

## BOARD OF CONTROL

## MINUTES

## REGULAR MONTHLY MEETING

AUGUST 11, 1980

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BOARD OF CONTROL  
SAGINAW VALLEY STATE COLLEGEREGULAR MONTHLY MEETING  
Pioneer Room--Pioneer Hall of Engineering and Technology  
August 11, 1980Present: Curtiss  
Darin  
Gilmore  
Majewski  
Saltzman  
Zahnow

## Others

Present: Beal  
Colvin  
Fitzpatrick  
Gilbert  
Kilpatrick  
Kumon  
Lange  
Miyake  
Novey  
Oeming  
Rummel  
Ryder  
Saft  
Sharp  
Tanaka  
Thompson  
Woodcock  
Yien  
Press (2)Absent: Arbury, excused  
Kendall, "

## I. CALL TO ORDER

Chairman Curtiss gaveled the meeting to order at 9:45 a.m. and noted that a quorum was present. President Ryder advised he had heard from two of the Board members, Mrs. Arbury and Mr. Kendall, and neither would be present today... he had not heard from Dr. Majewski and assumed he would be coming.

II. PROCEDURAL ITEMS

1. Approval of Minutes of Regular Monthly Meeting held on June 9, 1980

Chairman Curtiss stated that the Minutes of the Regular Monthly Meeting held on June 9, 1980 were mailed and asked if there were any additions or corrections. There being none, he declared the Minutes approved as mailed.

2. Official Representative of Faculty Association

Chairman Curtiss called for the official representative of the faculty association. Professor Donald Novey, its President, responded. Mr. Curtiss welcomed him and asked if he had any comments. Professor Novey indicated he had none.

3. Communications or Requests to Appear before the Board

Chairman Curtiss asked if there were any communications or requests to appear before the Board. President Ryder indicated there were none.

4. Remarks by the President

President Ryder noted he wanted to comment on a couple of points having to do with the budget, which was not on the Agenda, and which would be discussed in committee meetings in the afternoon and looked at in relationship to the next Board meeting in September. He pointed out that the Senate had acted to pass a 6.3% increase in funds for SVSC...the House, however, had not yet acted and indications were that it might act in September, but it very well might not. It was very "iffy" and the House might even wait until after the election to take action on the budget, which meant that it could be some time in November or December possibly before action would be taken. Continuing, Dr. Ryder said, this did have implications for SVSC in terms of its budget position...administration did have authorization from the Board of Control to operate on the basis of the 1979-80

budget until a 1980-81 budget was established to permit certain fiscal actions to be taken, however, they would be discussing in committee in the afternoon whether or not they should move ahead on the new budget at the September Board of Control meeting.

Dr. Ryder recalled that the Governor had communicated with SVSC indicating that his original recommendation of 6.9% increase for SVSC would be reduced to 3.8%...then another communication was received indicating that SVSC could expect something even less than that, but it didn't say what, or when, SVSC would be advised. That, Dr. Ryder concluded, was the status SVSC was in...he didn't know what was happening for sure, but he did know what the revenue picture was in the state of Michigan and that it was a real problem. There had been efforts to secure more Federal funds, but that, too, was very uncertain. Obviously, there were implications of the general election on funding for higher education, and he would talk about that later when he got to that item on the Agenda.

Dr. Ryder stressed the fact that SVSC continues to grow during this period of recession, and the administration has made attempts to try to accommodate it. This was borne out by the additional mobile units being placed around the campus. He indicated he didn't particularly applaud their appearance, because, compared to SVSC's other buildings, they were really not very much at all, but they would provide much-needed space and could be functional for a limited period of time. He emphasized he wanted the Board to know that they were not adequate...they did not meet the needs on a long-term basis. With tongue in cheek, he noted that administration did give a course to secretaries as they moved into mobile units on "bucket moving" because as the leaks occurred, they had to shift the buckets around to pick up the leaks...even in the new mobile units, they had had a great deal of

leaking...it just seemed that once one leak was fixed, the next time it rained, there was a leak in another place. He concluded that mobile units were just not built for permanency, but they were adequate for a limited period of time only.

III. ACTION ITEMS

5. Recommendation for Approval of Faculty Promotions

Dr. Ryder called upon Dr. Yien to present. Dr. Yien advised that copies of the proposed resolution had been mailed separately to members of the Board and distributed copies to others present.

Dr. Yien noted that at the June meeting of the Academic, Personnel and Facilities Planning Committee he had shared the information on faculty promotions with its members, and today administration was recommending to the Board promotion of 14 faculty...seven to the rank of Full Professor...six to the rank of Associate Professor...and one to the rank of Assistant Professor.

Chairman Curtiss asked if someone would care to move the adoption of the resolution.

RES-471

It was moved and supported that the following resolution be adopted:

WHEREAS, It is important to professional accomplishments of the faculty, and

WHEREAS, The Saginaw Valley State College Professional Practices Committee recommended the following faculty for promotion, and

WHEREAS, The Saginaw Valley State College Administration has received the recommendations and concurred;

NOW, THEREFORE, BE IT RESOLVED, That the following faculty are promoted, effective July 1, 1980, to the ranks specified:

Rank of Professor

Dr. Shiv K. Arora, Marketing

Dr. Robert C. Braddock, History

Dr. Russell T. Gingras, Accounting

Dr. John V. Jezierski, History

Mr. Donald F. Novey, Economics

Dr. David L. Rayfield, Philosophy

Dr. David R. Weaver, Political Science

Rank of Associate Professor

Mr. Jon A. Cisky, Criminal Justice  
Mrs. Rosella E. Collamer, English  
Dr. Anna R. Dadlitz, Modern Foreign Languages  
Mrs. Katherine H. Harley, English  
Mr. Dwight B. Means, Finance  
Dr. Harriet E. Tillock, Sociology

Rank of Assistant Professor

Mr. Thomas R. Root, Music

Chairman Curtiss asked if there were any discussion.

President Ryder indicated that the promotion process at SVSC was one of the most important things done in recognizing the faculty. He detailed the process that led up to the recommendations from the Professional Practices Committee to the administration, and then from the administration to the Board of Control. He spoke of the significance of the Ph.D. in relation to initial appointments and subsequent promotion, but noted that there were a number of SVSC faculty without Ph.D.'s., some of whom had merited promotion to ranks of even Full Professor, and administration made no apologies for that...it was appropriate if the individual had contributed to the institution, to his field, and to the students in such a way as to merit promotion. He concluded that he recommended all these people listed in the resolution for promotion.

Dr. Majewski asked if the professorial ranks were purely honorary or if they had certain duties that went with them.

Dr. Yien responded that in terms of actual teaching duties, and because the college was small, in some instances the Dean of the School might want to assign upper division courses or greater level courses to a higher rank. Also, he said, there were differences in terms of promotion raises.

Dr. Ryder added that the higher ranked professor, particularly the Full Professor might be assigned responsibility for coordinating a particular area of

courses in a School and also might be acting as a mentor to certain part-time faculty, or even working with younger faculty.

Mr. Kilpatrick asked how much weight the student evaluations of faculty at the end of a semester carried with respect to promotion.

Dr. Yien responded that student evaluations were given a lot of weight, not only in the area of promotion, but in tenure and sabbatical leaves as well...70 to 80% toward the evaluation of teaching.

Chairman Curtiss asked if student evaluations became a part of the faculty members' files. Dr. Yien indicated they became a part of their PPC files which remained in the respective Dean's office, and were transferred to the Personnel Office upon resignation.

Dr. Yien explained the varied types of forms used and Dr. Ryder concluded that the primary function of the student evaluations was not for the administration to look at, but it was a growth instrument for the individual faculty members to look at in terms of improving his or her instructional activity.

There being no further discussion, Chairman Curtiss called for a vote.

Motion unanimously carried to adopt RES-471 regarding faculty promotions.

6. Recommendation for Adoption of Revised Sick Leave Policy for Administrative/Professional Staff

Chairman Curtiss noted that Board members had received this recommendation in their packets and asked if anyone would care to move its adoption.

RES-472

It was moved and supported that the following resolution be adopted:

WHEREAS, There is a need to revise the sick leave policy and related procedural reporting system related to Administrative/Professional staff holding regular positions;

NOW, THEREFORE, BE IT RESOLVED, That the attached policy be adopted effective June 1, 1980 and that it supersede any previous related policies pertaining to same.

SICK LEAVE POLICY FOR ADMINISTRATIVE-PROFESSIONAL STAFF  
HOLDING REGULAR POSITIONS

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POLICY

I. Grant of Sick Leave Days

- a. The College grants a yearly sick leave allowance to regular full time Administrative-Professional staff members based on the number of years of service at the College in accordance with the following schedule:

<u>Year of Service</u>	<u>Gross Sick Leave Days</u>
1st full fiscal year	14
2nd	25
3rd	37
4th	48
5th	57
6th or more	75

Sick leave days are granted according to the above schedule at the beginning of the College fiscal year. Staff members who begin work prior to January 1 will receive 14 days during that partial fiscal year. Those beginning after January 1 will receive seven days.

- b. Administrative-Professional staff members who are part-time (at least 20, but less than 40 hours per week, or for less than 12 months per year) on a regular and permanent basis, will be entitled to sick leave benefits on a pro-rata basis.
- c. Sick leave days stated in the schedule are the maximums intended for the respective years of service. Unused balances do not carry over into the following year, nor shall the staff member receive payment for unused sick leave balance at the time of termination.



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- d. Whenever a staff member is eligible for benefits under the College's disability program, the provisions of that program supersede this sick leave program.

II. Use of Sick Leave Days

- a. Sick leave may be used in increments of one hour or more for bona fide personal health situations such as medical, dental, or optical appointments and treatments and/or incapacitation due to illness or injury. Pregnancy shall be treated as a disability during the period in which the staff member's physician certifies that she is unable to work due to the disability, and sick leave days may be used during that period. Sick leave days may not be used for illness of family members.
- b. Employees must notify their unit supervisor at the earliest opportunity when they will be absent because of illness.
- c. Employees who are receiving worker's compensation as a result of a work injury incurred at Saginaw Valley State College may choose to supplement their compensation with their sick leave, but the total dollars received may not exceed their normal bi-weekly gross pay.
- d. Any employee absent in a sick leave status may be required to submit a statement from his/her physician or a physician appointed by the College confirming illness or ability to return to work. Until such statement is filed, if requested, all absences will be considered as lost time and the staff member's pay will be reduced accordingly.

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- e. Employees who have used up all of their sick leave will be removed from the payroll until they report back to duty. Additional leave may be provided through the Sick Leave Committee process described below.

III. Sick Leave Committee

An advisory Sick Leave Committee of three members shall be appointed by the President each year, which shall include two Administrative-Professional staff members. Any Administrative-Professional staff member, who by reason of sickness or disability, has or will have exhausted all authorized paid absence time (individual allocation of sick leave and/or vacation leave and/or vacation leave allowance), may petition the Sick Leave Committee for an additional allocation of paid absence time. This petition must be accompanied by a physician's statement which sets forth the nature of the sickness or disability, prognosis and expected duration of incapacitation. The Committee will review this documentation as well as any other employment records it deems appropriate before making a recommendation to the President or his/her designee.

IV. Sickness or Disability Exceeding 90 Days

- a. Whenever a staff member has been absent from work due to sickness or disability for a continuous period which exceeds 90 days and presents a physician's statement which supports the disability, the College will pay disability income, integrated with any worker's compensation benefits or other employer paid benefits, equal to 60% of the first \$2,000 of Covered Monthly Salary (annual base salary divided by 12 months) plus 40% of Covered Monthly Salary above \$2,000. In no case will the integrated monthly disability income payment be greater than \$2,000.

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- b. This College monthly disability income payment shall be paid from the ninety-first through the one hundred eightieth day of disability, provided the medical conditions to meet the qualifications for disability are documented and approved following either an examination or review by a physician appointed by the College.

V. Records

The College shall maintain a sick leave record on all Administrative-Professional staff members. Deductions will be made from the employee's paycheck for all absences from work other than approved sick leave, vacation, or other approved absences with pay.

VI. Continuation of Status

The College reserves the right to determine that an attendance record and/or job performance in a specific case demonstrates an on-going inability to perform the job involved, and that continuation of that employee's status may not be possible.

Chairman Curtiss asked if there were any discussion.

Dr. Ryder called upon Mr. Woodcock to cover this agenda item. Mr. Woodcock indicated that this Sick Leave Policy had been discussed with the members of the Academic, Personnel and Facilities Planning Committee previously, as well as with the College attorney. He gave an in-depth review of the document and emphasized that 1) this was strictly sick leave, to be used for no other purpose, 2) it was not a cumulative system...the slate was wiped clean once each year, 3) there would be good control...Personnel would maintain records for each individual, 4) the system dovetailed into the SVSC long-term disability program, and 5) there would be no pay for unused sick leave.

After lengthy discussion, Chairman Curtiss called for a vote.

Motion unanimously carried to adopt RES-472 regarding sick leave policy for administrative/professional staff.

7. Recommendation for Adoption of Revised Vacation Policy for Administrative/Professional Staff

Chairman Curtiss stated that members of the Board had received this recommendation in their packet and asked if anyone would care to move its adoption.

RES-473      It was moved and supported that the following resolution be adopted:  
WHEREAS, There is a need to revise the vacation policy and related procedural reporting system related to Administrative/Professional staff holding regular positions;  
NOW, THEREFORE, BE IT RESOLVED, That the attached policy be adopted effective June 1, 1980 and that it supersede any other previous related policies pertaining to same.

Chairman Curtiss asked if there were any discussion.

Dr. Ryder called upon Mr. Woodcock for explanation of the policy.

Mr. Woodcock stated that this Vacation Policy had been discussed with members of the Academic, Personnel and Facilities Planning Committee last month,

ATTACHMENT

RES-473 Recommendation for Adoption of Revised Vacation Policy for  
Administrative/Professional Staff

VACATION POLICY FOR ADMINISTRATIVE-PROFESSIONAL STAFF  
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POLICY

I. General Purpose

To provide time off from work with pay for rest and personal convenience, the College grants Administrative-Professional staff members holding regular positions paid vacation time.

II. Regulations and Definitions: A "regular administrative-professional position" is a position established for a minimum period of one year (constituting at least an eight month appointment).

A. Accrual

1. Regular full time Administrative-Professional staff members accrue paid vacation at a rate of 15 hours per month, or one hundred eighty hours (22.5 days) per year.
2. Part-time staff: Part-time regular Administrative-Professional staff members normally scheduled to work 20 or more hours per week, accrue vacation time on a proportionate basis. Staff members normally scheduled to work less than 20 hours per week do not accrue paid vacation.
3. Vacation time accrues during time worked and during paid absences covered by sick time and vacation.

VACATION POLICY FOR ADMINISTRATIVE-PROFESSIONAL STAFF  
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4. Vacation days for full-time Administrative-Professional staff may not be accumulated in excess of 270 hours (or 33.75 days) at the end of May 30, August 31, November 30, February 28. Maximum vacation accrual for part-time staff is a portion of 270 hours determined by weekly hours appointed divided by 40.
5. Accrued time is available for use during the calendar month in which it is accrued.
6. Vacation accrual for partial calendar months of employment (which can occur during first or last month of employment and during the month in which a leave of absence begins or ends) is calculated on the basis of the effective date of said occurrence according to the following table.

<u>Effective Date</u>	<u>Start of Employment or Return from Leave</u>	<u>End of Employment or Start of Leave</u>
1 through 10	100% accrual	No accrual
11 through 20	50% accrual	50% accrual
21 through end of month	No accrual	100% accrual

7. Except as provided in 6 above, a staff member will not accrue any paid vacation time during any leave of absence or during any calendar month in which he/she is absent without pay for 15 or more working days. During any calendar month in which he/she is absent without pay for fewer than 15 but more than seven work days, he/she shall accrue 50% of the accrual as provided in 1.

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8. Time worked as overtime will not be counted when calculating accrual or rate of accrual.

B. Scheduling

The appropriate unit supervisor is responsible for scheduling of vacations so as not to interfere with the operation of the unit and so that each staff member receives his/her accrued vacation time each year. Vacations must, therefore, be scheduled to meet the work requirements of the unit but every effort will be made to satisfy the staff member's request as to dates. Units which experience "slack" or "down" periods may require that vacations be taken during these times. When practical, staff members should be informed of such requirements in advance. Accrued vacation may be used during the first year of appointment provided that it meets the scheduling and approval requirements of the department in which the Administrative-Professional staff member is employed.

C. Compensation for Vacation Leave

A staff member will be paid for vacation leave at their current rate of pay.

D. Pay in Lieu of Vacation

Actual time off work must be taken in order to receive compensation for accrued vacation time except upon:

1. Retirement.
2. Termination, but not discharge.

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3. Resignation, where 30 calendar day notice is given in writing to the Personnel Office. Individuals who resign without giving the 30 day notice will not receive a pay-off of unused vacation time.
4. Death.
5. Discharge for cause. Individuals who are discharged for cause will not receive a pay-off of unused vacation time which they have been granted.
6. The College reserves the right to deduct amounts owed to the College from any vacation pay.

E. Advance Use of Vacation

Total vacation time advanced may not exceed five days and requires specific advance written approval by the unit supervisor. If an employee whose appointment terminates for any reason has used more vacation than has been accrued, a deduction will be made from the final paycheck for the excess vacation.

F. Holiday

A recognized College holiday falling during a scheduled period of vacation will not be charged against accrued vacation.



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G. Use for Sick Time

At a staff member's request, absence due to illness or injury may be charged to vacation.

H. Transfers

Unused vacation allowance will be transferred with a staff member when the staff member transfers from one position, budget, or operating unit to another. For positions funded by sources other than college funding, a review of vacation accumulation will be made prior to the actual transfer from a grant or to another college funding source. (For various reasons, a person may be required to utilize vacation leave earned while paid from a grant, during the period of the grant.)

III. Vacation Accrual Records Maintenance

Employee and supervisor shall work together to avoid the loss of vacation time when at or near the maximum limits.

<u>Responsibility</u>	<u>Action</u>
All Departments	1. Maintain appropriate time-keeping document and send it to Personnel as indicated on the document.
Staff Member and Department	2. Submit report of vacation as required.
Personnel Office	3. Maintain official vacation accrual records.

and with the College attorney as well. Mr. Woodcock reviewed the document in detail, pointing out that there was an annual earning of 22½ days (15 hours per month) with a maximum accrual allowed of 33.75 days which would float on a quarterly basis rather than once a year to avoid everyone wanting to use up their vacation days at the same time. He pointed out that in a survey of other Michigan colleges and universities, he found that there was a variance of 20 to 24 days earned a year, with 33 to 48 days maximum accrual...SVSC being in line with the average observed at the other institutions.

There was considerable discussion after which Chairman Curtiss called for a vote.

Motion unanimously carried to adopt RES-473 regarding vacation policy for administrative/professional staff.

8. Resolution Recognizing SVSC Students for Free Enterprise

Chairman Curtiss indicated the Board members had a draft of this resolution in their packets and asked if someone would care to offer it for adoption.

RES-474

It was moved and supported that the following resolution be adopted:

WHEREAS, Students representing the Students in Free Enterprise (SIFE) class at SVSC have spent the past year developing ideas to promote the American free enterprise system, and

WHEREAS, July 1 was officially designated as "Free Enterprise Day" in Michigan by Governor Milliken as a result of efforts by the SVSC free enterprise students, and

WHEREAS, The SVSC group won the Michigan-Indiana Free Enterprise competition against fifteen other colleges and universities, and

WHEREAS, The SVSC group represented the Mid-Western states at the national Students in Free Enterprise contest in Dallas, Texas, in July, where it placed fourth, and

WHEREAS, These students have made a positive impact on area high school and college students and the general public through their promotion of the theme "Free Enterprise--The Backbone of America--Keep It Strong";

NOW, THEREFORE, BE IT RESOLVED, That the College and its Board of Control extend congratulations and thanks to the SVSC marketing students, who have coordinated the project, and their instructor, Dr. Shiv K. Arora, Professor of Marketing, and to the SVSC School of Business and Management. Their efforts at Fashion Square Mall, in area news media and through public promotional endeavors across the state of Michigan have had a positive effect both on the American free enterprise system and Saginaw Valley State College.

Chairman Curtiss asked if there were any discussion.

Elaborating on the resolution, Dr. Ryder noted that under Dr. Arora's leadership, his students in the area of Marketing, had done a great many things which couldn't be seen at all, and not directly related to Free Enterprise. As an example, Dr. Ryder cited the studies the students did for a number of radio stations in the area, and as a result of that, the radio stations provided SVSC with (x) number of spot announcements used in the promotion of the institution. He concluded that having Free Enterprise Day recognized by the Governor and the legislature was a singular achievement in many respects and the students' efforts to have this recognition at the federal level as well was noteworthy...all of the activities of the students in this class had not only benefitted the college, but had enhanced their abilities as students as well.

Mr. Zahnow noted it appeared that this effort was a one-time kind of a thing which would be lost. He asked if there were some way that it could go on again next year...perhaps they could try to make Free Enterprise Day more permanent... he would encourage the students to do so.

Dr. Ryder indicated he believed most of these students were quite active in the Business and Management School Club...he would expect to see that organization carry forward.

Chairman Curtiss asked if there were any further discussion. There being none, he called for a vote.

Motion unanimously carried to adopt RES-474 recognizing SVSC students for free enterprise.

9. Election of Board Member to Serve on the SVSC Foundation Replacing Jo Saltzman

Chairman Curtiss advised that Mrs. Saltzman had indicated she could not continue to attend the meetings and asked her if this were still her position.

Mrs. Saltzman pointed out that since five members of the Board of Control were on the SVSC Foundation Board, four were from the Tri-County area, and obviously, because of the way the present Board of Control was constituted, someone would have to come from outside of the area.

She indicated she had explained her problem to Dr. Sharp...her inability to attend the last three meetings because of a change of the day or the hour... it meant 4 1/2 hours driving time frequently for a one-hour meeting, with her arriving home at 8:00 p.m. for dinner. Although it was not a rigid policy of her's, she said that she felt that it was unfair if she couldn't be attending meetings to remain on the Board...somebody else who was active or who could make the meetings possibly should take her place. She indicated that arbitrarily she had set three meetings missed as her reason for coming to this conclusion.

She stressed that she had really enjoyed getting acquainted with the people on the Board...admired their dedication to the College, because they were terrific people...and she was proud of what they were able to do...she was pleased to have been associated with it, but she could not continue to serve because of the flexibility of the meeting schedule...she couldn't understand why there had been

so many changes...the meetings were supposed to be held quarterly...and up until this last year, she had been able to attend.

Dr. Sharp gave a detailed explanation of the reason for changing the times of the meetings...no matter when they were scheduled, they would adversely affect anyone in the Detroit area, whether it be Mrs. Saltzman, or her replacement, if she wished. He announced that the next meeting would be held on Monday, September 22, 1980 at either 3:30 or 4:00 p.m., and he expected it to last for two hours.

Considerable discussion ensued. Chairman Curtiss asked Mrs. Saltzman what her wish of the Board was. She indicated that she was still willing to serve, but could not continue to do so if there continued to be so much flexibility in the scheduling of meeting dates.

Mrs. Darin asked if the decision had to be made today and it was the consensus of the Board that action be postponed to give members of the Board time to think about it. In the meantime, Chairman Curtiss asked Mrs. Saltzman to put the meeting date of Monday, September 22, 1980 on her calendar and try to attend.

Dr. Ryder noted that that meeting would be after the Regular Meeting of the Board of Control on September 8, 1980 and a decision could be made then.

Chairman Curtiss asked if there were any additional Action Items. Dr. Ryder noted he had two that had come up very recently, and which would not have required any particular deliberation on the part of Board members because they were housekeeping type of items.

9A. College Housing Loan Application

Dr. Ryder distributed copies of a proposed resolution. He called upon Dr. Gilbert to explain.

Dr. Gilbert stated that SVSC was in the process of preparing an application for funding of construction of new housing under the College Loan Application...notice was received at the end of last week that it would require a Board resolution that approved the administration submitting such an application. He indicated the application would not be completed until the end of the week...it was still in Detroit at 4:30 p.m. on Friday...SVSC had just gotten the initial information on it eight days ago, and many things were now being put together. He noted that the Board would be hearing a report shortly that would indicate that SVSC would be having a housing shortage over the next few years, and he felt this application was justified. He concluded that the resolution would simply approve SVSC submitting the application.

The College Housing Program, Dr. Gilbert added, was under the HUD Program but that it had now been changed over to the Department of Education. In talking with people in Detroit, he said, they were still not quite sure what some of the final regulations and parts of the Program would be...they thought it would be a 3% or 4% interest rate on the loan when it was approved...there was a maximum amount of loan of \$14,500 per occupant, so if SVSC were to project 150 new occupants for the new construction, it would be a \$2,175,000 project, which would not include equipment, such as furniture.

He advised that SVSC would be proposing the construction of very similar units to the ones it now had, mainly because the architectural work had been done, and this would be submitted with the proposal, without too much additional work being involved.

Administration, he said, had considered submitting an application for apartment units, however that involved providing data that there were no suitable

apartments in the area, and in a two-week period, he said, they just didn't think they would have time to submit on that basis.

Dr. Ryder stressed this didn't mean that administration would not move forward with other approaches to possibilities of constructing apartment-type facilities...it just wasn't feasible at this time.

Chairman Curtiss noted that the members of the Board had now had time to read the proposed resolution and asked if someone would care to move its adoption.

RES-475

It was moved and supported that the following resolution be adopted:

WHEREAS, There is insufficient housing to accommodate all students wanting to live on campus while attending Saginaw Valley State College, and

WHEREAS, The shortage in housing is projected to continue and to increase;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State College authorizes the College's administration to submit an application to fund new residence hall construction under the U.S. Department of Education College Housing Program.

Chairman Curtiss observed that the wording of the resolution was very general.

Dr. Ryder agreed, indicating that the Board would always have the right to review, even if SVSC received the approval...it didn't have to move ahead based upon this resolution...this resolution merely put the administration in the position of being able to apply for federal support...and if approved, being able to construct.

Chairman Curtiss asked if there were any further discussion. There being none, he called for a vote.

Motion unanimously carried to adopt RES-475 regarding the college housing loan application.

9B. Library Circulation Computer

Dr. Ryder distributed copies of a proposed resolution and stated it had to

do with contract authority and the acquisition of the computer for the Library Consortium.

Chairman Curtiss asked if anyone would care to move its adoption.

RES-476

It was moved and supported that the following resolution be adopted:

WHEREAS, Saginaw Valley State College is in the process of negotiating with vendors to acquire computer hardware equipment, related software packages, and obtain maintenance agreements regarding same, and

WHEREAS, It is possible that the total of contract(s) with the vendor related to the acquisition and related annual maintenance may possibly exceed the amount of \$250,000, and

WHEREAS, Resolution No. 377, passed by the Board of Control on April 10, 1978, set forth specific limits of contractual authority without requiring further action by the Board of Control;

NOW, THEREFORE, BE IT RESOLVED, That the President and any one of the Vice Presidents delegated contractual authority by Resolution No. 377, are authorized by their two signatures to sign contract(s) for the purpose of acquiring the above mentioned computer and related software and maintenance not to exceed the amount of \$300,000, subject to resources available for this purpose.

BE IT FURTHER RESOLVED, That this specific authority will expire on December 31, 1980 unless executed by that date.

Dr. Ryder called upon Mr. Woodcock to review. Mr. Woodcock indicated that the resolution was self-explanatory, but pointed out that probably the computer equipment itself would be less than the amount of authorization (\$250,000) that the President and one other named official could sign for...it might be that when they combined the amount of the contract for the maintenance agreement, that the total might exceed \$250,000, and this was the reason for this one-time resolution, with a specific expiration date of December 31, 1980

Chairman Curtiss asked if there were any discussion. There being none, he called for a vote.

Motion unanimously carried to adopt RES-476, Library Circulation Computer.



IV. INFORMATION AND DISCUSSION ITEMS

10. Admissions and Registration Report

President Ryder called upon Dr. Gilbert for introductions. Dr. Gilbert indicated that SVSC had a new show on the block...the Paul, Dick and Phil Show, and that he would like to start the show by introducing Paul Saft, the new Registrar, who had been at work already at SVSC for about a week or a week and a half. He said that Mr. Saft and his wife, Linda, had come from Gary, Indiana where he was Registrar at IU Northwest...prior to that, he had been Assistant to the Registrar for the University System of IU in Bloomington, Indiana. He said that they had already sold their house in Gary and had purchased another house in the area.

Dr. Gilbert noted that Dick was going to talk about Admissions, Paul about Registration, and Phil about Housing.

A. Admissions Report

Mr. Thompson referred to two reports he had distributed earlier...a legal size report "Admissions Report--Fall Semester 1980" and "Admissions Report--Fall 1980--July 1980" (see Attachments).

Mr. Thompson indicated that August was Admissions' best month of the year and they should be collecting more than 700 applications...he was cautiously optimistic at this time. He reviewed the legal size report and noted that SVSC was pleased to be up as much as it was in the FTIC category, which represented a 13.8% increase. With respect to Saginaw County, last year, SVSC had what he would categorize as a rather large drop in FTIC applications there...SVSC had now not only gained that back, but had exceeded itself by some 50 applications over two year's ago...so it was right back in good shape in Saginaw County...as a

Denied	1	5	3		23
<u>Midland County</u>					
Applications	4	45	40	+12.5	33
Admitted	4	33	35		30
Denied	0	5	2		3
<u>Saginaw County</u>					
Applications	52	403	307	+31.3	368
Admitted	54	365	266		334
Denied	7	25	7		32
<u>Other Michigan</u>					
Applications	36	833	756	+10.2	771
Admitted	35	737	557		700
Denied	5	83	55		70
<u>Other States</u>					
Applications	0	28	58	-51.7	63
Admitted	0	16	20		29
Denied	0	3	3		12
<u>TOTAL FTIC</u>					
Applications	113	1473	1294	+13.8	1397
Admitted	111	1272	1056		1239
Denied	13	120	61		140
2. <u>TRANSFERS</u>					
Applications	191	617	408	+51.2	626
Admitted	179	552	232		465
Denied	3	7	2		15
<u>NONDEGREE STUDENTS</u>					
<u>GUEST</u>					
Applications	15	29	22	+31.8	73
Admitted	14	28	21		70
Denied	0	0	0		1
<u>OTHER NONDEGREE</u>					
Applications	18	25	25	--	282
Admitted	18	25	19		220
Denied	0	0	0		0
C. <u>GRADUATE M.A.T.</u>					
Applications	12	65	29	+124.1	118
Admitted	10	61	6		80
Denied	0	0	0		0
D. <u>GRADUATE M.B.A.</u>					
Applications	3	15	43	-65.1	94
Admitted	1	3	14		74
Denied	0	0	0		0
II. <u>ALL APPLICATIONS</u>					
Applications	352	2197	1821	+20.6	2590
Admitted	333	1945	1416		2148
Denied	16	127	77		156
Incomplete	-	125	328		286

ADMISSIONS REPORT  
 FALL SEMESTER 1980

MONTH YEAR  
 FALL SEMESTER 1980

I. NEW STUDENTS

A. BACHELOR DEGREE

1. FTIC

a. Tri Counties

Applications 77  
 Admitted 76  
 Denied 8

Bay County  
 Applications 21  
 Admitted 18  
 Denied 1

Midland County  
 Applications 4  
 Admitted 4  
 Denied 0

Saginaw County  
 Applications 52  
 Admitted 54  
 Denied 7

Other Michigan  
 Applications 36  
 Admitted 35  
 Denied 5

Other States  
 Applications 0  
 Admitted 0  
 Denied 0

TOTAL FTIC

Applications 113  
 Admitted 111  
 Denied 13

2. TRANSFERS

Applications 191  
 Admitted 179  
 Denied 3

B. NONDEGREE STUDENTS

GUEST

Applications 15  
 Admitted 14  
 Denied 0

OTHER NONDEGREE

Applications 18  
 Admitted 18  
 Denied 0

C. GRADUATE M.A.T.

Applications 12

APPLICATIONS REC'D. THIS MONTH FOR	CUMULATIVE NUMBER FOR FALL 80	CUMULATIVE NUMBER FOR FALL 80	CUMULATIVE NUMBER THIS DATE LAST YEAR	PERCENT INCREASE/DECREASE OVER FALL 1979	FINAL NUMBER FC. FALL 1979
77	585	585	480	+21.9	563
76	519	519	418		510
8	33	33	13		60
21	137	137	133	+ 3.0	162
18	121	121	131		146
1	5	5	3		23
4	45	45	40	+12.5	33
4	33	33	35		30
0	5	5	2		3
52	403	403	307	+31.3	368
54	365	365	266		334
7	25	25	7		32
36	833	833	756	+10.2	77
35	737	737	557		700
5	83	83	55		70
0	28	28	58	-51.7	63
0	16	16	20		29
0	3	3	3		12
113	1473	1473	1294	+13.8	1397
111	1272	1272	1056		1239
13	120	120	61		140
191	617	617	408	+51.2	626
179	552	552	232		465
3	7	7	2		15
15	29	29	22	+31.8	73
14	28	28	21		70
0	0	0	0		1
18	25	25	25	--	28
18	25	25	19		220
0	0	0	0		0
12	65	65	29	+124.1	118

S A G I N A W V A L L E Y S T A T E C O L L E G E

A D M I S S I O N S R E P O R T F A L L 1 9 8 0

J U L Y 1 9 8 0

READMISSIONS ONLY

APPLICATIONS RECEIVED FOR MONTH OF JULY '80

APPLICATIONS	34
ADMITTED	32
DENIED	1

CUMULATIVE NUMBER FOR FALL '80

APPLICATIONS	95
ADMITTED	91
DENIED	1

CUMULATIVE NUMBER THIS DATE LAST YR.

APPLICATIONS	67
ADMITTED	58
DENIED	0

PERCENT INCREASE OVER FALL 1979 = 41.8%

PREPARED: 8/8/80  
RICHARD P. THOMPSON  
DIRECTOR OF ADMISSIONS

matter of fact, the increase of 31.3% in Saginaw County had gone far beyond the projections that SVSC had hoped for.

With respect to Transfer Admissions, Mr. Thompson indicated the increase of 51.2% was beyond any optimistic projections that he could have made...since he came to SVSC in 1971, this was the largest growth that the institution had had in applications in the Transfer category. This represented a large number of transfer students from Delta College, but in addition, there were a large number of applications from SVSC's four-year sister institutions...namely, CMU, MSU and Ferris State College. Although a lot of this had to do with the economics in Michigan today, and the inability of students to get summer employment, Mr. Thompson stated that he thought a lot had to do with the tremendous job SVSC had been doing in the areas of athletics, the faculty, the academic programs and its accessible location.

Dr. Ryder, referring to the 51.2% increase in Transfer Admissions, asked the Board members to keep in mind that the number of transfer students was very important to SVSC because in most cases, the institution could absorb more students with the same instructor since typically the upper level courses had fewer students...perhaps 15, 18 and so on, so it could take five, seven or eight more in a class without any additional instructional cost. At the lower level, freshman and and sophomore, more sections required more instructors...and thus, more costs. He concluded that it helped SVSC in becoming more efficient in its total instructional program.

Moving to the Graduate MBA applications and its decrease of 65.1%, Mr. Thompson indicated this wasn't really as bad as it looked...he had just been notified by Dr. Mitchell that a GMAT test had just arrived on campus and there

were some 40 applications that Admissions had not plugged into the system and which would be reflected in the August report. This, he said, would put SVSC in good shape, and a little bit better as compared with last year with respect to MBA applications.

Mr. Thompson reiterated he had every reason to believe Admissions would have a good August this year...in a little bit, Paul Saft would be talking about Registration, and Admissions kind of translated to Registration in that it was fine and good for Admissions to be up 20.6% in applications overall, and 51.2% in Transfers, as well as in Admitted students, but it was really how many students enrolled in college that determined the success or failure of the institution, and the Registration report would give some indication as to how well SVSC was doing in enrolling the new students in the fall '80 class.

Mr. Zahnow asked if Mr. Thompson had any indication of the interest in the Nursing program...there was such a shortage of nurses.

Mr. Thompson stated that "it was alive and well"...from the vantage point of Admissions, he thought over the past year, it had gained much notoriety in terms of the Michigan applications. In terms of receiving the applications, SVSC was probably up 10% right now in that category over last year for pre-nursing...not only in terms of new students (FTIC's) but SVSC had a number of inquiries from students, who had in fact had some college background experience perhaps in Nursing, perhaps not in Nursing, who had shown interest in the SVSC Nursing program.

B. Registration Report

Mr. Saft began his presentation by saying he thought he had met most of the people present, and he thanked Dr. Gilbert, Mr. Thompson and Dr. Beal

FALL 1980 REGISTRATION PRELIMINARY REPORT

COMPARISON OF FALL '79 TO FALL '80 ON AND OFF CAMPUS ENROLLMENT  
AS OF AUGUST 4, 1980

I. NEW, READMITTED, AND RETURNING STUDENT ENROLLMENT

(AUGUST 4, 1980 AS COMPARED TO THIS DATE LAST YEAR)

(A) NEW STUDENT ENROLLMENT PERCENT INCREASE

FALL '79	=	760	+ 18.2%
FALL '80	=	899	

(B) READMITTED AND RETURNING STUDENT ENROLLMENT

FALL '79	=	1,839	+ 21.4%
FALL '80	=	2,233	

II. NEW, READMITTED, AND RETURNING STUDENT CREDIT HOURS

(AUGUST 4, 1980 AS COMPARED TO THIS DATE LAST YEAR)

(A) NEW STUDENT CREDIT HOURS PERCENT INCREASE

FALL '79	=	8,868	+ 17.5%
FALL '80	=	10,424	

(B) READMITTED AND RETURNING STUDENT CREDIT HOURS

FALL '79	=	18,039	+ 20.1%
FALL '80	=	21,672	

III. COMPARISON OF TOTAL STUDENT ENROLLMENT AND CREDIT HOURS  
GENERATED (AUGUST 4, 1980 AS COMPARED TO THIS DATE LAST YEAR)

(A)	<u>TOTAL STUDENT ENROLLMENT</u>	<u>PERCENT INCREASE</u>
	FALL '79 = 2,599	
	FALL '80 = 3,132	+ 20.5%
(B)	<u>TOTAL STUDENT CREDIT HOURS</u>	
	FALL '79 = 26,907	
	FALL '80 = 32,096	+ 19.3%

SUBMITTED BY: PAUL SAFT, REGISTRAR  
8/8/80

SOURCE DOCUMENT: RP596



for getting him started at SVSC and giving him the opportunity to work here,

Mr. Saft reviewed the previously distributed report "Fall 1980 Registration--Preliminary Report" (see Attachment) in detail and noted that the overall increase of 20.5% paralleled that of the All Applications increase on the Admissions report.

Reporting on the activity of the Registration Department for the remainder of the month of August, Mr. Saft said there would be various registration opportunities for students...tomorrow for Transfer students, where over 100 were expected to register...on Thursday, August 14, special registration open to all students...and next week there would be a schedule adjustment period for those students who had already registered...and the following week for two days there would be special registration again for all students.

C. Housing Report

Dr. Beal advised that SVSC had a perplexing problem with respect to housing students who wished to live on campus...a year ago at this time, for the first time, the residence halls were at full capacity. As of last Friday, SVSC had 617 contract requests compared to 471 a year ago. SVSC was now dealing with a situation where it had far more students interested in being housed than it could place. What this translated into, he said, was that the college had, at the moment, 90 freshman students who had applied for housing, who were waiting to hear whether or not they could receive housing...the only way they could would be if other students who had already been assigned to housing withdrew from housing. So far, there had been 26 returning students who had already requested release of their contracts, meaning that they would be living in the area nearby, and thereby vacating their space in the residence halls for new

students. SVSC also had 12 returning students who failed to meet the deadline, who were, up until this morning, hoping that they would receive a space, but as of today, they would be informed that there would not be space in the dorms for them.

Dr. Gilbert noted that the Health Center was being moved out of the Residence Hall to Wickes Hall, and that vacated space, which was the last available space in the dorms, would be converted back to dorm space...everything else was filled.

Dr. Beal concluded that SVSC had a situation whereby the residence halls would be filled to capacity...pretty close to the same percentage of freshmen and returning students as last year...they had been trying to work this out so that they would have a few more spaces for some of the new students, particularly with Mr. Thompson's very strong encouragement, but they were also trying a system where they would give priority to returning students, insofar as they could meet a given deadline, so that the college wouldn't be throwing them out in the cold...they thought this was a satisfactory compromise, and so far, it was working out reasonably well.

Dr. Ryder asked Dr. Beal to comment on the college's efforts to locate housing that might be available for students off-campus.

Dr. Beal indicated that one of his staff people had been writing letters and also telephoning various apartment complexes in the area...there had also been notices in SVSC's news reports pertaining to the fact that SVSC would like additional housing from private homeowners as well as others...a memo was also distributed to faculty and staff just in case they might happen to have a room available in their house that they would be willing to share with a student.

To date, Dr. Beal said, this had given SVSC a list of about 10-12 apartment complexes, 3-4 houses, and about 40 rooms available for students. In turn, students requesting this information were being put in contact with those housing prospects to determine whether or not they could work out arrangements to live nearby.

Dr. Ryder pointed out that one of the problems with respect to off-campus living was SVSC's location and the need for transportation to get here.

Mr. Zahnow, referring to the transportation problem, asked if there were bus service to the campus. Dr. Beal responded that there was bus service available but he would not say that it was adequate...it was not as frequent as SVSC would desire or as lengthy into the evening hours as they would like. Mr. Zahnow stressed it was important that the best information SVSC had on public transportation be made available for the student. Dr. Beal agreed and noted that the bus schedules were available at the Information Desk for the students.

Mrs. Saltzman indicated that some colleges had approved off-campus housing and asked if SVSC was approving its off-campus housing. Dr. Beal stated SVSC was not making any attempts to approve housing other than ascertaining in writing that there would be no discrimination against students because of race, creed, national origin, etc, which was in keeping with the college stance, but beyond that, they were not approving the housing in any sense.

Dr. Ryder stressed there had been institutions that had gotten into legal difficulties on the basis of approved housing. He cited examples and concluded that most institutions had gotten away from approved housing, and were doing as SVSC was doing now, saying "if you want to be listed with us as a

possible source of housing, you have to indicate to us that you would take students regardless of race, creed, color, etc.

Dr. Ryder stressed it was important for people to realize that it wasn't because this institution didn't anticipate the possibility of being out of dorm space, because it had. It had been making efforts for the last two years to try to get funding for apartment facilities, but the rising interest rates, and the lack of private resources to do it on a reasonable basis had been a real problem...SVSC was continuing to work in that area now and things seemed to be in a much better position for providing the possibility of doing it.

Also, he said, the Federal money, or the subsidization, in effect, of interest rates, and so on, was not available to SVSC and there was very little money at the Federal level, although SVSC had made applications. Now, there was no doubt that SVSC's application was going to be a strong one...whether the institution would get support, he couldn't say, but SVSC clearly had the demand for housing which exceeded its ability to provide. He concluded he felt SVSC was in a strong position at this point to receive support.

11. Recognition of Visitors from the Shikoku Women's University

President Ryder called upon Dr. Yien to make the introductions. Dr. Yien indicated that protocol called for him to make introductions in Japanese first and then translate into English, which he did. He stated that the visitors were from Tokushima Shikoku Women's University...Shikoku was one of the four islands of Japan and happened to be the smallest one...the population in Tokushima was about 230,000 people.

He introduced Mr. Takao Tanaka, an Instructor in English at Shikoku Women's University, Mari Kumon and Hitomi Miyake, students in the English Department there,

and indicated Mr. Tanaka wanted to say a few words to the Board and to the press.

Mr. Tanaka stated they had come from Tokushima City, which was a sister city of Saginaw City, that he was very grateful that SVSC invited and welcomed them to its honored program, and they were having a very nice time, thanks to Dr. Yien, Dr. Hamilton and Mrs. Oeming, the students' instructor, as well as many of the members of SVSC.

He noted that Dr. Hamilton had made it possible for him to see a teleconference teaching method in Oscoda, which he would be able to use in giving a lecture at his university. He observed that he had found there were many differences in the curriculum between that of SVSC and Shikoku Women's University, and that he would be talking with Mr. Thompson about that on Wednesday. He indicated he thought the most important point and the most important difference was about the credit system, so he would like to know more about that.

Mr. Tanaka announced that President Ryder would visit Shikoku Women's University to talk to President Endo and the Trustees of the Board of Control, and indicated he hoped that through this opportunity they would continue to have a friendly contact with SVSC.

Dr. Yien then introduced the visitors to the members of the Board of Control and others seated at the table. Dr. Ryder introduced Mrs. Oeming and Dr. Yien noted that she had been helping the visitors for two weeks in a workshop of English Conversation. Mrs. Oeming advised the visitors were taking 30 contact hours of English Conversation, with a formal text...they had been working very hard, and they were very well prepared.

Chairman Curtiss and President Ryder thanked the visitors for coming.

Chairman Curtiss called a recess at 11:25 a.m. and the meeting reconvened at 11:45 a.m.

12. Progress Report on the Valley Library Consortium and the Wickes Foundation Gift

President Ryder recalled he had sent members of the Board of Control material on this Agenda item...he would not go into the rationale, because he thought they all understood that, but he did want to report that the Consortium had been put in place and the key element to making that work...resource-sharing throughout the area...was the computer. He emphasized it was the institution's good fortune... and he had to give a lot of credit to Mr. Zahnow and his colleagues on the Wickes Foundation Board for seeing the wisdom and making \$189,000 plus the use of interest money accumulated on the gift that the Foundation made to the college...the \$1 million gift for Library facilities, and putting that together with \$85,000 interest money, provided SVSC with roughly \$275,000 which was the amount required to put the computer in place and make it function. This computer, he said, would not only make it possible for SVSC to interlink all of the libraries in the area, but would include all of their materials and resources in the computer. All the library listings in the area could be in this computer so that a student would know where that resource was simply by going to the terminal unit...doing it personally, or through library personnel, and be able to reserve books anywhere in the system. Dr. Ryder concluded it was a tremendous thing and a great step forward for SVSC, Delta College, and the public libraries in the area, and he wanted to express his appreciation to Mr. Zahnow.

Mr. Zahnow noted that so far as the Wickes Foundation was concerned, it was happy to participate in this project and he wanted to extend his appreciation to

Dr. Ryder for his personal involvement, because he went beyond the normal things that had to be done to help put this together.

13. Progress Report on SVSC Planning Process

Dr. Ryder recalled that one of the recommendations on the Presidential Evaluation was the development of a comprehensive planning process for SVSC, and as they all knew, Dr. Ann K. Dickey had been given that additional responsibility, and that her title now was Director of Institutional Research and Planning.

He noted that an SVSC Resource Council had been established, whose membership consisted of Deans William Barnett and Crystal Lange; Faculty members, Dr. Douglas Hansen, Dr. Hong Youl Park, Dr. Walter Rathkamp, and Dr. Janet Robinson; Staff members, James Muladore and Richard Thompson; and Students, Richard Gill and Jill Slaskinski.

Dr. Ryder indicated he had a memo from Dr. Dickey dated August 8, 1980, (see Attachment) which he would like to share with the Board. He reviewed briefly and in conclusion noted that the Planning Resource Council had met with his Executive Committee and it had been a very fruitful meeting...if Minutes of that meeting had not been sent to the Board, he would see that they were sent. The basic point he wanted to make, Dr. Ryder stressed, was that SVSC was proceeding ahead in this arena and he thought that the work of the Council would be very important and would be integrated into the budget-making decisions in the years ahead, including this next year.

14. Progress Report on Physical Facility Development including Mobile Units

Dr. Ryder called upon Dr. Gilbert for this report.

Dr. Gilbert indicated he would like to comment on three projects.

ATTACHMENT

IV. 13. Progress Report on SVSC Planning Process



Saginaw Valley State College

2250 PIERCE ROAD  
UNIVERSITY CENTER, MICHIGAN 48710

M E M O R A N D U M

TO: ✓ PRESIDENT JACK M. RYDER

FROM: ANN K. DICKEY, DIRECTOR A  
INSTITUTIONAL RESEARCH AND PLANNING

DATE: AUGUST 8, 1980

RE: PROGRESS OF PLANNING ACTIVITIES

The summer activities of the Planning Resource Council are beginning to produce tangible results. At the August 4 meeting the members reviewed the following materials:

1. The first draft of a paper by Dr. Hong Youl Park on labor market prospects for college graduates in various occupational specialities between now and 1985. Dr. Park reviews and interprets literature from national and Michigan sources.
2. The first draft of a paper by Dr. Douglas Hansen on planning for the use of new instructional technology and delivery systems. Dr. Hansen visited Wayne State University, the University of Michigan at Flint, and Delta College, and conversed by telephone with University of Michigan at Ann Arbor specialists in addition to consulting written sources.
3. The first draft of a review by Dr. Janet Robinson, Admissions Director Richard Thompson and student member Jill Slasinski of the long range enrollment projections prepared in 1977 in the Institutional Research office.
4. A schedule of planning activities for the 1980-81 year prepared by the subcommittee chaired by Dean Crystal Lange and including Professors Rathkamp and Robinson, Budget Director Muladore, and student member Rich Gill.
5. A memorandum which will accompany the minutes of the Executive Committee-Planning Resource Council joint meeting of June 25, 1980. These minutes are being mailed today to administrators of all planning units.
6. A list of units to be invited to participate in the first cycle of formal planning. With the encouragement of the PRC, I am requesting your approval of the designation by Vice President for Academic Affairs Robert Yien of a coordinator and membership of a planning unit for general education. I have consulted Dr. Yien and he supports the idea. Copies of the memo and the list are attached.



Other activities in progress or contemplated include:

1. Collection of data which will provide academic departments and deans with a three year history of student credit hours generated, number of students registered in day and evening classes, average class size by level and by time of day, majors, degrees, faculty, and expenditures. The data forms were designed by Dean William Barnett and his subcommittee (Professors Hansen and Park, Mr. Thompson, and Ms. Slasinski). The data themselves will help departments recognize trends and analyze strengths and weaknesses.
2. Additional background papers are being prepared. Dr. Park will discuss inflation, Mr. Muladore will analyze the net cost to students of attending SVSC when financial aid has been taken into account, and Mssrs. Muladore, Rathkamp and Gill will focus on the rising cost of energy as a problem for the institution and for commuting students.
3. The assignments on which I am working are: a) integration of key ideas from the background papers and other sources into a statement of planning assumptions, and b) composition of guidelines for preparation of unit plans. The latter will be the same for all academic departments, but different for the Athletic Department and the departments which report to Dean Beal.
4. At its August 28 meeting the PRC will plan a presentation introducing the year's planning activities at the September 5 orientation meeting.
5. It will be necessary for the PRC to meet with the Executive Committee between September 1 and 5. The PRC will present the schedule of planning activities and the statement of planning assumptions and ask your approval of these materials prior to the orientation meeting.
6. Between September 10 and 30 every unit to be included as a direct participant in 1980-81 planning activities will be visited by one of the faculty members of the PRC and myself, in the case of the academic departments, or by Mr. Thompson and myself if one of the non-academic units. We will deliver the planning packet, describe its contents, ask the unit to participate, and offer to help.

As I mentioned to you several days ago, the Kellogg Conference at the University of Akron was stimulating and helpful. We have an opportunity to apply to send one or more small SVSC teams to visit the institutions which received the Kellogg planned change grants. Those of us who went to Akron (Mitchell, Park, Rathkamp and Dickey) believe we should apply to send teams to Furman University, which emphasized faculty development, and to Wichita State to view their academic program planning in progress.

cc Planning Resource Council

AKD:saa

A. Instructional Facility No. 2

This project is progressing in design. WVSC was scheduled to submit schematic drawings to the Bureau of Facilities...the Bureau in the Governor's Office, this Friday. It was anticipated that the project would go to the Joint Capital Outlay Subcommittee for approval of schematics during September. This project, he said, included remodeling of Wickes Hall, the Library, Science section and Classroom/Office section. He indicated he would have the schematic drawings available at the afternoon meetings if anyone was interested in looking at them. He concluded it was going to be a very fine project which he thought would take care of the needs of SVSC and which it had been concerned about for a long period of time.

With respect to construction date, Dr. Gilbert indicated he had no projection right now on it...it was still listed in Group 3 of the Bonding Projects through the State Building Authority. The bonds for the second group of projects were to be sold this fall...but there was no current projection when the bonds for Group 3 would be sold, although it was not overly optimistic to think that they could be sold early next year.

B. Mobile Units

Dr. Gilbert noted that the mobile units that Dr. Ryder had mentioned and that were being seen on the campus were to be in place before the fall term started. Most of them were here already...he thought there were three yet to be brought up from the University of Michigan--Dearborn. These were provided to SVSC at no purchase cost...the State had purchased them for the U of M--Dearborn. SVSC's expense was to move them, remodel them and get them into place. The college had been encouraged to submit to the legislature...which would probably be in a

Supplemental Appropriations Bill, a request to cover the cost of the moving and remodeling.

Units to house faculty, some Student Services offices for student organizations and some of the housing and student activities staff, and four additional classrooms would be located on the south side of Pioneer Hall.

In addition, on the north side of Wickes Hall, adjacent to Wickes Annex, there would be expansion of the administration offices with three units, and adjacent to the Admissions office, there would be one unit to house Financial Aids, whose present location clear across campus in the '66 Building, had been a problem for students for a long time.

Some time the latter part of September, a larger unit would be brought up to house the bookstore. This unit would be located just east of the Doan Center, and it would free up the current bookstore area for additional library space and the Library Consortium computer.

C. Track

Problems in the grounds area had necessitated the reseeding of the grass area...a new sub-contractor would be used to get the job done right at no cost to SVSC. Clover obviously was planted instead of grass.

Dr. Gilbert concluded that SVSC was getting very good reaction from people who had used the track...it was a very fine facility.

With respect to the mobile units, Mr. Zahnow cautioned that care should be exercised that too many weren't put together in one place...he was concerned about fire, because these units weren't like permanent buildings.

Mrs. Saltzman suggested that the units not be called mobile units, trailers, or temporaries...modular units might be more appropriate.

15. 1979-80 Student Government Audit Report

Dr. Ryder said he would turn this Agenda item over to Mr. Kilpatrick... he would recommend that the Board take the action to accept the report.

Mr. Kilpatrick indicated Student Government was sharing this report with the Board of Control basically in the spirit of cooperation between the Board and Student Government...it was Student Government's desire to keep the Board informed of its joint projects with the College...what it was doing, etc. with the funds it received. He noted that this was an audit for a two-year period at a cost of \$950...the plan was to have an annual audit from this point on, since the funds Student Government was collecting amounted to approximately \$40,000 in fees, and it was felt that an annual audit was desirable for their own protection.

Chairman Curtiss noted he had a modest concern about the cash basis reporting...he didn't know whether there were some kind of a modified accrual system that they could work out that would help them identify liabilities incurred where they hadn't been paid yet. He suggested Mr. Kilpatrick might talk with the auditors or with somebody in the School of Business to see if they couldn't gradually take some steps, without getting too involved in a system, to identify what their payables were. He observed that Student Government did make some commitments that were fairly long-range in nature...the campus sign was one example, and the Child Care Center another. What a cash basis of accounting didn't show, Mr. Curtiss stressed, was that Student Government had those outstanding commitments...if they just looked at the balance in the checkbook, it might be a little misleading...there ought to be some way to identify commitments made for projects that were not yet funded...perhaps they already had that in

their working documents

Mr. Kilpatrick responded that Student Government did have certain payables it had to pay out...the reason it was using the cash flow system was because it was his understanding that was what a lot of county governments and other governments were using right now, and the auditor didn't seem to have any problem with the system they were using.

Chairman Curtiss stressed he didn't mean to be excessively critical, but he did think that taking some steps to identify the unpaid commitments on the part of Student Government, as well as many other units of government, might be wise. He thanked Mr. Kilpatrick for sharing the audit report with the Board and asked if anyone would care to move acceptance of the audit report.

BM-575      It was moved and supported that the Saginaw Valley State College Board of Control accept the Student Government Audit Report dated April 30, 1980

Chairman Curtiss asked if there were any further discussion. There being none, he called for a vote.

Motion unanimously carried to accept the Student Government Audit Report dated April 30, 1980.

16.      Review of Tisch Amendment and Tax Shift Proposal

President Ryder distributed copies of "A Primer on the Tisch Tax Cut Amendment" provided by John Rummel (see Attachment) which he reviewed briefly. He asked the Board members to review this document and other material he would be sending out between now and the September Board meeting, indicating that what he would like for the Board to do was to consider the possibility of a motion to deal with one or two things:

A.      Oppose the so-called Tisch Tax Cut Amendment.

What are the Main Effects of the Proposal on Property Taxes?

1. It cuts the assessed valuation of all property by 50%.
2. It rolls back these assessments to equalized value for the 1978 tax year, as of January 1, 1981.
3. It eliminates all property taxes for residents with annual taxable income below \$5,000.
4. It reduces property taxes by 75% for residents with taxable income between \$5,000 - \$10,000.
5. It gives comparable rent relief to low income residents' and senior citizens. Depending upon interpretation, it may also give comparable rent relief to all renters.
6. It eliminates millage for school assessments for residents 62 years and older.
7. It requires the state to reimburse local units of government an amount equal to 100% of the property taxes levied by local units.
8. It requires that any tax increase or new tax legislation be approved by 60% of those voting.
9. It limits this action to a "general election."
10. This limitation could apply to fees, licenses, and assessments as well as taxes.
11. It limits any increases on assessed values of residential and agricultural property to 2.0% per year.

What are the Projected Effects on the State General Fund?

1. Projected available revenues for all state government programs in fiscal 1981 are \$3.7 Billion. (This is the remaining figure from a projected \$10.45 Billion first Executive Budget, after all legally committed money is distributed.)
2. About 57% of these available revenues would be lost, as the reimbursement to local units of government.
3. This would leave approximately \$1.6 Billion for all state services.
4. This \$1.6 Billion would represent approximately 43% of the total expected revenue.
5. State agencies and services would have to be cut by approximately 57% of their present levels.

What are the Specific Effects on Public Universities?

1. In the "best case," an across-the-board cut, appropriations from the State General Fund would be cut 57%.
2. In the "worst case," appropriations would be cut 100%.

3. Per the first Executive Budget for Fiscal Year 1981, public 4-year colleges and universities would lose, in the worst case scenario, \$682,804,952.
4. Both Representatives Mark Siljander and Perry Bullard, as examples, have gone on record projecting that the legislature would consider welfare, mental health, and corrections as the most essential services, with higher education reluctantly at the top of the priorities for cuts.

Representative Siljander sees "absolutely no" money for higher education.

These kind of comments make the "worst case" projection a probability rather than a possibility.

5. If tuition is legally interpreted as a "fee," tuition would be rolled back to 1977-78 levels, further reducing general fund revenue.
6. If tuition is legally interpreted as a "fee" tuition increases would require voter approval.
7. This could be accomplished only at a "general election," and only with 60% of the vote in affirmation.
8. The next scheduled general election is November 1982.

What is the Major Effect on Independent Universities?

1. Elimination of \$40 million in state scholarships and grants.

What is the Major Effect on Community Colleges?

1. The roll back to 1978 valuation levels will reduce projected local tax revenues, affecting community colleges.
2. The maximum 2% increase in valuation of residential and agricultural property will hold municipal budgets below inflationary levels, cutting funding of all municipal government, including community colleges.

In Total, Passage of the Tisch Tax Cut Amendment Would:

1. Cut total state colleges and university general fund revenues by 67%.
2. Roll back tuition charged to resident students to 1978 levels, further reducing revenues.
3. Possibly prohibit state universities from increasing tuition without approval of the public and, then, possibly no earlier than November 1982.
4. Slash state grant aid to the private/independent sector.
5. Indirectly cut funds of community colleges.

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B. Support the Coalition Tax Shift Proposal which would be on the ballot.

Considerable discussion ensued and Dr. Ryder concluded that he would be getting more information out to the Board members...he would appreciate it if they would give close attention to it, because he wanted them to be prepared for the September meeting.

16A. Higher Education Appropriation Hearings

Dr. Ryder announced that for the first time in his history at SVSC, a second round of hearings on appropriations had been scheduled for the state colleges and universities in Lansing...he had received a notice dated August 4, 1980, which indicated that the Joint Subcommittee would be conducting hearings on August 26, 27, and 28 in the Senate Appropriations Hearing Room, third floor of the State Capitol Building...SVSC being scheduled for 9:30 a.m. on Thursday, August 28...one-half hour each would be allocated most institutions. The hearings would be dealing with the following:

- A. 1980-81 tuition increases.
- B. 1980-81 general fund budget projections.
  - 1. Salary commitments.
  - 2. Utility cost increases.
  - 3. Program reduction/staff layoff plans.
- C. Reaction to Senate Recommendations.
- D. Ramifications of Executive Order 1980-3

Discussion revealed that there was interest on the part of Board members to attend. Dr. Ryder urged any member who could to do so...and invited Mr. Kilpatrick to attend also.



17. Personnel Report

Dr. Ryder distributed copies of the August 11, 1980 Personnel Report. He noted that SVSC had a number of new appointments...people replacing others... he didn't think it was really necessary to spend any time on it. He observed that the Board members had met Paul Saft, the new Registrar, earlier in the meeting. He suggested that the Board members spend more time later at their convenience and if they had any questions to contact him.

18. Sponsored Programs Report

Dr. Ryder referred to the report that Board members had received in their packets. Under Item III, "Grants Submitted" he advised that SVSC had unofficial word that the Bilingual Training Grant in the amount of \$162,229 had been granted, which was very positive in terms of continuing on with the excellent program SVSC had had for three years...this would be the fourth.

There were a number of other grants pending, Dr. Ryder said, and it was expected that SVSC would be hearing about them some time in September.

19. Announcement of Wurtsmith Air Force Base Open House

Dr. Ryder indicated he should not have said "announcement" because the Open House was held yesterday...he was there representing the institution in the reviewing stands since SVSC was a part now of the WAFB operation in terms of programming. SVSC, he said, had had very excellent response on the part of the administration of the Base and the Educational Director there...the program was moving along very well...there had not been enrollment yet for fall classes...but he thought that clearly SVSC's presence was being felt at the Base.

He described the Open House activities and suggested that Board members might want to attend in the future.

V. OTHER ITEMS FOR CONSIDERATION

20. Faculty Activities

Dr. Ryder announced that Professor William G. Elliott, School of Business and Management, had just been elected as President-Elect of the American Business Law Association at its 51st annual convention being held in San Francisco.

Dean James L. Mitchell, School of Business and Management would be giving the keynote address tomorrow, and Dr. Albert E. Busch of the School, and Dr. Elliott would be presenting a joint paper on "Team Teaching Business and Society at the MBA level at that meeting.

Dr. Ryder concluded that SVSC had people playing a major role in this organization and contributing to the profession...he was quite pleased and proud of Dr. Elliott and his efforts and recognition in his field.

21. President Ryder's Health Report

Chairman Curtiss recalled that in the Board's extended agreement with Dr. Ryder, it had encouraged him to have an annual physical, with the physician providing the Board with a letter attesting to the adequacy of his health. He reported that he had received such a letter and learned that Dr. Ryder was healthy.

22. MAGB Position on ERA

Chairman Curtiss indicated he had mentioned at the last meeting that the Michigan Association of Governing Boards had requested each of the institutions to take a position on the advisability of asking AGB not to hold conventions in non-ERA states. He noted that he had requested Minutes of the meeting that did not come...he also phoned two weeks ago and asked specifically if he could at least have the wording of the requested motion, and that did not come.

Chairman Curtiss suggested, therefore, that this Board not take any action at this time without knowing what the question was.

23. Conflict of Interest Forms

Mrs. Saltzman noted that the Board members had copies of the Conflict of Interest forms and questioned the status of the form...would they ever get to fill them out...had the MAGB come to any conclusion...this was in response to some proposed legislation that this Board didn't like.

Mr. Curtiss advised that at the MAGB level, at the last meeting, copies of EMU's Conflict of Interest form were distributed. So far as he knew, MAGB, as an organization, had not done anything as yet to encourage individual institutions to develop their policies. On the other hand, he said, SVSC's Policy Committee was attempting to put together a Conflict of Interest policy, but had not done so...it was in the process of being drafted. He concluded he would hope that they would have that fairly soon, and it would probably include some kind of a form.

24. Resignation Form to Governor

Mrs. Saltzman reported that she had been told by a trustee of an elected Board of another university (although he was appointed) that he had automatically, upon his appointment, submitted a resignation form to the Governor, which meant that at any time the Governor felt his performance was not satisfactory, the Governor could invoke this resignation. She suggested that this be discussed at MAGB, because it had been a matter discussed by the SVSC Board. She concluded she thought the problems were with elected Boards...one in particular that she knew of...but it was something probably all college and university Boards would be interested in.

25. Presidents Council Research

Mrs. Saltzman indicated she had noticed that the Presidents Council was requesting assistance on a research on the Selection of College and University Trustees. She asked Dr. Ryder to provide information on this research to the members of the Board whenever he received it. He agreed to do so.

VI. ADJOURNMENT

There being no further business to transact, Chairman Curtiss adjourned the meeting at 12:40 p.m.

Respectfully submitted,

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Charles B. Curtiss--Chairman

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Melvin J. Zahnow-- Treasurer

*Opal M. Colvin*  
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Opal M. Colvin--Recording Secretary

JMR  
omc