

BOARD OF CONTROL
SAGINAW VALLEY STATE COLLEGE

REGULAR MONTHLY MEETING

Pioneer Room--Pioneer Hall of Engineering and Technology
September 11, 1978

Present: Arbury
Curtiss
Darin
Gilmore
Kendall
Saltzman
Suchara
Zahnow

Others

Present: Apsey
Colvin
Blair
Burkhardt
Dickey
Donovan
Ferris
Finney
Gilbert
Gill
Gross
Lange
Lewis
Morketter
Rummel
Ryder
Sharp
Smith
Thompson
Weldy
Woodcock
Yien
Press (2)

I. CALL TO ORDER

Chairman Curtiss called the meeting to order at 2:15 p.m. observed that all eight members of the Board were in attendance, and stated there was a quorum present.

II. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON AUGUST 14, 1978

Chairman Curtiss noted that the Minutes of the regular meeting of August 14, 1978 were mailed. He asked if there were any additions or corrections. There were none given by other members of the Board, however, Mr. Curtiss called attention to the next to the last sentence on Page 8 under Resolution-393..."The cost of group insurance with the same coverage would be prohibitive for retirees." He questioned the use of the word "group" and suggested the word "group" should be changed to "independent." Members of the Board agreed to the change and Mr. Curtiss then asked for a motion to approve the Minutes as corrected.

BM-516 Dr. Suchara moved approval of the Minutes of the Regular Meeting held on August 14, 1978 as corrected.
Mr. Kendall supported.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman, Suchara, Zahnow
Motion unanimously carried.

III. APPROVAL OF MINUTES OF SPECIAL MEETING HELD ON AUGUST 24, 1978

Mr. Curtiss stated that the Minutes of the special meeting concerning Collective Bargaining on August 24, 1978 were also mailed. He asked if there were any additions or corrections. There being none, he called for a motion for their approval.

BM-517 Mrs. Saltzman moved approval of the Minutes of the Special Meeting held on August 24, 1978 as mailed.
Dr. Suchara supported.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman, Suchara, Zahnow
Motion unanimously carried.

IV. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION

Mr. Curtiss called for a representative of the SVSC Faculty Association and noted none was present.

V. REQUESTS TO APPEAR BEFORE THE BOARD

Chairman Curtiss questioned if there had been any requests to appear before the Board. Dr. Ryder advised none had been received.

VI. COMMUNICATIONS

Chairman Curtiss asked if there were any communications. Dr. Ryder indicated there were none.

VII. ADMINISTRATIVE REPORTS

1. Admission, Registration and Housing Reports

A. Admissions

Dick Thompson, Director of Admissions, distributed his "Fall '78 Admissions and Registration Report" of 9/11/78 (see Attachment) and reviewed. He pointed out that this report was as of last Friday and the final figures will not be known until the conclusion of late registration the end of this week, at which time he anticipated that SVSC would have the 3,700 students enrolled as had been projected earlier. All of the off-campus classes, he said, are not on file yet and those enrolled will boost the final total.

Mr. Thompson expressed appreciation to the faculty, staff and students who had contributed to the enhancement of the Admissions program. Much credit is due the SVSC faculty, he emphasized, because of the excellent reputation it has established.

Yet this week, Mr. Thompson concluded, Admissions was hoping to enroll more transfer students because this is an area where there has been a decline... not only at SVSC but statewide. The impact of this decline, he said, will not only be felt this year, but in years to come.

Optimistically, Mr. Thompson said, SVSC can attain its goal by the weekend.

B. Registration

Gary Apsey, Registrar, distributed his "Fall 1978 Enrollment Summary" as of the 2nd Day Add/Drop (see Attachment) and reviewed. He confirmed a number of off-campus classes were yet to be registered, as pointed out by Dick Thompson, and thus, those enrollments were not included in his totals.

Referring to the August 29 registration 'massacre' Mr. Apsey noted that SVSC does have a Registration Review Committee which is in its second year now. The purpose of this group is to look at SVSC's registration system as it existed in the past and currently exists. Minor changes, he said, have been made in the present system and this committee will be getting together again, in light of the Fall registration and the overwhelming number of students here on August 29, to review the system and see if there are some changes that can be made in terms of SVSC's present financial capabilities and physical facilities. He emphasized that SVSC is doing something about registration...not just sitting idly by and listening to students' complaints.

There was much discussion about problems with registration, the use of the computer, etc. Chairman Curtiss stressed that he felt the registration process for many students and prospective students was the first real contact they had with SVSC...any educational institution teaches as much by what it does as by what it says. Further, that he hoped the financial constraints on an effective process, while perhaps real, would not provide a very weak excuse for other than very good performance...in more positive terms...he didn't care what it cost. What is going to be required, he said, is probably more than minor modifications to the registration system. He concluded that he hoped the Registration Review Committee would try to design some kind of a system whereby nobody would have to stand in line for more than a half-hour to register.

FALL '78 ADMISSIONS AND
REGISTRATION REPORT

COMPARISON OF FALL '77 TO FALL '78 ON & OFF CAMPUS ENROLLMENT
(AS OF SEPTEMBER 8, 1978)

I. NEW, READMITTED, & RETURNING STUDENT ENROLLMENT

(A)	<u>NEW STUDENT ENROLLMENT</u>	<u>PERCENT INCREASE</u>
	FALL '77 = 1,286	
	FALL '78 = 1,295	+ 1%
(B)	<u>READMITTED & RETURNING STUDENT ENROLLMENT</u>	
	FALL '77 = 2,175	
	FALL '78 = 2,330	+ 7%

II. NEW, READMITTED, & RETURNING STUDENT CREDIT HOURS

(A)	<u>NEW STUDENT CREDIT HOURS</u>	<u>PERCENT INCREASE</u>
	FALL '77 = 12,065	
	FALL '78 = 12,600	+ 4%
(B)	<u>READMITTED & RETURNING STUDENT CREDIT HOURS</u>	
	FALL '77 = 19,404	
	FALL '78 = 20,897	+ 8%

III. COMPARISON OF OVERALL STUDENT ENROLLMENT & CREDIT HOURS
GENERATED

(A) <u>TOTAL STUDENT ENROLLMENT</u>	<u>PERCENT INCREASE</u>
FALL '77 = 3,461	
FALL '78 = 3,625	+ 5%
(B) <u>TOTAL CREDIT HOURS GENERATED</u>	
FALL '77 = 31,469	
FALL '78 = 33,497	+ 6%

COMPILED BY: RICHARD THOMPSON
DIRECTOR OF ADMISSIONS
9/11/78

ATTACHMENT
VII. 1. B. Registration

FALL 1978 ENROLLMENT SUMMARY - OFFICIAL

FALL 1976 OFFICIAL
(9/10/76)

FALL 1977 OFFICIAL
(9/15/77)

FALL 1978
(2nd Day Add/Drop)

	<u>HEAD COUNT</u>	<u>CREDIT HOURS</u>	<u>HEAD COUNT</u>	<u>CREDIT HOURS</u>	<u>HEAD COUNT</u>	<u>CREDIT HRS</u>
New--F.T.I.C.	512	6,564	541	6,780	578	7,419
Returning Freshmen	376	4,211	347	3,734	347	3,643
Total Freshmen	1,063	12,387	1,103	12,377	1,106	12,784
New Sophomore	124	1,289	192	1,734	160	1,542
Returning Sophomore	386	4,521	356	4,101	390	4,314
Total Sophomore	579	6,285	620	6,310	597	6,226
New Junior	153	1,219	108	930	88	693
Returning Junior	438	4,645	470	4,928	466	4,652
Total Junior	660	6,347	665	6,397	613	5,686
New Senior	33	291	29	152	29	176
Returning Senior	428	4,105	434	4,241	483	4,908
Total Senior	625	5,161	496	4,563	562	5,415
New Graduate	47	200	152	726	119	530
Returning Graduate	254	1,127	265	1,211	424	1,976
Total Graduate	395	1,681	645	2,952	747	3,386
Total Returning	1,882	18,609	1,878	18,259	2,110	19,493
Grand Total	3,322	31,861	3,529	32,599	3,627	33,497
Official Totals	3,322	31,861	3,529	32,599		

FALL 1976

FALL 1977

FALL 1978

HEAD COUNT CREDIT HOURS

HEAD COUNT CREDIT HOURS

HEAD COUNT CREDIT HRS

3,125* 31,041*
197** 820**

3,357* 31,867*
172** 73**

3,408* 32,524*
219** 973**

* - On Campus ** - Off Campus

Continuing, Mr. Curtiss emphasized that what needed to be done was to determine what was creating the registration problem and then to decide what has to be done to eliminate it...not can it be done. If SVSC had to go to a 100% manual operation and hire 100 people for those two days, he added, which he didn't think it would have to do, he hoped this would be seriously considered. He reiterated he thought this is SVSC's first real contact with many students and prospective students and there's no reason why they should walk off this campus without registering...and be cursing the institution instead.

Mr. Apsey indicated the reason he brought the subject up was to let the Board know the Registration Review Committee was going to take a look at the registration system...it was not something it was going to passively shove away.

Dr. Ryder stated he was sure the committee would be coming up with something that would function better. Mr. Curtiss asked if the Board could have some feedback from the committee prior to the January registration so that it could have some idea as to what to expect. Dr. Ryder suggested to Mr. Apsey that he have a report for the Board in November regarding the proposed registration system. Mr. Apsey indicated he would do so.

C. Housing

John Burkhardt, Director of Campus Life, indicated he had no written report but was happy to say that SVSC had had housing accommodation requests from 460 students for Fall which approximates full occupancy. Of that number, 428 have checked in to-date...261 new students...167 returning students. This reflects a 20% increase in new students and a 5% increase in returning students compared with Fall 1977. The retention rate at SVSC from Winter to Fall now competes favorably with anybody's in the state.

Continuing, Mr. Burkhardt said that the ratio of male to female students has normalized somewhat and is now at the point where about half of SVSC's students are female. Also, Mr. Burkhardt recalled that there was discussion some time ago about the optimal number of students per suite as being four, five or six. As of today, the average occupancy per suite is 7.25...most suites have eight and almost all freshmen are assigned to suites of eight. Where possible freshmen are mixed with upper classmen. At the end of Winter term, students are permitted to choose their own suites...so a number of the upper classmen choose other upper classmen as roommates, and freshmen then do sometimes get put together. In the past most of the junior and senior students who had wanted single rooms had been able to get them, but this is not the case this Fall. SVSC is accommodating more handicapped students now than in the past...there is one quadraplegic and two paraplegics being housed and some renovations have been necessary in the residence halls to handle them.

In connection with the handicapped, Dr. Ryder noted that SVSC has been making an effort to conform to the law...this campus fortunately has permanent buildings which are quite well-related and have been built barrier-free to a considerable extent. There are still some problems here, however. The college had state officials to come on campus, tour the campus, check all kinds of things, he said, and now he has a report on his desk in connection with the problems that still need to be solved. He concluded he felt SVSC was in a much better position than many other institutions because of their age and their problems of getting themselves to conform...a lot of money would have to be spent on it. Here, however, it will be relatively minor...there still are some things that need to be done, but SVSC is an institution that can respond generally to the needs of many people who are handicapped.

2. Central Heating and Cooling Plant Development

Dr. Emerson Gilbert introduced Ron Morketter, Al Blaire and Art Lewis of Harley Ellington Pierce Yee Associates who were present to report on the development of the Central Heating and Cooling Plant, and reminded the members of the Board that Mr. Morketter had made the presentation on the Feasibility Study for the Central Heating and Cooling Plant some time ago. The Joint Capital Outlay Committee accepted the Feasibility Study, released \$110,000 planning funds for the Plant and subsequently Harley Ellington Pierce Yee Associates were accepted as architects for the project.

Mr. Morketter advised that initially the Study suggested that such a Plant be built that would be of such a design that it would be flexible and could respond to the different energy availability situations in the future...getting SVSC off of natural gas and onto some alternate form of fuel. The Study suggested it would be an oil-burning facility with future capabilities for burning coal. When the Study was presented to the Joint Capital Outlay Committee, it was accepted, however, Senator Guastello suggested that the plant be designed for coal now as its primary fuel...so the plant has been designed for both coal and oil as well as processed wood and processed solid waste. Mr. Morketter pointed out that processed wood has a heat content similar to coal, is a very clean burning fuel, and his firm felt that if there were a processing plant in this area, which would not be an incredible expenditure. SVSC's plant very possibly could be a wood-burning facility and a pilot plant in this area for that form of fuel.

By means of graphics and a working model Mr. Blaire and Mr. Lewis described the plant, its site, aesthetics, etc. Particular attention was called to the new location of the plant just across Davis Road from Cardinal Stadium and east of the trees which provided good cover from the remainder of the campus.

Mr. Morketter concluded the review by advising that a proposal could be made to the Joint Capital Outlay Committee in two to three weeks and that construction would take 24 months after project approval is received from the state. The total cost, he said, is still at the \$14 million figure previously given. Dr. Ryder thanked the three men for their comprehensive presentation.

Chairman Curtiss stated that the Executive Committee had requested a recess for about this time. The meeting recessed at 3:20 p.m. and reconvened at 3:50 p.m.

Dr. Ryder welcomed and introduced Mike Finney, Vice President of Student Government, who was sitting in for Jim Donovan who had to leave for a class.

3. Progress regarding Development of 1978-79 Operating Budget

Dr. Ryder stated that he had just a brief report to bring the members of the Board up-to-date on what has occurred since the last meeting. He recalled that some members of the Board and administration had met here with the area legislative delegation before the August meeting. Since then, he said, some members of the Board and administration met with the Governor and representatives from his office, along with the Director of Budget and Management...also SVSC people have been to Lansing, meeting and going into further detail. SVSC will probably have a visit next week by some of the Lansing people who will be working with administration, trying to fully assess where the institution stands and where it needs to go in terms of fiscal support. Obviously, this is a logical outcome of SVSC's request of them and the Governor has indicated specifically that SVSC would have an answer from his office by October 1.

This is important in terms of SVSC's total planning effort, Dr. Ryder stressed, so he was not prepared to recommend the adoption of a budget because he thought administration needed to know what response the Governor is going to make. Therefore, there will be a resolution offered under Committee Reports to extend the

authorization administration currently has to carry on with the existing budget. The expectations would be then, having the report by October 1 from the Governor's office, that administration would be in a position to make decisions, and this Board would be in a position to adopt a budget by the October meeting of the Board.

Mr. Curtiss stated that he thought one way or another the Board should adopt the budget at the October meeting.

4. Sponsored Programs Report

Dr. Ryder distributed copies of the Sponsored Programs Activity Report for August 1978 and indicated he would call upon Cy Smith, Director of Sponsored Programs, first and then upon Dr. Crystal Lange, Director of the Division of Nursing and Allied Health Sciences, to report on a specific project.

Mr. Smith observed that there was not really too much to add to what is given in his report...he was very happy that SVSC did get the Nursing grant finally. It was something, he said, that everyone had been hoping for, and although both Crystal and he had had kind of an intuitive feeling about it, they didn't want to encourage anyone about it. He emphasized that this grant was not a Sponsored Programs grant but rather a Division of Nursing grant and SVSC got it only because of Dr. Lange, her reputation, and the program she put together...you can't sell anything that isn't already good.

He called attention to Item No. 1 under "Grants Approved" and advised that this is the first time SVSC has gotten a pure research grant out of the National Science Foundation...thanks to Dr. James Levenson.

Dr. Lange stated that it was a joy and a pleasure to share the news of the grant with all present and indicated she hoped they had had an opportunity to tune in on some of the news releases. SVSC was privileged to have coverage on the three TV channels and several radio stations in the community, as well as most

of the major newspapers. Continuing, Dr. Lange said this grant will enable Nursing to advance its program by enabling it to pay for two faculty lines it currently has, having funds for some indirect costs, acquisition of a number of teaching materials, and some additional faculty lines. Everyone is thrilled with the receipt of the grant...she had the privilege of announcing it to the students the first day of class as well as to the faculty.

Dr. Suchara asked how the SVSC Nursing program was tied into area hospitals... she would recommend somehow that quite formally Dr. Lange let them know about receiving the grant...and recognize their role in it, though most indirectly.

Dr. Lange advised that SVSC's students had learning experiences in Bay City, Saginaw and Midland hospitals and that Dr. Suchara's suggestion was an excellent one.

Mrs. Arbury recalled Dr. Lange's report some time ago that by 1985 all registered nurses would have to have a bachelor's degree and suggested this, too, would be a good reason for letting the area hospitals know of the grant.

Dr. Lange indicated that the American Nurses Association, which is the official organization for nurses, passed a resolution at its Hawaii convention that the minimum entry to be a registered nurse by 1985 would be the bachelor's degree. This would not affect currently registered nurses, but it would affect people entering the field. She concluded that SVSC did have a news release on this and had had some inquiries about it.

Mr. Smith indicated he wanted to add one thing...the very strong support SVSC got from its local congressman, Bob Traxler. Although this was included in the news release, on most of them somehow it got excluded. Mr. Traxler was very supportive of SVSC's efforts and in the last analysis, when it came down to the point of "could the money be broken loose" his efforts were most important.

5. Personnel Report

Dr. Ryder distributed copies of the September 11, 1978 Personnel Report and indicated no review was necessary.

6. Joint Meeting of the SVSC Board of Control and Board of Fellows

Dr. Ryder recalled this had been mentioned before and that he would like to propose now that this meeting be held on October 9, 1978 after the regular Board meeting. Discussion revealed it would be desirable to schedule the dinner at Doan Center for 5:00 p.m. with the meeting to follow, so Dr. Ryder requested the members of the Board to add this to their calendars as part of the Board activities for October 9.

7. Joint Meeting of the SVSC Board of Control and Delta College Board

Dr. Ryder reminded the members of the Board that this, too, had been discussed earlier. He asked if it would be satisfactory with the Board to schedule this joint meeting to follow its regular monthly meeting on November 13, 1978. It could be arranged in similar manner as the Board of Fellows meeting, but more information would be given later. The Board members were in agreement, so Dr. Ryder requested them to add this event to their calendars for November 13.

VIII. COMMITTEE REPORTS

1. Executive Committee

Chairman Curtiss reported that once again the Executive Committee had not met other than to determine the time of the break today.

2. Academic and Personnel Committee

Dr. Suchara, responding for this committee, indicated she had nothing to report.

3. Budget, Finance and Investments Committee

Mr. Zahnow advised he had two resolutions to bring before the Board.

A. 1978-79 Fiscal Year Operating Budget

RES-395 Mr. Zahnow offered the following resolution for adoption:
WHEREAS, At the August 14, 1978, Board of Control meeting, a resolution was passed which allowed continuing General Fund expenditures until September 11, 1978, when it was anticipated that an operating budget for the 1978-79 fiscal year would be adopted, and
WHEREAS, The administration of the College is continuing to refine, revise and take necessary action in order to prepare a balanced budget;
NOW, THEREFORE, BE IT RESOLVED, That the administration of the College is hereby authorized to continue General Fund expenditures for salaries and wages and for such other services, supplies and equipment as may reasonably be required to permit continued operation of the College at a level consistent with the operating budget for the 1977-78 fiscal year or as changed by the President, and
BE IT FURTHER RESOLVED, That this resolution shall continue in effect until October 9, 1978, when an operating budget will be adopted by this Board for the 1978-79 fiscal year.
Mrs. Arbury supported.

At the suggestion of Chairman Curtiss "will be" adopted was substituted for "is" adopted in the last paragraph as originally offered by Mr. Zahnow

Mr. Curtiss noted that this resolution covers supplies, equipment, etc. With the current, obvious financial constraints on the institution, he questioned if most departments had already expended their supplies and equipment budgets for the year...did administration have a handle on it so that all that expenditure was not accelerated into the first three months of the year. Dr. Ryder advised he was sure they had not.

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

Resolution unanimously adopted.

B. Facsimile Signature

Mr. Zahnow pointed out that SVSC uses facsimile signatures but the Peoples Bank & Trust Company of Bay City has asked for a little bit of extra support for them on being held harmless, and therefore, he had a resolution to offer to respond to the request. Mr. Curtiss questioned if it were a fairly standard resolution and Mr. Zahnow indicated it was not.

RES-396 Mr. Zahnow offered the following resolution for adoption:
RESOLVED, that Peoples National Bank & Trust Company of Bay City be, and it is hereby, authorized and directed to honor as genuine and authorized instruments of Saginaw Valley State College any and all checks, drafts and/or other orders for the payment of money drawn in the name of Saginaw Valley State College and bearing or purporting to bear the facsimile signature(s) of any of the following:

President of the College

Vice President for Business Affairs

regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto so long as such signature(s) resembles the facsimile signature specimens duly certified to or filed with the said Bank by the Secretary or other officer of the corporation.

FURTHER RESOLVED, that Saginaw Valley State College assumes full responsibility for any and all payments made by said Peoples National Bank & Trust Company of Bay City, in reliance upon the actual or purported facsimile signature of any person or persons named in the foregoing resolution and agrees to indemnify and hold harmless the said Peoples National Bank & Trust Company of Bay City against any and all loss, cost, damage or expense suffered or incurred by said Peoples National Bank & Trust Company arising out of the misuse or unlawful or unauthorized use by any person of such facsimile signature, regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto so long as signature(s) resembles the facsimile signature specimens duly certified to or filed with the said Bank by the Secretary or other officer of this corporation.

FURTHER RESOLVED, that the Vice President for Business Affairs of Saginaw Valley State College and (s)he is hereby authorized and directed to deliver to the said Peoples National Bank & Trust Company of Bay City specimens of the facsimile signature(s) of the person(s) above named.

Mrs. Saltzman supported.

Mr. Zahnow commented that this was a lot of gobbledegook and called upon Mr. Woodcock for clarification.

Mr. Woodcock explained that first of all, it is important to realize in this day and age very few commercial enterprises of any type have their treasurers or other officers sign their business checks...most use a mechanical means which requires a facsimile signature to sign those checks and the institutions attain what they call "internal control" over the use of those particular documents.

Quite often, at some point in time in a bank's development, it wants further protection because it has the responsibility to compare the signature on a check against that which is on file and it can very easily spot a forgery. For example...if SVSC had hand-signed checks and somebody had stolen a check and forged a signature, and this came to the attention of the college, it could turn it back to the bank, it would go back to the holder, and in due course, SVSC would get its money back. With facsimile signatures, however, it is a little more difficult to spot a forgery, and consequently the bank wants further protection.

The Peoples National Bank & Trust Company's attorney and SVSC's general counsel negotiated the resolution just read by Mr. Zahnow and it has been recommended by SVSC's attorney that the Board of Control adopt it.

Mr. Woodcock indicated that the college is already protected, through its insurance coverage against the misuse of a stamp or equipment by an employee. In the event of stolen checks and forged signatures, by means of the uniqueness of SVSC's facsimile signatures, indentations on the check, color coding, etc. furnished the bank, it would be very difficult for an individual to duplicate.

Mr. Zahnow pointed out that the most important aspect of using facsimile signatures is the proper control of them internally and that he felt this was

being handled properly and correctly by the college...that's the point to worry about...so he would recommend the adoption of this resolution.

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

Resolution unanimously adopted.

4. Facilities Planning Committee

Dr. Gilmore indicated he had nothing to report for this committee.

IX. OTHER BUSINESS

Chairman Curtiss stated that he had two items to be brought before the Board.

1. Association of Governing Boards of Universities & Colleges Workshop

Mr. Curtiss noted that he thought all members of the Board of Control received mailings from this Association and called attention to the 1978 National Trustee Workshop to be held in Chicago, Illinois at the Continental Plaza on Monday and Tuesday, October 30 and 31, 1978. He indicated he had not yet registered but hoped to be able to attend himself and urged members of the Board to make it a point to attend if they could possibly get away...he didn't believe any of them had ever attended one of the AGB conferences.

Last fall, the conference was in San Francisco, Mr. Curtiss said, and he believed SVSC was the only state institution in Michigan that wasn't represented. With this particular conference being so close, Mr. Curtiss concluded, he would encourage the Board members to try and make it...if they couldn't put their hands on their mailing, he was sure Dr. Ryder could provide the information.

2. Annual Organizational Meeting

Mr. Curtiss pointed out that this was overlooked as an Agenda item for the August 14 meeting and the By-laws call for the Annual Organizational Meeting be held in August. It was agreed on August 14 that the Annual Organizational Meeting

would be held on September 11, 1978. The item was again inadvertently left off the Agenda, he said, however Dr. Ryder and he had talked about it earlier today and decided that the Annual Organizational item would be covered under "Other Business."

Mr. Curtiss asked the members of the Board how they would like to handle the matter...did they want to caucus.

Dr. Suchara suggested because of the time of day they might want to postpone until the October meeting.

Mr. Zahnow, however, suggested that they move ahead and offered the following motion:

BM-518 Mr. Zahnow moved that the officers for 1977-78 be
reelected for another year.
Dr. Suchara supported.

Dr. Ryder named the officers as follows:

Charles B. Curtiss.....Chairman
John W. Kendall.....Vice Chairman
Dorothy D. Arbury.....Secretary
Melvin J. Zahnow.....Treasurer

Mr. Curtiss asked if there were any comments before voting.

Mrs. Saltzman stated that she had decided that every year she was going to be a pest and remind the Board that it needs a Secretary to the Board...someone who assists the President. She indicated this was not a criticism of Dr. Ryder but she felt that with all his responsibilities occasionally there were bits of information that were overlooked and should be shared with the Board.

Dr. Suchara indicated she would like to speak to why she supported the slate again for this year...she felt that in this particular year, they, as Board members had become much more responsible...having attempted to deal with a number of issues and problems, and as a result had strengthened their partnership with

the administration. Further, she pointed out that in working through the budget crisis, the retention of people in key roles...in their ongoing roles...would facilitate that transition to whatever is the greener side of the hill now for SVSC...and that it would be, she thought, just that much more useful to the Board and to the College.

Mr. Curtiss reminded the members of the Board that he had said to many of them individually and most of them collectively in the past, that the problem with continuing the same officers over a period of time becomes one of finding it more and more difficult to change should they want to. Some Boards, he said, rotate officers each year automatically...if you are elected as Chairman of the Board (this is colleges in Michigan), it is clearly for a one-year term and you are finished at the end of that year. Sometimes it could be for a two-year term... it varies from Board to Board, but relatively few of the colleges have had what might be termed a relatively low turnover ratio as the SVSC Board has experienced every year...two chairpersons in 14 years.

Mrs. Arbury indicated she would lobby for Mr. Curtiss if he would like for her to do so...she felt he made an excellent Board Chairman...she didn't know of any Board Chairman anywhere who worked harder for his institution than he did.

Mr. Curtiss responded that he appreciated that...but there would come a time when a change would be in order and he hoped that the Board would call it to his attention, as well as to others when that time came. After all, he concluded, (tongue in cheek) the pay was not the best.

No other comments were offered and Mr. Curtiss called for a vote.

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

Motion unanimously carried.

Mr. Curtiss asked if there were any other items to come under "Other Business" and Dr. Ryder advised there was to be a "closed" session of the Board to meet with SVSC's attorney to discuss pending litigation and that he would like to have a member of the Board move adjournment of the regular meeting so it could move into the "closed" session.

Mr. Curtiss asked if it were the intent to move to a "closed" session and then reconvene to adjourn...or should they adjourn now.

Dr. Ryder pointed out there would be no business to follow the "closed" session and an adjournment of the regular meeting was in order now.

X. ADJOURNMENT

There being no further business to transact, upon motion of Mrs. Saltzman the meeting adjourned at 4:25 p.m. and the Board moved into a "closed" session.

Respectfully submitted,

Charles B. Curtiss--Chairman

Dorothy D. Arbury--Secretary

Opal M. Colvin

Opal M. Colvin--Recording Secretary

JMR
omc