

A G E N D A

SAGINAW VALLEY COLLEGE

MONTHLY MEETING OF BOARD OF CONTROL

Saturday - January 14, 1967 - 10 a.m.

**SVC Conference Room
2250 Pierce Road**

- 1.) Call to Order by Chairman
- 2.) Approval of Minutes of December 10, 1966 Meeting
- 3.) President's Report
- 4.) Financial Report
- 5.) Committee Reports
- Academic
- 6.) Communications
- 7.) Other Business
- 8.) Adjournment

MINUTES

BOARD OF CONTROL
SAGINAW VALLEY COLLEGE

REGULAR MONTHLY MEETING

S.V.C. Conference Room
January 14, 1967

Present: Arbury
Brown
Curtiss
Fox
Groening
Treadway
Zahnow

Others

Present: Driver
Kearns
Marble
O'Dette
Press (3)

I. CALL TO ORDER

Mr. Groening called the meeting to order at 10:20 a.m.

An SVC student, Preston O'Dette, was introduced by Mr. Groening as a representative from the student body.

II. MINUTES OF PREVIOUS MEETING

Two corrections were noted for minutes of December 10, 1966 meeting as follows:

- 1.) Page 1966-128 - BM-76 - Mrs. Treadway to be recorded as voting "no".
 - 2.) Page 1966-131 - The rate for reimbursement for Board travel should read 8¢ to 10¢ per mile rather than 8¢.
- BM-79 Mrs. Treadway moved that the minutes of the ^{December 10} January 14, 1967 meeting be approved as corrected. Mrs. Arbury seconded.

Ayes: Arbury, Brown, Curtiss, Fox, Groening, Treadway, Zahnow
Absent: McCree

The motion carried.

III. REPORT OF PRESIDENT

A. Enrollment

President Marble reported that there are 261 students registered in the winter term, an increase of 10 above the fall semester. A registration of 400 students has been projected for the fall of 1967, and in spite of the fact that enrollment has been somewhat above expectation for this year, the SVC staff is going to work with great vigor to achieve the objective of 400 students.

B. Teacher Education Program

President Marble reported that on January 11, 1967, the SVC proposal for a Program in Teacher Education was approved by the State Board of Education. He said that the newspapers used the word "tentative", which means that full approval will not be received until SVC has been accredited by the North Central Association. He indicated, however, that we have reason to assume that SVC will be accredited.

C. Library

At present there are 3,631 books catalogued and on the shelves in the library.

D. Meeting Dates

The President was asked to discuss the matter with Judge McCree as to his availability to attend future meetings.

E. Miscellaneous

The three area daily newspapers have indicated that they will supply SVC with complimentary subscriptions. The papers will be available in the library, and later clipped for the scrap book.

The principals of the public high schools in the Saginaw Valley have been invited to luncheons at SVC, and to visit with members of the faculty and staff.

IV. FINANCIAL REPORT

Dr. Driver distributed copies of the quarterly Statement of Income and Expense for period ending December 31, 1966. He said that the \$500 approved at the November meeting for consultation with Johnson, Johnson & Roy on area development was drawn from the fund budgeted for operation and maintenance of plant, reducing the amount to \$17,500. Dr. Driver said that it appears for the present that little additional equipment will be needed with the possible exception of a vehicle to transport approximately twenty people. The Saint Paul Seminary bus, which accommodates forty individuals, is being used at the present time. It is cumbersome.

Mr. Groening indicated that he was pleased with the financial statement, and said that the administration of the college should be commended.

NOTE: Financial Statement part of Official Minutes.

V. REPORT OF COMMITTEES

A. Academic Committee

Mr. Brown asked Mrs. Arbury to comment whether she felt the Program in Teacher Education should now be activated. Mrs. Arbury asked the President to give his views.

The President reported that the Governor has taken the position that no new program would be financed unless approved by the State Board of Education, and for SVC this approval came after the 1967-68 budget message

was prepared. The Governor has also taken the position that no increase may be made in the budget this year unless tax reform is enacted to produce additional income. At this point, it is therefore uncertain whether any funds will be available from the State for the activation of the Teacher Education Program.

In the Board discussion that followed, the opinion was expressed by Mr. Brown and Mrs. Arbury that SVC should proceed to activate the Teacher Education Program regardless of the uncertainty of funds. Mr. Curtiss warned on the use of Development Funds for operational purposes. After further discussion, Mr. Groening summarized by instructing the President to proceed to activate the program in spite of the financial uncertainty, to observe all economies possible including the use of part-time faculty, and to bring further plans to the Board for approval as soon as appropriate recommendations can be made.

B. Budget Committee

Mr. Zahnow said that he would investigate the matter of travel reimbursement for members of the Board and give a report at the next meeting.

C. Building Committee

1.) State Appropriation

Mr. Brown reported that \$500,000 has been included in the legislative bill as a supplementary appropriation for the first academic facility. If this appropriation is approved, it will permit SVC to begin construction before July 1st.

It is hoped that the campus plans will be approved by May 1st.

The plans for the dormitories are behind schedule, and it appears that at the present time federal funds are not available for the the financing of dormitories. Dr. Driver was requested to investigate the matter.

2.) Project 66

Dr. Driver reported as follows. The Spicer Engineering Company in Saginaw recommended that plans for draining the area around the building be drawn up. Three bids have been received which included catch basins in parking lot, in front of building, and ditch to the north of building. Before accepting low bid, it was felt that approval should be secured from Johnson, Johnson & Roy and the State Building Division. This approval has not been received. It is felt that it may cost \$500,000 to provide a permanent drainage system for the campus. It is hoped that the Building Division will come up with a solution before spring.

3.) Landscaping

Dr. Driver said that last fall it appeared that there might be sufficient good weather to do some planting around building.

Bids were obtained, one from Begick who offered to ^{plan} ~~do~~ the job for \$100. It was felt that approval should be obtained from

Johnson, Johnson & Roy. They objected, and indicated that if SVC discharged Begick, they would ^{plan} ~~take~~ the job for \$400. Dr. ^{S/C 2/11/67}

Driver asked for recommendation from Board.

Mr. Brown felt that the college could plant some trees without spending \$400.

4.) Nomenclature for Campus

Mr. Curtiss suggested that alternative designations be chosen for "zone", "core", "academic facility", dormitories, etc.

Mr. Groening asked that the administration give some thought to the matter.

VI. COMMUNICATIONS

Representative Traxler called while the Board was in session to express regret that he was unable to attend the supper meeting with area legislators and members of the Board. He was required to be in Lansing at the time while attending a meeting with the Governor and members of the Legislature on fiscal matters.

Representative Traxler also said that he would do everything possible to further the development of SVC.

Mr. Brown indicated that some members of the Legislature felt they should have received a personal invitation to the Open House.

VII. OTHER BUSINESS

A. Social Security

Dr. Driver reported that the Federal government cannot impose social security participation on a State institution without an election to join. When the assets of the Development Fund were transferred to the State school (SVC), the legal step to continue social security for employees was overlooked.

RES-18 Mr. Zahnow offered Resolution that SVC elect to come under the Social Security Act, retroactive to November 19, 1965. Mr. Curtiss seconded.

Ayes: Arbury, Brown, Curtiss, Fox, Groening, Treadway, Zahnow
Absent: McCree

Resolution adopted.

B. S.V.C. DEVELOPMENT FUND

Dr. Driver reported that James Kendall, College Counsel, has contacted the Internal Revenue Service regarding the change in the operational status of SVC Development Fund.

C. SAFE DEPOSIT BOX

Dr. Driver called attention to the fact that only two individuals had access to the College Safe Deposit Box, Mr. Zahnow and himself. Mr. Groening suggested that the list be expanded to four people adding the names of the President and Secretary, with the resolution that any two have access to the box.

BM-80 Mr. Brown moved that the President and Secretary be added to the list of people having access to the Safe Deposit Box, with entrance being made by any two.
Mrs. Arbury seconded.

Ayes: Arbury, Brown, Curtiss, Fox, Groening, Treadway, Zahnow
Absent: McCree

The motion carried.

D. ASSIGNMENT OF STOCK CERTIFICATE

Dr. Driver said that back in 1964 Board authorization was given to Mr. Groening and Mr. Zahnow to endorse stock certificates for sale. It would be a convenience to Mr. Zahnow if the President or Vice President, or both, be authorized to endorse stock certificates for sale since it is the policy of the college, or request of donor, that stock be placed on the market for immediate sale.

Mr. Groening recommended that any two of the six officers of the school witness the assigning of stock certificates for sale.

RES-19 Mrs. Arbury offered the following resolution:
BE IT RESOLVED: That this corporation, Saginaw Valley College be and it hereby is, authorized and empowered to open and maintain an account with any brokerage firm

holding membership on the New York Stock Exchange, hereinafter called the brokers, for the purchase and sale of stocks, bonds or securities, on exchanges of which the brokers are members or otherwise, and that any two of the officers hereinafter named be, and they hereby are authorized to give written or verbal instructions by telephone, or telegraph, or otherwise, to the brokers to buy or sell stocks, bonds, or securities, either for immediate or future delivery/they deem proper to secure payment therefor with property of this corporation; and they will at all times have authority in every way to bind and obligate this corporation for the carrying out of any contract, arrangement or transaction which shall, for or on behalf of this corporation, be entered into or made with or through the brokers; and that the brokers are authorized to receive from this corporation, checks and drafts drawn upon the funds of this corporation by any officer or employee of this corporation, and apply the same to the credit of this corporation or to its account with said brokers and the said brokers are authorized to receive from said officers or from any other officer or employee of this corporation, stocks, bonds, or other security for the account of this corporation with said brokers; said brokers are further authorized to accept instructions from any two officers herein named as to the delivery of stocks, bonds, or other securities from the account of this corporation and at their direction to cause certificates of stocks, bonds, and other securities held in said account to be transferred to the name of any officer hereinafter named or of this corporation in the discretion of said two officers; and delivery to any such officer of such stocks, bonds, or securities, issued as directed by them, shall be deemed delivery to this corporation; and any such two officers shall have the fullest authority at all times with reference to any transaction deemed by them to be proper to make or enter into for or on behalf of this corporation with the brokers or others. All confirmations, notices and demands upon this corporation may be delivered by the brokers verbally or in writing, or by telegraph, or by telephone to any such officer and he is authorized to empower any person, or persons, that he deems proper, at any time, or times, to do any and all things that he is hereinbefore authorized to do. That this resolution shall be and remain in full force and effect until written notice of the revocation hereof shall be delivered to the brokers. The officers herin referred to are named as follows, to-wit:

William A. Groening, Jr., Chairman
Maurice E. Brown, Vice Chairman
Charles B. Curtiss, Secretary
Melvin J. Zahnow, Treasurer
Samuel D. Marble, President
Russell B. Driver, Vice President

Mr. Zahnow seconded.

Ayes: Arbury, Brown, Curtiss, Fox, Groening, Treadway, Zahnow
Absent: McCree

Resolution adopted.

E. Payroll Account

Dr. Driver indicated that Yeo & Yeo recommended the establishment of a separate payroll account when they presented the last audit report. He advised that a transfer will be made to the Payroll Account each pay day equal to the net amount of the checks to be drawn, leaving approximately \$100 balance in account. The banks will be authorized to accept checks drawn against this account. Dr. Driver asked for formal Board action.

BM-81 Mr. Fox moved that a special payroll account be established and the ~~the~~ officers of the school be authorized to sign checks to be drawn against account. Mrs. Treadway seconded.

Ayes: Arbury, Brown, Curtiss, Fox, Groening, Treadway, Zahnow
Absent: McCree

The motion carried.

F. Local Property Taxes

Dr. Driver reported that the local property owners have been receiving tax statements. At the time SVC purchased the property, the owners were given the impression that the College would pay the tax. The matter was taken up with James Kendall who recommended that the taxes be paid and that the township supervisors be notified that the properties now belong to the College and that the properties be removed from the tax rolls. Mr. Brown said that at the time the properties were purchased, the owners paid one-half of the tax and the school agreed to pay the balance. It was noted that the matter did not require Board action.

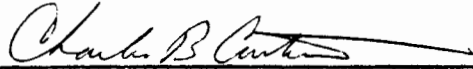
G. Higher Education Facilities Application

Dr. Driver informed the Board that the application for \$1 million under the Higher Education Facilities Act will be filed on or before January 31st, the only signature being required is that of the President. The Board indicated their approval of this action.

VIII. ADJOURNMENT

On motion, the meeting adjourned at 12:05 p.m.

Respectfully submitted,



Charles B. Curtiss - Secretary



Gladys A. Kearns - Recording Secretary

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att.

SAGINAW VALLEY COLLEGE
General Operating Fund
STATEMENT OF INCOME AND EXPENSE
Periods Ended December 31, 1966

	<u>ACTUAL</u>		<u>Six Months</u>	<u>Annual</u>
	<u>Three</u>	<u>Six</u>	<u>Budget</u>	<u>Budget</u>
	<u>Months</u>	<u>Months</u>		
INCOME				
Tuition and Fees (Net)	\$ 14,153	\$ 29,801	\$ 32,200	\$ 39,025
Grants		5,000	5,000	10,000
State Appropriation	<u>246,473</u>	<u>246,473</u>	<u>246,473</u>	<u>431,473</u>
Total Income	<u>\$260,626</u>	<u>\$281,274</u>	<u>\$283,673</u>	<u>\$480,498</u>
EXPENSES				
Instructional & Departmental Research:				
Salaries	\$ 27,175	\$ 45,501	\$ 44,257	\$ 86,600
Services, Supplies & Materials	1,336	1,799	1,500	2,000
Equipment	<u>4,977</u>	<u>4,977</u>	<u>2,000</u>	<u>2,200</u>
	<u>33,488</u>	<u>52,277</u>	<u>47,757</u>	<u>90,800</u>
Other Educational Services:				
Salaries	7,825	14,019	13,944	26,200
Services, Supplies & Materials	2,338	5,405	7,705	13,500
Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,500</u>
	<u>10,163</u>	<u>19,424</u>	<u>21,649</u>	<u>41,200</u>
Libraries:				
Salaries	1,832	2,730	12,725	25,450
Services, Supplies & Materials	21,247	24,174	25,000	121,000
Equipment	<u>2,158</u>	<u>2,158</u>	<u>2,200</u>	<u>4,500</u>
	<u>25,237</u>	<u>29,062</u>	<u>39,925</u>	<u>150,950</u>
Student Services:				
Salaries	-	-	-	8,500
Services, Supplies & Materials	89	89	100	500
Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,500</u>
	<u>89</u>	<u>89</u>	<u>100</u>	<u>10,500</u>
Public Service:				
Salaries	5,330	6,628	9,795	16,000
Services, Supplies & Materials	160	378	750	1,500
Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,200</u>
	<u>5,490</u>	<u>7,006</u>	<u>10,545</u>	<u>18,700</u>
General Administration:				
Salaries	22,646	43,170	41,425	88,100
Services, Supplies & Materials	10,062	11,734	2,250	4,500
Equipment	<u>1,346</u>	<u>1,346</u>	<u>1,000</u>	<u>1,000</u>
	<u>34,054</u>	<u>56,250</u>	<u>44,675</u>	<u>93,600</u>
Business Operation:				
Salaries	1,935	3,930	4,000	8,000
Services, Supplies & Materials	132	206	900	1,800
Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>700</u>
	<u>2,067</u>	<u>4,136</u>	<u>4,900</u>	<u>10,500</u>

Operation & Maintenance of Plant:

Salaries & Wages	757	757	2,675	8,000
Services, Supplies & Materials	1,105	3,931	4,000	11,368
Equipment	<u>989</u>	<u>989</u>	<u>1,000</u>	<u>17,500</u>
	<u>2,851</u>	<u>5,677</u>	<u>7,675</u>	<u>36,868</u>
Retirement & Other Fringes	<u>3,818</u>	<u>7,460</u>	<u>12,409</u>	<u>27,380</u>
Total Expenses	<u>117,257</u>	<u>181,381</u>	<u>189,635</u>	<u>480,498</u>
Excess Income over Expenses	<u>\$143,369</u>	<u>\$ 99,893</u>	<u>\$ 94,038</u>	-