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## Minutes, December 8, 1978

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MINUTES OF THE MEETING  
OF THE  
BOARD OF TRUSTEES  
THE UNIVERSITY OF CONNECTICUT

Held at the School of Law, West Hartford

December 8, 1978

In the absence of Mr. Tasker, the meeting was called to order at 11:15 a.m. by Vice Chairman Frank D. Rich. Trustees present were: Mesdames Briscoe and Kronholm, Messrs. Brown, Canzonetti, Catanese, Cunningham, D'Oliveira, Donen, Jacobs, Krogh, Lowney, Rich, Shedd, and Stroh.

Trustees absent were: Governor Grasso, Mrs. Jorgensen, Messrs. Kleban and Tasker.

University staff present were: Acting President Gant, Vice Presidents Adams, DiBiaggio, and Wilson, Acting Vice President Hanna and University Counsel, Attorney McKenna.

All actions were by unanimous vote, except as otherwise noted.

1. On a motion by Mr. Cunningham, seconded by Mr. Shedd, THE BOARD VOTED to go into executive session for the purpose of considering matters of personnel and collective bargaining. The Chairman stated that since the matters to be considered will require staff information, the minutes should reflect that Acting President Gant, Vice Presidents Adams, DiBiaggio and Wilson, Acting Vice President Hanna, Attorney McKenna, Messrs. Bailey, Kimball, and McGowan were in attendance. Members of the Board present at this time were: Mesdames Briscoe and Kronholm, Messrs. Brown, Canzonetti, Catanese, Cunningham, D'Oliveira, Donen, Jacobs, Krogh, Lowney, Rich, Shedd, and Stroh. While in executive session, the Board took the following actions:

- (A) The Board reviewed the latest recommendations on personnel matters pertaining to appointments, leaves of absence, promotions, reassignments, resignations, and retirements with the understanding that the vote on these personnel matters would be taken in the open session part of the Board meeting.

- (B) The President informed the Trustees that a review of Dean Patten's service as Dean of the School of Business Administration had been carried out by Vice President Wilson and members of the faculty of that School. It was recommended unanimously that Dean Patten should continue to serve in that position.
  - (C) President Gant reported on the status of the matter pertaining to Mr. David Driscoll, University Director of the Public Safety Division.
  - (D) The Trustees were informed that the Board's Collective Bargaining Committee would be reporting on the matter of the petition received from Mr. Joseph Glasser, Assistant Professor in the School of Business Administration, at the next Board meeting.
  - (E) Attorney McKenna reported on the latest litigation developments of concern to the Board of Trustees.
  - (F) Vice President Wilson commented briefly on the present status of collective bargaining procedures.
  - (G) President Gant informed the Trustees of his tentative plans to be absent from the University for a short period of time while he accepts an invitation to participate in two gatherings in Europe. If his plans materialize, the President added that he would be away for the period December 17 to January 3.
  - (H) Chairman Rich, reminding the Trustees of the Health Affairs-Hospital Committee's current considerations of the extent and need for malpractice insurance coverage at the Hospital, suggested that this item be included in the University's legislative package.
  - (I) While in a limited executive session, President Gant and Mr. Kimball jointly reported on the status of the search for the Vice President of Finance and Administration.
  - (J) While in limited executive session, Chairman Rich reported briefly on the status of the search for a new president.
2. Chairman Rich, declaring a recess for lunch at 12:40 p.m., reminded the Board that the meeting would be reconvened in open session at 1:30 p.m. Mr. Krogh and Mr. Stroh left the meeting at this time.

3. While considering the acceptance of the minutes of the last Board meeting, Dr. Canzonetti called attention to a correction on Page 6612, Item 16 (1). That paragraph was changed to read as follows:

- (1) An increase in fees charged to medical students of \$200 per academic year and to dental students of \$100 per academic year, bringing the total level of fees for the students in both schools to \$1,200 per academic year for resident students, and \$1,600 per academic year for non-resident medical and dental students.

Mr. Donen, referring to the first sentence on Page 6613, requested the insertion of the following statement at the end of that sentence:

Mr. Donen noted that his inclusion of the phrase "where feasible" was specifically in recognition of the fact that some student groups, such as those attending summer and evening programs, might not be as readily available for such discussion as those enrolled full time in undergraduate and graduate level programs.

After incorporating the above amendments, on a motion by Dr. Canzonetti, seconded by Mrs. Briscoe, THE BOARD VOTED to approve the revised minutes of the meeting of November 10, 1978.

4. In the update report on academic programs, Dean Phillip I. Blumberg, Dean of the School of Law, after welcoming the Trustees to the School, remarked as follows:

"The School has accomplished interesting things in recent years and it has been able to do so as the result of the unyielding and undivided support of the Board of Trustees. I want the Board to know that this is not only recognized, but very much appreciated.

"Our aspiration is to emerge as a great Law School in a great University and I think we're on our way and I would hope we're on our way in both of those counts. We seek to provide a number of objectives and to serve a number of objectives. Our first objective, of course, is to provide legal education of the highest quality and thereby train the leaders of the State and the bar for their lifetimes of service to the community. Secondly, we try to supply the traditional function of the University in terms of scholarly work and increasing human knowledge.

Thirdly, we seek very hard to be of service to the State and to the bench and to the bar. These objectives reinforce one another and interact. Only by the highest level of performance on each can we achieve our aspiration which is to become recognized as one of the outstanding state law schools in the nation. I feel we have the resources, human and fiscal, in order to achieve that and with the advent of the seminary I would think we will have physical facilities of the same high quality that will enable us to achieve these goals. I would like to say that we attempt these goals in as warm a human setting as is possible. We seek to make this an outstanding institution in terms of a sense of community, and in terms of faculty and students alike, engaged in an endeavor of common responsibility. Different individuals supplying a different role but engaged in a common enterprise. I would like to think that we have, in the Law School at the present time, an era of mutual respect between faculty and students that has contributed to an atmosphere in which learning will flourish rather than wither.

"I would like to give you a brief bulletin on some of the interesting things that are happening at the school. We have a remarkable student body. Our human beings in the student body are strong, interesting and able people. They have, I think, very unusual credentials. Our Law School happened to test median score last year with 651. The Board will be interested to know that that placed us number 19 out of 157 American Law Schools. This is a remarkable achievement, and you'll be glad to know that our score this year, in this year's entering class, is even higher than it was last year. Their undergraduate grade average is approximately B+ and A-. Forty-one percent of the entering class is female, eleven percent is black, Puerto Rican or Spanish speaking. We feel that we made great progress on the human dimensions and we feel that our students bring to us that breadth of quality, character, and intellectual ability that is required for constructive leadership and success in any profession. As just one indication of the quality of our students, you should know that the most attractive way for the young lawyer to start his or her career is to move on to a clerkship as a confidential law clerk to a judge. Last year, for the first time in our history, we had as many as sixteen clerkships in our graduating class. To give you the full significance of that figure, the figure before I came was two. Now it's sixteen; and to give you a basis of comparison,

sixteen is higher than such schools as Cornell and equals such schools as Michigan. This is a form of external measurement of the quality of our students here; and I would like to think, in part as well, of the quality of instruction that they have received. The faculty is hard at work and in creative ways. As an illustration, the University of Connecticut Law School press, which is the only law school press that we know of in the country, will be publishing three books this year written by members of the faculty. The title and subject matter of those books are interesting: one by Professor Shuchman is on jurisprudence which is a contribution to pure learning; one by Professor Sacks is on parole which is a contribution to the work of the State; and one by Professor Tondro is on land use which is a contribution to the work of the bar. It wasn't planned that way but, by happenstance, it is interesting that the three books this year are serving the full spectrum of interest of the various constituencies that we seek to serve. Another interesting thing that we are doing, which like the Law School press is unique in the country, is our seminar for judges. We are running a seminar for jurisprudence for judges of the State in coordination with the Connecticut Bar Association and the Connecticut Bar Foundation. This is the first effort of its kind, as far as we've been able to discover, where sitting judges are visiting with law professors, studying in a systematic, structured manner, law jurisprudence and seeing to what extent the traditional concepts of jurisprudence are throwing light on their daily experiences on the bench, and similarly, to what extent their experiences on the bench are testing the worth of the traditional contributions of the jurisprudence scholars. It's a very interesting affair and the judges who are participating are most enthusiastic about it. The final item that I would like to call to your attention is another unique effort at the School --this School is running, in collaboration with the insurance industry in the State, an annual institute attended by perhaps 45 to 50 young lawyers, men and women, joining the law departments of insurance companies throughout the nation, but mostly centered in the Northeast and of that number mostly centered in Connecticut, and providing them with a one way overview of the legal problems of the industry. It is taught by a faculty consisting of members of our bar faculty here, members

of other law faculty and perhaps thirty visiting faculty persons from the corporate law departments of the great insurance companies over the country. This is a very useful form of service. It enriches the experience of the faculty members from this school who participate and it is an invaluable service from the point of view of the great companies whose lawyers it is helping prepare.

"All the things I've mentioned are intended to break even; and to give you an index of the way we try to run the School, our conviction is the only way you break even is to make some money on it. Our objective is to break even and our expectation is if we make some money one year, we'll have to give it back in terms of improving the program another year. This is a very discursive report, but I wanted to acquaint you with some of the highlights and developments at the School of Law. I thank you for the opportunity to share these thoughts with you."

Chairman Rich, on behalf of his colleagues, thanked Dean Blumberg for his interesting and informative presentation.

5. President Gant, calling attention to the recommendation by the University Senate that steps be initiated to establish the degree of Associate in Sciences and Applied Agriculture for graduates of the Ratcliffe Hicks School of Agriculture, suggested that the Board receive the report and refer the matter to the Institutional Policy Committee for further consideration. On Mrs. Kronholm's motion, seconded by Dr. Canzonetti, THE BOARD VOTED to receive the report and to forward it to the Institutional Policy Committee. A copy of the report is attached to the file copy of the Board minutes.
6. The President called the Trustees' attention to the agenda material pertaining to the University's legislative package for 1979. Mr. Gant pointed out that these two retirement items were renewals of previous proposals for consideration by the legislature. Mr. Donen noted that the State's Board of Education had also proposed similar legislative action. The President added that there would be other bill proposals and that these additional items would be brought to the attention of the Board. At this time, Mr. Rich reminded the administration of his earlier recommendation to draft a proposal pertaining to malpractice insurance coverage.

7. President Gant stated that the administration was seeking additional information with reference to the accreditation results of the recent inspection by the Engineers' Council for Professional Development. The President noted that a copy of Dean McFadden's letter to E.C.P.D. requesting further clarification was distributed with the agenda material.
8. The President informed the Trustees that he and Mr. Tasker had spent some time discussing the growing list of resource needs that are becoming very critical to the University. Mr. Tasker had asked the President to convey to the Board his concern about these resource needs and his feeling that the University should embark on an assessment of these needs in order to better describe them to the legislature and other interested parties.
9. President Gant, noting that Ms. Sadler, Chairwoman of the FSSO, had written to Mr. Tasker with regard to the expenses of running student trustee elections, reported that the administration would review the matter with the students and report back to the Finance Committee of the Board.

Chairman Rich referring to the small student voter turnout in past elections, expressed the hope that a better turnout would take place in future elections.

10. In the absence of Mrs. Jorgensen, Mrs. Kronholm read a report prepared by Mrs. Jorgensen on the latest Board of Higher Education meeting:

The November meeting of the Board of Higher Education was held on November 28, 1978 at the Southeastern Campus of the University of Connecticut, Groton. The University's leases and use and occupancy agreements were approved. Three personnel appointments were made. A contract was approved with Educational Testing Service to continue services to the State Scholarship Program from November 1, 1978 to February 28, 1979. It is hoped that as capacities at the Board offices continue to develop, this type of service can be accomplished in-house.

The following licensures were approved:

- (1) Automotive Technology at Greater New Haven Technical College
- (2) Elementary Classroom Teacher Specialist at Southern Connecticut State College



- (3) Graduate Courses in Education at East Granby  
by the University of Massachusetts, Amherst

The following were accredited:

- (1) Two-year institution, and Liberal Arts Teacher  
Preparation at Mount Sacred Heart College
- (2) Teacher Preparation Programs at the University of  
Bridgeport

The following recommendations from the Capital Projects  
Committee were approved:

- (1) RESOLVED that the Board of Higher Education approve  
the sewer system modification project as the  
Southeastern Branch of the University of  
Connecticut and recommends that the allocation  
of design funds for this purpose be considered  
and approved by the State Bond Commission.
- (2) RESOLVED that the Board of Higher Education recommend  
that the State Bond Commission consider and  
approve the allocation of not more than \$300,000  
in design funds for the review and modification  
of plans for the Animal Disease facility at the  
University of Connecticut and the preparation of  
new costs estimates, with the understanding
  - a) that apparent discrepancies in the scale and  
cost of redesign be reviewed in order to  
minimize the additional investment required;  
and
  - b) that the Board of Higher Education will  
review construction priority for the pro-  
posed facility when current plans and  
estimates are available.
- (3) RESOLVED that the Board of Higher Education reaffirms  
its approval of the renovation project at the  
Greater Hartford Community College and supports  
the release of this project for bid.

Procedure and guidelines for capital funding allocation  
were approved as attached. The most important segment is  
that constituent units are asked to notify the Board of  
Higher Education eight weeks ahead of requesting Bonding  
Commission action on any capital project.

PROCEDURE AND GUIDELINES FOR CAPITAL FUNDING ALLOCATION

The Board of Higher Education has a clear statutory mandate to establish capital budget priorities for higher education. At the time the Board was appointed in August, 1977, there were over \$134 million in capital projects on the books, some of them authorized ten or more years ago, some of them clearly outmoded, many of them incapable of completion for the amount originally appropriated. The Board's Joint Subcommittee on Capital Projects spent several months reviewing this backlog with the constituent units to identify items that could clearly be eliminated as no longer feasible or necessary, and in April, 1978, the Board supported notification to the Legislative Finance Committee eliminating more than \$12.2 million in prior authorizations.

In January, 1978, the Subcommittee recommended and the Board adopted \$26 million in new capital authorization requests. All of these requests were subsequently authorized by the Legislature. At the same time, the Board endorsed for funding \$53 million in major priority items identified by the units from those remaining in the backlog. More recently, in September, 1978, the Board adopted a FY 80 capital authorization request of \$30.5 million while deferring another \$75 million in unit requests. New capital needs projections by the constituent units postulate over \$130 million in "unmet needs".

The nature and scale of this growing backlog of capital commitments and requests, their implications for future planning, organizational structure and costs, unaddressed needs for deferred maintenance, and the lack of a comprehensive state-wide facilities plan are matters of continuing concern. Appropriate sequencing of authorized items for funding allocation and actual construction is a related dilemma. The Board is convinced of the importance of looking at capital construction for higher education in a concerted, non-fragmentary fashion and of communicating these concerns to the constituent units, the legislative leadership, the Governor's Office and the public.

In response to these concerns and to the request of the Office of Policy and Management for Board of Higher Education approval and priority advice on projects proposed for funding, the following review procedures and guidelines have been established and will be forwarded to the appropriate state offices:

Procedure

1. All higher education capital projects for which bonding allocations are requested will be reviewed by the Capital Projects Committee of the Board of Higher Education. Every effort will be made to schedule this review at the first Committee meeting that is consistent with the provision of necessary backup material and adequate notice. Constituent units have been asked to notify the Board of Higher Education eight weeks ahead of requested Bonding Commission action.
2. The Committee will make a recommendation to the Board as to whether the proposed project should be (a) approved or reaffirmed for immediate funding, (b) deferred for a specified period, (c) approved subject to some modification or stipulation. The Board will take prompt and appropriate action on the recommendation.
3. The Office of Policy and Management and the constituent unit involved will be informed of the Board's action.

Guidelines

The Board of Higher Education is concerned with maintaining as many options as possible for the long-term development and organization of higher education for the state. Studies currently underway on programs, enrollments, facilities, financial aid, budget procedures, and organization should make it increasingly possible to present planning alternatives closely tied to current and future needs. For these reasons, the Board wants to minimize capital commitments that would confine these options while avoiding delays in construction projects necessary for the continued effective operation and development of the state's educational system. This approach is consistent with the system's statutory goals. (See attachment A)

The Capital Projects Committee and the Board will consider these commitments and the following information and factors in reviewing projects proposed for bonding allocation:

1. Historical context, rationale, and status of the project.
2. Current cost estimates.
3. Project goals and current justification.
4. Degree to which the proposed project
  - addresses critical hazards to the safety of students or staff.
  - preserves or extends the useful life of existing facilities.
  - enhances the effective use of institutional resources including staff, faculty, funds, facilities, and energy.
  - contributes to the stability or development of distressed urban areas.
  - increases institutional capacity to offer programs of demonstrated need not otherwise available.
5. Current and projected enrollments in the program and campus involved.
6. Degree to which proposed project depends for its justification on the assumption of increased graduate or undergraduate enrollment in the program or campus involved.
7. Effect of the proposed project on the campus operating budget and future capital allocations.
8. Effect of the proposed project on the planning and reorganization options available to the Board of Higher Education.

At this point, Mr. D'Oliveira distributed copies of a recent news article that appeared in the Waterbury Republican. The essence of the article was that the Board of Higher Education has already developed some plan as to the restructuring of higher education. Mr. D'Oliveira, expressing his concern, spoke of the need for the Board to become involved in the early stages of discussions in order to have some input in any reorganizational plan to be proposed by BHE.

11. Mr. Jacobs, reporting as Chairman of the Budget and Finance Committee, said that the Committee had reviewed all of the proposed contracts and agreements and recommended approval by the full Board. On Mr. Jacobs' motion, seconded by Mrs. Kronholm, THE BOARD VOTED to approve the list of contracts and agreements and authorized the President, Vice Presidents, Associate Executive Director, and Assistant Vice Presidents to sign the necessary documents on behalf of the University. A copy of the approved list is attached to the file copy of the Board minutes.
12. Mr. Jacobs stated that the Budget and Finance Committee acted on a report pertaining to the inclusion of a banking operation in the new Co-op building that would expand the student check cashing service and relieve the check cashing demand at the local banks. Mr. Jacobs reported that the Budget and Finance Committee passed with a 2 to 1 vote, the following recommendation:

That the Co-op Board of Directors authorize the architect to design limited space in the new facility which could accommodate banking services. The Co-op should consider primarily a student-run enterprise, but not excluding a commercial enterprise, to serve and meet the needs of students.

On behalf of the Committee, Mr. Jacobs moved the above recommendation. His motion was seconded by Mrs. Briscoe.

During the discussion, Mr. D'Oliveira said that he had opposed the proposal, basically, because it let a commercial venture come onto the campus and would establish a precedent. Noting that the matter was still a pending question to be considered by the Co-op Board of Directors, President Gant observed that the Trustees were being asked for an expression of opinion which could serve as a guide in the deliberations of the Board of Directors. After further expressions of confidence that the Co-op Board of Directors could be expected to carry out their endeavors in the best interest of the students, THE BOARD VOTED to approve the recommendation as presented by Mr. Jacobs. Mr. D'Oliveira registered in opposition to the action.

13. Mr. Jacobs, reporting on the matter of food service study said that the consultants had visited the campus, completed their series of interviews and a report on the food service study will be presented at the January or February meeting of the Board.
14. Mr. Jacobs said that the Committee had heard a report by Mrs. Fischer on social responsibilities with regard to the University's investment portfolio. In response to Mr. Jacobs' request, Mrs. Fischer briefly summarized her presentation to the Budget and Finance Committee. In response to a request for the social responsibility policy, five of the twenty-two corporations in which the University holds stock have not replied to date. Fourteen of those companies do business in South Africa. Eleven firms had adopted the Sullivan Principles and three firms had established their own principles based on the Sullivan statement. Mrs. Fischer explained that, in essence, the Sullivan Principles commit corporations to desegregation in their South African firms, equal and fair employment practices, equal pay for comparable work, employment training programs for blacks and non-whites and improvement in the quality of employees' lives in such areas as housing, transportation, schooling, recreation, and health facilities.

In response to Mr. Brown's question concerning a follow-up on the five firms that have not responded to date, Mrs. Fischer spoke of her intent to inquire further and to report back to the Finance Committee. Mr. Brown suggested that this matter be a continuing item on the agenda in terms of an update, until such time as the five corporations provide their report. Dr. Lowney suggested that the University consider refusing awards or donations from companies that will not sign an equal employment statement.

15. Mr. Jacobs reported that the Budget and Finance Committee had heard a presentation by Ms. Catherine Havens, Director of Title XX, on Title XX Training Programs.
16. Mr. Jacobs asked Mr. Hanna to report on the first year of operation under the terms of the agreement with the American National Education Corporation. Mr. Hanna reminded the Trustees that ANEC's services were engaged to computerize the billing and accounting services of the University's National Direct Student Loan program, as well as a conversion and initial transfer of these loan accounts. In general, the conversion was not without problems but the conversion has now become effective, efficient, and is functioning as originally contemplated.

17. In his concluding report, Mr. Jacobs said that the Budget and Finance Committee had received a programmatic presentation on the Intercollegiate Athletic Budget for 1978-79. He also spoke of a progress report on Mr. D'Oliveira's proposal to register the Sally Miller Smith Mansion as a historical monument. The application has been filed and will be considered by the Connecticut Review Board in January.

The Committee also heard a report by President Gant with regard to the expenditure of funds by FSSO.

18. Mrs. Briscoe, reporting as Chairman of the Institutional Policy Committee, said that the Committee, as requested by the Board, had reviewed the recommendation by the University Senate that the Board "develop a regular, formal system for the appraisal of the President of the University." The Institutional Policy Committee had agreed to recommend to the Board that a proposed policy not be made a part of the Laws and By-Laws but that it be regularized and adopted by the Board as a policy statement.

After considerable discussion of the need for this policy statement and the timeliness, in view of the pending appointment of a new president, Mrs. Briscoe agreed to hold the matter in abeyance.

19. Mrs. Briscoe, on behalf of the Institutional Policy Committee, proposed the adoption of the following two-part addition to the University's Investment Policy:

- (1) Expect all corporations operating in South Africa in which the University holds stock to adopt the "Sullivan Principles". If the corporation has not done so, the University investment advisors will press for periodic reports from management on the progress of their implementation of the Sullivan plan goals.
- (2) Consider divestment of stock in any corporation that fails to demonstrate adequate initiative in implementing the goals of the Sullivan plan.

Acting on Mrs. Briscoe's motion, seconded by Mr. Jacobs, THE BOARD VOTED to adopt the above as an addition to the University's Investment Policy.

During the discussion, Dr. Lowney reiterated his earlier remarks regarding a policy that the Board will not accept awards or donations from companies that have not signed the "Sullivan Principles".

20. Mrs. Briscoe reported that the TAFS Committee meeting scheduled for December 4th was cancelled for lack of agenda items. A meeting will be scheduled again in late February or early March.
21. Mrs. Briscoe reported that the Institutional Policy Committee had listened to a number of students and others on the subject of the location of the UConn Co-op Bookstore. This topic will be discussed further at the Committee's meeting next month.

At this time, in response to an inquiry by Chairman Rich, Vice President Wilson stated that, in accordance with the Board's request, an updated report and recommendation pertaining to the Stamford Branch would be ready for presentation at the January meeting of the Board.

22. Dr. Canzonetti, reporting on behalf of the Health Affairs Committee, said that the Committee had discussed issues that have surfaced in the Health Affairs Committee regarding academic programs at the various schools and concluded that these issues apply to all schools within the University. Therefore, the committee developed some suggested agenda items for a joint meeting to be held with the Institutional Policy Committee. Included would be alternate sources of funding for the schools and a discussion as to the burden of overall educational costs which should be assumed by the student. According to present plans, this joint meeting will be held in January.

The Committee requested that Dr. DiBiaggio review the relationship between the administration of the Health Center and the Board of Higher Education. He identified the areas for which the BHE currently has responsibility and pointed out areas where potential expansion of BHE responsibility could occur in the future. The primary thrust to this date has been in the matters of budget and capital projects. The importance of developing meaningful future planning for the university at large and for the Health Center became increasingly clear during this discussion.

The Committee was presented with a plan to sell the Health Center's Butler type building which is currently occupied by the Newington Veterans Hospital. These funds would be made available for the establishing of a satellite building on the Farmington site, which, in turn, would free about 5000 sq. ft. of present space at the Health Center to be used for clinical research and educational requirements. The transaction would permit the transfer of administrative functions to the new building. Arrangements to sell the building at Newington have been made through Public Works and Mr. Milano's Office and Public Works will permit the construction of a comparable Butler type building on the Farmington campus.

The matter was brought to the Board's attention as an informational item; however, on a motion by Dr. Canzonetti, seconded by Mr. D'Oliveira, THE BOARD VOTED to approve the concept of the planned transactions.

23. Dr. Canzonetti reported that there was no meeting of the Capitol Area Health Consortium to report on at this time.
24. Dr. Lowney, reporting on the latest meeting of the Health Affairs-Hospital Committee, stated that the John Dempsey Hospital, including the Burgdorf Health Center, showed an operating loss of \$49,482 for October as opposed to a budgeted gain of \$107,598. Although the variance in October occurred principally due to a lower patient census than expected, the monthly income projection for the period July 1 through October 31, 1978 is \$40,000 better than budgeted. The Medical Group operated at a break-even point for October and for the year to date is experiencing a net gain of \$33,705.

The Committee reviewed the Ernst & Ernst Audited Financial Statements for the 6.5 fund which includes the John Dempsey Hospital, Burgdorf Health Center, Dental Clinics, Residency Training Programs, and Capital Region Mental Health Center for fiscal year ending September 30, 1978. The hospital decreased its net operating loss from the prior fiscal year to \$1,072,835 (a \$675,000 improvement) with \$300,000 less of State subsidy than the prior year.

The Management Letter of Ernst & Ernst issued in November, 1978, pointed out the increase in accounts receivable and it was recommended that attention be directed to reducing this amount appreciably during this fiscal year. Other references pertaining to cost allocations, internal audit, cash receipts, accounts payable, payroll, data services and third party reimbursement agencies, were also reviewed. The general comments section of the Management Letter was also reviewed with note that the average number of employees per occupied bed is somewhat higher than other university teaching hospitals because of the high volume of ambulatory care services being provided in the dental clinics, Burgdorf Health Center and Capital Region Mental Health Center. However, steps to hold the line in personnel costs have taken place, notably a 5% increase in the average number of employees over the prior year.



The average Hospital census for October now based on a bed capacity of 196 was 72%. Attention has been directed toward the careful monitoring of the inpatient census, which may require a revision in budget if the original projections for the fiscal year do not occur.

As a part of the ongoing study of the Revenue Maximization and Cost Containment Program, Mr. John Kornmeyer, Partner, of Peat, Marwick, Mitchell and Company, was present for a review of the revenue maximization program accomplishments.

The Joint Conference Committee's report for this month consisted of a review of the Alcohol Treatment Program by Dr. Roger Meyer, Chairman of the Department of Psychiatry. Dr. Meyer pointed out that this inpatient alcoholism program has an average length of stay of 21 days per patient. It has been relatively successful for those participating in the program (i.e. 50% of patients in the program are rehabilitated and do not go back to alcoholism). He also pointed out that now that the Health Center has received a major grant from the National Institute of Alcoholism and Alcohol Abuse, the inpatient alcohol treatment unit will be an important model to be studied for application at other state operated institutions.

25. Dr. Lowney reported that the Health Affairs-Hospital Committee had reviewed the proposed contracts and agreements and recommended Board approval. On Dr. Lowney's motion, seconded by Dr. Canzonetti, THE BOARD VOTED to approve the list of contracts and agreements and authorized the President, Vice Presidents, Associate Executive Director, and Assistant Vice Presidents to sign the necessary documents on behalf of the University. A copy of the approved list is attached to the file copy of the Board minutes.
26. Dr. Lowney reported that the Health Affairs-Hospital Committee had reviewed and recommended Board approval of the latest list of recommendations pertaining to the Medical/Dental Staff appointments. On Dr. Lowney's motion, seconded by Dr. Canzonetti, THE BOARD VOTED to approve the list of recommendations. A copy of the approved list pertaining to Medical/Dental Staff appointments is attached to the file copy of the Board minutes.

Dr. Sigman, Chief of Staff, reported that the quality of the patient care at the Hospital for the month of October was satisfactory according to the Medical Board.

- 27. Dr. Lowney reported that the Medical Staff Bylaws were reviewed by the Health Affairs-Hospital Committee and recommended to the full Board. On a motion by Dr. Lowney, seconded by Mrs. Kronholm, THE BOARD VOTED to approve the following:

REVISIONS TO MEDICAL STAFF BYLAWS

Rules & Regulations, Page 4, #11

All original medical records are the property of the Hospital and may be removed from its jurisdiction and safekeeping only by court order, subpoena or statute. Copies of the original record may be released through the Medical Records Department with the permission of the patient and the Physician of Record.

Rules & Regulations, Page 4, #14

- a. The use of signature stamps on medical records or documents will not be permitted.
- b. The use of symbols and abbreviations other than those approved by the Medical Staff and listed in the House Staff Manual, will not be permitted.

BYLAWS:

Bylaws: Article III, Section 3, Subsection b- Conditions and Duration of Appointment, Appendix to 1/26/78 Minutes, #1

Initial appointments shall be provisional for the first 12 months. Reappointments may be made on an annual basis. Special appointments may be made for a shorter period of time. For the purposes of these Bylaws, the Medical Staff year commences on the first day of OCTOBER and ends on the last day of SEPTEMBER FOLLOWING.

Bylaws: Article IV, Section 7, b, House Staff

House Staff shall be appointed to at least one specific Clinical Service; they shall hold admitting privileges under Attending Staff supervision (except as noted in Article IV Section 7c of these Bylaws) and shall be eligible to serve on the following committees, and to vote on matters before such committees . . .

## Bylaws: Article IV, Section 7, c, House Staff

When, in the opinion of the Chief of Service and the Credentials Committee, a senior member of the House Staff has the training and experience, he may be granted admitting privileges pursuant to Article III, Sections 1, 2 and 3.

28. Dr. Lowney reported that the Health Affairs-Hospital Committee had reviewed the Utilization Review Plan and recommended approval of the Plan to the full Board. Acting on Dr. Lowney's motion, seconded by Dr. Canzonetti, THE BOARD VOTED to approve the Utilization Review Plan which was distributed with the agenda material. A copy of the approved Plan is attached to the file copy of the Board minutes.
29. On a motion by Mrs. Kronholm, seconded by Mr. Cunningham, THE BOARD VOTED to accept and/or approve the lists of awards and donations. A copy of the approved list is attached to the file copy of the Board minutes.
30. On a motion by Dr. Canzonetti, seconded by Dr. Lowney, THE BOARD VOTED to approve a formal list of the actions recommended by the President and the actions already taken by the administration on personnel matters pertaining to appointments, leaves of absence, promotions, reassignments, resignations, and retirements and authorized the Secretary of the Board to sign the necessary documents on behalf of the Board of Trustees. A copy of the approve lists is attached to the file copy of the Board minutes.
31. No further business appearing, the meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Otha N. Brown, Jr.  
Secretary