Semester  
(effective August 17, 2000, unless otherwise stated)

Toshihiro Asai; Lecturer II, Department of Languages, Literatures, and Linguistics; six hours; B.A., Nihon University; salary \$3,600.

Tammy Contraestra; Lecturer II, Department of Languages, Literatures, and Linguistics; three hours; M.A., Indiana State University; salary \$1,800.

William Meadows; Lecturer III, Department of Geography, Geology, and Anthropology; nine hours; Ph.D., University of Oklahoma; salary \$7,000, prorated for the effective date of August 17, 2000, through October 31, 2000.

Tammy Lea Mundy; Lecturer II, Associate Degree Nursing Department; 3.2 hours; M.S., Indiana State University; salary \$1,920; effective October 7, 2000.

B. Lee Reberger; Lecturer III, Department of Political Science; three hours; J.D., Indiana University School of Law; salary \$2,100.

Roberta Lea Piper Shaw; Lecturer II, Organizational Department; four hours; M.A., Indiana State University; salary \$2,400.

Richard Shepard; Lecturer III, Department of Educational Leadership, Administration, and Foundations; three hours; Ph.D., Indiana University; salary \$3,000.

Greg Tranquada; Lecturer I, Department of Physical Education; B.S., DePaul University; four hours; salary \$2,000.

Sheryl Wilson; Instructor, Department of Life Sciences; six hours; M.S. Purdue University; salary \$7,050, prorated from the effective date of September 17, 2000.

Temporary Part-time Appointments, 2001 Spring Semester  
(effective January 4, 2001, unless otherwise stated)

John Benton; Lecturer II, Department of History; nine hours; M.S., Indiana State University; salary \$5,400.

Robert Bozarth; Professor Emeritus, Department of Life Sciences; six hours; Ph. D., Cornell University; salary \$4,200.

Peggy Stucke Byrer; Lecturer III, Department of Counseling; three hours; B.A., Purdue University; salary \$3,000.



Aletha Carter; Lecturer II, Department of Social Work; three hours; M.S.W., University of Louisville; salary \$1,800.

Janice N. Crosby; Lecturer III, Department of Communication Disorders and Special Education; three hours; M.S., Indiana State University; salary \$2,100.

Kathryn Doering; Lecturer II, Department of History; three hours; M.A., Iowa State University; salary \$1,800.

Debbie Flurkey; Supervisor, Department of Elementary and Early Childhood Education; nine hours; M. Ed., Clemson University; salary \$9,000.

Glenn Gee; Lecturer II, Analytical Department; three hours; M.S., Indiana State University; salary \$1,800.

Cynthia Gloye; Lecturer III, Department of Communication Disorders and Special Education; six hours; M.S., Indiana State University; salary \$4,200.

Rusty Gonser; Assistant Professor, Department of Life Sciences; six hours; Ph.D., SUNY, Albany; salary \$4,200.

Tuovia Haller; Lecturer II, Department of Social Work; three hours; M.S.W., Indiana University-Indianapolis, salary \$1,800.

Peggy Hanna; Supervisor, Department of Elementary and Early Childhood Education; eight hours; M.S., Indiana State University; salary \$7,700.

Gary Hartsock; Lecturer II, Department of Criminology; three hours; M.S., Indiana State University; salary \$1,800.

Jody Lynn Horstman; Lecturer III, Department of Communication Disorders and Special Education; three hours; Ph.D., U.S. International University; salary \$2,100.

Joe Houghtelin; Supervisor of Student Teaching, Department of Curriculum, Instruction, and Media Technology; twelve hours; M.S., Indiana State University; salary \$9,000.

Shelia R. Kirkman; Lecturer III, Department of Counseling; three hours; M.S., Indiana State University; salary \$3,000.

Joyce Knutti; Lecturer III, Department of Counseling; three hours; M.S., Indiana State University; salary \$3,000.

Kenneth Krause; Visiting Assistant Professor, Department of Social Work; three hours; Ph.D., University of Chicago; salary \$2,500.

Suellyn Mahan; Lecturer III, Department of Counseling; three hours; Ph.D., Indiana State University; salary \$3,000.

David H. McCarter; Lecturer III, Department of History; three hours; M.A., Northeast Missouri State University; salary \$2,100.

William Nardini; Professor Emeritus, Department of Criminology; six hours; Ph.D., State University of Iowa; salary \$4,200.

Stephen Pfrank; Lecturer II, Department of History; three hours; Ph.D., Indiana State University; salary \$1,800.

Brian Royer; Lecturer II, Department of Criminology; six hours; M.S., Indiana State University; salary \$3,600.

Yseult Tomlinson; Instructor of French, Department of Languages, Literatures, and Linguistics; twelve hours; B.A., Michigan State University; salary \$10,000.

Nathaniel Truedell; Lecturer III, Department of African and African American Studies; one hour; M.A., Butler University; salary \$1,000.

Millie Ann Vaughn; Lecturer III, Department of Elementary and Early Childhood Education; six hours; Ph.D., Indiana State University; salary \$6,000.

Ernest A. Webster; Lecturer II, Department of Criminology; twelve hours; M.S., Indiana State University; salary \$7,200.

2. Changes in Status and/or Rate

Mary Ellen Adams; Organizational Department; \$2,000 stipend for the 2000-2001 academic year for responsibilities as the Coordinator of the Administrative Systems and Business Education Program.

Abraheem A. Almiccaw; Department of Educational and School Psychology; correct degree increment adjustment to 1999-2000 academic year base salary; salary \$41,102; effective August 17, 2000.

Kevin B. Bolinger; Department of Elementary and Early Childhood Education; change in educational status to doctorate level; Ph.D., Indiana State University; salary \$37,000 per academic year; effective August 16, 2000.

James R. Buffington; Organizational Department; \$2,000 stipend for the 2000-2001 academic year for responsibilities as the Coordinator of the Management Information Systems Program.

Newell E. Chiesl; Organizational Department; \$2,000 stipend for the 2000-2001 academic year for responsibilities as the Coordinator of the Marketing Program.

Donna Donghwa Choi; Department of Elementary and Early Childhood Education; change in educational status to doctorate level; Ph.D., University of Missouri-Kansas City; salary \$38,000 per academic year; effective August 17, 2000.

Molly Hare; Department of Physical Education; change in educational status to doctorate level; Ph.D., University of Illinois; effective August 16, 2000.

Melody McKinney; Associate Degree Nursing Department; change in educational status to doctorate level; Ph.D., Indiana University; salary \$44,510 per academic year; effective August 17, 2000.

Constance McLaren; Analytical Department; \$2,000 stipend for the 2000-2001 academic year for responsibilities as the Coordinator of the Quality and Decision Systems Program.

Jeffrey Owen; Department of Economics; change in educational status to doctorate level; Ph.D., University of Iowa; salary \$44,000 per academic year; effective August 16, 2000.

Heather Pleasants; Department of Educational and School Psychology; change in educational status to doctorate level; Ph.D., Michigan State University; salary \$41,908 per academic year, prorated from the effective date of October 24, 2000.

Joshua B. Powers; Department of Educational Leadership, Administration, and Foundations; change in educational status to doctorate level; Ph.D., Indiana University; salary \$39,000 per academic year, prorated from the effective date of November 21, 2000.

Joseph C. Sanders; Analytical Department; \$2,000 stipend for the 2000-2001 academic year for responsibilities as the Coordinator of the Accounting Program.

Thomas Steiger; from Associate Professor, Department of Sociology, to Acting Chairperson and Associate Professor, Department of Sociology for the spring semester of the 2000-2001 academic year; stipend of \$500 for this added responsibility.

Marcus Stone; from Lecturer III, Department of Athletic Training, during the 2000 fall semester to Graduate Assistant in the Department of Athletic Training, 2000-2001 academic year.

April Todd; Instructor, Department of Chemistry; \$900 salary adjustment for added duties for fall 2000 semester.

3. Retirements

Richard L. Antes; Department of Counseling; retirement leave during the 2001 spring semester; effective May 5, 2001.

Bonnidell Clouse; Department of Educational and School Psychology; retirement leave during the 2001 fall semester; effective December 15, 2001.

John Corrigan; Department of Life Sciences; retirement leave during the 2001 fall semester; effective December 15, 2001.

Charles Goff; Associate Professor, Department of Life Sciences; effective May 5, 2001.

Larry Heath; Department of Electronics and Computer Technology; retirement leave during the 2001 spring semester; effective May 5, 2001.

Virginia Loyd; Department of Languages, Literatures, and Linguistics; retirement leave during the 2001 spring semester; effective May 5, 2001.

Dan Millar; Department of Communication; retirement leave during the 2001 spring semester; effective May 5, 2001.

O. Gene Norman; Library Services; retirement leave from January 1, 2001, through June 30, 2001; effective June 30, 2001.

C. Thomas Pitts; Department of Mathematics and Computer Science; retirement leave during the 2001 spring semester; effective May 5, 2001.

4. Resignations

Abraheem A. Almiccawy; Assistant Professor, Department of Educational and School Psychology; effective December 16, 2000.

Sandra DeCosta; Professor, Department of Elementary and Early Childhood Education; effective December 16, 2000.

5. Leave of Absence With Pay-Spring 2001 Semester

Boris Blyukher; Department of Health and Safety

B. ADMINISTRATION1. Appointments

Tracy C. Ford; Video Production/Production Manager, Multimedia Support Services; salary \$43,000 per fiscal year, prorated from the effective date of November 27, 2000.

Kimberly Hayes; Counselor, Student Counseling Center; continuing 10 month assignment for the period August 1 through May 31; salary for the 2000-01 employment period is \$26,000, prorated from the effective date of January 8, 2001.

Terry Ishitani; Institutional Research Analyst, Institutional Research and Testing; salary \$44,500 per fiscal year, prorated from the effective date of January 22, 2001.

C. Christine Salmon; Instructional Designer, Office of Distance Education; salary \$35,000 per fiscal year, prorated from the effective date of January 2, 2001.

Michael L. Servis; Systems Programmer/Desktop Support, Information Technology; salary \$42,000 per fiscal year, prorated from the effective date of January 2, 2001.

Michael A. Somers; Assistant Dean for Library Services and Associate Librarian (tenure-track); M.I.L.S., University of Michigan; salary \$60,000 per fiscal year, prorated from the effective date of February 1, 2001.

Temporary Appointments

Richie A. Adderley; Acting Assistant Director of Upward Bound; salary \$27,000 per fiscal year prorated from the effective date of December 18, 2000, through May 31, 2001.

Della Quinn Carter; FIPSE Research Assistant, Center for Teaching and Learning; salary \$13,000 for the appointment period of October 1, 2000, through May 31, 2001.

David R. Clay; Coordinator of the Jackson County Area Learning Center (part-time); salary \$15,525 per fiscal year, prorated from the effective date of December 8, 2000, through June 30, 2001.

Julie C. Compton; Educational Specialist, Student Academic Services Center; salary \$23,575 per fiscal year, prorated from the effective date of December 11, 2000, through August 31, 2001.

Rita S. Cottrell; Regional Parent Coordinator of the 21st Century Scholars; salary \$19,000 per fiscal year; effective July 5, 2000, through August 31, 2001.

Ronda Crist; Coordinator, 21st Century Scholars Regional Site; salary \$36,400 per fiscal year; effective September 1, 2000, through August 31, 2001.

Elizabeth Ann Gaither; Interim Director, Upward Bound, Math and Science, and ETS; salary \$39,049 per fiscal year prorated from the effective date of September 1, 2000, through May 31, 2001, or earlier if the position of the director of these grants is filled.

Karen Goehl; Project Director of the Indiana Deaf/Blind Services Grant; salary \$50,540 per fiscal year; effective October 1, 2000, through September 30, 2001.

Susan Hershberg; Photographer, Multimedia Support Services; extension of appointment; salary \$28,185 per fiscal year, prorated from the effective date of December 23, 2000 through June 30, 2001.

Madaryll Knox; Assistant Coordinator, 21st Century Scholars; salary \$27,000 per fiscal year; effective September 1, 2000, through August 31, 2001.

Sylvia Cruz Link; Interim Associate Director of Student Affairs in the School of Nursing; salary \$45,000 per fiscal year, prorated from the effective date of December 18, 2000, through June 30, 2001.

Bobby D. Moore; Educational Specialist, Student Academic Services Center; salary \$23,575 per fiscal year, prorated from the effective date of December 11, 2000, through August 31, 2001.

Lisa Poff; Program Coordinator of the Deaf/Blind Services Grant; salary \$34,310 per fiscal year; effective October 1, 2000, through September 30, 2001.

Debra Runshe; FIPSE Research Assistant, Center for Teaching and Learning; salary \$13,000 for the appointment period of October 1, 2000, through May 31, 2001.

2. Changes of Status and/or Rate

Mary Bennett; Assistant Dean, School of Nursing; reassignment of tenure-track faculty appointment as Assistant Professor in the Associate Degree Nursing Department to Assistant Professor in the Baccalaureate and Higher Degree Nursing Department; effective October 18, 2000.

Sharon (Xiaoru) Guan; Office of Distance Education; change in title to Manager of Instructional Design, Office of Distance Education; effective July 1, 2000; salary adjusted to \$41,000 per fiscal year, prorated from the effective date of December 3, 1999; change from Manager of Instructional Design, Office of Distance Education, to Manager of Instructional Design and Interim Manager of the Faculty Computing Resource Center, Office of Distance Education; salary \$45,000 per fiscal year, prorated from the effective date of September 1, 2000, through June 30, 2001.

Melissa Hughes; Program Development Coordinator, Office of Distance Education; from a temporary to a regular position; reclassified to pay level 26; effective July 1, 2000; salary adjusted to \$35,000 per fiscal year, prorated from the effective date of December 3, 1999.

James E. Kinkade; Office of Distance Education; change in title from Computing Systems Analyst to Computer Technical Coordinator and reclassified to pay level 25; effective July 1, 2000.

Jeanie A. Klippel; change in title from Program Coordinator of Community and Professional Programs to Assistant Director of Community and Professional Programs; reclassified to pay level 27; effective July 1, 2000; salary adjusted to \$37,000 per fiscal year, prorated from the effective date of December 3, 1999.

Daniel Mishler; Institutional Computing Services; 4.5% salary adjustment to correct error; salary \$51,429 per fiscal year; effective July 1, 2000.

Terence O'Connor; from Director of the Center for Teaching and Learning to Director of the Center for Teaching and Learning and Assistant to the Vice President for Academic Affairs; stipend of \$7,500 for the additional responsibilities; effective October 1, 2000, through June 30, 2001.

Ron Payne; from a temporary to a regular position; classified to pay level 26; change in title from Production Assistant in the Office of Distance Education to Course Delivery Coordinator in the Division of Lifelong Learning; effective July 1, 2000; salary adjusted to \$31,000 per fiscal year, prorated from the effective date of December 3, 1999.

Nancy A. Pearson; Office of Distance Education; reclassified to pay level 27; effective July 1, 2000.

Renee Ramsey; from Administrative Fellow in the Office of the Provost and Vice President for Academic Affairs to Administrative Fellow and Assistant to the Vice President for Academic Affairs; stipend of \$7,500 for the additional responsibilities; effective October 1, 2000, through June 30, 2001.

Joseph S. Rayes; Telecommunications and Networking Services; salary adjustment to 2000-2001 fiscal year salary; salary \$46,596, prorated from the effective date of November 1, 2000.

Cherri Rutan; Multimedia Support Services; reclassified to pay level 27.

Mary Jo Sampson; Division of Lifelong Learning; change in title from Coordinator of Credit Outreach to Assistant Director of Student Services effective July 1, 2000; salary adjusted to \$36,000 per fiscal year, prorated from the effective date of December 3, 1999.

Julie A. Tipton; from a temporary to a regular position; reclassified to pay level 26; change in title from Course Development Editor in the Office of Distance Education to Communications and Marketing Coordinator in the Division of Lifelong Learning; effective July 1, 2000; salary adjusted to \$30,000 per fiscal year, prorated from the effective date of December 3, 1999.

Henry Villegas; Student Academic Services Center; salary adjusted to \$40,000 per fiscal year; effective July 1, 2000.

William S. Yanney, Office of Admissions; salary adjustment to 2000-2001 fiscal year salary; salary \$27,000; effective July 1, 2000.

3. Resignations

Sue A. Allmon; Office of Distance Education; effective November 27, 2000.

Jerold Hargis; User Services, Information Technology; effective November 20, 2000.

Carol Lavery; South Central Indiana Education Alliance; effective December 22, 2000.

Lisa Lou McClellan; Office of the Controller; effective January 19, 2001.

Michael Moore; Multimedia Support Services; effective December 15, 2000.



Ann Venable; Academic Affairs; effective November 15, 2000.

Michelle Von Fange; College Cooperative Southeast; effective December 8, 2000.

4. Retirements

Leona Gallion; Dean of the School of Business and Professor of Business; retirement leave from July 1, 2001, through December 31, 2001; retirement effective December 31, 2001.

Mary Jewelene Jordan; Assistant Director, Public Affairs; retirement leave from January 1, 2001 through June 30, 2001; retirement effective June 30, 2001.

C. COACHES AND ATHLETICS

1. Appointment

Achim O'Neal Hunt; Assistant Director for Athletics Media Relations; salary \$20,500 per fiscal year, prorated from the effective date of January 8, 2001.

2. Changes of Status and/or Rate

Christopher Kamann; Athletics Media Relations; discontinue stipend for extra duties; effective January 8, 2001.

Megan Lanham; from Restricted Assistant Women's Basketball Coach to Interim Assistant Women's Basketball Coach for the period of December 7, 2000 through March 31, 2001; salary \$24,753 for the employment period of April 1, 2000 through March 31, 2001, prorated from the effective date of December 7, 2000.

James Wiedie; from Assistant Women's Basketball Coach to Interim Head Women's Basketball Coach for the period of December 7, 2000 through March 31, 2001; salary \$47,662 for the employment period of April 1, 2000 through March 31, 2001, prorated from the effective date of December 7, 2000.

3. Resignation

Cheryl Reeve; Head Women's Basketball Coach; effective December 1, 2000.

D. RESIDENTIAL LIFE

2. Change of Status and/or Rate

Wayne Warren; from Assistant Hall Director, Residential Life to Residence Hall Director for University Apartments, Residential Life; salary \$20,800 per fiscal year, prorated from the effective date of December 18, 2000.

E. SUPPORT STAFF REPORT

The Support Staff Report for the period ending January 2, 2001, is presented in Exhibit A.

**INDIANA STATE UNIVERSITY  
 MONTHLY REPORT OF SUPPORT STAFF EMPLOYEES  
 FOR THE PERIOD ENDING JANUARY 2, 2001**

**A. APPOINTMENTS**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>RATE</u>	<u>EFFECTIVE DATE</u>
Ard, Danyelle	Office of the Controller	Acct Analyst	\$15,678	12-08-00
Bonebrake, Timothy	Division of Printing	Offset Press Oper I	\$17,199	01-02-01
Cottee, Brian	Public Safety Department	Public Safety Ofc	\$21,132	01-02-01
Ditz, Meredith	Hulman Center	Tech Svs Asst	\$19,812	11-25-00
Edwards, Sandra	Nurse Practitioner Program	Ofc Asst II	\$14,430	11-13-00
Hoffman, Barbara	Facilities Management	Cust Wrkr I	\$13,650	10-30-00
Kassis, Denise	Registrar	Data Entry Op I	\$14,430	11-13-00
Keen, Ryan	Facilities Management	Grnds Maint Wrkr	\$13,650	12-04-00
Lofton, Scott	Facilities Management	Grnds Maint Wrkr	\$13,650	11-27-00
Mack, Sunshine	Geography & Geology	Ofc Asst II	\$14,430	12-04-00
Marshall, Kenneth	Facilities Management	Cust Wrkr I	\$13,650	01-02-01
McDaniel, Tracy	Institutional Research	Ofc Asst III	\$15,678	01-02-01
Norris, Rickie	Facilities Management	Cust Wrkr I	\$13,650	11-27-00
Norris, Rodney	Facilities Management	Cust Wrkr I	\$13,650	01-02-01
Padgett, Maude	Burford Housing	Cust Wrkr I	\$13,260	11-13-00
Rooksberry, Keith	Hulman Center	Cust Wrkr II	\$14,430	11-27-00
Sand, Jade	Admissions	Ofc Asst III	\$16,770	12-04-00
Sharkey, Gabriel	Facilities Management	Cust Wrkr I	\$13,650	11-13-00
Stinnett, Alvin	Facilities Management	Cust Wrkr I	\$13,650	11-27-00
Vire, Penny	Office of Gift Management	Ofc Asst II	\$14,430	11-06-00
Wible, Theresa	Office of Sponsored Programs	Grant Acct Spec	\$22,035	12-04-00
Willis, Robert	Academic Affairs	Admin Asst I	\$18,018	01-02-01
Wilson, Vietta	Ethnic Commission on Diversity	Ofc Asst III	\$15,678	01-02-01

**B. LEAVING UNIVERSITY EMPLOYMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
Archer, John	Facilities Management	11-28-00
Beggs, Nora	Facilities Management	12-01-00
Cecero, Glenn	Facilities Management	10-31-00
Coleman, Heather	Early Childhood Education Center	01-12-01
Cundiff, Vivian	Geography & Geology	12-15-00
Dodd, Joseph	Facilities Management	12-15-00
Fagg, Bessie	Facilities Management	11-10-00
Hixon, Vicky	University Advancement	12-15-00
Hyde, Larry	Facilities Management	10-27-00
Jackson, Russell	Hulman Center	01-15-01
Kennedy, Steven	Facilities Management	10-31-00
Little, Shea	Early Childhood Education Center	01-12-01
Minar, Gina	Student Academic Advisement	11-22-00
Ottinger, Desiree'	Army ROTC	11-16-00
Savant, Cheryl	Curriculum Instruction & Media Technology	01-02-01
Sharkey, Gabriel	Facilities Management	11-30-00
Stone, Gina	Development	11-28-00
Vicars, John	Facilities Management	11-30-00

2. Retirement

<u>NAME</u>	<u>DEPARTMENT</u>	<u>YRS OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Rice, Agnes	Purchasing	21	01-19-01

**C. CHANGE IN STATUS OR RATE**

1. Promotion

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Comby, Patricia	Development Ofc Asst III \$17,550	University Advancement Admin Asst I \$19,305	10-17-00
Compton, Carl	Sandison Housing Cust Wrkr II \$15,229	Sandison Housing Maint Mech II \$17,199	12-11-00

C. CHANGE IN STATUS OR RATE (CONTINUED)

1. Promotion

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Griffy, Mary	Library Library Asst III \$19,656	Life Long Learning Student Services Supv \$21,625	01-08-01
Holsinger, Heather	Telecommunications Ofc Asst II \$14,586	Telecommunications Acct Clerk II \$15,795	10-28-00
Milton, James	Sandison Housing Maint Mech II \$18,798	Lincoln Housing Maint Mech III \$21,157	11-20-00
Wren, Jacqueline	Registrar Data Entry Oper I \$15,424	Registrar Data Entry Oper II \$16,965	11-07-00

2. Transfer

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Drake, Rex	Lincoln Housing Maint Mech III \$23,400	Facilities Management Electrician \$24,375	11-06-00
Oprisko, Martha	Academic Affairs Admin Asst I \$18,700	Academic Affairs Editorial Asst \$18,700	01-02-01
Weltich, Patsy	Physics Ofc Asst III \$16,243	Purchasing Data Entry Op II \$16,243	11-13-00

3. Reclassification

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Evans, Teresa	Public Safety Ofc Asst II \$14,781	Public Safety Ofc Asst III \$16,263	10-28-00
Fagg, Donna	Central Housing Ofc Asst II \$20,553	Central Housing Ofc Asst III \$22,600	12-09-00
Heighton, Jacqueline	Student Support Services Ofc Asst III \$19,480	Student Support Services Admin Asst I \$21,430	11-2 <sup>r</sup>
Kennel, Joy	Office of Gift Management Ofc Asst III \$18,213	Office of Gift Management Admin Asst I \$20,026	

C. CHANGE IN STATUS OR RATE (CONTINUED)

3. Reclassification

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Kirk, Bette	Career Center Ofc Asst I \$16,926	Career Center Ofc Asst II \$18,622	10-28-00
Long, Brenda	Student Academic Advisement Ofc Asst I \$13,942	Student Academic Advisement Ofc Asst II \$15,346	12-09-00
Potter, LaVerne	Office of Gift Management Admin Asst I \$22,483	Office of Gift Management Gift Processing Spec \$24,726	11-25-00
Ralston, Karen	Intercollegiate Athletics Ofc Asst III \$23,478	Intercollegiate Athletics Admin Asst I \$25,818	12-09-00

4. Other

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Keusch, Stephanie	Employee Assistance Program Admin Asst I \$18,018	Burford Housing Ofc Asst II \$10,816 (.67 fte)	11-27-00
Wilkison, Sondra	Office of Sponsored Programs Ofc Asst III \$8,632 (.53 fte)	Office of Sponsored Programs Ofc Asst III \$10,790 (.67 fte)	10-23-00

5. Market Adjustment

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Bradbury, Paul	Facilities Management Cust Wrkr I \$13,260	Facilities Management Cust Wrkr I \$13,650	10-28-00
Camp, Flora	Facilities Management Cust Wrkr I \$13,260	Facilities Management Cust Wrkr I \$13,650	10-28-00
Crawley, Margaret	Facilities Management Cust Wrkr I \$13,260	Facilities Management Cust Wrkr I \$13,650	10-28-00
Greaver, James	Facilities Management Grnds Maint Wrkr \$13,260	Facilities Management Grnds Maint Wrkr \$13,650	10-28-00

C. CHANGE IN STATUS OR RATE (CONTINUED)

5. Market Adjustment

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Hancock, Charles	Facilities Management Cust Wrkr I \$13,143	Facilities Management Cust Wrkr I \$13,650	10-28-00
Hoffman, Barbara	Facilities Management Cust Wrkr I \$13,260	Facilities Management Cust Wrkr I \$13,650	10-28-00
Long, James	Facilities Management Grnds Maint Wrkr \$13,260	Facilities Management Grnds Maint Wrkr \$13,650	10-28-00
McBride, Windy	Facilities Management Cust Wrkr I \$13,260	Facilities Management Cust Wrkr I \$13,650	10-28-00
Sears, Steven	Facilities Management Grnds Maint Wrkr \$13,260	Facilities Management Grnds Maint Wrkr \$13,650	10-28-00
Taylor, Leroy	Facilities Management Grnds Maint Wrkr \$12,616	Facilities Management Grnds Maint Wrkr \$13,650	10-28-00
Tevlin, Mary	Facilities Management Cust Wrkr I \$13,260	Facilities Management Cust Wrkr I \$13,650	10-28-00
Vicars, John	Facilities Management Grnds Maint Wrkr \$13,260	Facilities Management Grnds Maint Wrkr \$13,650	10-28-00
Wray, Paul	Facilities Management Cust Wrkr I \$13,260	Facilities Management Cust Wrkr I \$13,650	10-28-00

## SECTION IV

JANUARY 19, 2001

### INFORMATION/DISCUSSION ITEMS

1. ISU Foundation Fund Raising - Information Only (Mr. Hoolehan)

Mr. Kevin Hoolehan, Managing Director of the ISU Foundation, reviewed various fund raising initiatives as well as current year to date progress. It is expected that development representatives in the academic schools should facilitate fund raising relationships. He also noted the possibilities that the establishment of an office in Indianapolis might create.

Vice President Quatroche and members of his staff will present a detailed seminar covering Advancement Division activities at the February Board of Trustees meeting.

2. Grants - Information Only - Attachment 1 (Dr. Hopkins)

3. Purchasing Update - Information Only (Mr. Schafer)

Purchases Over \$25,000 That Were The Lowest Bid

PO # P0031016, Dell Computer, \$25,468, computers  
PO# P0032099, Dell Computer, \$87,191.59, computers  
PO# P0031248, General Communications, \$33,723.67, two-way portable radios  
PO# P0031444, CDI, \$42,800, Tirey Hall corridor renovation  
PO# P0031589, David R. Snapp & Associates, \$43,000, architectural service  
PO# P0031592, David R. Snapp & Associates, \$26,000, architectural service  
PO# P0031131, MSI Construction, Inc., \$84,329, Tirey Kitchen renovation  
PO# P0031630, Midwest Restoration, \$39,460, caulking and sealant Stadium arch  
PO# P0032006, Trueblood Oil Company, \$25,816, Diesel fuel for Power Plant  
PO# P0031525, Wabash Valley Asphalt Co., \$43,750, sealcoat and restripe parking lot  
PO#P0031472, Binford Group of Indiana, \$99,428, fixed tablet arm seating, Science Building

Purchases Over \$25,000 And Not Low Bid - Lowest Bid That Met Specifications

PO# P0031764, Hubler Chevrolet, \$27,089, two vehicles for Motor Pool  
PO# P0031949, Midwest Transit Equipment, \$75,951, bus for Athletics  
PO# P0031840, Webb Electronics, \$55,227, digital video equipment for Athletics



4. Vendors Report - Information Only - Attachment 2 (Mr. Crichfield)

Dr. Zietlow adjourned the meeting at 11:00 a.m.

SECTION IV

January 19,2001

GRANTS

Research Grants and Contracts

1. Indiana Department of Education, Fund No. 547463, Proposal No. 01-044  
An agreement in the amount of \$85,000 has been received from the Indiana Department of Education for the project entitled "Personnel Development for Occupational Specialist I Certification of Vocational Teachers", under the direction of Anthony F. Gilberti, Industrial Technology Education, for the project period August 10, 2000 through October 31, 2001.
2. Governor's Council on Impaired & Dangerous Driving, Fund No. 547465, Proposal No. 01-008.  
An agreement in the amount of \$5,000 has been received from the Governor's Council on Impaired & Dangerous Driving for the project entitled "Operation Pull-Over", under the direction of Russell Floyd, Public Safety Department, for the project period October 1, 2000 through September 30, 2001.
3. East Carolina University, Fund No. 547464, Proposal No. 01-041  
An agreement in the amount of \$7,000 has been received from East Carolina University for the project entitled "ECU/ISU Cooperative Agreement" under the direction of Bruce Dallman, School of Technology, for the project period April 1, 2000 through August 1, 2000.
4. Department of Health and Human Services, Fund No. 547466, Proposal No. 00-087  
An agreement in the amount of \$9,191 has been received from Department of Health and Human Services for the project entitled "Advanced Education Nursing Professional Nurse Traineeship Program" under the direction of Lee Richard, School of Nursing, for the project period July 1, 2000 through June 30, 2001.
5. Vigo County School Corporation, Fund No. 547470, Proposal No. 00-214  
An agreement in the amount of 16,748.00 has been received from Vigo County School Corporation for the project entitled "Educate Indiana 2000-2002 Extension Subgrant Proposal Preservice Teacher Education Category" under the direction of Robert Williams, School of Education, for the project period October 1, 2000 through October 31, 2002.

6. University of Dayton Research Institute, Fund No. 547471, Proposal No. 01-084  
An agreement in the amount of \$15,000 has been received from University of Dayton Research Institute for the project entitled "Deuterium Magnetic Resonance Studies of Polyimide Resins", under the direction of Myong K. Ahn, Chemistry, for the project period November 1, 2000 through March 15, 2001.
7. Hoosier Energy REC, Inc., Fund No. 547473, Proposal No. 01-083  
An agreement in the amount of \$4,539.29 has been received from Hoosier Energy Rural Electric Cooperative, Inc. for the project entitled "Archaeological Investigations of the Hoosier Energy Harbinson Township 69KV Tap Line, Dubois County, Indiana", under the direction of Mark Cantin, Anthropology, for the project period October 20, 2000 through October 20, 2001.
8. Indiana Academy of Science, Fund No 547475, Proposal No. 01-045  
An agreement in the amount of \$980 has been received from Indiana Academy of Science for the project entitled "The Mammalian Ectoparasites from Newport Chemical Depot, Vermillion County, Indiana", under the direction of Christopher M. Ritzi, Life Science, for the project period October 1, 2000 through October 1, 2001.
9. Indiana Academy of Science, Fund No. 547474, Proposal No. 01-037  
An agreement in the amount of \$1,360 has been received from Indiana Academy of Science for the project entitled "Mechanism of Action of Anti-Tumor DNA Vaccine", under the direction of Sreenivas Laxmanan, Life Science, for the project period October 1, 2000 through October 1, 2001.
10. Indiana Campus Compact, Fund No. 547472, Proposal No. 01-075  
An agreement in the amount of \$3,000 has been received from Indiana Campus Compact for the project entitled "Grounding Service-Learning In A Theoretical Framework", under the direction of John Carter, Educational Leadership Administration Foundations, for the project period January 1, 2001-April 30, 2001.
11. Lilly Endowment Inc., Fund No. 547477, Proposal No. 01-091  
An agreement in the amount of \$99,538 has been received from Lilly Endowment Inc. for the project entitled "Extending Teacher Creativity 2001: A Summer Workshop on Curriculum Integration, Collaboration and Computer Technology", under the direction of Thomas Dickinson, Department of Curriculum, Instruction, and Media Technology, for the project period March 1, 2001 through August 31, 2002.
12. Ohio Valley Opportunities Corporation Head Start, Fund No. 547476, Proposal No. 01-086  
An agreement in the amount of \$6,500 has been received from Ohio Valley Opportunities Corporation Head Start for the project entitled "EPSY 342", under the direction of Elizabeth Jared, Elementary & Early Childhood, for the project period August 1, 2000 through July 31, 2001.

The following vendors have accumulated purchases from the University for the time period January 1, 2000 to December 31, 2000 (Calendar Year) in excess of \$100,000:

**Vendors with Purchases Exceeding \$100,000  
October 21, 2000 to December 31, 2000**

<u>Vendor Name</u>	<u>Current YTD Paid</u>	<u>Services Rendered</u>
Incorp Incorporated	101,253	Asbestos Removal - Various Small Jobs
Fisher Scientific Company	101,509	Various Scientific Equipment & Supplies
City of Terre Haute	101,888	2000 Fire Protection Service
Energy USA-TPC	103,779	Natural Gas Service
Softmart	104,616	Microsoft FSA Agreement & Tape Library
Ikon/Western Indiana	106,318	Copier Maint, Equipment, and Supplies
Pioneer Systems Supply	106,845	Cleaning Equipment and Supplies
Novell Incorporated	110,000	American Library Assn Software Licence
Ratio Architects Inc	114,470	Sixth Street Improvements
Holiday Inn	116,511	Hotel Rooms & Banquet Room Rental
Verizon North	122,008	Telephone Services
Terre Haute SMG	126,697	Personnel & Event Advertising in Newspaper
Bell and Howell Information and Learning	130,394	Library Books and Periodicals Purchases
Western Waterproofing Co Inc	136,300	Clean, Caulk, & Repair Family Housing Units III & IV
Harrah Plumbing and Heating Co	137,949	HHP Bldg Air Conditioning Upgrade
Borshoff Johnson & Company	144,871	Gongaware Ctr Promotional Development for EDP
Sun Microsystems Inc	239,975	New Servers & Maintenance for Network Servers
Forrest Sherer Inc	322,429	Insurance Premiums

**Previously Reported Vendors with Purchases  
Exceeding \$100,000**

<u>Vendor Name</u>	<u>Current YTD Paid</u>	
Vigo Dodge Inc	111,921	New Vehicles & Parts & Repairs on Vehicles
Anixter Inc	117,438	Telecommunications Supplies
Center for Comprehensive Services Inc	122,754	Workman's Compensation
Vincennes University	127,321	Upward Bound Math/Science & Web Course Design
AAA Electric of Terre Haute Inc	137,182	Holmstedt Hall Emergency Power System
RMS Business Systems	138,273	HP Server and Parts for Servers
YBP Library Services	144,972	Library Book Purchases
Factory Mutual Insurance Company	146,029	Property Insurance Premium
Business Furniture Corporation	148,619	Miscellaneous Office Furnishings
Indiana Cooperative Library Services Authority	150,809	OCLC Fixed Fee for Cataloging Software
David R Snapp and Associates Inc	151,149	Jones Hall Mech & El Renov, Linc Quad and Unit III
ASI Sign Systems	153,633	ADA Signage for Various Buildings
Construction Inc	154,109	Library Restrooms, and Miscellaneous Repairs
Excavating	161,299	Caesar's Excavation Services
Gateway 2000 Major Accounts Inc	162,859	Computer Equipment and Supplies
McLeod USA	175,586	Telephones Services
Teachers Insurance and Annuity Association	199,034	Disability Premiums

**Previously Reported Vendors with Purchases  
Exceeding \$100,000**

<u>Vendor Name</u>	<u>Current YTD Paid</u>	
Proliance Energy LLC	200,177	Natural Gas Service
ISU Barnes and Noble	204,161	Books for Students and Office Supplies
SCT Software and Resource Management Cor	207,520	Maintenance on Banner Software
Klaus Co Inc	210,916	Technology Project Phase 2 and 3 Expenses
Graybar Electric Co Inc	211,797	Fiber Optic Cable for Tuinnel Library Project
Atlas Building Services Inc	221,664	Statesman Towers Sealing and Caulking
Indiana Gas Company Inc	236,224	Gas Utility Payments
Sewage Disposal Works	237,799	Sewage Utility Payments
Associated Roofing	241,597	Cunningham Library Re-Roof & Root Hall Roof Rep
Manpower Incorporated	251,163	Temporary Employment Services
Cavinder Elevators	251,462	Elevator Rebuild in Sandison Hall & Maint and Rep
M S I Construction Inc	255,009	Lincoln Showers & Univ Advancement Renovation
GTE North	259,197	Local Phone Services
Apple Computer Inc	259,259	Computer Equipment and Supplies
Binford Group of Indiana Inc	260,202	Classroom Upgrade Projects
Stanley Consultants Inc	263,788	New Power Plant Construction
Indiana University	272,256	SouthEast Indiana Program and IHETS Service Fees
Network Solutions Inc	283,549	Network Upgrade and Supplies
Universal Fabric Structures	292,141	Caesar's Project - Tent Rental
xx Corporation	304,142	Copier Agreement and Supplies
Advanced Microelectronics	331,528	Computer Maintenance Payments
Dennis Trucking	335,347	Soccer Field Renovation and 6th Street Improv
Bell Tech.logix	351,819	Computer Equipment and Supplies
Wabash Valley Asphalt Co Inc	439,105	Various Parking Lot Renovation Projects
IT Travel	457,156	Travel Expenses
Williams Randall Marketing Communications	486,643	University Advertising
Springhill Heating/Air Conditioning	515,428	Hulman Ctr, Arena Upgrade, & Normal Hall A/C
Indiana-American Water Company	530,064	Water Utility Payments
Black Beauty Coal Co	546,795	Coal Purchases
Ohio National Life Insurance Company	558,810	Life Insurance Benefits Premium
Office Depot	579,095	Office Supplies
Hannig Construction Inc	590,908	Recreation East and Classroom Upgrade Project
Postmaster	620,977	Postage
Jungclaus Campbell Company Inc.	656,213	Tunnel Renov, Music Fac Chiller, and Science RR
Delta Dental Plan of Indiana	716,924	University Dental Payments
Ebsco Subscription Services	762,169	Library Scription Services
Ameritech	810,060	Telephone & Voice Mail Upgrade & Telephone Maint
Indiana Department of Corrections	1,008,882	Place Bound Academy Courses
B and S Plumbing	1,136,460	Jones Hall Renovation - Plumbing
Public Employees Retirement Fund	1,274,289	Employee Retirement Contributions
Dell Marketing LP	1,345,967	Computer Equipment Purchases
SMC Inc	1,476,665	Science HVAC Renov and Heat Recovery System
MDK Inc	1,582,550	Park Lot Surveill Proj, HMSU Fire Al, Jones Renov
Camore Engineering Inc	1,684,861	Rec East, New Power Plt, Root Hall Em, Misc Elec
PSC Health Systems Inc	1,907,137	Prescription Drug Coverage
Terre Haute First National Bank - Trustee	2,040,000	VEBA Contributions
Cinergy Services Inc	2,588,973	Electricity Utility Payments

**Previously Reported Vendors with Purchases  
Exceeding \$100,000**

<u>Vendor Name</u>	<u>Current YTD Paid</u>	
Freitag-Weinhardt Inc	4,501,784	New Power Plant - Mechanical System
J F Molloy and Associates Inc	5,997,104	University Medical Payments
CDI Inc	7,023,583	New Power Plant and Tunnel to New Power Plt Proj
Marriott Management Services Corp	7,128,874	University Food Services