

A G E N D A

SAGINAW VALLEY COLLEGE

BOARD OF CONTROL

REGULAR MONTHLY MEETING

Board Room - Wickes Hall

Monday, March 11, 1974

7:30 p.m.

- I. Call to Order by Chairman
- II. Approval of Minutes
- III. Official Representative of the Faculty Association
- IV. Administrative Report
 - 1.) Revised Request Budget to be Submitted to Legislature
 - 2.) Report Faculty Research
 - 3.) Same Family, Dual Appointments -- Marcia DeJong, Frank Waters III
 - 4.) Comments on Hiring Policies
- V. Academic Committee
 - 1.) Commencement Plans
- VI. Building Committee
 - 1.) Revision of Campus Master Plan
 - 2.) Progress Report on Campus Center Project
- VII. Finance Committee
 - 1.) Resolution on Consumers Power Contract
 - 2.) Request for Funds for Faculty Summer Research Grants
 - 3.) Adoption of Maintenance Workers' Policy Manual
 - 4.) Adoption of Revised Residence Hall Fees
 - 5.) Resolution on Matching Grant, Title VI-A

MINUTES

BOARD OF CONTROL
SAGINAW VALLEY COLLEGEREGULAR MONTHLY MEETING
SVC Board Room - Wickes Hall
March 11, 1974

Present: Arbury
Curtiss
Gilmore
Kendall
Runkel
Vaupre

Others

Present: Becker, R.
Capitan
Dickey
Gross
Guimond
Hanes
James
Kearns
Peterson, H.
Press (2)
Students (5)

Absent: Cartwright, excused
Zahnow "

I. CALL TO ORDER

The Chairman called the meeting to order at 7:30 p.m. and declared a quorum present.

II. MINUTES OF PREVIOUS MEETING

BM-377 Mrs. Arbury moved approval of the minutes of the Regular Monthly Meeting held on January 14, 1974 as submitted.
Mr. Kendall supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre

Absent: Cartwright, Zahnow

Motion carried.

III. OFFICIAL REPRESENTATIVE OF THE FACULTY ASSOCIATION

No representative was present.

IV. COMMUNICATIONS

James Barcia, President of the Student Senate, introduced Stuart Hynonen, a SVC senior representing the Political Science students. Mr. Hynonen read a lengthy statement requesting the Political Science offerings be re-instituted for the summer terms. He said that the Political Science Department has only two instructors, one of whom was on a sabbatical leave for a full semester. At the time James Barcia and he talked with the Dean of the College of Liberal Arts and the Acting Vice President of Academic Affairs, they were told that the decision to cancel the offerings was made in accord with the SVC-SVCFA contract and also that there wasn't any available money for the program. They later approached the Acting President to familiarize him with their position and arguments. Hynonen said that Dr. Capitan refused tender of their arguments in a manner unbefitting a gentleman and a college president, and in words and gesture that he was above, and apathetic to, their situation. Mr. Hynonen said that it was for this reason that he was presenting the problem to the Board.

The SVCFA contract states that courses will be offered based on student need, expected class enrollment, past student credit hour production and demonstrated college needs. Hynonen said that there are enough students to offer two classes and that the revenue produced would pay for the instructors' salaries. The SVCFA contract further states that the College will consult with the appropriate chair person in regards to additional contracts. The administration acted in bad faith by not abiding by this provision.

Dr. Capitan responded by saying that he never turned a deaf ear to students, but he may have been a little "heavy handed" with the political science group that came to his office. He said he has a staff that is being paid to do this type of responsibility and therefore referred them to the Acting Academic Vice President and to the Dean of the College of Liberal Arts. He said the budget is

somewhat larger than the past year, but it is necessary to make some cutbacks in order to end the current fiscal year with a balanced budget.

Dr. James said he spent almost an hour-and-a-half talking to these students and that a number of mis-statements have already been made this evening. The guidelines were followed and the administration was convinced that the classes would not be filled or pay for themselves.

Mr. Curtiss said that he appreciated the problems that the students appear to be having, but that the Board hired the administration to perform such tasks and urged the students and administration to discuss the issue further.

V. ADMINISTRATIVE REPORT

A. Budget Requests - 1974-75

Dr. Capitan said that it has been felt that if the institution could increase in size some of its problems would resolve. Serious consideration has been given to this matter by members of the administrative staff, faculty and student body, and a Program Revision Requests Proposal has been drafted which he presented.

The following items were recommended to increase enrollment:

- 1.) Hire one additional counsellor.
- 2.) Increase financial aid to bring it in line with other institutions.
- 3.) Increase campus security.
- 4.) Hire public information officer and improve publications and image of college in Tri-County area.

To meet direct student needs:

- 1.) Improve intra-mural recreation programs.
- 2.) Establish minor in Physical Education.
- 3.) Expand College of Business Administration.
- 4.) Expand College of Education Graduate Programs.
- 5.) Improve Health Sciences Program (Nursing).
- 6.) Provide funds for expansion of supplies and services for instructional areas.

To improve institutional efficiency, fill eight new positions to strengthen administrative staff.

Dr. Capitan said that most of the additional funds would be used to strengthen the present academic programs, with the exception of a new minor in physical education. He asked for guidance from the Board as these requests will be presented to the Legislature. He indicated that the Master of Arts degree program in Human Biology will not begin in the Fall of 1974, as it is still in the planning stage. Without the additional expense of this program, the College is in a good position to concentrate on improving its present services.

Mr. Curtiss said that these points will be the course that SVC will be taking during the next year and which reflect the more current needs of the institution.

BM-378 Rev. Runkel moved approval of the Revised Budget Request of \$4,544,000 for 1974-75, including an increase of \$838,000 for program expansion.
Mrs. Arbury supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

Motion carried.

NOTE: See following page for detailed proposal.

B. Faculty Growth Awards

Dr. Capitan presented the following resolution for consideration.

RES-178 Mrs. Arbury offered the following resolution for adoption:
WHEREAS, The goal of the Forward '71 campaign included financial support for faculty growth; and
WHEREAS, The Board of Control has previously authorized \$7,000 of campaign funds to be used for faculty research and growth awards; and
WHEREAS, It is desired to support individual faculty members develop and update mastery in their teaching fields and their pursuit of knowledge.
NOW, THEREFORE, BE IT RESOLVED That the sum of \$10,000 be set aside, reserved and awarded by the Professional Practices Committee to members of the faculty whose project for growth merits such support.
Mr. Kendall supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow
Resolution adopted.

Mr. Curtiss said Economic and Program Revision Request prepared indicating 1974-75

the recipients of the awards and their plans for the use of these awards

	College Request (Gross)	Governor's Recommendation (Gross)
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A. Economics

1. Compensation	10% \$285,000	6% \$171,000
2. Non-compensation	5% \$38,000	4% \$15,200
3. Utility	5 5,000	(No. 2)

B. Program Change Priorities

1. Reductions:

- a. One time decrease (8,000)
- b. Travel decrease (6,000)

2. Expansions:

- a. To increase enrollment:

Improve admissions and student

counseling services 18,975

Student financial aid (1,750 x \$30) 52,500

Campus security (2 officers,
1 clerk) 37,000

Public information (1 officer) 18,000

Improve publications 25,000

- b. To meet direct student needs:

Improve intra-mural recreation
programs 8,000

Minor in Physical Education 60,750

Expansion of College of
Business Administration 46,000

Expansion of College of Education
graduate programs 33,800

Health sciences
(Nursing) 55,000

Enrollment increase (1,750 FYES) 54,000 57,000

- c. To improve institutional efficiency:

Support services 111,000

Total \$838,025

\$20,000 Gross

SAGINAW VALLEY COLLEGE
Program Expansion
Economic and Program Revision Request
1974-75

	College Request (Cross)	Governor's Recommendation (Cross)
A. <u>Economics</u>		
1. Compensation	100 \$235,000	60 141,000
2. Non-compensation	5 50,000	4 40,000
3. Utility	5 5,000	(0) 0
B. <u>Program Change Priorities</u>		
1. Reductions:		
a. One time decrease	-	10,000
b. Travel decrease	-	2,000
2. Expansions:		
a. To increase enrollment:		
Improve admissions and student counseling services	10,000	
Student financial aid (1,750 x \$100)	175,000	
Campus security (2 officers, 1 clerk)	27,000	
Public information (1 officer)	10,000	
Improve publications	25,000	
b. To meet direct student needs:		
Improve intra-mural recreation programs	17,000	
Minor in Physical Education	30,750	
Expansion of College of Business Administration	10,000	
Expansion of College of Education graduate programs	23,000	
Health sciences (Nursing)	15,000	
Enrollment increase (1,750 FYE)	51,000	17,000
c. To improve institutional efficiency:		
Support services	1,110,000	
Total	1,878,000	1,477,000

D. Comments on Hiring Policies

Dr. Capitan reported that progress is being made with the Affirmative Action Program but it will not be fully developed or satisfactory until there is a full-time personnel officer. When that is achieved and the program is developed, problems such as nepotism will undoubtedly be eliminated.

VI. COMMITTEE REPORTS

A. Academic Committee

Mrs. Arbury announced that the Ninth Annual Commencement will be on Saturday, April 20th, at 3 o'clock. A committee has been at work planning the program.

B. Building Committee

1. Progress on Campus Center Project

Mr. Robert Hanes, Director of the Physical Plant, along with Bob Becker presented architectural drawings that showed alterations to Doan Center that were within the budget.

Plan B - Proposes remodeling of existing building and providing additional space of 7,000 sq. ft. - cost \$475,000.

Plan C - Similar to Plan B with the elimination of game room.

Additional space of 5,700 sq. ft. - cost \$425,000.

The Board favored Plan B which provides for a snack bar, private dining area for contract students, two conference rooms, a student lounge, an activity mall, gift shop, game room, offices, and facilities for banquets and exhibits. In order to have the interior of the building completed when school commences in the Fall, the Board felt that the project should move as rapidly as possible.

BM-381 Rev. Runkel moved that the Building Committee be authorized to negotiate a contract with the architect to prepare schematic drawings of Plan B to insure completion of the interior of the building by September 1, 1974.
Mr. Vaupre supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

Motion carried.

Mr. Barcia said the students will be pleased with the progress that is being made with the Campus Center and it should be a pleasant improvement to campus life.

2. Revision of Campus Master Plan

Mr. Hanes said that the Building Committee and staff recommend that the stadium be constructed east of Davis Road and north of Pierce Road on property presently owned by the College. This location is in the athletic area designated in the Campus Master Plan.

An area between the dormitories and the gymnasium was recommended by the Building Committee as a field for intramural sports with the suggestion that leveling, grading, and seeding be commenced as soon as possible.

BM-382 Mrs. Arbury moved that the Building Committee be authorized to receive bids on grading and seeding of an area between the dormitories and gymnasium for intramural athletic sports, the bids to be approved at the April Meeting of the Board.
Mr. Kendall supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

Motion carried.

3. Remodeling of Gymnasium Lounge

In behalf of the Building Committee, Dr. Gilmore recommended that the lounge area at the northwest corner of the gymnasium be converted into a complex of five offices for the Athletic Department. The room is presently used for a lounge, game room and few extension classes which can readily be relocated.

BM-383 Mr. Vaupre moved approval of the Building Committee's recommendation that the lounge area at the northwest corner of the gymnasium be converted into a complex of five offices for the Athletic Department.
Rev. Runkel supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

Motion carried.

C. Finance Committee

1. Consumers Power Contract

RES-179 Mr. Vaupre offered the following resolution for adoption:
RESOLVED, That it is hereby deemed advisable to enter
into a contract with Consumers Power Company of Jackson,
Michigan for furnishing gas service to the Saginaw Valley
College at 2250 Pierce Road for a period of one year and
thereafter from month to month, in accordance with the
terms of the contract heretofore submitted to and considered
by this Board of Control; and
RESOLVED, Further, That the Chairman and/or Secretary of
the Board of Control be and are authorized and directed
to execute such contract on behalf of the Saginaw Valley
College.
Mrs. Arbury supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

Resolution adopted.

2. Maintenance Workers' Policy Manual

Dr. Capitan presented the Personnel Policies Manual for Physical Plant Employees and Yardmen and recommended its adoption. He noted two corrections: Omit use of word "bargaining"; "exclusive of security force" should be inserted in paragraph defining employees.

RM-384 Rev. Runkel moved adoption of Personnel Policies Manual
for Physical Plant Employees and Yardmen.
Mr. Vaupre supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

Motion carried.

3. Revised Residence Hall Rates

Mr. Robert Becker said that it appears that during the 1973-74 academic year the room and board charges at SVC have been the lowest in the State system. Due to the increase in food costs and operating expenses during the past two years, it is essential that an increase in the rates be considered for 1974-75. The administration proposes a tentative hike to \$1,250 for a 21-meal plan and \$1,150 for a 15-meal plan, the tentative rate to be considered

6. Mutual Savings and Loan Association Resolution

RES-182 RESOLVED, That the funds of the undersigned by and the same are hereby authorized to be added to or paid into a savings account in Mutual Savings and Loan Association and that said institution be and is hereby authorized to pay withdrawals until further notice to it signed in the name of this organization as indicated below by any one person or persons, whose names appear below. Said institution is authorized to supply any endorsement for the undersigned on any check or other instrument tendered for this account and it is hereby relieved of any liability in connection with collection of such items which are handled by it in accordance with customary banking practice and it shall not be liable for the acts of banks serving as its agents, sub-agents or others or for any casualty. Withdrawals may not be made on account of such items until collected, and any amount not collected may be charged back to this account, including expense incurred, any any other outside expense incurred on account of this account may be charged to it.

Name of Organization:	Saginaw Valley College
by	title
<u>Charles B. Curtiss</u>	<u>Chairman</u>
<u>John W. Kendall</u>	<u>Vice Chairman</u>
<u>Mrs. Dorothy D. Arbury</u>	<u>Secretary</u>
<u>Melvin J. Zahnow</u>	<u>Treasurer</u>
<u>William H. Capitan</u>	<u>Acting President</u>
<u>Russell B. Driver</u>	<u>Vice President</u>

Dr. Gilmore supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

Resolution adopted.

7. Agreement between Board of Education of Saginaw Twp. Community School District & Saginaw Valley College

Dr. Capitan presented a proposal to enter into an agreement with the Board of Education of the Saginaw Township Community School District to supervise an expanded program of instruction at the Saginaw County Juvenile Center. The Township School Board will reimburse the College for operating the program. SVC students and faculty can use the Center as a training laboratory in sociology, psychology and education and will serve as counselors and tutors. The program

will not cost the College any money.

RES-183 Rev. Runkel offered the following resolution for adoption:
RESOLVED, That it is hereby deemed advisable to enter into
a contract with the Board of Education of the Saginaw Town-
ship Community School District for operating and supervising
in behalf of the School District, an educational program of
instruction for students at the Saginaw County Juvenile
Center for a period of one year and thereafter annually in
accordance with the terms of the contract heretofore sub-
mitted to and considered by the Board of Control; and
RESOLVED, Further, That the Chairman and/or Secretary of
the Board of Control be and are authorized and directed to
execute such contract on behalf of the Saginaw Valley College.
Mrs. Arbury supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre

Absent: Cartwright, Zahnow

Resolution adopted.

8. Resolution on Financial Aid

RES-184 Mr. Kendall offered the following resolution for adoption:
WHEREAS, The goal of the Forward '71 fund campaign included
\$250,000 for financial aid and scholarships; and
WHEREAS, The Board of Control has previously authorized
\$52,000 of campaign funds to be used for student financial aid;
and WHEREAS, It is desired to sustain aid to needy students at
the same or a higher level and at the same time to enlarge
the scope of the Saginaw Valley College Merit Scholarship
Program.
NOW, THEREFORE, BE IT RESOLVED That the sum of \$24,500 be
set aside, reserved and paid out from Forward '71 funds
during the 1974-75 fiscal year for financial aid, for merit
scholarships which are renewable, and for special projects and
activities designed to increase the financial assistance
available to Saginaw Valley College students.
Mr. Vaupre supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre

Absent: Cartwright, Zahnow

Resolution adopted.

VII. OTHER MATTERS

Presidential Search Committee

At the request of the faculty and students to have two representatives on the Presidential Search Committee, Mr. Curtiss asked to have BM-376 adopted on January 14, 1974 amended to be composed of the following members:

one administrator, two faculty, two students, two Board of Control members, and one member from the community-at-large.

BM-386 Rev. Runkel moved to amend BM-376 appointing an eight-member Presidential Search Committee including one administrator, two faculty members, two students, two members of the Board of Control, and one representative from the community-at-large.
Mr. Kendall supported.

Ayes: Arbury, Curtiss, Gilmore, Kendall, Runkel, Vaupre
Absent: Cartwright, Zahnow

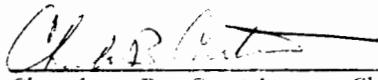
Motion carried.

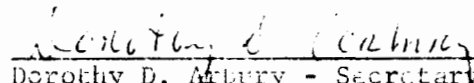
Mr. Curtiss announced the names of the committee members: Peter DeJong and John Willertz, faculty; Vicki Osuna and Lee Schwarts, students; Curtis McCray, administrator, Mrs. Arbury and Charles Curtiss, Board of Control; Herb Lyon, community-at-large. Mr. Curtiss appointed himself as chairman; C. McCray, secretary.


VIII. ADJOURNMENT

There being no further business to transact, the meeting adjourned at 10 p.m.

Respectfully submitted,


Charles B. Curtiss - Chairman


Dorothy D. Arbury - Secretary


Gladys A. Kearns - Recording Secretary

WHC
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