

SAGINAW VALLEY STATE COLLEGE

BOARD OF CONTROL

APRIL 7, 1986

REGULAR MONTHLY MEETING

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MINUTES

BOARD OF CONTROL

SAGINAW VALLEY STATE COLLEGE

Regular Monthly Meeting

9:30 a.m.

Pioneer Board Room - Pioneer Hall

April 7, 1986

Present: Braun
Curtiss
Gilmore
Klykylo
Lofton
Salas
Saltzman
Woods

Excused: None

Others

Present: Barnett
Beutler
Davis
Dickey
Frahm
Kullgren
Lake
Lange
Mitchell
Rathkamp
Ryder
Stanley
Strasz
Thompson
Woodcock
Yien
Press

I. CALL TO ORDER

Chairman Richard H. Gilmore called the meeting to order at 9:48 a.m.

II. PROCEDURAL ITEMS

A. Approval of minutes of meetings of:

1. December 9, 1986, Regular Meeting
2. March 10, 1986, Regular Meeting

Both sets of minutes were approved without correction.

B. Recognition of the official representative of the Faculty Association

Dr. Walter R. Rathkamp, Professor of Biology, was present on behalf of the Faculty Association. New Board members Mr. Ernest Lofton and Dr. Gumecindo Salas were introduced and welcomed. Mrs. Jo Ann Stanley was introduced as the new Administrative Assistant to the Office of the President.

C. Communications and requests to appear before the Board

Dr. Ryder introduced Dr. Thomas E. Kullgren, Dean of the School of Science, Engineering and Technology, who told about the April 10th and 11th Science and Engineering Day and Colonel Frederick Gregory, NASA space shuttle astronaut, who will be on campus as part of that program.

III. REMARKS BY THE PRESIDENT

The second hearing on appropriations for next year will be held on April 29 at 11:00 a.m. in the Roosevelt Building in Lansing by the House Subcommittee for Higher Education. We have

already met with the Senate Subcommittee in Kalamazoo. We are making basically the same presentations we made to the Senate Subcommittee. We are hopeful that the state will find it possible to enhance the support for this institution as well as others in the State of Michigan somewhat beyond what has been recommended at this time by the Governor.

Dr. Ryder stated that Representative Hood will be holding a hearing on April 24th for Board members. This is the first time that this has been done. All of the Board members are invited to attend. The objective is not very well defined; however, the purpose is to get ideas and views from Board members. It would be a good idea to have representation at this meeting.

Dr. Salas stated that in the fall the education appropriations committee requested that each institution submit a report on what that institution would be doing to address the question of affirmative action--what they are doing to increase not only the number of minority students enrolled, but also the number of faculty, staff, minorities and handicappers employed by the college. He asked if SVSC had submitted such a report. Dr. Ryder stated that we had submitted a report through the President's Council. We have met all of the conditions and have been working closely with Representative Hood and the Senate as well. Dr. Salas asked if the Board had received a copy of this report. If not, copies will be sent.

IV. ACTION ITEMS

1. Resolution: Policy Against Sexual Harassment
RES-697 It was moved and supported that the following
resolution be adopted.

WHEREAS, Sexual harassment by Saginaw Valley State College
employees, students or visitors of Saginaw Valley State College
will not be permitted, and

WHEREAS, Sexual harassment of students, faculty, visitors
and staff is expressly prohibited,

NOW, THEREFORE, BE IT RESOLVED that anyone who feels that he
or she has been the victim of sexual harassment at Saginaw Valley
State College may contact the College's Affirmative Action
Officer for assistance in filing a grievance/complaint.

* (The College Affirmative Action Office is listed in the
College Directory. This policy is to be disseminated by the
Affirmative Action Officer of the College. A copy is to be
included in the manual of College Operating Procedures.)

Dr. Ryder noted that this is simply a basic policy statement; it does not provide the implementation procedures which have been initiated by our affirmative action officer, Amy Ferguson. Once they have been developed they will be shared with the Board for review. Dr. Salas suggested moving the last three sentences of the resolution to footnote status. The Board agreed to accept the modification.

Dr. Salas questioned if there is a procedure in place for handling sexual harassment grievances. Dr. Ryder said there is but we want to review it in relationship to this policy.

Dr. Salas asked if the procedure itself would be brought to the Board for discussion at a later date. Dr. Ryder stated that the affirmative action policy had been approved by the Board and

that the new procedures would also be approved by the Board. The policy as now approved has been working, but there is a need to analyze it in terms of affirmative action.

The resolution, as amended, was **APPROVED** unanimously.

2. Appointment of the Nominating Committee for Board Office

Dr. Richard H. Gilmore asked Mr. Charles B. Curtiss to be the Chairman of the Nominating Committee for Board Officers. Mr. Curtiss accepted. Mr. Henry J. Klykylo and Mr. Hugo E. Braun will also be on the committee. They will prepare their nominations for the offices of Chairperson, Vice Chairperson, Secretary, and Treasurer for a one-year term, beginning in July 1986. The election will take place at the May 2nd meeting.

3. Election of two Board members to the SVSC Foundation Board to fill the unexpired terms of Mrs. Arbury (Expires 1989) and Mr. Kendall (Expires 1988)

Mr. Klykylo nominated Mrs. Joyce K. Woods to fill the term which will expire in 1988. She was elected unanimously. Mrs. Jo Saltzman nominated Mr. Klykylo for the 1989 term. Mr. Klykylo declined. Mr. Klykylo nominated Mr. Ernest Lofton, who accepted. The decision was unanimous. These terms will run until September of 1988 and 1989.

4. Adoption of 1986-87 Board of Control Calendar

Mrs. Saltzman asked why no meeting is held in February. President Ryder stated it was because of bad weather during that part of the year and the fact that many members are away during

that month on vacation. He noted that it is possible to get along without a February meeting.

The Board calendar was adopted unanimously.

5. Statement on Student Rights and Responsibilities

Dr. Ryder asked Mr. Richard Thompson, Executive Director of Admissions and Student Development, to comment. Mr. Thompson apologized to the President and the Board for not having the Students Rights Statement in the packet. It is not ready for action. The document must be considered by the Student Senate and the Faculty Association. It is now in its third reading with the Student Senate. The Faculty Association will be giving it consideration very shortly. It is his hope that the document will come before the Board at the May 2 meeting. He also noted that this is not a revised document, but rather is the first policy on student rights and responsibilities that the College has considered. That is why it has taken so long to prepare.

Chairman Gilmore deferred the item.

6. SVSC board and room rates, apartment rental rates, and miscellaneous room and board rates for 1986-87

RES-698 It was moved and supported that the following resolution be adopted.

WHEREAS, Sufficient information regarding projected operating expenses of the housing and food service operations can be ascertained,

NOW THEREFORE, BE IT RESOLVED, That effective for the Fall Semester of 1986-87, the academic year board and room charges will be as follows:

BOARD OF CONTROL
Regular Monthly Meeting

April 7, 1986

1986-11

	<u>Meals per Week</u>	
	<u>21</u>	<u>15</u>
<u>Room and Board</u>	<u>\$2,606</u>	<u>\$2,516</u>
<u>Resident Hall Association</u>	<u>4</u>	<u>4</u>
<u>Total</u>	<u>\$2,610</u>	<u>\$2,520</u>
<u>Extra charge for single room</u>	<u>\$ 330</u>	<u>\$ 330</u>

BE IT FURTHER RESOLVED, That Apartment Rental Rates and Miscellaneous Room and Board Rates per the attached documents be approved effective September 1, 1986 unless otherwise indicated.

President Ryder asked Mr. Jerry A. Woodcock, Vice President for Administration and Business Affairs, to comment. Mr. Woodcock stated that we are proposing an increase from \$2530 to \$2610 for the 21 meal program, which is the base meal program for on-campus students. This is a 3.2 % increase.

Currently we are the sixth least expensive institution in comparison with the other 12 four-year public institutions that have room and board programs. We have done a survey of other institutions and to date, three of those have acted with increases of 1.9%, 2.0%, and 4.9%. The others have considered increases of 2.0%, 2.7%, 4.0%, 5-7%, 6-7%, and 7-11%. It has been a concern on the part of the Board that our program be responsive as far as the quality of the program and cost to the student are concerned. Less than 10 years ago we were the second most expensive. We have worked on getting the program to be less expensive so that we can stay competitive.

Rates are increasing because costs are increasing. We try

to measure our rates against those of other institutions.

Mr. Curtiss asked whether we would be able to maintain our required reserves at the level we are at now. Mr. Woodcock commented that a lot would depend on filling the 40 new apartment units that were opened on January 1, 1986 as well as the dorms. Many upperclassmen who were living in the residence halls are transferring to the apartments for the fall semester. This affects the room and board program.

Mr. Curtiss asked what the cost differential was between the dorms and the apartments. Mr. Woodcock noted that for the normal academic year the apartments are about \$150 more per month/per person. We do not offer a room only option in the residence halls. However, Dr. Dickey estimated the cost of a room (without board) in the dormitories at \$130 per month. The differential seems small, until one considers that the residents of the apartments must also pay their utilities.

Mr. Curtiss said that we might want to give some thought over time as to whether the differential is sufficient given the advantages of the apartment life style. He stated that the reason he raised the question is that the apartments are going to draw everyone out of the dorms if the prices are too close. This could be a disadvantage. Dr. Ryder noted that there are regulations on the apartment living in regard to class standing. There are also other criteria involved, such as the age factor.

Mr. Woodcock noted that the apartments must be competitive with others in the surrounding area if they are to be filled. He

stated that because the apartments were not ready by September 1, 1985 it was nearly impossible to fill all of the units in January. A rate increase was discussed. Due to the inability to fill the apartments, the increase will not be recommended at this time.

The resolution was **APPROVED** unanimously.

7. Line of Credit with Michigan National Bank

RES-699 It was moved and supported that the following resolution be adopted.

WHEREAS, the administration has been working with officials of Michigan National Bank to continue the College's line of credit of \$1,500,000.00;

NOW THEREFORE, BE IT RESOLVED, that the Saginaw Valley State College Board of Control adopt the attached resolution titled "Resolution of the Board of Control of Saginaw Valley State College Authorizing the Borrowing of Funds to Meet Temporary Cash Flow Deficits" which approves the line of credit with Michigan National Bank through October 31, 1986. (See attached resolution on pages 10 and 11.

Dr. Ryder asked Mr. Woodcock to comment. Mr. Woodcock explained that in the past we have obtained a line of credit with Michigan National Bank. The reason we initially requested one was that when the State of Michigan stopped making the monthly appropriations payments a few years ago a cash flow problem resulted for the institution. It is fully understood by the administration that this is not to be used for any purpose other than a cash flow problem, which we do not anticipate unless the state stops appropriation payments, which we do not expect to happen. However, it is a good idea to have the line of credit

RESOLUTION OF THE BOARD OF CONTROL
OF SAGINAW VALLEY STATE COLLEGE
AUTHORIZING THE BORROWING OF FUNDS
TO MEET TEMPORARY CASH FLOW DEFICITS

WHEREAS, The Board of Control of Saginaw Valley State College (the "Board"), in the exercise of its constitutional duties has determined that it is necessary and expedient to provide for the borrowing of monies in amounts not to exceed \$1,500,000.00 at any time outstanding on terms set forth herein and in the Agreement (hereinafter defined) for the purpose of providing necessary funds to meet temporary cash flow deficits, and

WHEREAS, There has been submitted for consideration of this Board a proposed Loan Agreement whereby the sum of up to \$1,500,000.00 may be borrowed from Michigan National Bank, a national banking association (the "Bank") on a "line-of-credit" basis;

NOW, THEREFORE, BE IT RESOLVED, That the Board may borrow for such purposes the sum of not to exceed \$1,500,000.00 from the Bank upon the terms and conditions more fully set forth in the Loan Agreement (herein referred to as the "Agreement"), and in evidence thereof issue and deliver its note therefore as described in the Agreement (the "Note"). Advances under the Agreement shall be made at the request of the Board's authorized agents, and shall be repayable at any time by the Board, but not later than October 31, 1986. Interest shall accrue on the sums outstanding, computed on a 360 day year at the interest rate equal to 80% of the Prime Rate, as defined in the Agreement, (subject to increase in case interest on the Note is or becomes subject to federal income tax) and shall be payable monthly, all as provided in the Agreement. Principal and interest due under the Agreement and Note are payable from and secured by a first lien on the general tuition and matriculation fees established from time to time by the College and collected from the students attending the College ("Student Fees"). The first lien on the Student Fees established by this Resolution and the Agreement shall be on a parity basis with the first lien thereon established pursuant to a certain Trust Agreement, dated as of December 15, 1969, between the Board and Ann Arbor Trust Company as security for the Board's Saginaw Valley State College Athletic Facilities Bonds, and any future borrowings made on a parity with the above under the terms of the Agreement and said Trust Agreement, and

BE IT FURTHER RESOLVED, That the President of Saginaw Valley State College, or the Vice President for Administration and Business Affairs of Saginaw Valley State College be and each of them are hereby authorized, empowered, and directed in the name of the Board and as its corporate act and deed to execute and enter into the Agreement and a Note in the amount of \$1,500,000.00 to the Bank substantially in the form as that submitted herewith and to cause to be impressed thereon the seal of the Board and to request the Bank to make advances under the Agreement and Note in amounts not to exceed at any time outstanding \$1,500,000.00, and to execute and deliver any documents or certificates in connection therewith, and

BE IT FURTHER RESOLVED, That the said officers be and each of them are hereby authorized, empowered, and directed for and in the name of the Board and as its corporate act and deed to make, consent to, and agree to any changes in the terms and conditions of said Agreement and said Note which they deem necessary, expedient, and proper prior to or at the time of execution of the said Agreement and Note, but no such amendment shall change the provisions therein for the maximum amount to be borrowed, the interest rate to be paid thereon, the payments required to be made, or the security pledged; provided, however, nothing herein contained shall be construed as limiting the right of said officers to alter or change the date of issue of said Note, or the date of payment of interest, and

BE IT FURTHER RESOLVED, That the said officers, in the execution of said Agreement and Note, shall not pledge the credit of or create any liability on the part of the State of Michigan, the Board, or any member or officer of the Board, or any of their successors, other than to pledge the Student Fees as herein provided; and said Agreement and Note are not intended and shall not create any indebtedness of the State of Michigan or the Board within the meaning of any State constitutional debt limitation or restriction, and

BE IT FURTHER RESOLVED, That all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

available. Mr. Woodcock noted that there is no charge for this. The only change of any significance from the previous line of credit is in page 2 of 3 of the resolution itself where the percentage of the prime rate has changed from 75% to 80%. This resolution must be approved every year. Preparation of the resolution this year was slowed by the April, 1985, fire's destruction of early drafts.

The resolution was **APPROVED** unanimously.

8. Resolution Appointing Bargaining Team for Negotiations with the American Federation of State, County and Municipal Employees, AFL-CIO

RES-700 It was moved and supported that the following resolution be adopted.

WHEREAS, the collective bargaining agreement between Saginaw Valley State College and Local 933 of the American Federation of State, County and Municipal Employees, AFL-CIO, will expire at 12:00 midnight on June 30, 1986, and

WHEREAS, bargaining to reach a new agreement is expected to commence within sixty days;

NOW, THEREFORE, BE IT RESOLVED, that the following staff members are designated to represent the Board of Control for the purpose of negotiating a new agreement, subject to ratification by the Board:

Lawrence K. Fitzpatrick, Director of Personnel and Contract Administrator, Team Chairman

Ann M. Schulte, Assistant Director of Personnel

James G. Muladore, Controller, or his designee

Michael R. Bock, Acting Director of Physical Plant

Additional persons shall be designated by the President of the College on an ad hoc basis for the purposes of observation or special assistance. Mr. Morton E. Weldy will serve as counsel for the team.

President Ryder explained that we are prepared to go into negotiations with the bargaining agents for Physical Plant employees. Dr. Salas asked if there were a minority member on the bargaining team. The answer was negative. Dr. Salas recommended the following:

1. Minorities and women should get the opportunity to take part in activities which prepare them for roles in policy-making.

2. Women and minorities should be included in order to satisfy the equal opportunity affirmative action code.

President Ryder noted that we have a woman on the team, but not a minority. The administration will look into this further.

The resolution was **APPROVED** unanimously.

9. The Evaluation of the Board of Control and the President

BM-682 A motion was made to accept the attached evaluation of the President and the Board.

President Ryder said that he appreciated the work and deliberation that the Board gave in making the evaluation. He said that we have been able to address past weaknesses as they have been outlined -- some better than others -- and we have made a lot of progress as a Board and as President. Next year we will see even more improvements. President Ryder commented that he will be coming back with responses and proposals in addressing the areas that have been indicated. He thanked the Board for their confidence.

Mrs. Woods noted that the Board in its discussions had not

neglected to appreciate all of the people who have contributed to the successes of the institution, including students, faculty, support staff, Mrs. Ryder and various committees that function to the benefit of the institution.

Dr. Ryder stated that no man or woman is an island, as we all know. It takes the strong support of everyone, including the Board of Control, the SVSC Foundation Board, the Board of Fellows, faculty, staff and administration. He stated that we have enjoyed great progress in recent years and hoped we can keep the ball rolling in the same direction.

Dr. Davis noted that past reports are in the library and that this evaluation will be sent to the College Librarian, Clifton Jones, to distribute at the circulation desk and to place in the archives.

The motion was **APPROVED** unanimously.

VI. INFORMATION AND DISCUSSION ITEMS

10. Introduction of Dr. Jose Luis Valderas, Director of Bilingual and Bi-Cultural Teacher Training Program

President Ryder asked Dr. Robert S.P. Yien to comment. Dr. Yien stated that our Bilingual Teacher Education Program is one of our most successful programs. He commented that he was honored to introduce Dr. Jose Valderas, as the Director of Bilingual and Bi-Cultural Teacher Training Program. Dr. Valderas is not a new member of the campus. He was with us for about six

years, he left SVSC and returned in the fall of 1985. He noted that Dr. Valderas has been very busy recruiting students and in a short time has done a tremendous job.

Dr. Valderas said that it was good to be back. He expects to make a positive contribution to the School of Education. The College has shown a commitment to Bilingual Education and its visibility by placing their future office in the new library building. SVSC has been very supportive of Bilingual Education.

Dr. Salas stated that he was intrigued by the double title. He wondered if we are incorporating bicultural and multi-cultural aspects of teaching into our regular teacher's training programs, or if it is only a part of this particular program. Dr. Yien answered that it is only part of this particular program. Dr. Salas questioned why, when he understood that the national accrediting agency for education explicitly asks that multi-cultural education be incorporated as a part of all teacher training programs. He said that it is critical that everyone who graduates with a degree in teaching have an understanding and a feeling for the multi-cultural and bicultural nature of our society.

Dr. Salas asked if Dr. Valderas would be part of the tenure stream faculty in the College of Education. Dr. Yien stated that his appointment is director of the program and such appointments on this campus are not on the faculty tenure track. Dr. Salas made the point that in order to have credibility the Director of the project must have some academic standing and not having it

gives this type of program a second class status. He asked if the Dean of the School of Education has a faculty appointment.

President Ryder stated that it was not uncommon for deans to have academic rank and faculty status. Dean Lee has both. There are institutions where they do not grant tenure to deans. SVSC does not grant tenure to deans or other administrators although some SVSC administrators do hold tenure which was earned through faculty service at the College. He noted that perhaps we should be looking at a different approach to that.

Dr. Salas asked if Dr. Valderas could teach a class. Dr. Yien responded that he could teach as an adjunct faculty.

Mrs. Woods suggested that the current practice may be affected by the College's collective agreement with the Faculty Association. The question could not be appropriately addressed at the meeting. President Ryder stated that perhaps we ought to be evaluating the entire area to determine whether we have reached the point where some different tack should be taken and that the subject will be discussed within the committees.

11. Sponsored Programs Report

President Ryder asked Dr. Yien to comment on the report. Dr. Yien noted that he was standing in for Dr. Ralph Coppola, Director of Sponsored Programs, who was in Washington D.C. participating in the National Science Foundation's panel discussions. Dr. Coppola had prepared a summary of proposals submitted between October 1985 and the current date. It includes 29 proposals submitted with 13 awarded, representing about a 44.8

percent approval, which is the highest in the history of this College. Highlights of the proposals can be found in the packet. SVSC's proposal for bilingual education training was ranked #1 among the colleges listed. Dr. Yien noted that we are very fortunate to have such a successful program.

Dr. Ryder stated that if any Board members had further questions, they should feel free to contact Dr. Yien or Dr. Coppola.

12. Administrative Services Building dedication plans

Dr. Davis stated that President Ryder has asked that something be done to recognize the construction of the Administrative Services Building. Construction of the facility was made possible because of the cooperation of the insurance company and the support of the Department of Management and Budget and the Legislature, both of whom supported the College in its request for additional funding to complete the building. There will be a low-key ceremony at 10:30 a.m. on Saturday, May 3rd. If it's a nice day, we will gather outside. If it's raining, we will move into the larger seminar room.

13. Status of New Buildings on Campus

Jerry Woodcock asked Bob Hanes, Director of Engineering Services, to give a report. Mr. Hanes stated that we are in the process of doing the final work on the Administrative Services Building -- he anticipates being finished in the next 30 days. We are in about the same situation with the \$2 million apartment housing project that we started last June.

He said that we are also trying to finish construction of IF-2. He has no doubt that we will be in the building and fully operating when classes start in September.

Work is being done on the design for the remodeling of Wickes Hall -- the design work is approximately 90% completed. Remodeling of Wickes cannot begin until we are able to occupy parts of IF-2. A computer for the energy management system throughout the campus has not been installed because that will be coming to us as a part of IF-2. Eventually, we will have a master computer which will tie in all the buildings. The three new buildings are completely computerized for energy management. Wickes will be much more energy efficient after having been remodeled.

Bids have been opened on the Fine Arts Building, and we are in the process of getting ready for construction of that building.

The uses of the health and physical education complex have been considered in an intense preliminary planning "charrette" for the past week with the architects on the Physical Education Complex. Everyone on campus was invited to offer input. The charrette was handled in a very professional manner by the architectural firm. Mr. Curtiss asked why it was held in April instead of in January, as originally planned. Mr. Hanes stated that the delay occurred because the Joint Capital Outlay Committee did not sign the contract until March, instead of around Christmas, as was anticipated. Mr. Curtiss asked if the

three months that were lost could be picked up. Mr. Hanes stated they could, if Legislative approval occurs on a timely basis. Floor plans will be drawn up shortly. Hopefully, they will be submitted to the Legislative committee some time in May. Groundbreaking for this building is being planned for late fall. This complex will include eight new tennis courts, a baseball field and various other outside facilities along with the field house itself.

Approximately \$500,000 will be spent on landscaping, roads, sidewalks and exterior lighting.

14. MAGB recognition of SVSC Faculty and Staff

Dr. Ryder asked Dr. Yien to report. Dr. Yien stated there will be a MAGB workshop in Lansing on Wednesday of this week. That same evening there will be a state convocation recognizing outstanding students and distinguished faculty.

Professor John Clinkenbeard and Susie Emond, co-recipients of the Landee Award for Outstanding Teaching last year, and outstanding students Renee Witte and Susan Weisenberger will be honored. They will attend as will Board members Salas, Saltzman and Woods. Mr. Curtiss will attend the workshop but not the convocation.

VI. OTHER ITEMS FOR CONSIDERATION

Dr. Ryder asked Dick Thompson to inform the Board about the April 18, 1986 Thumb Day. Mr. Thompson stated that this would be

the Eighth Annual Thumb Day at SVSC. High school juniors moving into their senior year and counselors from the Thumb counties are invited to spend a day at SVSC, with the emphasis being placed on a career day program. This has been a very successful event, as evidenced by the positive response received for so many years.

Mr. Curtiss asked Mr. Thompson what he thought had caused the sharp increase in FTIACs (first time in any college students) at Grand Valley this year. Mr. Thompson stated that their Physical Therapy program was a big draw, their new field house has been a tremendous boon, and they have become very aggressive in their academic scholarship program. Dr. Yien added that Grand Valley has added an off-campus center in Grand Rapids, which has been very aggressively recruiting students. Dr. Ryder added that since 1972 enrollment at SVSC has been consistently up, which is not true of many other institutions. Grand Valley, for example, lost enrollment for at least one year during that period of time. He stated that our excellent faculty, our programing and Dick Thompson and his staff have done much to achieve SVSC's excellent record in enrollment increases.

President Ryder provided copies and commented on the Institutional Self-Study. This is one of the documents that is required of every institution which is having an accreditation visit by the North Central Association of Schools and Colleges. Our visit will be held November 3rd through the 5th. The second draft of the document is now in circulation. Copies were distributed to the Board. We expect one more draft. Sometime

this summer it will be sent to the visiting team, which comes from around the country. There is another statistical document called Institutional Data, which is sent to them, along with our catalog and other related documents for their review. Dr. Yien chaired the steering committee for this particular self-study, which has been composed of a number of different subcommittees. Most of the subcommittees were chaired by faculty members and most of the members were faculty. The appropriate administrative officers were also involved. Not everything in the self-study is positive--this is not a propaganda document on the part of the administration. Its purpose is to look at each area in terms of where we are and where we should be. Weaknesses are identified so that they can be addressed. The document was written by several different people. It was coordinated by Dr. Arnold Melnick, who is in our School of Business and Management. It was a huge task, and should be completely finished within the next month or so. It would be good reading for the Board. Questions and comments may be directed to Dr. Yien or Dr. Ryder. Suggestions are also welcome.

Mrs. Saltzman thanked the College for giving her the opportunity to attend the AGB Conference in San Diego. It was very instructive and pleasurable. She was surprised to find that Michigan had the second largest delegation there. The speakers were excellent. Dr. Davis has tapes of all of the presentations and will make them available to interested parties who contact him. Dr. Davis stated that next year's meeting will be in New

Orleans, March 22-24, 1987.

Dr. Ryder noted that the Board would return for afternoon committee meetings.

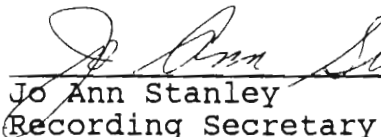
V. ADJOURNMENT

Chairman Gilmore adjourned the meeting at 11:55 a.m.

Respectfully submitted:

Dr. Richard H. Gilmore
Chairman

Florence F. Saltzman
Secretary


Jo Ann Stanley
Recording Secretary



Saginaw Valley State College

March 24, 1986

Mr. Ernest Lofton
Director, UAW Region 1-A
8222 Joy Road
Detroit, MI 49204

Dear Mr. Lofton:

Because the Board of Control has urged President Ryder to offer a thorough introduction to the College for new Board members, Dr. Ryder asked me to call to arrange a date for briefings on our campus. On March 21, Yvonne stated that you might be able to come to SVSC for a day of briefings on Sunday, May 18. The College staff will be available to meet with you on Saturday, May 17, and Sunday, May 18. For your information, Dr. Salas has been invited to campus for briefings beginning late on May 18 and continuing on May 19.

Because we hope your wife and children will come to feel that they are a part of the SVSC community, I wonder if you would like to use this occasion to introduce the College to your family. If you would like to bring your wife and children, we would be happy to arrange for them a tour of the College and the Tri-City area. Perhaps you could let me know your preference on this matter.

Some senior Board members have expressed an interest in attending some of the briefings which we have planned for you and Dr. Salas. Would you have any objection to them joining one or more of the briefings? If not, you may be joined by others on May 17 and 18. If you wish to discuss issues other than the ones listed below, I hope you will feel free to call me in order to amend the schedule. In the meantime, I invite you to send any suggestions which you might have for revision of Board Operating Policy to Dr. Richard Gilmore. Dr. Gilmore and the other members of the Board Operating Policy Committee plan to meet again at 3:00 p.m. on April 4.

Cordially,

Gary W. Davis

PLAN FOR THE
ORIENTATION OF NEW MEMBERS
SAGINAW VALLEY STATE COLLEGE
BOARD OF CONTROL

1. Governor's Office notifies President of appointments.
President requests:
 - A. Names
 - B. Titles
 - C. Addresses (home/office)
 - D. Phone Numbers (home/office)
 - E. Copy of news release

2. President calls new members to welcome them to the Board.

3. Secretary to the Board obtains biographical data from the new Board member and notifies SVSC Office of Information Services which notifies the press.

4. Board Secretary sends:
 - A. Catalog
 - B. Viewbook
 - C. Profile
 - D. Board Operating Policy
 - E. SVSC Factbook
 - F. Most recent audit report
 - G. Highlighted copy of "Reimbursement of Board Members" policy and reporting forms
 - H. Organizational Chart
 - I. Telephone Directory for the College
 - J. SVSCFA-SVSC Faculty Contract
 - K. SVSC Faculty Bulletin
 - L. Board of Fellows Bylaws
 - M. Board of Fellows Roster
 - N. Board of Fellows Committee Assignments
 - O. Calendar of Board of Fellows meetings

- The Board Secretary plans to provide Mr. Lofton with:
1. Institutional Research Enrollment Reports by Sex, Age, School and Major (with letter of description)
 2. List of Peer Institutions
 3. Enrollment Patterns by College & County

4. Financial Aid Study
5. Study of Reading Development Students
6. 1985 Mission Statement
7. 1985-86 SVSC "General Profile" including 1979 Mission Statement
8. FY 1986-87 Budget Request
9. FY 1985-86 Appropriation Summary
10. Why Tuition Keeps Going Up by AGB
11. AGB Publications List
12. AGB Convention Program for March 16-18, 1986
13. 1985 SVSC Audit, other Financial Information, and Federal Financial Aid Report
14. SVRDC 1985 Audit Report
15. 1985 SVSC Research Excellence & Economic Development Proposal
16. Description of Dormant Technology Project
17. Bromberg (Pre-BIDI) Report
18. Affirmative Action Plan
19. Affirmative Action report to House Appropriations Committee, 3-21-85
20. Clipping on 1985 Fire
21. Gary's December 19, 1985, Board of Fellows Collection of Documents, Charts and Graphs related to SVSC's Fortune's in Lansing
22. Complete Collection of Financial Aids and Admissions brochures
23. General Fund 1985-86 Operating Budget
24. Expenditure Object Code
25. Operating Budget Request, FY 87, (second copy)
26. Capital Budget Request, FY 87, (second copy)
27. Michigan Bell Long Distance Calling Card
28. Detailed General Fund Budget
29. Development Office Brochures: Special Funds Drive, Fine Arts Center, Cardinal Run, Annual Fund Drive
30. Office of Sponsored Programs Progress Reports
31. Bilingual Grant Comments Showing SVSC at 100 of 100 possible points for each evaluator
32. BIDI workshop for area farmers brochures
33. Pocket Profiles

5. For each new Board member, (together with a more senior Board member should one or more wish), the Board Secretary organizes "A Day On Campus" which includes briefing by each member of the Executive Committee and Executive Director of Development. An itinerary follows.

5 May
Saturday, ~~March~~ 17:

6:30 p.m. Arrive at Bay Valley Inn
7:30 p.m. Dinner with the President and
Mrs. Ryder at Bay Valley Inn.

5 May
Sunday, ~~March~~ 18:

8:00 a.m. Gary Davis drives Board member to campus
from Bay Valley.

8:15 a.m. Breakfast with President and
Executive Committee, (go through
"the line.") Watch "The Twentieth
Anniversary."

9:00 a.m. Briefing by VP Academic Affairs.
Subjects include: SVSCFA Contract,
SVSC Faculty Bulletin, current SVSC
school structure, graduate studies,
research, teaching and service,
tenure, promotion, collective
bargaining, program evaluation and
development, Presidents Council,
accreditation, and part-time versus
full-time faculty.

10:00 a.m. Briefing by VP for Administration
and Business Affairs. Subjects
include: fund accounting, forward
funding, deficits, financial reporting
systems, audits, budget planning,
trends, parking lots, capital outlay
needs, and public safety.

11:00 a.m. Tour of campus with Dr. Dickey and
President Ryder. Include Athletic
Facilities, Children's Center,
Apartments. Discuss history of SVSC,
Profile, Interior, plans for future
as well as the planning process,
and formula funding.

Noon Lunch with a senior Board member and
the Executive Committee.

- 1:00 p.m. Tour with the Executive Director of Student Development. Visit Doan Center, Dormitory, and Student Government. Discuss the geography of admissions.
- 2:00 p.m. Visit with Secretary to the Board concerning Board structure, Board Committees, Board policy, Board schedule and Board agenda, Athletics, and Information Services. Discuss the distinction between policy making and administration. Discuss the need for confidentiality. Discuss the College's legislative relations effort.
- 3:00 p.m. Visit with the Executive Director of Development regarding the Foundation, fund-raising, history and the Board member's role in fund-raising.
- 4:00 p.m. Exit interview with President. Touch on potential problem areas: affirmative action, relations with faculty, general education, diverse student body, high tuition, and request for adequate funding. Answer questions and receive feedback.
- 4:30 p.m. Board member returns home.

Upon request, senior Board members may join the briefings of their choice. Participants will evaluate the briefings.

Please send your suggestions for improving the orientation of new Board members to President Ryder or to Gary Davis.



Saginaw Valley State College

MEMORANDUM

TO: Board of Control

FROM: Richard P. Thompson *RPT*
Executive Director for Admissions and Student Development

DATE: April 23, 1986

RE: Judicial Code

Attached are copies of revisions to the SVSC Judicial Code. The last time the Board of Control took action on revisions of the code was on October 10, 1983. In early summer 1985, a study committee consisting of the Dean of Students, the Coordinator of Residential Life/Coordinator of Judicial Programs, a representative of Public Safety, the President of Student Government, and a student representative of the Residence Hall Association met in a series of meetings to review the code. Suggestions for code revision had been solicited from students, faculty, and staff. Numerous suggestions were considered and the attached revisions are the result.

These proposed revisions were reviewed by the Student Life staff and by Student Government. In addition an open forum was held on April 17, 1986 for the purpose of receiving comments on the proposed revisions.

In light of the above, we recommend approval of the revisions as submitted.

RPT:pt

PREFACE

We take this opportunity to welcome you to Saginaw Valley State College. We anticipate that you will find this educational and social experience to be a very exciting and rewarding one.

In our attempt to create an environment where freedom and justice are afforded to all, we recognize the necessity of two important assurances: redress for those who are disadvantaged by others and due process for accused students. The purpose of this publication is to acquaint you with the rules and regulations of S.V.S.C. and to familiarize you with the procedures used to determine the innocence or guilt of students accused of violating College regulations. The Saginaw Valley State College Judicial Code is intended to provide an effective approach for responding to conduct that threatens the free, open campus society that we are attempting to provide.

While the College environment is a unique community, it does exist as an integral part of a larger society. Consequently, this Judicial Code cannot take the place of Federal, State or local laws and the College can offer no protection to students arrested for such crimes on or off the campus. Crimes committed on the campus will be prosecuted under criminal law and disciplinary action taken by the College in such cases will be independent. In this respect, the aims of the College's disciplinary efforts and those of the criminal justice system are different, but not in conflict.

Due to the evolutionary nature of the relationship between a college and its students, we acknowledge that modifications to this document might become necessary in the future. Recommendations for such changes should be made through the Dean of Students, who will participate with other members of the college community in a periodic review of these regulations.

The publication of the rules and regulations refers specifically to the conduct of students. The Board of Control will publish, elsewhere, rules governing the conduct on College property of employees and visitors to the campus. The Saginaw Valley State College Judicial Code supersedes all previous publications dealing with the same subject matters and is implemented with the approval of the Board of Control.

Date approved by the Board of Control: October 10, 1983

SAGINAW VALLEY STATE COLLEGE IS NON-DISCRIMINATORY IN ITS POLICIES AND PRACTICES

METHOD FOR REPORTING AN ALLEGED VIOLATION OF A COLLEGE
REGULATION

Any member of the college community may file a complaint against a student for an alleged violation of the Judicial Code.

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You may make a report of any violation to:

1. The Office of Public Safety or to any campus police officer. For immediate response to an emergency situation, call 790-4141.
2. The Coordinator of Judicial Program.
3. The Dean of Students in the North Student Concourse of third floor Wickes.

All reports should include sufficient information about the incident to allow for a preliminary investigation of the matter. When necessary, members of the Campus Police staff will be called on to investigate complaints.

The individual making the report should include his or her address and telephone number along with information explaining how the individual came to know of the alleged violation.

The Coordinator of Judicial Programs or the Dean of Students will provide assistance in filing a report of a violation of College regulations.

Questions regarding judicial programs on the Saginaw Valley State College campus should be addressed to:

Coordinator of Judicial Programs
Saginaw Valley State College
2250 Pierce Road
University Center, Michigan 48710

4. Alcohol

A. Policies

1. Violations of state law will be a violation of the Saginaw Valley State College's Judicial Code.
2. Alcoholic beverages may be possessed and consumed in a responsible manner as regulated below. Such consumption and possession is limited by the laws of the State of Michigan and by college regulations.
3. Students are responsible for the actions of their guests.
4. The S.V.S.C. Judicial Code and the Housing and Food Service Agreement (contract) shall control the enforcement and penalties for student violation of the Alcohol Policy.
5. The Coordinator of Judicial Programs, in consultation with the Director of Public Safety, will determine whether a student violator will be charged under the SVSC Judicial Code, prosecuted through the courts or whether both avenues of prosecution will be used. The Director of Public Safety will exercise his authority to deal with non-student violators.

B. Regulations

1. Possession of alcohol for personal consumption is permissible for students who are 21 years of age or older only in designated and/or approved areas.
2. Possession and consumption of alcohol in the Residence Halls is permitted only in student rooms and suites where one or more of the residents are 21 and only by the students who are 21. (Possession and consumption of alcoholic beverages is prohibited in a suite where all residents are under 21 and in rooms where both of the residents are under 21.) Possession and consumption is permitted at the residence of the College President and at events for which the use of alcoholic beverages is approved.

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4. B. 3. Alcoholic beverages in closed containers may be transported by individuals (21 years or older) from off campus directly to approved residence hall suites or to the site of an event approved for consumption of alcoholic beverages.
4. Possession or use of alcohol is not permitted outside the suite or on balconies or stairwells of residence halls.
5. The number of persons allowed to gather in a suite will be controlled by state fire safety regulations.
6. Kegs of any size, mass possession or a common source of alcoholic beverages for use in the residence halls) are not permitted at any time.
7. All provisions of state law pertaining to possession and use of alcohol, furnishing of alcoholic beverages to minors, and falsification of an ID for the purchase of alcoholic beverages will be enforced as part of this SVSC Alcohol Policy.
8. Drunkenness, disruptive behavior or damage related to the consumption of alcohol by persons of any age, is in violation of college policy and will be treated under the college's Judicial Code and/or criminal laws.
9. The sale and use of alcoholic beverages is prohibited at any function for which there is any charge related to that event (entrance fee or sale of food, ice or other beverage). If the payment for meals, entrance fees, ice, et cetera is made by organizational funds rather than by charges related to that event, alcoholic beverages may be approved.
10. The sponsors of events for which the use of alcoholic beverages has been approved are responsible for restricting consumption by persons under 21 years of age. ID's are to be checked at all events to which those under 21 years are expected to attend; hand stamps shall be made for those of legal drinking age. Alcoholic and non-alcoholic beverages shall be clearly designated as such. A sign restricting consumption to those of legal drinking age shall be posted at the location of the alcoholic beverage.

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1. B.
19. Explicit advertisement in college publications or publicized notice on campus of the availability of alcoholic beverages at on or off-campus events sponsored by a college group or individual is prohibited.
 20. The sale and/or use of alcoholic beverages at College and student organization sponsored events held at off-campus locations licensed for the use of alcohol and specifically reserved for such events will be the responsibility of the proprietor, owner, or manager of the facility.
 21. Adherence to the SVSC policy on the sale and use of alcoholic beverages shall be the responsibility of the advisor of any organization or the sponsor of any college event held in a location not licensed for the sale and use of alcoholic beverages. All provisions of the SVSC policy on alcohol use will be in effect for such activities. (NOTE: All student organizations must have an advisor.)
 22. Requests for exceptions to the above regulations must be forwarded in advance and in writing, to the Executive Director for Admissions & Student Development for review by the Executive Committee.

5. Demonstrations and Assemblages

The College recognizes the right of individual student groups to disagree with Federal, State and local laws and with College regulations or policies. Students have the right to lawful assembly and to express their concerns in ways which do not materially and substantially interfere with others or with normal functions of the College.

The following regulations will govern the conduct of demonstrations and assemblages which either take place on or originate on property controlled by Saginaw Valley State College.

- A. Demonstrations shall not materially and substantially disrupt the College's normal functions nor violate the following regulations:
 1. No group may be admitted into a private office unless invited, and then not in excess

5. B. 2. adjustments. If the assembly fails to make the prescribed adjustment, the Delegate shall rule that the assembly is thenceforth unlawful and shall order immediate termination. Participants and spectators who fail to disperse shall be liable to College disciplinary procedures. Further disciplinary procedures may include civil action as well.

3. Students who engage in repeated demonstrations by moving to different locations after a declaration that the first demonstration was unlawful need not be given additional declarations. Such a series of unlawful demonstrations may be regarded as a single, unlawful demonstration.

6. Financial Responsibility

A. College Financial Responsibility: Students owing money such as fees, loans, bookstore accounts, library or other fines to any College office or department may be subject to additional charges or to disciplinary action if such accounts are not paid when due. If any account is overdue at the end of a semester, the student will not be issued a transcript of his academic record and may not register for any subsequent semester or term until the account is paid.

B. Financial Student Aid Forfeiture: Federal legislation enacting and funding financial aid programs for College students frequently require that such aid be withdrawn from students whose conduct hampers other members of the College from performing their duties or engaging in their studies or research. Students who benefit from Federal Financial Aid Programs and who are found guilty of violations of College regulations are warned that the College may be required to terminate financial aid and that such termination may be in addition to penalties normally imposed for such violations. This provision includes the possibility of termination of athletic scholarships for violation of team regulations.

7. Misconduct

A. Disorderly Conduct: No student shall engage in intentional expression or conduct, including use of profanity, racial slurs or any form of harassment on College property or at a College-sponsored function which substantially disrupts

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7. H.

1. The rights of others
2. College discipline
3. Normal College functions
4. Order in the College community
5. A College official acting in the line of duty.

I. Failure to Identify, Appear, or Observe Terms of Discipline: No person shall refuse to identify himself or herself when requested to do so by College officials who identify themselves and state their reason for such a request, refuse to appear before College officials or bodies when requested to do so with proper notice in connection with disciplinary proceedings, or willfully violate the terms of discipline properly imposed. This item includes any provision, instruction, or restriction made a part of a temporary suspension, violation of which will be added to the original charge(s) resulting in the temporary suspension.

J. Unauthorized Entry: No student shall gain unauthorized entry to or make unauthorized use of College facilities.

K. Residence Hall Regulations: Violation of regulations pertaining to residence hall living as published by the Office of Residential Life or included in the Residence Hall Rental Agreement shall constitute a violation of College regulations.

L. Lewd or indecent behavior. Lewd or indecent behavior in the residence halls or elsewhere on campus is prohibited.

M. Hazing. Hazing in any form, including branding, is prohibited whether voluntary or involuntary and whether conducted prior to membership in an organization or after membership has taken place.

N. The supreme judicial authority of the student body shall be vested in the All-College Judiciary. Alleged violations of the Student Government constitution shall be referred to the Coordinator for Judicial programs.

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8. Obedience to Criminal Law

A. On-College Property: Violations of Federal, State or local laws committed by students,

13. D. Did the alleged act cause property damage or loss to the College or members of the College community?
- E. Is there reason to believe that the alleged act may be repeated?
- F. Have previous attempts to discipline the accused student failed?
- G. Is the alleged act so much in conflict with the stated goals of the institution that it necessitates formal inquiry by a broadly constituted judiciary?

A positive conclusion to one or more of the above tests would suggest that the criteria by which acts are judged to be serious has been met. The Coordinator of Judicial Programs will proceed in these cases with the process.

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14. The Judicial Process for Minor Violations

- A. Up to four conciliators, members of the College community with a background in guidance and counseling and a demonstrated commitment to student development, will be appointed annually by the Dean of Students. This team will be trained and supervised by the Coordinator of Judicial Programs, familiarized with the College judicial system, and exposed to the concepts underlying disciplinary counseling and behavior change.
1. As each minor infraction is reported, the Coordinator of Judicial Programs will promptly appoint one of the members of the conciliatory counseling team to mediate the dispute. Care shall be taken to assign the conciliator who, in the judgment of the Coordinator of Judicial Programs, would be able to work most effectively with the students involved.
 2. Within three days, the conciliatory counselor assigned to the case, will arrange a meeting among the counselor, the accused, and the accuser. The purposes of the conciliation session will be to assemble the facts concerning the allegation, clarify the positions of the parties, identify areas of disagreement, and suggest a resolution of the issue. This resolution or course of action will be agreed upon by all parties. To insure an accurate record of the proceedings,

conciliatory counseling meetings will be tape recorded.

14. A. 3. If, in the conciliation session, the counselor cannot affect a mutually agreeable settlement, he or she will assign the parties a date and time for an administrative hearing which will be conducted by the Coordinator of Judicial Programs. Administrative hearings will follow the format established in the section of this document entitled: Procedures for Administrative and All-College Judiciary Hearings. The hearing officer will evaluate the facts of the case, including the report of the conciliatory counseling session, and assess a penalty commensurate with such facts within twenty-four hours of the hearing.
- B. If in the judgement of the Coordinator, the offense is of a minor nature and need for a conciliatory counselor is not indicated, the Coordinator will adjudicate the case, determine guilt or innocence, impose all sanctions up to disciplinary probation, and send the accused a letter confirming the decision.

The decision and/or sanction decided and imposed above may be appealed to the Dean of Students. Notice of the intent to appeal must be submitted in writing to the Coordinator within 48 hours of receipt of the letter confirming the decision of the Coordinator.

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15. Residential Life Judicial Process

- A. "Incident Referral" forms are available in the Residential Life Office to record violations of the College Judicial Code and/or Housing and Food Services Agreement. These will generally be filled out by the Residential Life Staff members. Anyone, however, has the right to report an infraction (especially if a Staff member is not present to witness all or part of the incident). It is important to note that Staff members are discouraged from filling out referrals if they are not witnesses to the incident.
- B. "Incident Referrals" are received by the Head Resident, Department of Residential Life. These are reviewed and then prepared for duplication (4 copies) and distribution as follows:

15. D. 1. a. The student can admit guilt in writing and the Coordinator determine the sanction(s).
- b. The student can deny guilt in writing. After conducting an appropriate investigation, the Coordinator for Residential Life will determine innocence or guilt and impose sanction(s) as necessary.

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OR

2. The Coordinator will discuss the incident and may then refer the student to the Coordinator of Judicial Programs for adjudication. This will occur in all major cases, as Residential Life will have the authority to deal only with the minor cases (as far as imposing sanctions).
- E. Lesser cases to be heard by the Residential Life Staff may include the following: quiet hours violations; pets; firecrackers; fire equipment (alarms, extinguishers); malicious destruction of property (this could also fall under "major" incidents); removal of food from the cafeteria; garbage in the stairwells; and other cases that will be left up to the discretion of the Coordinator of Residential Life.
- F. The maximum sanctions to be applied by the Coordinator of Residential Life are as follows:
1. Residence Hall Probation, which means that should the student during that period again violate an S.V.S.C. policy and/or State law, he/she would be subject to additional disciplinary action which could include removal from the residence halls.
 2. Fine of up to \$50.00.
 3. Restitution for damages.
 4. Removal from residence halls.
- G. Appeals
1. Students will have the right to appeal decisions reached by the Coordinator of Residential Life. They may do so by writing a letter of appeal to the Coordinator of Judicial Programs within three (3) calendar days,

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16. G. 1. when school is in session, of receiving their letter of sanctions from the Coordinator of Residential Life. Appeals will be handled by the Coordinator of Judicial Programs.
2. In most cases, the effect of the sanction will be held in abeyance during the course of an appeal.
3. The Coordinator of Judicial Programs must act on the appeal with five (5) calendar days.
4. Extensions of time periods may be allowed by the Coordinator for Judicial Programs or the Executive Director for Admissions & Student Development under exceptional circumstances.

H. Role of Coordinator of Residential Life: In the event that the Coordinator of Residential Life also holds the position of Coordinator of Judicial Programs he/she may handle all residential matters personally or delegate original jurisdiction over such matters to another staff person in Residential Life. Appeals from decisions of the Coordinator of Residential Life, if filling both positions, shall go to the Dean of Students.

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6. The Judicial Process for Major Violations

Major violations, because of their more serious nature and because of the responsibility of the College for the welfare of the entire College community, will be dealt with under a separate procedure.

- A. Emergency suspension of the student(s) may be required in serious situations. To consider such action, the Coordinator of Judicial Programs, within twenty-four hours of receiving the report of the matter will notify the Executive Director for Admissions & Student Development that such a serious situation exists and recommend to the Executive Director whether or not an emergency suspension of the accused student may be necessary. If, after such investigation as is deemed reasonable under the circumstances, the Executive Director concurs that there is cause to believe that the continued presence of the accused student constitutes a danger to the College community, he or she will order that the student be immediately suspended from the campus. This

16. A. emergency suspension will remain in effect until a full hearing of the case can be held by the All-College Judiciary or until rescinded by the Coordinator of Judicial Programs.

At the discretion of the Executive Director, a limited action for suspension can be imposed upon the student prohibiting on-campus residence, the use of certain facilities, or attendance or participation at specified College functions.

If, within the judicial process, the accused student is exonerated of the charges, it shall be the responsibility of the College to ensure that the student will experience no unnecessary hardships as a result of the suspension. Every effort shall be made to allow the student to make up class work that he or she was forced to miss because of the suspension. No financial penalties shall be assessed because of unavoidable late registration or other late payments due to the student's suspension. The College will otherwise not be responsible for hardship or financial loss experienced by the student.

- B. Depending on the option(s) explained in section 21 the student may request a hearing by the All-College Judiciary or by the Coordinator for Judicial Programs. The hearing will be held within ten (10) calendar days of the report submitted to the Coordinator for Judicial Programs of an alleged major violation. All-College Judiciary hearings will follow the format established in the outline of Procedures for All-College Judiciary Hearings. After due deliberation and within twenty-four hours of the hearing, the All-College Judiciary will announce its verdict. Within three (3) calendar days of the hearing, a penalty commensurate with the severity of the violation will be assessed by the All-College Judiciary and communicated to the student by the Coordinator for Judicial Programs.

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C. Appeals

1. The decision of the All-College Judiciary may be appealed by the accused student. Appeals must be made in writing within ten calendar days of the date that the verdict of the All-College Judiciary is announced.

The appeal must be based upon at least one of the following (1) new evidence which was

not available during the original hearing, (2) the contention that procedural due process was denied the student, or (3) proof of arbitrary or capricious treatment by the All-College Judiciary. The appeal shall be considered within ten calendar days of its receipt. The decision may: (1) uphold the decision of the All-College Judiciary; (2) reverse or modify the decision of the All-College Judiciary; (3) return the case to the All-College Judiciary for rehearing. When a case is returned to the All-College Judiciary for re-hearing, alternate jurors will be asked to hear the case. If the student is again found guilty and sanctioned, any further appeal will be allowed only by action of an alternate All-College Judiciary.

a. If the sanction includes suspension or expulsion the appeal is directed to the President of the College.

b. If the sanction does not include suspension or expulsion the appeal is directed to the Executive Director of Admissions and Student Development.

2. Appeals may be made of decisions by the Coordinator for Judicial Programs. An appeal must be made in writing within five (5) calendar days of the date the decision is announced and submitted to the Coordinator for Judicial Programs who will forward it to the appropriate appellate officer or judiciary.

a. If the student admitted guilt for the violation the appeal is directed to the Executive Director for Admissions and Student Development and may be based only on the contention that the sanction was excessive due to arbitrary or capricious judgement by the coordinator. The appeal shall be considered within ten (10) calendar days of its receipt. The executive Director may sustain, modify or change the sanction and the decision will be final.

b. If the student denied the violation the appeal is directed to the All-College Judiciary, which will rehear the case, following standard procedures for such hearings. The Judiciary may sustain, modify or change the decision and/or sanction.

c. If the student denied the violation and an appealed sanction of suspension or expulsion was upheld by the All-College Judiciary, the student may then appeal the sanction to the President of the College within ten (10) calendar days of the date that the decision of the All-College Judiciary is announced. The President may sustain, modify or change the decision and/ or sanction. The President's decision is final.

3. The appeal process may not result in an increase in severity of sanction.

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4. In most cases, the effect of a judicial decision will be held in abeyance during the course of an appeal. In the case where an emergency suspension has been imposed and suspension is also imposed as a judicial decision, the student may be restricted from returning to the campus until after a decision is rendered on his/her appeal. Such a decision will be made by the Coordinator for Judicial Programs.

17. The All-College Judiciary

A. Composition:

1. The All-College Judiciary is to be made up of one student, one member of the full-time faculty, and one administrator from the College, each of whom will serve one-year terms commencing in the Summer term.
2. Selection for members of the Judiciary will be made in the following manner. The Coordinator of Judicial Programs will submit to the President of the Student Body a list of at least eight administrators and eight faculty members that are to be considered as jurors for the All-College Judiciary. The President of Student Government will rank order the nominees according to acceptability to the Student Government and return those names with a list of at least eight student nominees for the judiciary.

The President of the College will appoint the five administrators and faculty members ranked as most preferable by the student government and choose any five of the student nominees proposed by the President of

17. A. 2. the Student Government. These fifteen persons shall constitute the pool from which any one Judiciary may be impaneled, made up of one student, one faculty member and one administrator.

3. Impeachment and disqualification will follow guidelines outlined in the section of this document entitled: Procedures for Administrative and All-College Judiciary Hearings.

B. Jurisdiction:

1. The All-College Judiciary will have authority to hear any case put before it by the Coordinator of Judicial Programs. Normally, this will involve alleged violations of College regulations that have been determined to be serious.

2. The All-College Judiciary will have the power to lift, extend or impose additional suspensions to any emergency suspension enacted by the Executive Director for Admissions & Student Development in cases of major violations of College regulations.

3. The All-College Judiciary shall serve as the hearing body for student requests to challenge educational records under provisions of the Privacy Act. The Coordinator of Judicial Programs will serve as the facilitator for the process after having received a written request for hearing from the student.

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4. The All-College Judiciary or the members thereof may be designated as a hearing board or appellate body for other matters as determined by the President of the College.

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C. Charge:

1. It is the responsibility of the All-College Judiciary to attempt to establish facts to the best of their ability and to prescribe solutions which guarantee justice to all parties.

2. The All-College Judiciary shall find a student guilty of an alleged violation in cases where there exists clear and convincing evidence that the accused student did commit the violation.

seeking appropriate resolutions. Any contracted agreement must meet the needs of all parties as indicated by their willingness to respond to the mandate of the conciliation and doing so may be made a condition for subsequent re-enrollment in the College.

19. Psychological Problems

It is possible that there will be students who experience psychological difficulties in coping with situations. The College, within its resources, will seek to counsel and help these students. At the same time, the College must meet its responsibility to protect the welfare and safety of the entire College community.

When a documented pattern of erratic and disturbing behavior is demonstrated, it may become necessary to suspend a student on the basis that his or her continued presence poses a danger or disturbance to other members of the College community or to himself or herself.

Psychological problems, in terms of the College's interest in the health and welfare of students, may include diseases such as alcoholism and drug addiction.

Procedures for suspending a student that the College feels is experiencing psychological difficulties may follow those outlined for students accused of violating major College regulations. Or, the College may refer the student to the Student Mental Health Committee. If, in the judgment of this committee, a student's behavior generated by mental health problems, is believed to be a threat to his/her life or others, is continually obstructive or disruptive to the psychological well being of others in the college community, or where it appears that the student is unable to care for himself/herself, the Mental Health Committee has the prerogative to make a determination about the individual's status as a student and/or place of residence.

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The procedures for action by this committee are contained in a policy statement available from the Dean of Students' office.

Every effort will be made to convince a student suspended because of psychological conflicts to seek professional evaluation and counseling, and doing so may be made a condition for subsequent re-enrollment in the College.

PROCEDURES FOR ADMINISTRATIVE AND

ALL-COLLEGE JUDICIARY HEARINGS

The essential safeguards for a fair hearing through due process of law will be provided for students charged with violating College rules and regulations. The following shall serve as procedural guidelines for the conduct of formal administrative and judicial hearings in matters involving violations of College rules and regulations. Guidelines for Conciliatory Counseling sessions, consistent with the spirit of their concept, will be developed by the Coordinator of Judicial Programs.

21. Notice of Hearing

- A. The student shall be notified by the Coordinator of Judicial Programs that he or she is accused of violating regulations as follows:

Written notice shall be either delivered to the student or delivered to his or her last registered address stating: (1) the charges (with sufficient particularity to enable him or her to prepare a defense), (2) a forewarning of possible consequences, (3) the names of witnesses who are responsible for the reporting of the alleged violation to the College official, and/or how such alleged violations became known to the Coordinator of Judicial Programs, (4) the student's rights to hearings and other due process protections as set forth in this document of judicial process, and (5) the date and time of the hearing before the All-College Judiciary.

- B. The student shall be notified that he or she may elect one of two courses of action.

1. He or she may voluntarily admit the alleged violation and waive in writing, his or her right to a hearing. By doing so, the student requests that the Coordinator of Judicial Programs take whatever action seems proper.
2. He or she may admit or deny the alleged violation but request a hearing in writing. The student may elect that such a hearing be conducted by the Coordinator for Judicial Programs or by the All-College Judiciary.

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21. B. 3. The student shall also be informed that the failure to respond by choosing either of these two methods will be considered the same as admission of guilt, in which case the Coordinator of Judicial Programs shall assess a disciplinary penalty based upon the information available.

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- addition -

- C. Hearings will be held within ten (10) calendar days of the report to the Coordinator for Judicial Programs of an alleged violation of college regulations unless by mutual consent an extension of time is agreed upon.

22. Discovery

The student shall be permitted to inspect at the Office of the Coordinator of Judicial Programs not less than twenty-four hours prior to the hearing any affidavits or exhibits which the Coordinator or the complaining party intends to submit at the hearing.

23. Hearing Procedures

Hearings shall be conducted in accordance with the following principles:

- A. The Student shall be entitled to appear in person to present his or her defense to the judicial body and may call up to three witnesses in his or her behalf.
- B. If, after having been given proper notice of a hearing, the student fails to appear personally, the hearing will continue in his or her absence. The student's absence will be noted in the record of the hearing without prejudice.
- C. The student shall act as his or her own counsel except that he or she may be accompanied by a member of the College community acting in a supportive role, who may, if requested by the student, present a statement to the All-College Judiciary on behalf of the student. Any other presentations for the defense and questioning of witnesses shall be conducted solely by the student and any witnesses called by the student.
- D. The student shall have the right to hear the evidence against him or her.
- E. The student shall have the right to ask questions of the witnesses who offer evidence.