

MINUTES OF THE BOARD OF TRUSTEES OF
STATE INSTITUTIONS OF HIGHER LEARNING

August 16, 1984

BE IT REMEMBERED, That the Board of Trustees of State Institutions of Higher Learning of the State of Mississippi met in regular session in Jackson, Mississippi, on Thursday, August 16, 1984, and pursuant to notice in writing mailed by certified letter with return receipt requested on August 3, 1984, to each and every member of said Board, said date being at least five days prior to this August 16, 1984.

At the above named place there were present the following members to wit: Thomas D. Bourdeaux, Frank O. Crosthwait, Jr., Martha H. Gill, Bryce Griffis, Will A. Hickman, Charles C. Jacobs, Jr., William M. Jones, John R. Lovelace, Denton Rogers, Jr., Sidney L. Rushing, George T. Watson, and Betty A. Williams. William H. Austin, Jr., was absent. (Mr. Austin was present for committee meetings held on Wednesday, August 15, 1984.)

The meeting was called to order by President Charles C. Jacobs, Jr., and opened with prayer by Mr. Griffis.

Executive Sessions

On motion by Mr. Jacobs, seconded by Mr. Rogers, the Board voted 13-0 to meet in executive session on Wednesday, August 15, 1984, for the following purposes:

1. To hear a report from Dr. Norman C. Nelson, Vice Chancellor and Dean, University of Mississippi Medical Center, concerning the lawsuit of Madge A. Pfaffman v. University of Mississippi, et al. where an open meeting would have a detrimental effect on the litigating position of the Board and a personnel matter.
2. To hear a report from Mr. Ed D. Noble, Jr., Assistant Attorney General, concerning the following lawsuits where an open meeting would have a detrimental effect on the litigating position of the Board:
 - a. Board of Trustees of State Institutions of Higher Learning v. B. Michael Carter
 - b. Jerry Bruner v. University of Southern Mississippi
 - c. Dorsey v. Alcorn State University
 - d. Jake Ayers, Sr., et al. v. Bill Allain, et al.
3. To discuss the subject of legal liability as related to "sovereign immunity" which would expire on June 30, 1985.
4. To interview Dr. Jack D. Foster for the position of consultant for the special higher education study.

Approval of the July 19, 1984, Minutes

On motion by Dr. Lovelace, seconded by Mr. Watson, the minutes of the July 19, 1984, meeting were approved.

Report of the Presidents' Council

Dr. Kent Wyatt, in the absence of Dr. Joe L. Boyer, Chairman of the Presidents' Council, reported that the Council plans to meet with the new state Superintendent of Education, Dr. Richard A. Boyd, before the September 20, 1984, meeting of the Board of Trustees.

Report of the Athletics Committee

On motion by Mr. Hickman, seconded by Mr. Griffis, the following report of the Athletics Committee was approved:

Delta State University:

1. Approve the appointment of Mr. Joe Wickline as Offensive Line Coach, effective July 23, 1984, at an annual salary rate of \$21,000.00.
2. Approve a change in status for Mrs. Lusia Harris Stewart from Admissions Counselor and Women's Assistant Basketball Coach to Admissions Counselor, effective July 1, 1984, with no change in salary.

Mississippi State University:

1. Reaffirm the appointment of Phillip David Hull as Assistant Track Coach, effective August 1, 1984, at a 10-month salary rate of \$13,350.00. Approval of the Board was obtained by telephone poll.
2. Accept the resignation of Charles D. Farrar, Part-time Assistant Basketball Coach and Administrative Assistant to Head Coach/Program Coordinator, effective August 15, 1984.
3. Approve the appointment of Randolph M. Jackson as Assistant Track Coach, effective August 16, 1984, at a 10-month salary rate of \$12,000.00 plus two meals per day from the training table.

University of Southern Mississippi:

1. Approve a change in status for Marshall Bell from Assistant Professor to Assistant Professor and Track Coach, effective July 1, 1984, with a change in annual salary from \$22,150.00 to \$30,000.00.

Report of the Buildings Committee

On motion by Mr. Jones, seconded by Mrs. Gill, the following report of the Buildings Committee was approved:

Alcorn State University:

1. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Asbestos Removal in Library/Science Building
 - (1) Environmental Protection Systems, Inc.

B. Revels Hall Chiller Replacement

- (1) Anderson, Deas and Eldridge
- (2) Walters and Busby
- (3) North, Beasley and Swayze, P.A.

C. Library Plaster and Air Conditioning Repair

- (1) Ragland Watkins, Architects
- (2) David H. Peabody, Architects, Ltd.
- (3) Malvaney and Associates, P.A.

D. Roofing and Waterproofing

- (1) Virden, Fields and Alexander, Ltd.

2. Approve specifications and request approval and advertisement for bids by the Bureau of Building, Grounds and Real Property Management for Furniture and Equipment, Nursing School, Natchez, SBC 101-109. Funds for this furniture and equipment are available from House Bill 1151, Laws of 1984.

Delta State University:

1. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation Projects:

A. Waterproofing, Caulking and Exterior Trim Painting

- (1) Approve authorizing the University to purchase paint and materials from state contract or bid if necessary for exterior trim painting. Also authorize the University to bid at hourly rates and to employ independent painters. All bids shall be reviewed and recommendations for their acceptance shall be made to the Bureau of Building, Grounds and Real Property Management. The same procedure is recommended for waterproofing and caulking repairs.

Approve the engineering firm of Godbold, Hansen, Dickson and Tompkins, P.A., for Entrance Repairs to Ziegler Hall.

B. Swimming Pool and Pool Enclosure Repairs

- (1) Gary Gibson
- (2) Harold Kaplan
- (3) Goodman Architects

C. Roof Repairs

- (1) Godbold, Hansen, Dickson and Tompkins
- (2) Gary Gibson
- (3) Harold Kaplan

2. Approve the plans and specifications and authorize the University to advertise and receive bids on a digital switch system, today's state of the art, for the campus of Delta State University.

Jackson State University:

1. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Union Building Asbestos Abatement
 - (1) Environmental Protection Systems, Inc.
 - B. Shower Alterations in HUD Dormitory
 - (1) Virden, Fields and Alexander, Ltd.
 - (2) Dean/Dale and Dean, Architects
 - C. Roofing Repairs and Replacement
 - (1) William R. Henry
 - (2) Virden, Fields and Alexander, Ltd.
 - (3) Dean/Dale and Dean, Architects
 - D. Renovate President's Home
 - (1) Joseph Russell Perkins
 - (2) Virden, Fields and Alexander, Ltd.
 - (3) Barlow and Plunkett, Ltd.
 - E. 1984 Mechanical Renovations
 - (1) Anderson, Deas, and Ethridge
 - (2) Allen & Hoshall, Ltd.
 - (3) Walters and Busby

Gulf Coast Research Laboratory:

1. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Protective Bulkhead at Point Cadet
 - (1) A. C. Smith, Jr., AIA, and Associates
 - (2) Slaughter and Allred, P.A.
 - (3) H. F. Fountain, Jr., and Associates, Architects
 - B. 1984 Renovation Program
 - (1) A. C. Smith, Jr., AIA, and Associates
 - (2) Slaughter and Allred, P.A.
 - (3) H. F. Fountain, Jr., and Associates, Architects

Also approved for funding was Research Vessel Alterations. This will not require a professional as it will be completed in-house.

Mississippi State University:

1. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:

A. Patterson Lab Mechanical Renovation

- (1) Anderson, Deas and Eldridge
- (2) Pickering, Wooten, Smith, Weiss, Inc.
- (3) North, Beasley, and Swayze

B. Repairs for Cafeteria, Etheridge and Turman

- (1) Virden, Fields & Alexander, Ltd.
- (2) A. Neilson Martin & Associates
- (3) Thomas S. Jones & Associates

C. Roof Repairs for Dorman, Laundry, Hand and Mitchell

- (1) Same recommendations as Item B above.

D. Street Repairs for College of Veterinary Medicine

- (1) Thomas S. Jones & Associates
- (2) Wakeman & Associates
- (3) A. Neilson Martin & Associates

E. Hilbun Hall Renovations

Project Architects

- (1) A. Neilson Martin & Associates
- (2) Dean/Dale & Dean Architects
- (3) Eley Associates/Architects

Project Mechanical Engineers

- (1) Pickering, Wooten, Smith, Weiss, Inc.
- (2) Anderson, Deas and Eldridge
- (3) Walters & Busby

Project Electrical Engineers

- (1) Pickering, Wooten, Smith, Weiss, Inc.
- (2) Anderson, Deas and Eldridge
- (3) Watkins-O'Gwynn

Project Asbestos Consultant

- (1) Environmental Protection Systems, Inc.

- 2. Approve authorization to proceed with the preparation of a 50-foot easement assignment with the City of Starkville for Connector Road, Howard Drive to Blackjack Road. This roadway will alleviate extreme traffic congestion between the City of Starkville and the University.
- 3. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects at the Mississippi Agricultural and Forestry Experiment Station:

A. Greenhouse Heating System

- (1) Thomas Engineering
- (2) Allen & Hoshall, Ltd.
- (3) Anderson, Deas and Eldridge

B. Scales Building Roof Repairs

- (1) The architectural firm assigned to roof repairs for the University

C. Dorman Hall Electrical Distribution System

- (1) Anderson, Deas and Eldridge
- (2) Watkins-O'Gwynn
- (3) Allen & Hoshall, Ltd.

D. Plant Pathology and Weed Science Headhouse Renovations

- (1) Wakeman and Associates
- (2) Thomas Shelton Jones & Associates
- (3) Frank Hall, Jr.

E. Old Gin Building Renovations, Second Floor

- (1) Anderson, Deas and Eldridge
- (2) Allen & Hoshall, Ltd.
- (3) The Design Collective

- 4. Approve the plans, specifications, and Addendum 1 prepared by Thomas S. Jones and Associates, architects, for Alterations and Additions to the Sigma Alpha Epsilon Fraternity House and approve the authorization for the fraternity to proceed with construction. Funds for this project will be provided by the fraternity.
- 5. Approve request for the exchange of .93 acre on the eastern edge of the Coastal Plain Branch Experiment Station in Newton, Mississippi, with a private owner for .4 acre of frontage land adjoining the Station on Highway 80 east of Newton. This .4 acre will allow the Experiment Station to use a side road rather than Highway 80 for access for farm equipment. It would also allow the Station to improve this frontage acreage in order to enhance the appearance of the Station.
- 6. Approve plans and specifications for Chemical Waste Piping System, Hand Chemical Laboratory, SBC 105-173, and request approval and advertisement for bids by the Bureau of Building, Grounds and Real Property Management.

Mississippi University for Women:

- 1. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Kincannon Fire Protection System
 - (1) Request the Bureau of Building, Grounds and Real Property Management not to initiate this project at this time and reconsider it after asbestos abatement procedures have been completed in Kincannon Hall. Also request that funds for this project be made available to support Electrical Metering Consolidation, SBC 104-052.
 - B. Campus Lighting - Phase I
 - (1) Anderson, Deas and Eldridge
 - (2) North, Beasley and Swayze, P.A.
 - (3) Walter C. Couch, Jr.
 - C. Fiscal Year 1985 Roofing
 - (1) Virden, Fields and Alexander, Ltd.
 - (2) Dean/Dale and Dean Architects
 - (3) Samuel H. Kaye

2. Approve and request reimbursement in the amount of \$4,204.31 by the Department of Archives and History for the Restoration of Puckett House - Phase I, Historic Preservation Grant-in-Aid. This will not require a professional since it will be completed in-house.

Mississippi Valley State University:

1. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Reroof Student Union and Chapel
 - (1) Bowman and Bowman, Ltd.
 - (2) McRee-Dardaman-Jones-Lacoste, Ltd.
 - (3) McAdams and Associates
 - B. Repair Auditorium, Infirmary, Physical Education Building, and Education Building and Replace Trash Chutes
 - (1) Bowman and Bowman, Ltd.
 - (2) McRee-Dardaman-Jones-Lacoste, Ltd.
 - (3) McAdams and Associates
 - C. Air Conditioning Equipment
 - (1) North, Beasley and Swayze, P.A.
 - (2) Anderson, Deas and Eldridge
 - (3) Pickering, Wooten, Smith, Weiss, Inc.

University of Mississippi:

1. Approve the request to retain the engineering firm of Elliott Britt to prepare plans and specifications for Magnolia Tennis Courts Repair. Funds in the amount of \$23,000.00 are available from University sources.
2. Approve the award of contract in the amount of \$10,068.94 to Oxford Asphalt Company for Bituminous Paving-Vaught-Hemingway Stadium. This work is intended to provide a paved storage area under a portion of the east stadium. Bids were received July 17, 1984, with only one bid received. Funds will be provided by the Athletic Department.
3. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Water Well Replacement
 - (1) Gregory-Grace and Associates, Inc.
 - (2) Cook Coggin Engineers
 - (3) Anderson, Deas and Eldridge
 - B. 1984 Roofing Program
 - (1) Brewer-Godbold and Associates
 - (2) Johnson Associates, P.A.
 - (3) Sidney E. Patton
 - C. Power Plant Replacement - Phase I

- (1) Allen and Hoshall, Ltd.
 - (2) North, Beasley, Swayze, and Associates, P.A.
 - (3) The Design Collective
4. Approve the authorization to execute an appropriate contract with the low aggregate bidder, Ebco, Inc., in the amount of \$41,214.00 for Exterior Painting on the Campus, Phase II. This contract includes Alternate No. 1, which is the exterior painting of Barnard Observatory and the Lyceum Building. Funds are available from University sources.
 5. Approve Change Order No. 1 adding \$8,900.00 to the contract of Jim Eagle Turf Industries, Inc., for Installation of Prescription Athletic Turf, Vaught-Hemingway Stadium. This change order will cover the sideline portion of the old track at the stadium. Funds are available from the University Loyalty Foundation for this extra portion.
 6. Approve the plans and specifications as prepared by the project professional, Mr. Jimmy Eldridge of Anderson, Deas and Eldridge, for Energy Conservation Modifications to Existing Air Conditioning System and the request to advertise for bids. Funds are available from University sources and a Department of Energy grant.
 7. Approve the request to replace on emergency basis a non-repairable boiler which furnishes steam for dishwashing sterilization and cooking at the Athletic Dormitory-Cafeteria. The estimated cost for the replacement boiler is \$15,000.00, and funds are available from University sources.
 8. Approve a lease agreement for an initial period of fifty (50) years with the right to extend the agreement for an additional period of twenty-five (25) years with the Oxford-Lafayette County Chamber of Commerce for the use of a 1.77-acre site located at the juncture of Washington Avenue Extended and Jackson Avenue to house an office for the Chamber and a University Information Center. It is felt that this joint venture would be advantageous to the University and would promote a spirit of cooperation between the University, the City, and the County. The Chamber has agreed to submit all plans and specifications for a proposed building to the Board of Trustees for approval.
 9. Approve the renewal of lease with Smith Oil Company on Lot 1-B on the University property contiguous to the railroad. This lease will be renewed for one year effective September 1, 1984, at the annual rental fee of \$385.00. Also authorize the Vice Chancellor for Administration to execute the appropriate lease document.

University of Mississippi Medical Center:

1. Approve the request to retain the architectural firm of Craig, Simmons, Singleton, Architects, for the preparation of bid documents for Roofing Project for Married Student Apartments A, B, C, D, and E. The estimated cost for the re-roofing is \$75,000.00, with funds being provided by the University of Mississippi Medical Center.
2. Approve the request and request approval of the Bureau of Building, Grounds and Real Property Management that the program of requirements for the Renovation of Patient Care Unit Six East, SBC 109-118, be the same as the Five East Renovation now in progress. It is understood that this would include 18 patient

rooms with tubs and other equipment that are a part of the contract on the Five East project. Craig, Simmons, Singleton, Architects, architectural firm for the Six East Project, has indicated that additional funds in the amount of \$121,500.00 above the allocation for these program changes would be required for the project. The University of Mississippi Medical Center proposes to furnish the extra funding for this project.

3. Approve the request to retain the engineering firm of Walters and Busby to prepare plans and specifications for Miscellaneous Repairs to Mechanical System. The estimated cost for this project is \$235,000.00. The University of Mississippi Medical Center will provide funds for this project including the engineering fees.
4. Approve the request to retain the architectural firm of Craig, Simmons, Singleton, Architects, to prepare plans and specifications to renovate a part of Ophthalmology Department in the University Hospital. The project budget for the renovations is estimated at \$42,800.00. Funds for this project will be provided by the University of Mississippi Medical Center.
5. Approve the request to retain the architectural firm of Craig, Simmons, Singleton, Architects, to prepare plans and specifications for minor revisions to the Delivery Suite in the University Hospital. The project budget for this renovation is estimated at \$24,000.00. Funds for this project will be provided by the Medical Center.
6. Approve the request to retain the architectural firm of Eley Associates/Architects to prepare plans and specifications for Miscellaneous Repairs and Renovations. Estimated cost for this project is \$31,500.00. Funds are available from the University of Mississippi Medical Center.
7. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Safety Code Renovations
 - (1) Craig, Simmons, Singleton, Architects
 - (2) Eley Associates/Architects
 - (3) Canizaro Trigiani Architects
 - B. Smoke Detector/Fire Standpipe Systems
 - (1) Craig, Simmons, Singleton, Architects
 - (2) Eley Associates/Architects
 - (3) Canizaro Trigiani Architects
 - C. Belhaven Creek Drainage
 - (1) Jack Williams
 - (2) Rutledge and Associates
 - (3) Joe Waggoner

University of Southern Mississippi:

1. Approve the request and request approval of the Bureau of Building, Grounds and Real Property Management that the \$50,000.00 appropriated for SBC 108-092, Waterproofing Two Buildings, be used for removal of asbestos-containing materials

in various mechanical rooms throughout the campus. Although there is a need to accomplish the work requested in the original project, there is more imminent need for removal of asbestos in these critical areas. Recent detailed investigation of possible asbestos hazards has revealed that some mechanical rooms have asbestos falling from the ceiling, and these mechanical rooms have air handling units that serve occupied portions of the buildings and could create adverse conditions. Approve the appointment of Environmental Protection Systems, Inc., as the project consultant.

2. Approve the trust indenture between the S. M. Educational Building Corporation and First Mississippi National Bank on behalf of the University. First Mississippi National Bank will act as trustee for the Revenue Bonds, 1984 (West Intramural Field Improvements), being issued by the S. M. Educational Building Corporation on behalf of the University.
3. Approve the lease with S. M. Educational Building Corporation on behalf of the University. This lease enables the S. M. Educational Building Corporation to establish the revenue stream necessary to repay the bonds being issued to erect the lights around the West Intramural Field at the University. Title will pass to the University when the bonds are paid.
4. Approve the ground lease with the S. M. Educational Building Corporation on behalf of the University. This lease enables the S. M. Educational Building Corporation to incur the long-term debt necessary to construct lights around the West Intramural Recreation Field at the University.
5. Approve and request approval of the Bureau of Building, Grounds and Real Property Management for the following professionals for 1985 Repair and Renovation projects:
 - A. Campus Roof Repairs
 - (1) University of Southern Mississippi Physical Plant Department
 - B. Fire Alarms/Emergency Power in Dorms
 - (1) Walter C. Couch, Jr.
 - (2) Anderson, Deas and Eldridge
 - (3) Canon and James
 - C. Security Lighting - Phase II
 - (1) Anderson, Deas and Eldridge
 - (2) Canon and James
 - (3) Walter C. Couch, Jr.
 - D. College of Business Administration - Computer Applications Lab and Auditorium
 - (1) Stephen H. Blair, Jr.
 - (2) David K. Hemeter
 - (3) James W. McCleskey, Jr.
 - E. Gulf Park Regional Campus - First and Second Floor Window Replacement, Hardy Hall Building

- (1) Fred Wagner
- (2) Shaw and Walker
- (3) N-Y Architects, Ltd.

6. Approve plans and specifications on addition to the Field House and authorize the University to advertise for bids. Funds for this project will be provided through a \$250,000.00 donation. Plans will be approved upon review by the Board's staff.
7. Approve plans and specifications, subject to review by the Board's staff, for the Phi Kappa Tau Fraternity House.

Report of the Finance Committee

Jackson State University:

1. Hear a report from Mr. Monroe Wright of Ernst and Whinney on the audited financial statements of Jackson State University for the fiscal year ending June 30, 1983.

University of Mississippi Medical Center:

1. Approve request to prepay two bond issues regarding women's dormitory and student apartments in response to final regulations issued by the Department of Education in the July 17, 1984, Federal Register Vol. 49, No. 138 (34 CRF Part 614) granting a discount to institutions that prepay their college housing loans. The two bond issues are as follows:

DESCRIPTION	OUTSTANDING PRINCIPAL	FUTURE INTEREST PAYMENTS	DISCOUNTED PREPAYMENT
Women's Dormitory issued 12/1/69; due serially to 2008 at 3% annual interest rate. Original issue - \$555,000.00.	\$417,000	\$169,345	\$185,305
Student Apartments B, C, D, & E issued 4/1/64; due serially to 1998 at 2.75% annual interest rate. Original issue - \$754,000.00.	\$410,000	\$ 89,635	\$221,993
	<u>\$827,000</u>	<u>\$258,980</u>	<u>\$407,298</u>

The above discounted prepayments were computed using the regulations' prescribed mathematical formula based on the July Treasury interest rates. The September 15, 1984, pay-off amount will require minor adjustments to reflect Treasury rates at the date of pay-off.

Funds in the amount of \$415,217 are available in the related sinking funds contained in the Plant Fund. The University of Mississippi Medical Center recommends that these funds be utilized to effect this discounted prepayment.

An in-house study by the Medical Center indicates that current maintenance and repair expenditures in the amount of \$100,000.00 are needed to render these units in a satisfactory condition.

These expenditures will be provided from internally designated funds. Funds previously used to pay principal and interest will maintain adequate future maintenance and repair reserves.

On motion by Dr. Lovelace, seconded by Mrs. Williams, the Board approved the following:

All Institutions:

1. Tentatively approve the formula allocations to the eight universities for general support appropriations requests for fiscal year 1985-86. (SEE EXHIBIT A)
2. Approve request for \$80,000.00 rather than \$50,000.00 in the line item for Mississippi University for Women for the special Summer Governor's School.
3. Approve state appropriations for line item budgetary units for fiscal year 1985-86 with the exception of the University of Mississippi Medical Center. (SEE EXHIBIT B)
4. Tentatively approve the state appropriations requests for the budgetary units of the University of Mississippi Medical Center. (SEE EXHIBIT B)
5. The Chairman of the Finance Committee is authorized to hold a special meeting of the Finance Committee for the purpose of reviewing the appropriations requests as tentatively approved in items 1 and 4.
6. The President of the Board of Trustees requested the members of the Finance Committee, with Dr. Lovelace as chairman, to study the allocation of funds formula procedures and to make a report to the full Board as soon as possible.

Executive Office:

1. Approve monthly expenditures as submitted by Dr. E. E. Thrash.
2. Approve expenditures for the Graduate and Professional Degree Scholarship Program.

Report of the Legal Committee

On motion by Mr. Bourdeaux, seconded by Mr. Crosthwait, the following report of the Legal Committee was approved:

Mississippi University for Women:

1. Delay until the September 20, 1984, meeting the consideration of the grievance of Myron Chambers, an employee of Mississippi University for Women.

Report of the Medical Affairs Committee

On motion by Mrs. Williams, seconded by Mr. Rogers, the following report of the Medical Affairs Committee was approved:

University of Mississippi Medical Center:

1. Approve personnel recommendations as submitted by Dr. R. Gerald Turner.

2. Approve request to establish the following new positions:
 - a. Clinical Instructor in Endodontics, School of Dentistry, part-time, effective September 1, 1984, with an annual salary of \$5,000.00.
 - b. Instructor in Periodontics, School of Dentistry, part-time, effective September 1, 1984, with an annual salary of \$10,000.00.
 - c. Clinical Assistant Professor, Department of Oral and Maxillofacial Surgery, part-time, effective September 1, 1984, with an annual salary of \$6,300.00.
 - d. Clinical Assistant Professor, Department of Oral and Maxillofacial Surgery, part-time, effective September 1, 1984, with an annual salary of \$6,300.00.
 - e. Clinical Associate Professor, Department of Oral and Maxillofacial Surgery, part-time, effective September 1, 1984, with an annual salary of \$3,800.00.
 - f. Clinical Instructor, Department of Community and Oral Health, part-time, effective September 1, 1984, with an annual salary of \$11,000.00.
3. Approve request to nullify the Board of Trustees' approval for sabbatical leave for Ms. Virginia Dare Domico. Approval was given at the September 15, 1983, meeting of the Board.
4. Approve requests for foreign travel for Dr. Hans-Georg Otto Bock, Dr. E. David Crawford, Dr. Harold E. Grupe, Jr., Dr. Bobby J. Heath, Dr. Marjorie Hendrickson, Dr. John F. Jackson, Dr. Sigurds O. Krolls, Dr. Winsor V. Morrison, Dr. Donald Perry, Dr. Darlene Schanfald, Stephanie C. Smith, and Dr. Bill Replogle.
5. Approve the request to upgrade the dental hygiene program to a Bachelor of Science in Dental Hygiene, CIP 170102. This request was delayed at the May 17, 1984, meeting of the Board of Trustees.

Medical Education Loan Program:

1. Approve Brandon, Mississippi, as the medical practice location for Walter M. Burnett, M.D., effective September 1, 1984.
2. Approve the request of Joe Dan Edwards, Jr., to change his medical school from West Virginia School of Osteopathic Medicine to the University of Mississippi School of Medicine. The Board had approved Mr. Edwards' medical education loan at its July 19, 1984, meeting.
3. Declare Dr. Bryan Allison Flint, Jr., D.M.D., in breach of his contract, effective August 1, 1984. Dr. Flint has elected to serve in the Armed Forces prior to fulfilling his practice obligation under the State Medical/Dental Education Loan Program.
4. Approve the request of James B. Williams to postpone payment of interest on his dental loan from August 1, 1984, through January 31, 1985. Mr. Williams failed the Mississippi Dental Board Examination and is currently unemployed. Interest payments of \$120.00 per month will accrue through January 31, 1985, at which time the interest will be capitalized, making a principal balance of \$24,720.00.

Special Medical Education Loan Program:

1. Approve the following applicant for a medical education loan:

James Edward Salter, Jr. - Jackson, Mississippi
 Medicine
 University of Mississippi Medical Center

Report of the Research Committee

On motion by Mr. Watson, seconded by Mrs. Williams, the following report of the Research Committee was approved:

Mississippi Research and Development Center:

1. Approve changes in staffing plan as submitted by Dr. Jim W. Meredith.

Report of the Instruction, Administration, and Policy Committee

On motion by Mr. Griffis, seconded by Mr. Rogers, the following report of the Instruction, Administration, and Policy Committee was approved:

Alcorn State University:

1. Approve personnel recommendations as submitted by Dr. Walter Washington.

Delta State University:

1. Approve personnel recommendations as submitted by Dr. Kent Wyatt.
2. Approve a change in status for Dr. Robert Nevil Walters from Dean, School of Graduate Studies, and Professor of Education to Associate Vice President for Academic Affairs, Dean of the School of Graduate Studies, and Professor of Education, effective July 1, 1984, with a change in salary from \$47,500.00 to \$53,000.00.

Jackson State University:

1. Approve personnel recommendations as submitted by Dr. James A. Hefner.
2. Approve request to offer the following courses off-campus at the locations indicated for the 1984 fall semester:

Jackson Public Schools, Yazoo City, Canton, Vicksburg,
 Carthage, Pearl, Magee, Holmes Junior College, Copiah-Lincoln
 Junior College, Hinds Junior College:

ELED 466/566 Special Topics: Training of Instructional
 Assistants
 EDAD 686 Special Topics in Educational Administration Staff
 Development

Hinds Junior College - Rankin:

IA 501 Current Literature, Issues and Research

Job Corps Center - Crystal Springs:

MA 341 Theory of Numbers I

3. Approve the following courses which conflict with courses formerly approved for Mississippi State University to offer at the Universities Center:
 SOC 620 Community Analysis
 EDSE 551 Career Education for Today's and Tomorrow's Teachers
4. Reaffirm the appointment of Dr. F. C. Richardson as Vice President for Academic Affairs and Professor of Botany, effective August 15, 1984, with an annual salary of \$50,000.00. Approval of the Instruction, Administration, and Policy Committee was obtained by telephone poll.
5. Approve the request to change the name of the degree title and the degree program of Bachelor of Science in Social Science, CIP 450101, to Bachelor of Science Education in Social Science Education, CIP 131317, as recommended in the final Academic Programs Review assessment.
6. Approve requests for foreign travel for Dr. John E. Price and Mr. Cecil Hill.
7. Approve the establishment of a Center for Professional Development in the School of Business to increase interaction between Jackson State University and the Jackson urban community.

Mississippi State University:

1. Approve personnel recommendations as submitted by Dr. James D. McComas.
2. Approve sabbatical leaves for Nita A. Higginbotham and Raygene C. Paige.

On motion by Dr. Lovelace, seconded by Mr. Jones, the following recommendation was approved:

3. Approve a change in status for James F. Barker from Associate Dean of the School of Architecture to Dean of the School of Architecture, effective August 16, 1984, at an annual salary of \$55,000.00.

On motion by Mr. Griffis, seconded by Mr. Rogers, the following recommendations were approved:

4. Approve request that the following be accorded the distinction of being named to emeritus status:
 - a. Dr. Elisabeth J. Stojanovic, Associate Professor Emerita of Sociology and Anthropology
 - b. Dr. Charles N. Moore, Professor Emeritus of Business Information Systems and Quantitative Analysis
5. Approve requests for foreign travel for Dr. James C. Delouche, Dr. George R. Lightsey, Dr. J. William Rush, Professor Paul B. Jacob, Jr.; and Ms. Dorothy W. Shaw.
6. Item of Information: The College of Business and Industry is inviting individuals to three-year appointments as Distinguished Research Fellows in recognition of the quality of scholarly research being done outside the university environment.

Mississippi University for Women:

1. Approve personnel recommendations as submitted by Dr. James W. Strobel.
2. The Board of Trustees of State Institutions of Higher Learning, in order to carry out its responsibility as provided in Senate Bill 2017 with reference to planning the proposed Governor's School for the Gifted and Talented residential high school (referred to in the July 19, 1984, minutes of the Board as the Mississippi High School for Math and Science), does hereby appoint a committee to formulate plans for the Governor's School as follows:

Mr. Denton Rogers, Jr., Chairman
 Mr. George Bryan
 Mr. Tommy Campbell
 Representative Charles W. Capps, Jr.
 Senator Robert L. Crook
 Senator Carl J. Gordon
 Representative Mary Ann Stevens
 Ms. Carolyn Gwin (appointed by Mr. Jack Reed, Chairman of the State Board of Education)

The committee members will receive per diem and expenditures equal to per diem and expenditures received by the Board of Trustees of State Institutions of Higher Learning and payable through vouchers submitted to the Board of Trustees' office in Jackson, Mississippi.

The committee will make its report to the Board of Trustees, which report will then be submitted to the Legislature.

3. Approve request to establish the new position of Director of University Computer Services/Institutional Research, President's Office, effective August 20, 1984. The salary will be negotiable.

Mississippi Valley State University:

1. Approve personnel recommendations as submitted by Dr. Joe L. Boyer.
2. Approve request of the University to withdraw its request submitted at the May 17, 1984, meeting for approval of a new Bachelor of General Studies degree. The request at the May meeting was delayed by the Board for later consideration.
3. Approve request to offer the courses listed below in the off-campus locations indicated during the fall semester of 1984. The teaching of the courses will depend on a sufficient enrollment in each course.

Belzoni:

SWK 305 Social Welfare as a Social Institution
 SWK 300 Socio-Economics and Family Maintenance
 GERO 435 Programs and Services for the Aged
 ED 302 Educational Psychology
 ED 305 Tests and Measurements

Greenwood:

ED 375 Psychology of the Exceptional Child

- ED 372 Assessment and Individual Program for the
Educationally Handicapped I
- ED 303 Current Problems in Education

Lexington:

- SWK 305 Social Welfare as a Social Institution
- SWK 330 Social Work and Practice I
- SWK 300 Socio-Economics and Family Maintenance
- ED 305 Tests and Measurements
- ED 303 Current Problems in Education

University of Mississippi:

1. Approve personnel recommendations as submitted by Dr. R. Gerald Turner.
2. Approve request to establish the following new positions:
 - a. Acting Assistant Professor of Electrical Engineering, effective August 20, 1984, with a 9-month salary rate of \$23,000.00.
 - b. Director of the Center for Electronic Information Management, effective September 1, 1984. Funding will be provided by outside funds.
3. Approve requests for foreign travel for Dr. Wade M. Jackson, Dr. Stephen C. Fowler, Mr. John L. Winters, Dr. Billy A. Barrios, Dr. Karen A. Christoff, Dr. Dan Landis, and Dr. Richard B. Klein.
4. Approve the establishment of a Center for Electronic Information Management at the University in response to a request by regional private industry to stay abreast of the latest developments in electronically transmitted information.

University of Southern Mississippi:

1. Approve personnel recommendations as submitted by Dr. Aubrey K. Lucas.
2. Approve a change in status for Shelby Eugene Barnes from Chairman and Professor to Assistant to the Vice President and Professor, effective August 1, 1984, with a change in salary from \$43,000.00 to \$46,000.00.
3. Approve request to establish the new position of Professor, School of Health, Physical Education, and Recreation, effective August 1, 1984, with an annual salary of \$15,180.00.
4. Approve request for foreign travel for James G. Hollandsworth.
5. Approve candidates who received degrees on May 12, 1984.
6. Approve the use of the Bernard Reed Green Coliseum from April 14 through April 21, 1985, for the purpose of holding a Hattiesburg Bill Glass Crusade.

Executive Office:

1. Approve personnel recommendations as submitted by Dr. E. E. Thrash.

2. Approve the revised organizational chart for the Board staff. (SEE EXHIBIT C)
3. Item of Information: Mr. Jesse Martin, Assistant Director of Financial Aid, has been elected as President-elect of the Mississippi Association of Financial Aid Administrators for the 1984-85 year.
4. Item of Information: Mr. Charles Dunagin, representative of the Mississippi Committee for the Humanities, spoke to the Board on Wednesday, August 15, 1984, to applaud the new core curriculum requirement of nine hours of humanities and fine arts which was adopted by the Board of Trustees at its March 22, 1984, meeting.

By-Laws and Policies:

1. Approve the deletions, revisions, and additions in the By-Laws and Policies under Faculty and Staff, pages 59-75a, concerning the leave policies of the Board. (SEE EXHIBIT D)

Study Concerning the Access of Higher Education for the Citizens of Mississippi:

On motion by Mr. Bourdeaux, seconded by Mr. Watson, the following was approved:

1. Retain the services of Dr. Jack D. Foster of State Research Associates to conduct a study relating to the review of the various institutions and access of education to citizens of Mississippi and to present a formal plan of action to the Board of Trustees.
2. Invite Dr. Paul F. Sharp to work with the Board of Trustees in reviewing the plans for the study.

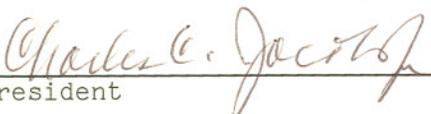
Meeting with the Board of Economic Development and the R & D Council:

The Board accepted the invitation of Dr. Jim W. Meredith, Director of the Mississippi Research and Development Center, to meet with the Board of Economic Development and the R & D Council concerning an overview of the economic structure of Mississippi. The date and time of the meeting have not been set.

There being no further business, adjournment was ordered.


Executive Secretary and Director

Approved:


President

BOARD OF TRUSTEES OF STATE
INSTITUTIONS OF HIGHER LEARNING
STATE OF MISSISSIPPI

EXHIBIT A

General Support
Analysis of State Appropriations Request
1985-86

	<u>Funded 1984-85</u>	<u>Request 1985-86</u>	<u>Increase</u>	<u>Percent</u>
on-campus*	\$143,402,131	\$164,288,459**	\$20,886,328	14.56
Resident Centers	423,926	823,603	399,677	94.28
Extension Classes	924,869	1,578,425	653,556	70.66
Plan of Compliance	888,805	1,062,389	173,584	19.53
Distinguished Professors	148,282	148,282	-0-	-0-
Unallocated	65,000	65,000	-0-	-0-
Special Library - On-campus	2,317,500	3,012,750	695,250	30.00
Degree-granting Off-campus Centers*	3,895,936	5,065,452	1,169,516	30.02
Special Library - Off-campus	37,500	48,750	11,250	30.00
Tupelo Nursing - MUW	167,000	207,900	40,900	24.49
Governor's School - Summer	50,000	80,000	30,000	60.00
Governor's School - Residential	100,000	-0-	(100,000)	(100.00)
Special Session Study	100,000	-0-	(100,000)	(100.00)
Centers of Academic Excellence	600,000	1,500,000	900,000	150.00
Interest Funds	<u>80,396</u>	<u>80,396</u>	<u>-0-</u>	<u>-0-</u>
TOTAL	<u>\$153,201,345</u>	<u>\$177,961,406</u>	<u>\$24,760,061</u>	<u>16.16</u>

*An allowance for salary increases has been omitted from formula calculations.

**The research component at Group I is 10%.

BOARD OF TRUSTEES OF STATE
INSTITUTIONS OF HIGHER LEARNING
STATE OF MISSISSIPPI

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Formula Calculations
On-campus/Eight Universities
1985-86*

	Funded 1984-85	Formula Percent of Total 1985-86	Formula 1985-86	Increase (Decrease)	Percent
Acorn State University	\$ 8,773,581	5.26	\$ 8,641,573	\$ (132,008)	(1.50)
Delta State University	10,368,898	7.14	11,730,196	1,361,298	13.13
Jackson State University	17,538,892	10.74	17,644,580	105,688	.60
Miss. State University	31,999,667	24.67	40,529,963	8,530,296	26.66
Miss. University for Women	8,085,916	4.68	7,688,700	(397,216)	(4.91)
Miss. Valley State University	7,300,993	4.65	7,639,413	338,420	4.64
University of Mississippi	27,323,048	18.90	31,050,519	3,727,471	13.64
University of Southern Miss.	<u>32,011,136</u>	<u>23.96</u>	<u>39,363,515</u>	<u>7,352,379</u>	<u>22.97</u>
TOTAL	<u>\$143,402,131</u>	<u>100.00</u>	<u>\$164,288,459</u>	<u>\$20,886,328</u>	<u>14.56</u>

Increase research component at the comprehensive universities from 6% to 10%:

- Group I - 10%
- Group II - 6%
- Group III - 3%

Formula-generated amount	\$173,841,418
Less allowance for FY 1986 salary increases	<u>(9,552,959)</u>
	<u>\$164,288,459</u>

BOARD OF TRUSTEES OF STATE
INSTITUTIONS OF HIGHER LEARNING
STATE OF MISSISSIPPI

Formula Calculations
Resident Centers & Extension Classes
1985-86

	<u>Funded 1984-85</u>	<u>Formula Percent of Total</u>	<u>Formula Allocation 1985-86</u>	<u>Increase</u>	<u>Percent</u>
Resident Centers:					
Booneville	\$ 47,882	2.08	\$ 50,027	\$ 2,145	4.48
Jackson County	254,248	21.05	505,616	251,368	98.87
Southaven	58,403	8.19	196,696	138,293	236.79
Vicksburg Engineering	<u>63,393</u>	2.97	<u>71,264</u>	<u>7,871</u>	<u>12.42</u>
Subtotal	423,926		823,603	399,677	94.28
Extension Classes:					
ASU	-0-	.74	17,760	17,760	100.00
DSU	115,052	7.01	168,323	53,271	46.30
JSU	12,814	3.35	80,385	67,571	527.32
MSU	289,991	21.38	513,521	223,530	77.08
UW	-0-	.61	14,657	14,657	100.00
MVSU	21,041	.38	9,114	(11,927)	(56.68)
UM	174,130	12.75	306,382	132,252	75.95
USM	<u>311,841</u>	19.49	<u>468,283</u>	<u>156,442</u>	<u>50.17</u>
Subtotal	<u>924,869</u>		<u>1,578,425</u>	<u>653,556</u>	<u>70.66</u>
TOTAL	<u>\$1,348,795</u>	<u>100.00</u>	<u>\$2,402,028</u>	<u>\$1,053,233</u>	<u>78.09</u>

BOARD OF TRUSTEES OF STATE
INSTITUTIONS OF HIGHER LEARNING
STATE OF MISSISSIPPI

Formula Calculations
Degree-granting Off-campus Centers
1985-86*

	<u>Funded 1984-85</u>	<u>Formula Percent of Total</u>	<u>Formula Allocation 1985-86</u>	<u>Increase</u>	<u>Percent</u>
Gulf Park	\$1,663,565	44.95	\$2,276,921	\$ 613,356	36.87
Meridian	726,436	17.47	884,934	158,498	21.82
Natchez	492,836	9.94	503,506	10,670	2.17
Tupelo	299,597	7.75	392,572	92,975	31.03
Universities Center	609,870	15.79	799,835	189,965	31.15
Vicksburg Engineering	<u>103,632</u>	<u>4.10</u>	<u>207,684</u>	<u>104,052</u>	<u>100.41</u>
TOTAL	<u>\$3,895,936</u>	<u>100.00</u>	<u>\$5,065,452</u>	<u>\$1,169,516</u>	<u>30.02</u>

*Budgeted salaries, wages, and fringe benefits for FY 1984-85 are as follows:

	\$4,255,098
Inflation factor	<u>.058</u>
	\$ 246,796
Formula-generated amount	\$5,312,248
Less allowance for FY 1986 salary increases	<u>246,796</u>
	<u>\$5,065,452</u>

BOARD OF TRUSTEES OF STATE
INSTITUTIONS OF HIGHER LEARNING
STATE OF MISSISSIPPI

Formula Calculations
Plan of Compliance
1985-86

	<u>Funded</u> <u>1984-85</u>	<u>Increase</u>	<u>Requested</u> <u>1985-86</u>
Alcorn State University	\$132,002	\$ 25,780	\$ 157,782
Delta State University	98,369	19,211	117,580
Jackson State University	98,369	19,211	117,580
Mississippi State University	98,368	19,212	117,580
Mississippi University for Women	98,369	19,211	117,580
Mississippi Valley State University	132,002	25,780	157,782
University of Mississippi	98,369	19,211	117,580
University of Mississippi School of Law	34,589	6,756	41,345
University of Southern Mississippi	<u>98,368</u>	<u>19,212</u>	<u>117,580</u>
TOTAL	<u>\$888,805</u>	<u>\$173,584</u>	<u>\$1,062,389</u>

EXHIBIT B

BOARD OF TRUSTEES OF STATE
INSTITUTIONS OF HIGHER LEARNING
STATE OF MISSISSIPPI

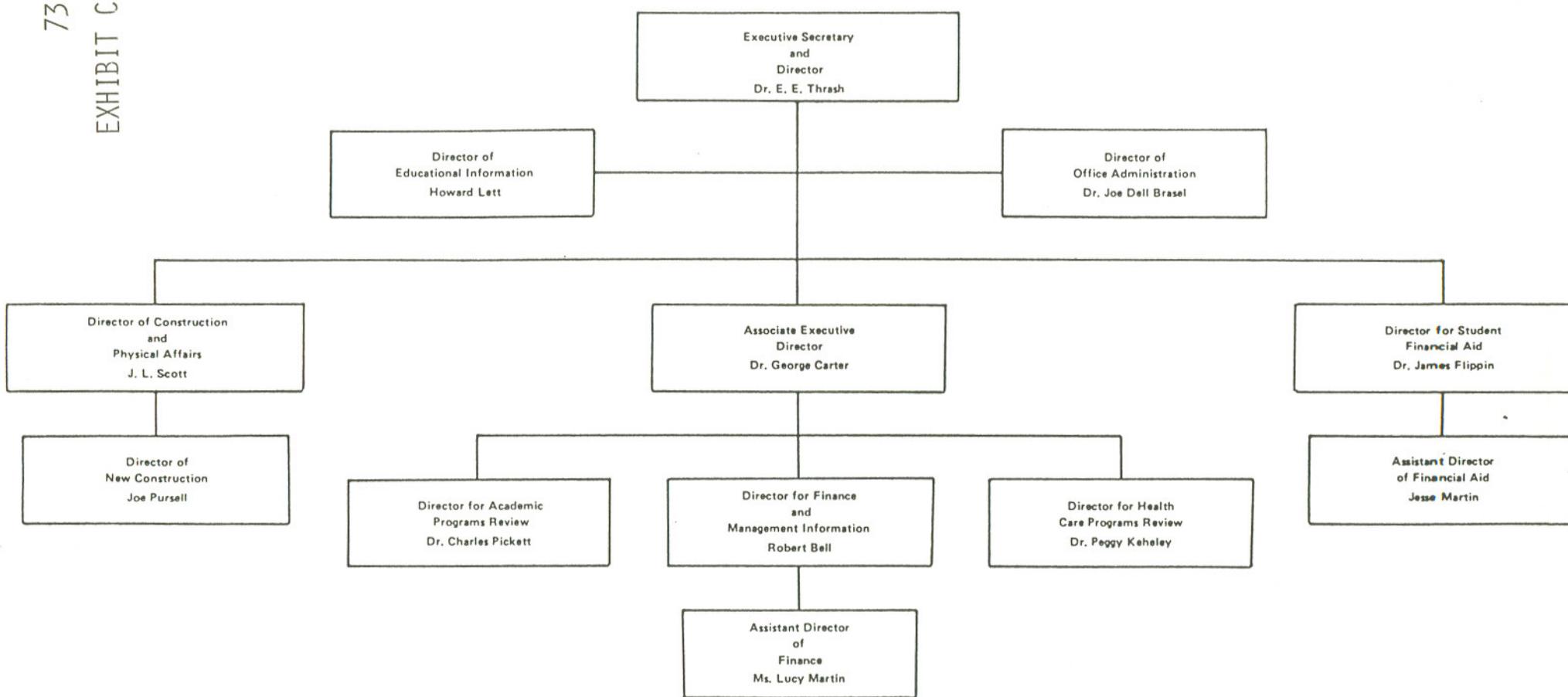
Analysis of Legislative Budget Requests*
1985-86

	<u>Funded</u> 1984-85	<u>Request</u> 1985-86	<u>Increase</u>	<u>Percent</u>
University of Mississippi:				
1 State Court Education Program	\$ 676,151	\$ 676,151	\$ -0-	-0-
2 Research Inst. of Pharm. Sciences	1,000,584	1,157,106	156,522	15.60
3 Miss. Law Research Institute	195,033	235,583	40,550	20.80
4 Miss. Mineral Resources Institute	369,831	441,386	71,555	19.30
Univ. of Miss. Medical Center				
5 School of Medicine	24,227,595	26,571,779	2,344,184	9.68
7 School of Nursing	2,323,674	2,932,808	609,134	26.21
9 School of Health Related Prof.	1,645,505	2,485,341	839,836	51.04
11 School of Dentistry	5,105,519	6,418,663	1,313,144	25.72
13 University Hospital	<u>16,192,961</u>	<u>28,903,779</u>	<u>12,710,818</u>	<u>78.50</u>
Subtotal - UMMC	<u>49,495,254</u>	<u>67,312,370</u>	<u>17,817,116</u>	<u>36.00</u>
Subtotal - University of Mississippi	51,736,853	69,822,596	18,085,743	34.96
Mississippi State University:				
15 College of Veterinary Medicine	6,903,657	9,056,015	2,152,358	31.18
16 Miss. Coop. Extension Service	12,881,421	14,605,421	1,724,000	13.40
Alcorn Extension Program	<u>108,558</u>	<u>118,558</u>	<u>10,000</u>	<u>9.20</u>
Subtotal - MCES	12,989,979	14,723,979	1,734,000	13.35
17 Miss. Agric. & For. Exp. Station	13,446,694	15,058,333	1,611,639	12.00
18 Forest Products Laboratory	1,147,696	1,424,160	276,464	24.09
19 Miss. State Chemical Laboratory	798,421	832,629	34,208	4.30
20 Water Resources Institute	37,500	205,060	167,560	446.83
21 Alcohol Safety Education Program	<u>126,733</u>	<u>278,690</u>	<u>151,957</u>	<u>119.90</u>
Subtotal - Miss. State University	35,450,680	41,578,866	6,128,186	17.29
University of Southern Mississippi:				
Polymer Science Institute	-0-	400,000	400,000	100.00
22 Miss. Research & Development Center	3,878,037	4,422,603	544,566	14.04
Inst. for Technological Development	<u>4,000,000</u>	<u>4,000,000</u>	<u>-0-</u>	<u>-0-</u>
Subtotal - Miss. R & D Center	7,878,037	8,422,603	544,566	6.33
24 Gulf Coast Research Laboratory	2,837,644	3,350,749	513,105	18.10
25 Board of Trustees Executive Office	858,477	952,526	94,049	10.96
6 Student Financial Aid	1,784,196	1,784,196	-0-	-0-
7 Education & Research Center Bldgs. & Grounds Department	<u>938,948</u>	<u>977,494</u>	<u>38,546</u>	<u>4.11</u>
GRAND TOTAL	<u>\$101,484,835</u>	<u>\$127,289,030</u>	<u>\$25,804,195</u>	<u>25.42</u>

*This includes all budgetary units other than general support.

BOARD OF TRUSTEES OF STATE
INSTITUTIONS OF HIGHER LEARNING
STATE OF MISSISSIPPI

Organizational Chart





FACULTY AND STAFF

Administrative Leave for
Jury Duty and Witness and
for Extreme Weather Conditions
or Disaster

The head of an institution or division may grant administrative leave with pay to an employee serving as a witness or juror or party litigant, as verified by the Clerk of the Court.

The head of an institution or division may grant administrative leave with pay in the event of extreme weather conditions or in event of a man-made, technological or natural disaster or emergency.

Administrative leave is not counted against the earned leave credit of employees.

FACULTY AND STAFF

Compensatory Leave

When it is essential that an employee work after normal working hours, the employee may receive credit for compensatory leave.

FACULTY AND STAFF

Disability Leave

I. General Policy

It is recognized that employees suffer temporary sicknesses or disabilities from time to time and are therefore unable to perform assigned duties. This policy describes employee entitlements, including leave with or without pay, for such temporary sicknesses or disabilities.

It is the intention of this policy and its entitlements to provide leave for any temporary disability occurrence that normally has a reasonably predictable time frame, encompassing an onset and an end of the condition. Leave necessary for the purpose of child-bearing is included in this policy. This policy does not guarantee an entitlement for any employee who is absent from work on a frequent and/or regular basis and whose attendance habits are such that the employee fails to accomplish assigned job responsibilities.

The respective universities and agencies reserve the right to require medical statements in support of uses of benefits under this policy as well as to support the universities' and agencies' needs to determine that employees be permitted to work. Failure to provide requested necessary documentation may result in a "non-pay" status for the period of time in question, and/or in dismissal (although accrued personal leave and major medical leave exist).

II. Entitlement

Any regular full-time employee who has successfully completed the respective institution's or agency's probation period and who suffers temporary sickness or disabilities thus making him/her unable to perform assigned duties may be granted leave of absence without pay for a reasonable time but not to extend normally beyond a six-month period to accompany the combined accrued personal and major medical leave.

- A. Accrued major medical leave and/or personal leave must be used to cover work days falling within the period of entitlement.
- B. The beginning date of a disability will be determined by the employee's physician and, at the discretion of the institution, may have to be approved by the institution's health service.

FACULTY AND STAFF

Disability Leave (Contd.)

- C. The ending date of disability shall end when determined by the employee's physician and, at the discretion of the institution, may have to be approved by the institution's health service. When the employee returns to his/her duties, the employee shall present a statement from his/her physician stating the ability to resume work.
- D. Upon returning to employment, the employee will be returned to his/her former position or to an equivalent position.
- E. Any employee not returning to work at the expiration of the leave under this section is eligible for terminal personal leave pay, provided the days have not been taken.
- F. Nine-Month Faculty Members:
 - 1. If any nine-month faculty member becomes temporarily disabled between the end of one academic year and the beginning of another (during the interim the employee is not teaching), he/she is not eligible for paid leave status.
 - 2. If any nine-month faculty member becomes temporarily disabled prior to the end of a contract period but has accrued personal and major medical leave, he/she is not eligible to be continued on a paid leave status after the end of the contract period if the contract ends prior to using all earned leave days.

III. Effect of Temporary Disability Leave on Benefits

- A. Any regular full-time employee on a paid leave status will be credited with major medical leave and personal leave entitlements earned during such paid leave upon his/her return to active employment.
- B. No refund of retirement contributions will be made during a temporary disability leave since the return of the employee is anticipated.
- C. An employee's group insurance plan will be kept in force as long as major medical leave or personal leave entitlements are paid. It may be kept in force thereafter

FACULTY AND STAFF

Disability Leave (Contd.)

through direct contribution by the employee not receiving pay under major medical or personal leave but continuing on a temporary disability leave. Arrangements for this service must be made by the employee with the appropriate designated institutional department prior to the date that such contributions should be made.

FACULTY AND STAFF

Heirs of Deceased Employees

No widow or heir of a deceased employee of the Board of Trustees will be given a donation.

FACULTY AND STAFF

Injury Leave

When an employee is injured in the course of employment and is entitled to benefits under the provisions of Worker's Compensation, which is provided by the institution for all personnel, he may use major medical leave, personal leave, or leave without pay (if no leave time has been accrued) to cover all or any part of his period of absence from duty to the extent of his full accumulated leave.

FACULTY AND STAFF

Leave for Death in
Immediate Family

In the event of death in the immediate family (spouse, parent, step-parent, sibling, child, stepchild, grandchild, grandparent, son- or daughter-in-law, mother- or father-in-law, or brother- or sister-in-law), an employee may use up to three days of earned major medical leave in any calendar year when required to be absent from duty because of the death. Personal leave may be used for absences due to a death in the immediate family or for additional days needed after three days of major medical leave have been used during a calendar year.

FACULTY AND STAFF

Leave without Pay

Leave without pay for attending to personal business may be arranged with the department head subject to the approval by the institutional executive officer.

FACULTY AND STAFF

Major Medical Leave

It shall be the responsibility of the department or office head to maintain and certify major medical leave records and to administer the leave in accordance with policy. It is the responsibility of division and department heads to inform those working under them concerning policies on leave. An employee who has been terminated and later is re-employed by the institution will begin a new period of employment for leave purposes.

The rules on major medical leave apply to all employees, except student workers:

- A. Employees are allowed credit for major medical leave computed on the basis of continuous service at the following monthly and annual rates:

<u>Continuous Service</u>	<u>Accrual Rate (Monthly)</u>	<u>Accrual Rate (Annually)</u>
1 month to 3 years	8 hours	12 days
37 months to 8 years	7 hours	10.5 days
97 months to 15 years	6 hours	9 days
over 15 years	5 hours	7.5 days

- B. Major medical leave may be used for the illness or injury of an employee, only after the employee has used one day of personal leave for each absence due to illness, or leave without pay if the employee has no accrued personal leave. Provided, however, major medical leave may be used, without prior use of personal leave, to cover regularly scheduled visits to a doctor's office or a hospital for the continuing treatment of a chronic disease, as certified in advance by a medical doctor.
- C. For each absence due to illness of 32 consecutive working hours (combined personal leave and major medical leave) major medical leave shall be authorized only when certified by a medical doctor.
- D. There is no limit to the accumulation of earned major medical leave.
- E. Unused major medical leave shall be counted as creditable service for purposes of the retirement system.

FACULTY AND STAFF

Major Medical Leave (Contd.)

- F. No payment will be made for accrued major medical leave except that an employee who presents medical evidence that his physical condition is such that he can no longer work in a capacity with the institution may be paid for not more than 120 days of earned major medical leave.

FACULTY AND STAFF

Military Leave

Employees who are on permanent status with the institution and who are called to active military duty on a short notice as the result of national emergencies may be granted military leave of absence (without pay) beginning on the date of the call to military service.

A leave of absence with pay not in excess of fifteen days annually may be granted to a regular employee who, as a member of the National Guard or official militia of Mississippi or a member of any of the reserve components of the armed forces, is ordered to active duty.

FACULTY AND STAFF

New Positions

From time to time the Board of Trustees authorizes new positions which are to be funded from federal or private sources. In approving these new positions, the Board does not obligate itself or the institution to continue these positions when the federal or private funding is exhausted. The intent of the Board is that these positions are temporary and that tenured positions are not to be established in connection with federal or private resources.

FACULTY AND STAFF

Official Holidays

Unless the occasion requires otherwise, all offices are closed on the Fourth of July, Labor Day, Thanksgiving Day, Christmas Day, and New Year's Day. Other days may be designated as holidays by the institutional executive officer.

FACULTY AND STAFF

Outside Employment

Institutional members of the faculty and staff are permitted to engage in outside employment, provided permission is first obtained from the executive officer of the institution concerned, and provided further, that the executive officer of the institution concerned shall grant permission to engage in outside employment only after having first determined that the said outside employment will interfere in no way with the institutional duties of the individual requesting such permission.

In addition, such individuals will not engage in a business or profession that would in any manner compete with a similar business or profession over which he/she would have direct supervision, inspection, or purchasing authority within the university or agency, such being a conflict of interest.

FACULTY AND STAFF

Personal Leave

It shall be the responsibility of the department or office head to maintain and certify personal leave records and to administer the leave in accordance with policy. It is the responsibility of division and department heads to inform those working under them concerning policies on leave. An employee who has been terminated and later is re-employed by the institution will begin a new period of employment for leave purposes.

The rules on personal leave apply to all employees, except student workers, including teaching faculty and others employed less than on a 12-month basis:

- A. Employees are allowed credit for personal leave computed on the basis of continuous service at the following monthly and annual accrual rates:

<u>Continuous Service</u>	<u>Accrual Rate (Monthly)</u>	<u>Accrual Rate (Annually)</u>
1 month to 3 years	12 hours	18 days
37 months to 8 years	14 hours	21 days
(61 months to 8 years)*	(15 hours)*	(22.5 days)*
97 months to 15 years	16 hours	24 days
over 15 years	18 hours	27 days

*If employed prior to July 1, 1984

- B. Personal leave may be used for vacations and personal business and shall be used for illnesses of the employee requiring absences of one day or less. Personal leave shall be used for the first day of an employee's illness requiring absence of more than one day.
- C. There is no limit to the accumulation of earned personal leave.
- D. Upon termination of employment, each employee shall be paid for unused personal leave not to exceed 30 days.
- E. Unused personal leave in excess of 30 days shall be counted as creditable service for purposes of the retirement system.

FACULTY AND STAFF

Personal Leave (contd.)

- F. Should an employee die having accumulated personal leave credit, the wages or salary for the total unused personal leave time shall be paid to the person designated by the employee for this purpose or, in the absence of such designation, to the beneficiary of such employee as recorded with the Public Employees' Retirement System.

FACULTY AND STAFF

Political Activities

Participation by employees of the several institutions of higher learning in various community and public affairs is expected; however, it is expected that time given to such activities will not interfere with the regular duties of the employees. Political activities by an employee will not be prohibited at such times as the employee would not be ordinarily required to render services to the institution or if the employee elects to take and the institution grants leave of absence without pay.

FACULTY AND STAFF

Resignations

Each head of an institution of higher learning is authorized to accept resignations of employees and to determine the effective date of termination of employment. All resignations are to be reported in the monthly personnel reports to the Board and each report shall give reason for resignation and shall list the institution to which the employee is transferring if such institution is within the state.

FACULTY AND STAFF

Terminal Pay

Upon termination of employment, each employee shall be paid for unused personal leave not to exceed 30 days.

Should an employee die having accumulated personal leave credit, the wages or salary for the total unused personal leave time shall be paid to the person designated by the employee for this purpose or, in the absence of such designation, to the beneficiary of such employee as recorded with the Public Employees' Retirement System.

No payment will be made for accrued major medical leave except that an employee who presents medical evidence that his physical condition is such that he can no longer work in a capacity with the institution may be paid for not more than 120 days of earned major medical leave.

FACULTY AND STAFF

Transfer of Leave

All accrued leave, both personal and major medical, shall be transferable between state institutions and agencies. Each institution or agency shall be furnished a statement of accrued leave at the time of transfer by an employee.

