

February 11, 2002

Members of the University Community

I am pleased, Dear Colleagues . . .

. . . to forward for your information the following summary of actions that were approved at the January 30, 2002, meeting of The University of Akron's Board of Trustees:

Educational Policy/Student Affairs Committee

1. Rule Changes (All were approved by Faculty Senate in December 2001.)

University Rule 3359-10-02 – Bylaws of the Faculty Senate – has been revised to allow for the election of two senators from the dues-paying members of the Association of The University of Akron Retirees who are retired faculty members. They may not be elected to the executive committee or serve as chair or vice chair of any senate committee on which they sit. This revised rule also allows the use of electronic ballots for nominations and elections.

University Rule 3359-20-03 – The Faculty: General Personnel Policies – has been revised to define the rank of instructor. The instructor rank is composed of full-time, non-tenure-track faculty.

University Rule 3359-20-03.7 – Guidelines for Initial Appointment, Reappointment, Tenure, and Promotion of Regular Faculty – has been revised to clarify how often and under what circumstances a candidate may choose original or amended criteria to be applied to requests for reappointment and/or tenure. Those who are “grandfathered” into older RTP standards have a one-time opportunity to choose between that standard and the new RTP standard. The new version of the rule also revises the RTP process for appeal, to include department chairs or school directors in the process.

University Rule 3359-20-06.1 – Part-time Faculty Appointments – has been revised to clarify how semesters of experience are counted, allowing for summer sessions to be counted, as they have been in the past.

2. Academic Calendar for 2002-2003 and Preliminary Calendar for 2003-2004

The approved academic calendar for 2002-2003 and for 2003-2004 (preliminary) is attached.

3. UA Adult Focus

To more clearly describe the programs and services provided by the Evening Division and the Adult Resource Center, the units have been combined and renamed UA Adult Focus.

4. Research Grants and Contracts Reports – December 2001

As of December 31, 2001, externally funded research and other sponsored programs received \$18,354,874 to support 247 projects. Totals for the last fiscal year to date were \$10,242,356 to support 195 projects. There are four patents to report for July-December 2001.

External Affairs Committee

1. Cumulative Gift and Grant Income Report – December 2001

For July-December 2001, the University recorded total giving of \$16,117,100. The total compares to \$19,446,370 for July-December 2000 (a decrease of 17 percent) and to a year-to-date average of \$11,029,183 for the previous five years (an increase of 46 percent). During July-December 2001, 11,242 gifts were made, as compared with 9,607 for the same period in 2000 (an increase of 17 percent).

Facilities Planning and Oversight Committee

1. Arts and Sciences Classroom/Office Building, Phases I and II

IBM Corporation was awarded a \$289,106 contract for communications equipment for the new Arts and Sciences Building. The pricing of the equipment is per State of Ohio Contract STS-033.

2. Student Union Building and Peripheral Area Development

IBM Corporation was awarded a \$119,815 contract for communications equipment for the new Student Union Building. The pricing of the equipment is per State of Ohio Contract STS-033.

3. Aluminum Power Cable Replacement, Phase III

Novatny Electric Company was awarded a \$180,000 contract to remove and replace aluminum main feed power cable with copper to meet current standards.

4. Schrank Hall Renovation

Hasenstab Architects has been awarded a \$322,390 contract for professional design services on the Schrank Hall Renovation Project.

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

The following companies have been awarded contracts for the second phase of construction on the Student Recreation Center/Athletic Field House/Indoor Varsity Golf Practice Facility:

- Cavanaugh Building Corporation, foundations, \$1,156,000
- Atlas Industrial Contractors, structural steel, \$2,000,000
- Carmen Construction Company, pre-engineered metal building, \$3,250,000

6. Student Art Exhibit in Polymer Engineering Academic Center

An artwork collage, created for the first floor lobby area of the Polymer Engineering Academic Center for its building dedication in June 2001, will remain permanently. A plaque will be added to the site, recognizing the efforts of Professor of Art Mark Soppeland and the students who contributed to the exhibit.

Finance and Fiscal Policy Committee

1. Five-month Financial Report – November 2001

Akron campus tuition and fee receipts showed a favorable variance of \$1,672,318 for July-November 2001. Earnings on investments and other sources were less than budget by \$763,078, due in part to the numerous reductions in the prime rate by the Federal Reserve. Expenses in the functional categories were less than budget by \$6,231,120.

Tuition and fee receipts for the Wayne College branch campus showed a favorable variance of \$160,646. Expenses were less than budget by \$772,176.

2. Interim Financing for Parking Projects

The issuance and sale of bond anticipation notes in a principal amount not to exceed \$20 million will provide interim financing for four parking projects that either have been approved or for which approval is pending by the Board of Trustees. These projects are – North Campus Parking Deck, \$13.5 million; Schrank Parking Deck renovation, \$3.5 million; E.J. Thomas Hall Parking Deck repairs, \$500,000; and the final phase of Polsky Parking Deck improvements, \$2.14 million.

The interim financing arrangement will allow the University to reimburse itself for expenses already incurred, and some that will be incurred, for the approved projects during the next 12 months. The notes then will be refinanced and consolidated with other project needs into a

comprehensive package for which bonds will be issued. A plan of finance will be presented to the Board of Trustees prior to the bond issuance.

3. Personnel Actions (attached)

In addition to the attached listing of approved personnel actions, the Board approved the salary adjustments recommended by the president, vice presidents, and deans. Several department name changes also were approved – University Communications was renamed Institutional Marketing; and, as a correction to the record, the Office of Campus Diversity was renamed the Office of Multicultural Development and the Black Cultural Center was renamed the Pan African Culture and Research Center. In addition, the reorganization of the University's police department was approved, the results of which are reflected in the attached listing of approved personnel actions.

New Business

1. Revision of Rule 3359-03-05

The University rule pertaining to Officers of Human Resources has been updated and expanded. In addition to outlining the responsibilities of the executive director of human resources, the revised rule provides details of the responsibilities of – the assistant executive director and appointing authority; director of benefits administration; director of EEO compliance (which now reports to the executive director of human resources); director of classification, training and development services; and director of human resources information systems.

2. Purchase of Real Estate

The University will purchase properties at 421 Kling St. and 390 Kathryn Place.

Notes

1. President's Report

My report to Trustees began with my noting positive signs in our enrollment applications and in the interest of students in our Career Advantage Network. Preliminary spring figures show a 5 percent increase in headcount and a 7 percent increase in credit hour production, compared to spring of last year. Applications for fall 2003 also have increased, by more than 10 percent.

Next, I announced that the Hood/Meyerson Lecture for this year will take place on March 26, and the speaker will be none other than the former mayor of New York City Rudolph Giuliani. The lecture is free and open to all.

I also reported that, since the last meeting of the Board, the James and John L. Knight Foundation has come forward with a grant of \$2.5 million for the University to begin implementing a comprehensive revitalization of the neighborhoods surrounding the University. Therefore, just as we have launched a New Landscape for Learning within our campus, we are launching a New Landscape for Living in the areas surrounding the University.

I told Trustees that some exciting appointments were being brought forward for their approval – the associate vice president for enrollment services, William Nunn; and an internationally recognized expert in nanotechnology, Dr. Liming Dai, who will serve as Associate Professor of Polymer Engineering. Dr. Dai previously was principal research scientist and project leader of functional polymers and carbon nanomaterials in the division of molecular science at the Commonwealth Scientific and Industrial Research Organization in Clayton, Australia.

The Board also learned that Bill Glaser, the executive director of NETO (PBS Station 45/49), has indicated his intent to retire sometime during the following year. As a result, representatives of the three universities that comprise the NETO consortium – Akron, Kent and Youngstown – are beginning a search to find his successor. Bill has worked in public television for more than three decades, and his accomplishments here will long be remembered and hard to be surpassed.

Trustees were given two items, which I discussed. The first was an issue of *Chemical Engineering News*. On page 69, it gave an exciting description of our Global Polymer Academy, which is being headed by Byron Pipes, our Goodyear Chair in Polymer Engineering. *Chemical Engineering News* is perhaps the nation's most widely circulated magazine in that field. Equally important, the latest issue of *Sales and Marketing* magazine states that the University's College of Business Administration offers one of the top five graduate sales and marketing programs in the United States.

I shared two items regarding student success in the Department of Athletics. First, 41 of our student athletes were placed in the Mid-American Conference honor roll this past semester. To qualify for the honor roll, student athletes must obtain a cumulative GPA of at least 3.0 and earn a letter for the current season. Second, we have seen a significant improvement in our football attendance and, in fact, had the second-highest relative increase in home attendance of all 13 MAC schools. Home crowds last year averaged nearly 15,000, a 36 percent increase from the previous year.

Rather than go into further detail about an increasingly large set of student success stories and faculty achievements, I concluded my report by calling upon Dean Elizabeth Stroble to give a brief presentation about our College of Education.

2. Next meeting

February 27, 2002, 10 a.m., Bulger Residence Hall 16th floor meeting room

With every good wish,

Sincerely,

Luis Proenza

**Personnel Transactions Approved by the Board of Trustees
January 30, 2002**

Appointments

Janet L. Bolois, administrative secretary, Political Science, 12/10/01; **Lawrence E. Brown**, assistant building services worker, Physical Facilities, 12/11/01; **John A. Dagata**, adjunct professor, Physics, 1/14/02; **Linda Glover**, academic advisor, Academic Achievement Programs, 1/07/02; **Stephen E. Gottlieb**, adjunct professor, School of Law, 1/14/02; **Jason A. Haas**, research assistant, Political Science, 11/05/01; **Maurice Holden**, assistant building services worker, Physical Facilities, 12/11/01; **Michael J. Hughes**, supervisor-Docuzip Center, Printing Services, 12/10/01; **Thomas Kellar**, instructor, Computer Service and Network Technology, Wayne College, 1/14/02; **Michael H. Kimble**, examiner associate, Registrar, 12/17/01; **Yutaka Koike**, visiting scientist, Polymer Engineering, 4/20/01; **Kelly E. Lemmon**, administrative assistant, Physical Facilities, 1/14/02; **William H. Nunn**, associate vice president, Enrollment Services, 3/04/02; **Charlena E. Olapade**, head teacher, Center for Child Development, 11/19/01; **Meredith Ondak**, counselor, Academic Achievement Programs, 1/07/02; **Kristin M. Petras**, assistant building services worker, Physical Facilities, 12/17/01; **Melanie L. Reed**, head teacher, Curricular and Instructional Studies, 10/15/01; **Mary Ann Schneider**, senior director, Student Life and Enrollment Management, 1/07/02; **Dennis D. Siegle**, assistant building services worker, Physical Facilities, 12/17/01; **Catherine D. Smith**, supply custodian, Military Science, 10/20/01; **Steven W. Smith**, electronic specialist, Chemistry, 12/17/01; **Shawn T. Stevens**, coordinator, estimator and ADA, Physical Facilities, 12/26/01; **Calvin M. Thomas**, assistant building services worker, Physical Facilities, 12/10/01; **Richard Timmer**, research scientist, Institute of Polymer Science, 12/10/01; **Bojie Wang**, research scientist, Institute of Polymer Science, 1/07/02; and **Shirley A. Woodall**, administrative assistant, College of Business Administration-Graduate Studies, 12/10/01.

Changes

Tom Baclawski, associate director-maintenance and operations, Physical Facilities, additional title operations coordinator, estimator and ADA, 8/13/01; **Richard Beal**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Nancy J. Blewitt**, secretary, Human Resources, transfer from Continuing Education and Evening Division, 1/02/02; **Thomas Bordonaro**, lead network engineer, Network and Communications Services, promotion and title change from senior network engineer, 12/17/01; **Joann M. Boling**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Roger Bostancic**, police 911-telecommunicator, University Police, title change from radio dispatcher, 10/08/01; **Beth Burdno Chonko**, interim associate director, Career Placement Services, title change from assistant director, Center for Management, 10/01/01; **Aaron M. Burnette**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Mark Butusov**, patrol officer 2, title change from patrol officer, 10/08/01; **Chien-Chung Chan**, professor, Computer Science, relinquish title program coordinator, 8/27/01; **David Cain**, building maintenance superintendent, Physical Facilities, temporary assignment and title change from building maintenance assistant superintendent, 11/05/01; **Ben A. Campbell**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Chad Cunningham**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **R. Christopher Deibel**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Angela Di Lullo-Stadler**, police 911-telecommunicator, University Police, title change from radio dispatcher, 10/08/01; **William Dixon**, police 911-telecommunicator, University Police, title change from radio dispatcher, 10/08/01; **Marilyn Firestone**, police 911-telecommunicator, University Police, title change from radio dispatcher, 10/08/01; **Lucille Genovese**, coordinator-benefits, Human Resources, reclassification via job audit and title change from benefits assistant senior, 12/31/01; **Michael A. Giannone**, coordinator-PeopleSoft campus communications, appointment basis change from temporary to regular and transfer from Office of Vice President for Student Affairs to the VPCIO, 1/01/02; **Carol Gigliotti**, professor emeritus, Office Administration, title change from professor, 12/15/01; **Dale Gooding**, police officer 2, University Police, end of temporary assignment and title change from police sergeant, 11/06/01; **Nicholas Gray**, patrol officer 1, University Police, title change from patrol officer, 10/08/01; **Marijane Hardie**, senior system analyst programmer, Application Systems Services, promotion and title change from system analyst programmer and status change from non-exempt to exempt, 10/22/01; **Pamela J. Helmick**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Alan A. Herbert**, manager, Help Desk Services and member of the general faculty, title change from learning technology specialist, 11/05/01; **Donna Hess**, printing office support specialist, Printing Services, temporary assignment ended and title change from interim production manager, 12/17/01; **Lisa J. Johnson**, administrative assistant, Office of the Senior Vice President and Provost, transfer from Continuing Education and Evening Division, 10/31/01; **Brian J. Jones**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Jeannette Kontak**, secretary, Chemistry, title change from administrative assistant, 12/17/01; **Jennifer Lash**, coordinator-projects, Education Foundations and Leadership, change in appointment status from staff to contract professional and title change from grants coordinator, 9/12/01; **Keith Lavery**, patrol sergeant, University Police, temporary assignment due to reorganization of police department, 10/08/01; **Carrie Leyda**, police 911-telecommunicator, University Police, title change from radio dispatcher, 10/08/01; **Jaime M. Long**, grounds superintendent, Physical

Facilities, title change from Groundskeeper, 12/31/01; **Patricia M. Lutz**, E-911 telecommunicator manager, University Police, title change from radio dispatcher supervisor, 10/08/01; **Sergei Lyuksyutov**, assistant professor, Physics, joint appointment in Physics (primary) and Chemistry and additional title of assistant professor, Chemistry, 10/03/01; **Marcia Main**, administrative assistant, office of cooperative coordination, Engineering, reclassification via job audit and title change from administrative secretary, 8/13/01; **Cynthia Mako**, assistant director, Career Placement Services, promotion and transfer from College of Business Administration and title change from assistant director, College Career Center and coordinator, College of Business Administration Student Organizations, 11/26/01; **Beth Mandl**, examiner senior, Registrar, reclassification via job audit and title change from examiner associate, 10/08/01; **Elizabeth Mancke**, associate professor, History, relinquish title of department chair, 12/15/01; **Brian Moore**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **John Morris**, locksmith, Physical Facilities, appointment status change from temporary to regular, 11/05/01; **Jeffrey D. Newman**, patrol sergeant, University Police, temporary assignment due to reorganization of police department, 10/08/01; **Timothy Norfolk**, professor, Mathematics and associate department chair, Theoretical and Applied Mathematics, relinquish title program coordinator, Mathematics, 8/27/01; **David A. Palmer**, building maintenance supervisor, Physical Facilities, promotion and title change from building maintenance assistant supervisor, 12/10/01; **Brenda Preer**, coordinator, Academic Achievement Programs, title change from interim coordinator, 4/12/01; **Kenneth Rayl**, patrol sergeant, University Police, temporary assignment due to reorganization of Police Department, 10/08/01; **Nancy Sanate**, administrative secretary, Office of Vice President for Capital Planning and Facilities Management, promotion and title change from office support specialist, 10/22/01; **Sheri L. Shannon**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Thomas Shannon**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Sarah Slusser**, coordinator benefits, Human Resources, reclassification via job audit and title change from benefits assistant, 12/31/01; **Jonathon South**, patrol officer 2, University Police, title change from patrol corporal, 10/08/01; **Robert W. Stachowiak, Jr.**, departmental systems administrator and patrol officer 2, University Police, title change from patrol corporal, 10/08/01; **Ronald Stephanoff**, patrol officer 1, University Police, change from patrol officer, 10/08/01; **James Stewart**, building maintenance assistant superintendent, Physical Facilities, temporary assignment and title change from HVAC technician, 11/05/01; **Bryan D. Taylor**, patrol sergeant, University Police, temporary assignment due to reorganization of Police Department, 10/08/01; **Lenora W. Taylor**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Cynthia Travis**, master building services worker, Residence Life and Housing, temporary assignment and title change from building services worker, 11/28/01; **Gayle Tschantz**, academic advisor 2, Education, status change from part-time to full-time (correction), 8/27/01; **Thomas D. Wayner**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; **Mary E. Welch**, administrative secretary, Institute of Polymer Science, appointment status change from temporary to regular, 11/20/01; **Curtis C. Wright**, patrol officer 2, University Police, title change from patrol officer, 10/08/01; and **Thomas E. Wykoff**, patrol officer 2, University Police, title change from patrol officer, 10/08/01.

Separations

Lori Boxler, office support specialist, Office of the Senior Vice President and Provost, 12/05/01; **Trent Burner**, employee training and development specialist, Continuing Education and Evening Division, 1/01/02; **Ruth Carlson**, instructor, Nursing, 12/15/01; **Susan S. Gippin**, coordinator, Student Publications and publications assistant, Office of the Vice President for Student Affairs, 11/16/01; **C. Ekua Hagan**, central regional research coordinator, Institute for Health and Social Policy, 12/31/01; **Edward Hegnauer**, associate director-energy management, Physical Facilities, 12/31/01; **Maurice Holden**, assistant building services worker, Physical Facilities, 12/21/01; **Randall G. Nichols**, associate professor, Education, 5/11/02; **Sung Joon Oh**, postdoctoral research associate, Chemistry, 11/02/01; **Donald Portis**, assistant building services worker, Physical Facilities, 12/20/01; **Rahmi Ozisik**, postdoctoral associate, Institute of Polymer Science, 12/14/01; **Valentina M. Remig**, assistant professor, Family and Consumer Sciences and fellow, Institute for Life-Span Development and Gerontology, 12/28/01; **Suzanne Schneckenburger**, administrative assistant, Sport Science and Wellness Education, 12/31/01; **Kimberly Shamsi**, academic advisor and coordinator-career placement, Wayne College, 12/31/01; **Rene Speight**, administrative assistant senior, Office of the Vice President for Student Affairs, 11/23/01; **Eric O. D. Slankard**, network engineer, Network and Communications Services, 11/02/01; **Robin L. Stone**, academic advisor, Academic Achievement Programs, 11/28/01; **Josh Sutter**, associate director, Athletic Communications, 1/04/02; **Joel Keith Tarbett**, director, Government Contract Assistance Center, 1/01/02; **Robert Thomas**, master painter, Physical Facilities, 10/28/01 (deceased); **Allen B. Wilhelm III**, assistant director, Alumni Association, 11/02/01; and **Zongquan Wu**, research scientist, Institute of Polymer Science, change in end date from 12/31/01 to 10/21/01.

Academic Calendar

	OFFERING 2002-2003	PRELIMINARY 2003-2004
FALL SEMESTER		
Day and Evening Classes Begin for Fall	Mon., August 26	Mon., August 25
Labor Day *	Mon., September 2	Mon., September 1
Veteran's Day Observed (classes held, staff holiday)	Mon., November 11	Tues., November 11
Thanksgiving break **	Thurs.-Sat., November 28-30	Thurs.-Sat., November 27-29
Classes resume	Mon., December 2	Mon., Dec 1
Final Instruction Day for Fall	Sat. December 7	Sat., December 6
Final Examination Period for Fall	Mon.-Sat. December 9-14	Mon.-Sat., December 8-13
Commencement – Fall	Sat. December 14	Sat., December 13
Spring Intersession (Winter Recess)	Mon.-Sat., December 16 - January 11	Mon.-Sat., December 15-January 10
SPRING SEMESTER		
Day and Evening Classes Begin for Spring 2003	Mon., January 13	Mon., January 12
Martin Luther King Day *	Mon., January 20	Mon., January 19
President's Day observance *	Tues., February 18	Tues., February 17
Spring Recess	Mon.-Sat., March 24-29	Mon.-Sat., March 22-27
Classes resume	Mon., March 31	Mon., March 29
Final Instruction Day for Spring	Sat., May 3	Sat., May 1
Final Examination Period for Spring 2002	Mon.-Sat., May 5-10	Mon.-Sat., May 3-8
Commencement – Spring	Sat.-Sun., May 10-11	Sat.-Sun., May 8-9
Law School Commencement	Sun., May 18	Sun., May 16
SUMMER		
Day and Evening Classes Begin for first 5-week session	Mon., May 12	Mon., May 10
Day and Evening Classes Begin for first 10-week session	Mon., May 12	Mon., May 10
Memorial Day *	Mon., May 26	Mon., May 31
Final Instruction Day for first 5-week session	Sat., June 14	Sat., June 12
Day and Evening Classes Begin for second 5-week session	Mon., June 16	Mon., June 14
Day and Evening Classes Begin for second 10-week session	Mon., June 16	Mon., June 14
Independence Day *	Fri., July 4	Sun., July 4 (Observed Mon., July 5)
Final Instruction Day for first 10-week session	Sat., July 19	Sat., July 17
Final Instruction Day for second 5-week session	Sat., July 19	Sat., July 17
Day and Evening Classes Begin for third 5-week session	Mon., July 21	Mon., July 19
Final instruction Day for second 10-week session	Sat., August 23	Sat., August 21
Final Instruction Day for third 5-week session	Sat., August 23	Sat., August 21
Commencement – Summer	Sat., August 23	Sat., August 21

* Classes canceled, day and evening.

** Classes canceled from Wednesday at 5 p.m. until Monday at 6:45 a.m..