

SVSU®

BOARD OF CONTROL
SPECIAL FORMAL SESSION
MINUTES

JULY 9, 2001



SAGINAW VALLEY STATE UNIVERSITY
BOARD OF CONTROL
JULY 9, 2001
SPECIAL FORMAL SESSION
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MINUTES
BOARD OF CONTROL
Special Formal Session
July 9, 2001
8:00 a.m.

Board of Control Room – Wickes Hall Third Floor

Present: Braun (via conference call)
Gilbertson
Kelly
Law
Sims
Vitito
Walpole
Yantz

Absent: Escobedo

Others

Present: M. Coffey
W. Head
C. Jerome
R. Maurovich
J. Muladore
R. Payne
J. Stanley
R. Thompson
J. Woodcock
R. Yien
G. Zimmerman
Press (2)

I. CALL TO ORDER

Chairman Vitito called the meeting to order at 8:02 a.m. with Board members Braun (via conference call), Kelly, Law, Walpole and Yantz present. He asked that the Information and Discussion Item be moved ahead of the Action Item.

II. INFORMATION AND DISCUSSION ITEM

1) **Staff Members of the Month**

Marsha Coffey, Staff Member of the Month for May, and Walt Head, Staff Member of the Month for June, were presented to the Board. (See Appendix One: Coffey, and Appendix Two: Head)

(Trustee Sims joined the meeting at 8:08 a.m.)

III. ACTION ITEM

2) Resolution to Adopt General Fund Operating Budget for FY2001-2002

RES-1464 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The Administration and Board of Control of the University have analyzed the level of General Fund expenditure allocations required for personnel, services, supplies and equipment to maintain the quality of instructional and support services provided to students;

NOW, THEREFORE, BE IT RESOLVED, That the attached General Fund Budget Summary, including the Tuition and Fee Schedule to be effective beginning with the Fall Semester 2001, be adopted as the General Fund Operating Budget for Saginaw Valley State University's 2001-02 fiscal year. (See Appendix Three: Budget)

President Gilbertson reminded the Board that the University has three major budgets: the Capital Budget; the Auxiliary Budget; and the General Fund Budget, which is the core of the institution's operations.

President Gilbertson stated: “We are asking the Board today to approve the General Fund Budget in the amount of \$58,425,000 for the fiscal year that began July 1, 2001. Typically, we come to the Board with a slightly clearer sense of what our revenue sources will be, but this year there appears to be some softness and unpredictability in State revenues. The State Legislature has not yet acted on our appropriation for the fiscal year. In June the Board approved a continuing resolution which permits us to carry forward expenditures past July 1st, but as of this point we are still required to predict what the State Legislature will do. The current bill – this last iteration – provided for a 1.5% increase in our base appropriation from a year ago. Given the absence of any further action by the Legislature, we have to assume that increase for purposes of building our budget and going forward with the fiscal year that began nine days ago.”

President Gilbertson noted there are three categories of expenditures in the General Fund Operating Budget. The first includes incremental and inflationary level expenditures for the ongoing operation of the institution. The second includes those expenditures that relate directly to enrollment growth, which is being projected at 3% for the coming year. The third category includes program related new outlays which are directly related to various aspects of the Board-approved Five-Year Plan.

As part of the incremental expenditures, adjustments to the base budget were necessitated by inflation. Approximately 70% of the overall General Fund Budget relates to employee compensation. Certain required cost increases are built in because of collective bargaining

agreements. An increase of \$1,232,000 has been projected for various compensation groups and other miscellaneous compensation.

An inflationary increase of 3% is being assumed for general departmental budgets – this includes most supplies and equipment. An increase of approximately 7% is being predicted for utilities. The inflationary increase on major equipment acquisitions and Library resources is 3%, or \$65,000.

Total inflationary increases to continue to operate the institution at current levels amount to \$1,715,000.

A 3% enrollment growth is anticipated in the coming year, compounding upon a 5.8% increase in the past year. Consistent with the Board-approved Five-Year Plan and in an effort to maintain a stable student/faculty ratio and class size, eight new faculty positions have been budgeted.

Due to significant enrollment growth in the Macomb Center and the University's investment in an instructional facility for that operation, a Director of Off-Campus Programs position will be established.

Increases above normal departmental increases are being proposed for the University's fastest growing unit, the College of Education, because of the particular costs associated with student teaching, travel and other expenses related to the supervision of student teachers. The budgets of various other departments that have experienced extraordinary stress generally related to enrollment growth will also be augmented by a relatively minor sum.

In response to the larger numbers of students coming to the campus who qualify for the various merit-based scholarship programs, student financial aid will be increased by \$237,000 in excess of inflation.

President Gilbertson noted that in spite of the relatively lean budget year, the University wanted to make progress toward the goals set forth in the Five-Year Plan, which includes a step increase in technological capability and the goal of a three-year rotating cycle of constantly upgrading and refurbishing student computing labs. The amount of \$225,000 is projected to be added to the budget for this program.

The Honors Program is being redeveloped to provide more opportunities for exceptionally good students. The SVSU Foundation has contributed \$50,000 and committed \$50,000 per year to a Foundation Scholars Program through which students will take honors sections courses and participate in a number of extracurricular activities. In their junior year, if they have completed the program up to that point, they will receive a \$1,000 grant to fund independent study or study abroad.

Forty thousand dollars has been proposed for new program development, which would essentially permit the seeding of initiatives across the campus.

The proposed budget indicates that the annual contribution to the Deferred Maintenance Account would be increased from \$300,000 to \$400,000. Two hundred and six thousand dollars would be allocated for the base budget for the operation of the new Science Building. Debt service for future capital projects including short-term financing of the University's matching requirement

for the new College of Education and Library expansion are projected at \$350,000.

In response to one of the key elements of the Five-Year Plan, five distinctive academic programs have been developed: the Graduate Program in Early Childhood/Elementary Education; the Social Studies Institute; the SVSU Environmental Research Science Program; the Center for Global Studies; and the Health Education and Athletic Training Major. The proposed budget includes \$200,000 in support of these programs.

President Gilbertson then reviewed the University's three major sources of revenue. He noted that at this point in time a 1.5% increase in State appropriations was being projected. Miscellaneous income, which comes primarily from investments on cash balances and indirect cost recoveries, is being projected at a 1.32% increase.

The University's third major source of income is from tuition and fees. A 3% growth in enrollments is being projected for the upcoming year, and a 6.75% base rate increase in mandatory tuition and fees is being recommended, with slightly larger increases on the professional and graduate programs. Even with this increase, SVSU will have the lowest tuition and fee charges of all the public universities in the State of Michigan. The actual dollar increase on tuition will also be one of the lowest rate increases in the State.

President Gilbertson added: "I wish we didn't have to raise tuition, but I don't think we have to apologize for it, because this institution has been run lean, and I think that we have been successful in our efforts to be fair and moderate in the rates we charge our students. However, given

the leanness of our other sources of revenue, I think this increase is necessary to . . . maintain the institution's operations at an inflationary rate, to cope with enrollment growth, and to continue making at least modest progress on the goals the Board has approved for support.”

He noted that given the relatively small growth in the State appropriation, the University has come to a point where, for the first time in its history, student tuition and fees revenue exceeds the State appropriation.

The administration will come back to the Board in September or October with various budget changes. At that point the exact State appropriation and the fall semester enrollment numbers will be known, and the Board can then act in response to that information. However, as tuition and fees statements must go out today, this budget is being recommended at this time.

Chairman Vitito asked for questions. Hearing none, he called for the vote.

The motion was APPROVED unanimously.

3) Motion to Move to Informal Session to Discuss a Personnel Matter

BM-952 It was moved and supported that the Board move to Informal Session to discuss a personnel matter.

The motion was APPROVED unanimously.

The Board moved to Informal Session at 8:45 a.m.

4) Motion to Reconvene in Formal Session

BM-953 It was moved and supported that the Board reconvene in Formal Session.

The motion was APPROVED unanimously.

The Board reconvened in Formal Session at 8:59 a.m.

IV. ADJOURNMENT

5) Motion to Adjourn

BM-954 **It was moved and supported that the meeting be adjourned.**

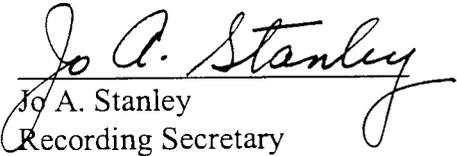
The motion was APPROVED unanimously.

The meeting was adjourned at 9:00 a.m.

Respectfully submitted:

Robert J. Vitito
Chairman

D. Brian Law
Secretary


Jo A. Stanley
Recording Secretary

Staff Members

OF THE MONTH

Marsha Coffey

Administrative Assistant

Administration and Business Affairs

May 2001

WORKING IN A FAST-PACED office can be stressful – unless you're a person who enjoys a busy schedule.

Marsha Coffey looks forward to her duties as administrative assistant in the Office of the Vice President for Administration and Business Affairs because the department is a busy one.

"Working with Business Services, the Controller's Office, Engineering Services, Human Resources, Physical Plant and Public Safety is very interesting and there's always a lot going on," Coffey said. "It has always been a very busy office, which I enjoy.

"Just the amount of paperwork coming into this office is very challenging to keep up with," she continued. "Due to Jerry's [Woodcock] busy schedule, I need to be organized and prioritize items needing to be dealt with. He

also is involved in the Bay City Rotary and other community activities on behalf of SVSU."

Coffey noted that E-mail has helped decrease the number of "formal" memos and letters going out of her office. (She emphasized that arranging meetings would be much easier if all campus employees would use the Groupwise calendar.)

Prior to her current appointment in Administration and Business Affairs in April 1987, Coffey worked for a short time in the

Placement Office in 1986 when it was located on the third floor of Wickes. She also had a few other temporary assignments.

"I grew up in Allendale and lived three miles from Grand Vally State University," Coffey explained. In fact, she worked at GVSU for three years in the Public Relations Office.

"The director of Public Relations, his Vice President and the President of GVSU have all retired since then – obviously, it was a long time ago," Coffey said, smiling.

Coffey moved to Saginaw in 1983 and worked in the advertising department for the national headquarters of Tuffy Service Centers, which was located on State Street.

"I loved being involved in the making of radio and television commercials, and I would probably still be there today had the company not been sold in 1986 and the headquarters moved to Toledo," she said. "I decided I liked the Saginaw area and, after a few temporary jobs, joined the secretarial pool at SVSU."

Coffey relocated to Bay City in 1995. "I love the community, and the number and variety of events happening, especially along the river," she enthused.

During her spare time, Coffey enjoys attending auto races.

"I am extremely hooked on NASCAR racing," Coffey said. "I've been to the Michigan International Speedway in Brooklyn a few times and there's nothing like it.

"I also enjoy college and pro football – the Detroit Lions, of course," she added. "I learned that from my Dad and two brothers!"

Coffey also said she is very proud of her son, Brad, who lives in Springfield, Oregon.

"After being out of high school for 10 years, he decided to attend Lane Community College in Eugene," she said. "He is working on his degree in Graphic Arts, and his GPA last semester was a 4.0, and overall is 3.7."



Staff Members

OF THE MONTH

**Walt
Head**

**Baseball
Coach**

**Athletics
Department**

June 2001

ANYONE WHO HAS ever hit a baseball and watched as it sailed over the fence, or slid under the tag for a stolen base, or made an impossible diving catch, understands the beauty and attraction of the game of baseball. It's about the sheer enjoyment of playing the game.

Walt Head has experienced that joy – from learning how to play when he first picked up a bat at age 7, to nearly 50 years later as he teaches players how to be winners on – and off – the diamond.

"I've always loved baseball, and I've never been without it," said Head, who recently completed his 19th season at SVSU. "The game has always been there for me; there's no question that it is a huge part of my life."

And just as baseball has been a large part of Head's life, so has winning.

"I think another part that makes it fun is that we've always had a great deal of success wherever I've been," he said. "I'm very pleased with what we have been able to accomplish."

During his 37-year career, Head has won numerous championships. He reached a long-time goal last season by leading SVSU to the NCAA playoffs for the first time in school history, and repeated the feat this year. His squads have set school records for victories and winning percentage, while

claiming a third GLIAC championship in the last seven seasons. Head has an overall combined record of 281-147-3 during the last nine seasons for a .652 winning percentage.

Also among Head's accomplishments are two NAIA District 23 titles, another GLIAC title in 1995, the 1996 GLIAC Tournament title, and 2000 and 1995 GLIAC "Coach of the Year" honors. The 1997 squad finished the season with a school-record 10-game winning streak, matched in 2000. Head also owns 26 victories over NCAA Division I programs.

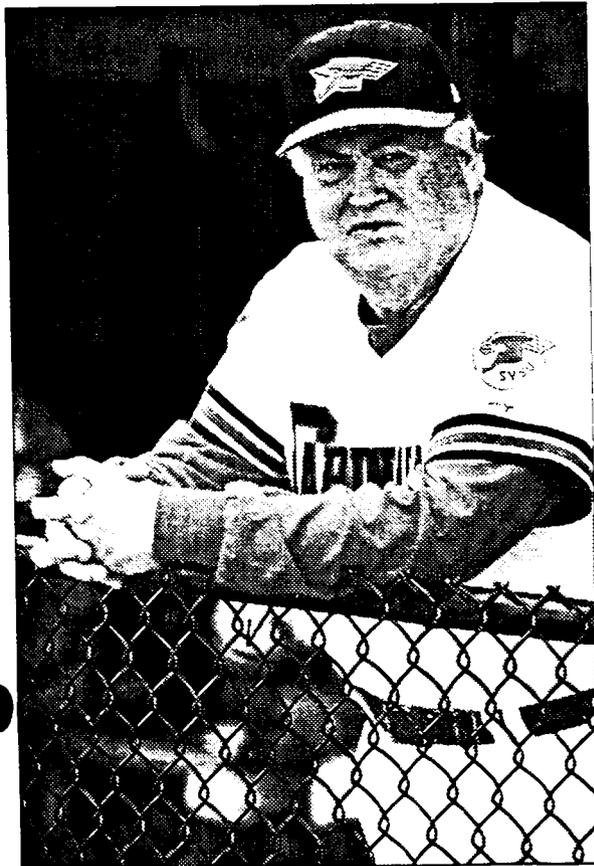
A former major league scout for the Baltimore Orioles (1972-77) and the Toronto Blue Jays (1977-83), Head also enjoyed a successful 17-year amateur coaching career before coming to SVSU. He posted a 512-91 record at the Connie Mack level in Flint, where he won six state championships and was the first coach in Michigan to win a Connie Mack national championship (1974). Head also coached the 1978 National Olympic Sports Festival baseball team to a gold medal, which he admits is one of his most memorable career highlights.

Head estimates that he has coached nearly 1,300 players, and he points out that he regularly hears from a great many of them.

"I'm proud of my association with the players, and the fact that we have graduated nearly 98 percent who have played for me for four years," Head said. "And traditionally the baseball team has had the highest GPA on campus among men's athletic teams, which is something that is important to me, too."

"Winning is important, but I also want people to think that I tried to do what was best for the kids," Head added. "It's about more than just baseball – it's about what happens to kids after baseball is over, and that I did the best I could with what we've had to work with."

"I just want to have a positive impact on kids' lives, and know they'll be better off because they came to Saginaw Valley State University."



**SAGINAW VALLEY STATE UNIVERSITY
GENERAL FUND BUDGET SUMMARY
FY2001-2002**

<u>RESOURCES</u>	FY01	FY02	\$	NET CHANGE	%
State Appropriation	\$26,947,150	\$27,352,000	\$404,850		1.50
Tuition and Fees	26,000,000	29,000,000	3,000,000		11.54
Miscellaneous	2,046,000	2,073,000	27,000		1.32
Total Resources	54,993,150	58,425,000	3,431,850		6.24

EXPENDITURE ALLOCATIONS

Compensation	38,727,335	40,666,000	1,938,665		5.01
Supplies, Materials & Services	13,271,003	13,817,000	545,997		4.11
Capital Expenditures	2,994,812	3,942,000	947,188		31.63
Total Expenditures	54,993,150	58,425,000	3,431,850		6.24
Resources Over/(Under) Expenditures	\$0	\$0	\$0		

SAGINAW VALLEY STATE UNIVERSITY
 TUITION AND FEES
 FY 2001-2002

<u>TUITION</u>	<u>FY02</u>
MICHIGAN RESIDENTS:	
Undergraduate Courses	\$115.15/cr.hr.
Undergraduate - Professional Program Courses (a)	139.85/cr.hr.
Graduate Courses	188.60/cr.hr.
NON-RESIDENTS:	
Undergraduate Courses	257.25/cr.hr.
Undergraduate - Professional Program Courses (a)	283.55/cr.hr.
Graduate Courses	373.35/cr.hr.

(a) Upper division level courses in Business and Management, Computer Information Systems, Computer Science, Education, Engineering, Nursing, and Occupational Therapy.

Auditor Credit by Examination	Tuition Rate Tuition Rate
MANDATORY FEES	
General Service (b)	12.25/cr.hr.

(b) Parking Liability Fee \$1.00/cr.hr.
Student Association Fee 50/cr.hr.
Program Board Fee 25/cr.hr.
Publication Fee 17/cr.hr.
Liability Debt Service Fee Up to 3.00/cr.hr.
Inst. And Liability Fee Up to 1.00/cr.hr.
Registration Processing Residual

Technology Fee	2.50/cr.hr.
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OTHER FEESFY02

Academic Computing Fee	\$20.00/course
Application	25.00
Applied Music (plus tuition)	62.50/cr.hr
Athletic Season Pass (annual fee)	25.00
Diploma Replacement	5.00
Diploma Cover Replacement	6.00
Graduation	30.00
Hand Registration	27.50 transaction
Identification/Transaction Card Replacement	10.50
Late Payment Fee (c)	1.5% service charge

*(c) Late payment charges will be assessed a fee of
1.5% per month on past due amounts.*

Late Registration (first time registration during add/drop period)	55.00
Late Registration (de-registration grace period fee)	27.50
Listener's Permit	80.00/course
Nursing Fee - Baccalaureate	10.00/course
Nurse Practitioner - Practicum	50.00/cr.hr.
Occupational Therapy Program Fee	20.00/course

Off Campus Course Fees:

30 miles - includes Bay City, Midland, and Saginaw	18.00/cr.hr.
31-45 miles - includes Caro	27.00/cr.hr.
46-60 miles - includes West Branch	38.00/cr.hr.
61 and over miles - includes Kirtland Community College Macomb Program	47.00/cr.hr. 60.00/cr.hr.
Distance Learning Courses	25.00/cr.hr.

Off Campus Dual Enrollment Fee	10.50/cr.hr.
Orientation	35.00 + TIC
Non-Sufficient Funds Fee (d)	27.50

*(d) If charges involve course registration and campus
housing, late payment fees may also apply.*

Red Cross Authorized Provider Fee	3.00
Student Teaching Fee	75.00
SVSU Payment Option Plan Enrollment Fee	70.00/annual 50.00/semester (Effective FY2003)
Transcript	4.00/official copy 1.00/student copy

SPECIAL TUITION AND/OR FEE RATES

FY02

Dependents of deceased employees (e)

1/2 tuition &
mandatory fees

*(e) Employees who were qualified for fringe
benefits at the time of employment.*

English as a Second Language Program
15-WEEK PROGRAM

\$235.25/unit &
mandatory fees

English as a Second Language Program
7-WEEK PROGRAM

265.25/unit &
mandatory fees

International M.B.A. - Taiwan

280.00/cr.hr.

Office of the Controller
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