

BOARD OF CONTROL
SAGINAW VALLEY STATE COLLEGE

REGULAR MONTHLY MEETING

Pioneer Room--Pioneer Hall of Engineering and Technology
January 8, 1979

Present: Arbury
Curtiss
Darin
Gilmore
Kendall
Saltzman
Suchara
Zahnow

Others

Present: Apsey
Finney
Gilbert
Lee
Robinson
Rummel
Ryder
Sharp
Slater
Smith
Yien
Woodcock
Press (2)

I. CALL TO ORDER

Chairman Curtiss called the meeting to order at 2:10 p.m. and observed that all eight members of the Board were in attendance.

II. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON DECEMBER 13, 1978

Mr. Curtiss indicated he had not seen these Minutes. Dr. Ryder stated that he had not because they were not completed. At this time he distributed copies of partial, unofficial Minutes, which included the Addendum pertaining to the Mission Statement discussed at the November 13, 1978 meeting, and the Munitz Report and review. The completed Minutes will be distributed in the very near

future, Dr. Ryder said, and suggested action be deferred on this item until the February meeting. Board members concurred.

III. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION

Mr. Curtiss acknowledged the presence of Dr. Janet Robinson, President of the SVSCFA, and asked her if she had any comments. She responded that she did not at this time but reserved the right to comment later.

IV. REQUESTS TO APPEAR BEFORE THE BOARD

Mr. Curtiss asked if there had been any requests to appear before the Board and Dr. Ryder stated there had been none.

V. COMMUNICATIONS

Dr. Ryder read into the record a letter dated December 8, 1978 from Robert R. Maybouer (see Attachment). It was discussed briefly and Dr. Suchara recommended that if it had not already been done that a letter of appreciation from the administration should be sent to Mr. Maybouer.

VI. ADMINISTRATIVE REPORTS

1. Winter Registration 1979

Dr. Gilbert introduced Registrar Gary Apsey, commended him and all SVSC faculty and staff who had developed the streamlined Registration process, and asked Mr. Apsey to report on the 1979 Winter registration.

Mr. Apsey stressed that there were many departments involved in the accomplishment of the simplified registration system, and once it was publicized, registrants were able to complete the process in 10 to 15 minutes, with an average being about 12 minutes.

December 8, 1978

Dr. Jack M. Ryder, President
Saginaw Valley State College
University Center, Michigan 48710

Dear Dr. Ryder:

This letter may seem a bit peculiar, but please bear with me as I attempt to convey my thoughts to you on a matter I feel is very relevant to the greater Saginaw Valley area educational community.

As a teacher at Unionville-Sebewaing Area High School, I realize that many students from the Thumb area attend Delta College and Saginaw Valley State College. At present, there is a considerable number of Unionville-Sebewaing graduates who commute to these two schools.

My concerns are primarily aimed at sound educational opportunities for students. This in turn means adequate and practical facilities. Too often I have seen students from small schools who simply were lost in a college atmosphere because of a poor high school academic and social environment. Experience has shown this to be true because I was almost one of them myself. I believe this situation is many times caused by a lack of proper facilities such as laboratories, libraries and auditoriums.

Let me proceed to the point. Why is it that a college such as Saginaw Valley, which draws students from all over the state, does not have a fieldhouse or a similar facility? With the growing status and apparent success of your school, there certainly must be a need in this area. A facility of this nature would surely encourage an infinite number of educational opportunities (conventions, athletic activities, recreational programs, special education programs, concerts, exhibits, etc.). Furthermore, your campus is geographically and ideally suited for this type of facility. If higher education is truly the goal of our colleges and universities, then perhaps we should all take a second look at just how these values can best educate today's student.

It is with sincerity that I express myself here; not only as an educator but also as a citizen and parent.

Thank you for your time and consideration, and especially for listening. Hopefully, as educators, we will all try to do the proper things for our "kids."

Respectfully,
Yours in education,



Robert R. Maybouer
U.S.A. Schools

He pointed out that a lower priority is now being given to late registrants, giving those students who registered during the regular registration periods an opportunity to drop and add courses prior to opening these course sections to students registering late.

Reporting on the actual Winter registration count, Mr. Apsey indicated that 3,072 students had registered and paid for 29,069 credit hours and that he anticipated another 150 students during late registration and another 100 students from off-campus registration, giving a total estimate now of 3,332 student for the Winter term.

Chairman Curtiss expressed appreciation to the SVSC staff for its response in improving the registration system.

2. Response to Presidential Evaluation

President Ryder reported that he had met with the Board that morning in private session regarding the evaluation but there was insufficient time to completely review the report...he planned to present a full discussion of the report at the February meeting.

Dr. Ryder stressed the need to recognize that Dr. Munitz did not emphasize accomplishments of the President but felt the major focus should be on needed improvements. One must be careful, he said, in reviewing the report to consider the significance of the accomplishments by the President as set forth at the outset of the report.

President Ryder indicated that he did not argue with any item in the report but felt the challenge was to respond to the recommendations as soon as possible, to take action, and to make changes expeditiously. He gave some initial responses to the report and indicated he would present a more refined recommendation of action

at the February Board meeting.

In considering the recommendations regarding the relationship between the faculty and administration, Dr. Ryder stated he felt that given the current three-year contract there no longer is the need to have an adversarial relationship to the degree experienced prior to the completion of the contract. He said that he planned to enhance this relationship through Presidential Coffees with the faculty and to have regular meetings between the President, Vice Presidents, and the Faculty Association leadership.

While he had not been able to complete discussions with Mike Finney on the best arrangements to improve contact with students, Dr. Ryder said that he does plan meetings on a regular basis with student groups and he will also consider meeting periodically with the Student Administrative Liaison Committee.

Referring to the planning process, Dr. Ryder noted that there had been a significant degree of planning at SVSC. He cited the completion of the Campus Master Plan, the reorganization of academic units, as a result of the Goals and Objectives Report of 1975, and other priorities, although they had not been articulated well to the faculty, staff and students. He indicated he will establish a committee during January composed of faculty, staff, students and administrators to interview several consultants in preparation for bringing one to campus to help formulate the planning process. He recommended that the Board of Control establish a committee of its members to meet periodically with any final planning committee that is established as a result of the consultant's recommendations.

Dr. Suchara noted that although Dr. Munitz did find flaws in the institution, it was her impression that most of the flaws were ones that they could take care of through open discussion...she felt that more open discussion at Board meetings was important

in this process.

President Ryder, going on with his comments, referred to Page 8 of the Munitz Report and indicated that he felt the basic recommendation of the appointment of an Executive Assistant to the President was valid and necessary under the new expectations of the report and should be implemented.

Chairman Curtiss stated that he recognized the amount of work implied in the Munitz Report, but felt that the Board, working with the administration, could and would do the work that was recommended.

Dr. Suchara cautioned that all items in the report may not be implemented... it might not be desirable to implement all the items of the report which needed to be identified...others might need to be postponed.

3. SVSC Mission Statement

President Ryder pointed out that there was no evidence the Board of Control had approved the Saginaw Valley State College document which was submitted to the Department of Public Instruction in 1974 (this document was distributed with Board materials). Referring to the December 28, 1978 document, also distributed to the Board, Dr. Ryder indicated that this statement was not officially approved by the Board but that the Board should approve a Mission Statement for SVSC in the near future.

Dr. Yien advised that the December 28, 1978 Mission Statement resulted from two-years' input of faculty through Faculty Orientation, and that while there was not official involvement of the faculty in the preparation of this document, all faculty had had the opportunity to be represented...this particular document has not had wide distribution.

Dr. Suchara expressed her desire that the faculty have the opportunity to review this document before it was discussed by the Board.

Dr. Ryder asked Board members to react to any areas of concern related to this document which can be relayed to the faculty in their consideration of it.

Mrs. Saltzman stated that she wanted to participate in the discussion but since she had only received her Board packet the previous Friday evening, she had not had an opportunity to review the Mission Statement...there just wasn't ample time following her receipt of it to prepare for discussion of it.

Dr. Ryder asked Board members to jot notes in the margin of this December 28, 1978 document and return it to Dr. Yien by January 17.

Dr. Yien reported that at his meetings with the faculty he continuously received questions concerning the top priority SVSC has for its academic programs. He stressed that he needed an answer to this question and would appreciate comments by the Board.

Chairman Curtiss stated that if the Mission Statement were worded properly, the answers to the faculty questions would flow from that statement...he didn't know the extent to which Dr. Yien wanted a response, but he didn't have any problems with responding. He said he had had discussions with some of the other Board members and while he didn't want to suggest that this response was official, he thought there was a fair concensus...and if there wasn't, he would like to know. One is a concern on the Board that Engineering and Technology has to be implemented in a much more significant manner than it has been. It is probably the largest single potential area for new students over the next five years. There has been a lot written about it nationally for Engineering graduates and SVSC has had local businesses express their concern about not being able to find enough engineers during the eighties.

At this point, Mrs. Saltzman interrupted as a point of order and indicated she did not want the Chairman to summarize the feelings of the Board as she had not had

an opportunity to participate in discussions related to priorities for academic programs and that his stating priority items there gave the impression that he was speaking for the entire Board, and he wasn't.

Mr. Curtiss stated that he meant this as an individual opinion but thought it probably wouldn't stray substantially from a consensus.

Mrs. Arbury indicated that she had talked on the phone with Mr. Curtiss recently and their conversation touched on the academic priorities.

Mrs. Saltzman expressed the feeling that she would appreciate hearing that kind of discussion...she wanted the opportunity to participate with the rest of the Board.

Mr. Curtiss indicated he had talked individually with Mr. Zahnow, Dr. Gilmore and Dr. Ryder.

Mrs. Saltzman asked whether or not he had consulted members outside the Tri-County area.

Mr. Curtiss stated that her comments were welcome there and now.

In getting back to responding to Dr. Yien, Mr. Curtiss stated that he would finish giving his impressions and then see what kind of inputs other Board members might have. These included the need to complete work on the accreditation of the Business program and continued development of Nursing. He suggested, that in his opinion, those three programs...(Engineering and Technology, Business and Management, and Nursing)...all of which were approved earlier by the Board, warranted high priority for resources including faculty and leadership to develop the programs outside the institution.

He stressed that the Liberal Arts program is a foundation for all other Schools and yet its growth was unlikely to exceed the need to service other professional areas.

Mrs. Arbury stated that she felt the Mission Statement was too general... students were coming to SVSC primarily for job preparation, but she wanted them to have a good foundation in Liberal Arts. She said that she saw Engineering and Technology, Science and Math as needing strong emphasis, as well as the MBA program, Nursing and the MAT programs. She cautioned that discussion of limiting the Liberal Arts programs could be taken wrongly by faculty and others, but that there was no meaning to reduce the current program. She stressed that she wanted a strong Liberal Arts base. She pointed out that the level of funding provided by the legislature somewhat determined where priorities would be set. There were two levels of priorities...one, determined by the size of the pocketbook...the other, on the basis of need. She indicated the need to continuously look at the changing job market and to anticipate ahead of the job market.

Mr. Curtiss stressed that all of these comments were individual impressions and not a Board position.

Dr. Suchara indicated that the legislature, which is the primary source of funding, influences the priorities and thus, the existing programs did represent priorities of the Board.

Dr. Ryder noted that he planned to present a recommendation for academic re-organization at the February meeting. Dr. Robinson indicated that the faculty and Dr. Yien were working on this reorganization, but she would hope that he not be criticized if the work was not done by that time.

Mrs. Saltzman questioned whether it was Dr. Ryder's firm intent to present these plans at the February meeting. He responded that he was extremely hopeful because of the necessity of moving ahead. Dr. Suchara indicated that this was a very important decision for the institution and she would not be distressed if the

presentation on the reorganization was delayed.

Mr. Kendall noted that the Board had already established priorities and it was the intention to maintain those. He said that new programs already instituted must be given some continued emphasis to bring them up to par with other programs which may have reached maturity...this must be done without demeaning other programs.

Mr. Curtiss distributed copies of a sample Mission Statement (see Attachment) for review by the Board, stressing that it was only a sample and not recommended for SVSC. The statement was from "The Guide to Long-Range Planning" by AASCU's Resource Center for Planned Change. Mr. Curtiss concluded that there was a need to review the SVSC Mission Statement annually and that planning goals be established on a five-year basis...the last time the Board fairly reviewed a Mission Statement was in 1966.

Chairman Curtiss called a recess at 3:30 p.m. and the meeting reconvened at 3:45 p.m.

4. SVSC Board Policy Actions Review

President Ryder advised that Resolutions and Motions from past Minutes over fifteen years which established Board policy or in some way governed current institutional action have been pulled. It is planned to distribute for review several of these Resolutions and Motions at each Board meeting. Comments by Board members should then be returned prior to that meeting so they can be considered. Any revisions proposed to the Resolutions or Motions will be considered and included in recommendations to the Board. The administration will offer any proposed changes at the subsequent meeting for approval. Gradually, all Motions and Resolutions will be reviewed.

Mr. Curtiss stated that he would rather have at least a complete section for

sample mission statement

Teaching, research, and public service form the foundation of the mission of Regional State University. The characteristics and the needs of the people it serves vary greatly. Instruction and service, if they are to be appropriate, must address these diverse characteristics and needs of people; this calls for diverse programs and facilities.

Regional State University was created by and exists primarily for the people of our State. Its stated purposes are:

- to improve the human situation and to encourage the advancement of society by preparing persons of all ages for action in the interest of society;
- to disseminate information or mastery of a body of knowledge through a curriculum of experiences which enable a student to acquire that wisdom that comes from communications and association with others as he strives to reach his optimum potential;
- to provide services, instruction, counsel, and leadership to all those who wish to avail themselves of it;
- to provide public service programs and services both on- and off-campus for the geographic area it serves;
- to conduct research activities which support these educational and service-oriented efforts,
- to provide low cost, but quality education in an atmosphere of student concern; and,
- to promote the advancement of ethnic minorities through the continuation of special programs specifically designed and implemented to serve them.

Regional State University operates within this mission statement with the approval of its Board of Trustees and with the support of statutory provision.

review at one time rather than scattered items from different categories.

Notebooks were distributed which included the following Resolutions: #161, unnumbered Authorization of Student Representation on Board of Control, #352, #67, #113, #138 and #144.

Mr. Curtiss suggested that the Policy Manual established in 1966, and still in effect, should be included in or referred to in this Manual.

Board member's Minute books from 1965 to 1975 were still in the closet of the Board Room in Wickes Hall, Dr. Ryder advised. Mrs. Arbury, Mr. Kendall and Dr. Suchara requested their copies.

Dr. Ryder distributed copies of a Resolution for Continuing Education Services (see Attachment), for Board members to review and consider for action at the February meeting. Comments from Board members should be received by February 1.

Mr. Curtiss stressed that he did not want to have off-campus programs delete what SVSC is doing on campus and would like the circumstances under which classes would be offered off-campus included in the policy statement. Which is more important, he asked, to go off-campus or to hold courses on campus? He requested administration review the Personnel Committee discussion of several meetings ago concerning Continuing Education prior to the next meeting.

5. Actions of the Legislature (Capital Outlay Committee Committee) and Governor's Office Regarding SVSC

Dr. Ryder advised that the Joint Capital Outlay Sub-Committee had authorized the planning of Instructional Facility #2, including the Library section. It has not authorized the funding of the project construction, but this action releases planning funds.

Also, up to the last day of the legislature, it appeared that the \$146,000 SVSC had requested in a supplemental Bill for the purchase of the Dimension telephone

RESOLUTION; Continuing Education Services

NOW, THEREFORE, BE IT RESOLVED, That the mission of continuing education is to bring the expertise of the College to those who wish to gain additional knowledge in their career fields, to acquire new knowledge and skills for a change in career, or to enhance their cultural background or personal development and to deliver credit and non-credit courses and programs to off-campus sites in central Michigan.

The off-campus programs and supporting services provided or coordinated by the office assigned continuing education responsibilities are to be of equivalent quality to those offered on campus.

The office assigned responsibility for continuing education services is a facilitating office; final approval of program and staffing will rest with the responsible Dean or Director and the Vice President for Academic Affairs.

The direct costs related to non-credit programs are to be covered with program fees.

EDG:sr
1/4/79
(revised)
1/8/79

system would pass. Although passed by the Senate and House, in Conference Committee, the Governor's office, earlier supporting this amount, indicated it could not fund everything in the Bill...everything was stripped from it except one or two minor items.

VII. COMMITTEE REPORTS

1. Executive Committee

Mrs. Saltzman stated she would like to present a motion regarding the appointment of an Administrative Aide or Executive Assistant to the President.

A. Appointment of Administrative Aide or Executive Assistant to the President

BM-525 Mrs. Saltzman moved that the President appoint as soon as possible an Administrative Aide or Executive Assistant (this person cannot be a stenographic secretary, but can be a current administrative staffer serving part-time).

Duties shall include:

1. Preparation of specific Board Agenda and related materials which analyze the options/implications of recommended action.
2. Review of Minutes for distribution and for Motions needing implementation.
3. Delivery of Agenda and materials to Board at least one week before meetings.
4. Delivery of information to update Board.
5. Report on progress of development of Board Policy and By-Law revision.
6. Budget preparation for Board expenses.

Dr. Suchara supported.

Mrs. Saltzman indicated that she offered this motion in response to Dr. Munitz's recommendation that the Board should establish its own procedures and priorities firmly, clearly and quickly enough to provide a legitimate context for presidential expectation and assessment. An Executive Assistant is required who can assist the President's liaison/educational function with the Board of Control.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman, Zahnow
Absent: Suchara (had to leave before voting)

Motion unanimously carried.

2. Academic and Personnel Committee

Mr. Kendall stated he had one resolution to bring before the Board.

A. Faculty Sabbatical Leave

RES-403 Mr. Kendall offered the following resolution for adoption:
WHEREAS, Saginaw Valley State College Professional Practices Committee has recommended the following faculty for sabbatical leaves, and
WHEREAS, The Saginaw Valley State College Administration reviews and recommends the following faculty for sabbatical leaves;
NOW, THEREFORE, BE IT RESOLVED, That the following faculty are granted sabbatical leaves during FY 1979-1980, as specified:
Dr. Samuel Levine, Professor of Chemistry, Fall 1979
Dr. Peter J. Moehs, Associate Professor of Chemistry, Winter 1980
Dr. Robert Meadows, Professor of Education, Winter 1980
Dr. Leslie Whittaker, Professor of English, Fall 1979
Mrs. Arbury supported.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman, Zahnow
Absent: Suchara

Resolution unanimously adopted.

3. Budget, Finance and Investments Committee

Mr. Zahnow indicated he had one resolution to bring before the Board.

A. Air Travel Policy

Res-404 Mr. Zahnow offered the following resolution for adoption:
WHEREAS, Clarification of the college's policies as pertains to air travel is needed:
NOW, THEREFORE, BE IT RESOLVED, That it is the general policy of the college that where air travel is approved, that regular civilian scheduled air carriers are to be utilized, and
BE IT FURTHER RESOLVED, That no college employee is authorized to pilot an aircraft on behalf of the college, and
BE IT FURTHER RESOLVED, That should there ever be an extraordinary situation requiring the use of a chartered aircraft by an employee, then it is required that written approval from the President or a Vice President of the college is required prior to the trip occurring, and

BE IT FURTHER RESOLVED, That once approval has been received regarding use of a chartered aircraft, that only air carriers as approved by the Director of Business Services may be utilized, and

BE IT FURTHER RESOLVED, That these policies apply to any aircraft which the employee intends to travel on, whether chartered by a college representative or a third party.

Mr. Kendall supported.

Mr. Woodcock pointed out this resolution controls employees of the institution, but does not include Board members. Both, however, will have the insurance coverage.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman, Zahnow
Absent: Suchara

Resolution unanimously adopted.

4. Facilities Planning Committee

Dr. Gilmore stated that he had nothing to report.

VIII. OTHER BUSINESS

There was none.

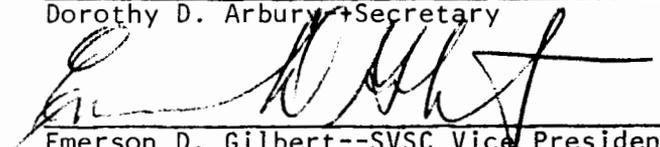
IX. ADJOURNMENT

There being no further business to transact, upon motion of Dr. Gilmore, the meeting adjourned at 4:40 p.m.

Respectfully submitted,

Charles B. Curtiss--Chairman

Dorothy D. Arbury--Secretary



Emerson D. Gilbert--SVSC Vice President
(In absence of Recording Secretary)

JMR:EDG
omc