AGENDA
SAGINAW VALLEY STATE COLLEGE
BOARD OF CONTROL
REGULAR MONTHLY MEETING
Board Room--Wickes Hall
Monday, February 9, 1976
7:30 P.M.

I. CALL TO ORDER BY CHAIRMAN

II. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON JANUARY 12, 1976

III. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION

IV. COMMUNICATIONS

V. ADMINISTRATIVE REPORTS

1) ADMISSIONS AND REGISTRATION

2) GOVERNOR'S EXECUTIVE ORDER AND REVISIONS IN THE 1975-76 BUDGET

3) SECRETARIAL, CLERICAL AND TECHNICAL PERSONNEL POLICIES

4) PROPOSAL FOR ADDITIONS TO THE BOARD OF FELLOWS

5) PERSONNEL REPORT

6) REPORT ON SPONSORED PROGRAMS

7) REPORT OF PROGRESS ON PIONEER HALL OF ENGINEERING AND TECHNOLOGY

VI. COMMITTEE REPORTS

1) ACADEMIC COMMITTEE

2) FINANCE COMMITTEE

3) BUILDING COMMITTEE

VII. OTHER BUSINESS

VIII. ADJOURNMENT

JMR:omc
2/2/76
MINUTES

BOARD OF CONTROL
SAGINAW VALLEY STATE COLLEGE

REGULAR MONTHLY MEETING
SVSC Board Room--Wickes Hall
February 9, 1976

Present: Curtiss
         Gilmore
         Kendall
         Saltzman
         Serotkin
         Suchara

Others
Present: Bredholt
         Colvin
         Driver
         Ferris
         Gross
         Guimond
         James
         Kumler
         Lee
         Mauch
         McCray
         Ryder
         Sharp
         Thompson
         Webb
         Press (2)

Absent: Arbury, excused
        Zahnow, "

I. CALL TO ORDER

Chairman Curtiss called the meeting to order at 7:40 p.m. and declared a
quorum present.

II. MINUTES OF PREVIOUS MEETING

BM-448 Dr. Gilmore moved approval of the Minutes of the Regular
Monthly Meeting held on January 12, 1976 as mailed.
Dr. Suchara supported.

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

Motion carried.
SVSC BOARD OF CONTROL  
Regular Monthly Meeting  
February 9, 1976  
1976-14

III. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION  
There was no official representative of the SVSCFA present and no report was given.

IV. COMMUNICATIONS  
There were none.

V. ADMINISTRATIVE REPORTS  
1. Admissions and Registration  
Mr. Dick Thompson, Registrar and Acting Director of Admissions, was called upon by President Ryder to make this report. Mr. Thompson distributed two reports—"Admissions for Winter Semester 1976" and "Admissions for Fall Semester 1976."

The "Admissions for Winter Semester 1976" report, Mr. Thompson indicated, is the final report for this semester. He reviewed the pertinent points relating to 1976 versus 1975, noting percentage of increases in Tri-Counties FTIC as 55.6% and Total FTIC as 51.7%; Graduate Students as 132.7%; and All Applications as 27.6%. On campus for the Winter semester there is an enrollment of 2,827.

The desirability of having figures showing how many students actually were enrolled at SVSC out of the total admitted was pointed out by Dr. Ryder. He asked if this information could be provided at the next Board meeting and Mr. Thompson said that he could provide it in about the same format as the Admissions report.

Mr. Thompson noted that SVSC had about a 35% increase of new students enrolled and that the college needed to do a better job in this area—he would like to see this increased to 50% to 55%. It is significant and will become even more so as the number of high school students becomes less and less as it decreases yearly in the next few years.

In reviewing the "Admissions for Fall Semester 1976" report, Mr. Thompson said he was not alarmed yet, but was a little concerned with the decrease in applications.
from 58% increase last month to 24.6% increase this month. The area showing the

The area showing the greatest drop is in "Other Michigan." He indicated he wasn't sure what the critical

There are some predictables and as applications come in during February and March, he will be in a better position to determine how SVSC stacks up to last year this time and he will have a better feel for Fall 1976.

2. Governor's Executive Order and Revisions in the 1975-76 Budget

Dr. Ryder advised that Dr. Gilmore would be presenting a resolution under the Finance Committee report pertaining to the revised budget, but at this time he would like to call the Board members' attention to some factors that relate to it.

He recalled that the original budget provided by the Legislature last year, after it had cut 1% was $3,991,000 and in addition to that, there was another 3/2 cut which the Legislature had agreed the Governor could cut, which brought the amount down to $3,971,000. Then, in December, after the Executive Order was approved, SVSC was cut another $50,000 which brought the amount down to $3,921,045—in the original Executive Order SVSC was cut $300,000 and administration was very much concerned because this cut would have represented a need for a fee increase for Winter term. Since the Governor eliminated the provision passed by the Legislature dealing with a review in the Spring by the Auditor General of increased utility costs and the possibility of budgeting for them, this constituted an additional cut of SVSC's estimated utility cost increases of $90,000. This estimated amount was based upon the fact that the Public Service Commission would authorize a rate increase to Consumers Power. That increase thus far has not been approved, Dr. Ryder said, and he understood that Consumers Power was turned down today on its request for an interim rate increase. It is not known when a final rate increase will occur, but now, because it has been delayed so long, this has been beneficial to SVSC because increased utility costs will not have to be sustained for the full
twelve months, but only for the balance of the year, which brings the estimate down to $45,000.

By virtue of this fact, and the fact that SVSC's tuition and fee income, resulting from a larger number of students than was expected--22% rather than 20% increase--brought in more fees than had originally been projected--roughly about $23,000 more...considering these factors in terms of resources, sustaining cuts in SVSC's Library resources by roughly $60,000 and holding back or delaying the administrative appointments which were authorized by the Legislature, SVSC is now able to balance its budget. There will still be $131,000 in the Library budget for books, periodicals and some additional support for other materials used by the Library, compared to $33,000 last year. The College will be able to make appointments of an Internal Auditor, Budget Officer, and Vice President for Administrative Affairs and Dean for Student Services, but they will come within a few months instead of having them appointed earlier in the year. This really describes the rationale about SVSC's decision to hold back or delay appointments of these positions.

The academic reorganization changes--School of Arts and Sciences, School of Education, School of Business and Management, Division of Public Services, the Division of Engineering and Technology, and Division of Nursing and Allied Health Sciences was taken into account in the revised budget.

Dr. Ryder concluded that the important points to remember is that SVSC has had to eliminate about $60,000 from the Library and hold back or delay administrative positions in order to accommodate cuts made by the Legislature.

3. Governor's Recommendation for 1976-77

Dr. Ryder noted that this item was not on the Agenda but that he would like to report on the Governor's General Fund Budget Recommendation for 1976-77 which was released on February 5.
The Governor has made a recommendation which is a very austere budget for the state operation. We are in a very difficult fiscal position in the state. All the people in public schools, state colleges and universities are very much aware of that. There is a question of whether the institutions can maintain their quality and provide services for the number of students they have on board already and those who would expect to be enrolled in the Fall. It is clear, from what has been recommended to the Legislature, Dr. Ryder emphasized, that student fee increases are suggested. That would seem to be the only alternative if SVSC accepts the Governor's budget. Most of the institutions feel that they have been operating on a very limited budget, and this is particularly true for this institution. While SVSC's increase last year was substantial, on a percentage basis, the number of students SVSC accepted used up most of that support...it really did not catch up very much. In a very difficult period, Dr. Ryder said, he still feels SVSC did very well...that the Governor recognizes the need of this institution, at Dearborn, at Flint, and at Lake Superior because apparently SVSC and the other three received somewhat better treatment than other institutions around the state.

The $175,000 which has been provided for SVSC in the budget for 1976-77, on a percentage basis, is better than others. On the other hand, if you were to look at the budget SVSC proposed, and restored the $50,000 cut to get back to $3,971,045, the College would only be getting $125,000 for 1976-77.

The Bureau of the Budget has projected 400 additional FYES as opposed to the 527 SVSC had projected. Taking that number of students and money, SVSC would have $314 per student. The funding level currently this year, after the Executive cut, is $1,712 per student. A decrease to $1,492 instead of $1,712 per FYE student would mean that many areas in the institution would suffer.

Dr. Ryder questioned where the money was going to come from and suggested it could come through legislative action. If the Legislature gives SVSC more from the
same total for higher education, it would be taking it away from other institutions. There could be a tax increase which most taxpayers would not like to see. In addition, an additional fee increase could be levied. Not only would students be facing a general fee increase, but they also would be facing an increase in the dormitory fees. SVSC is the lowest in the state. Given this kind of environment and the necessity of a general fee increase, plus a dormitory fee increase, this would represent a substantial financial burden on the students. It is hard to say, given a political year, what will happen...undoubtedly the Board members have read the newspapers. How long it will take to get the budget through the Legislature is questionable. Some are predicting November after the elections...some are saying August. The Legislature will adopt the new fiscal year which will end in September. In terms of state support for next year, Dr. Ryder concluded that SVSC is in a difficult position, like every other institution.

Mr. Serotkin commented that it appears the legislative delegation from the area is already very cooperative with the school in demonstrating it is willing to "go to bat for SVSC." He questioned what sort of a liaison program there is to maintain contact, not only with the local delegation, but the Legislature at large. SVSC is in competition with all other institutions he pointed out...he was speaking from firsthand knowledge. Those who maintain close and continuing relations with the Legislature, he concluded, come out better than those who do not.

Dr. Ryder responded that because SVSC is so small, he tried to spend as much time personally as he could. If the Board members were to look at last year's approach, they might say he was successful. That might just have been the honeymoon—he still has to maintain liaison as it will be wise use of his time. The Legislature is supporting about 75% of the cost of educating the student. As time goes on, other individuals can be identified at SVSC who can spend some part
of their time in dealing with this. He would say that other legislators, including many people on the House Sub-committee on Higher Education and the Senate Sub-committee on Higher Education, have been very responsive...he would point out that SVSC's Student Government has been very active in working with the Legislature. J. C. Bredholt has been a very responsible contact. People have been very impressed by responsible student concern and it has helped this institution a great deal. Dr. Ryder concluded that it is hoped SVSC can maintain this level of responsiveness a second year, but of this, he couldn't be certain.

For the benefit of the Board members, Mr. Serotkin reviewed some approaches to effective legislative relations.

Mrs. Saltzman questioned if the Legislature kept Dr. Ryder informed of financial developments and Dr. Ryder indicated it did--most of it, however, is through SVSC's contact with various legislators who provide information. When key concerns come up--for example--when the Governor was considering a veto of a certain line item, contact has been good. Also, sometimes senators will send administration copies of Bills. On the whole, Dr. Ryder concluded, he has been very pleased with SVSC's delegation--Republicans and Democrats alike have been very responsive.

4. Secretarial, Clerical and Technical Personnel Policies

Dr. Ryder noted that members of the Board had been provided with a proposed Manual relating to secretarial, clerical and technical personnel. He pointed out that this is a refinement of the existing Manual which SVSC has had for several years and should be viewed as an "interim" Manual. This institution is in need of a thoroughgoing, comprehensive study of its personnel policies. With the new Director of Personnel on board, and with some consultive help, SVSC will be able to take a close look at all of its personnel policies and re-evaluate. He asked the Board members to provide him with comments or suggestions promptly if they hadn't done so already.
SVSC BOARD OF CONTROL  
Regular Monthly Meeting February 9, 1976

5. Proposal for Additions to the Board of Fellows

Dr. Ryder recalled that three prospective members had been proposed at the last Board of Control meeting and had subsequently been confirmed as new members of the Board of Fellows and that he now had two additional individuals from Bay City who had been recommended for membership.

Lorne H. Meisel, Bay City--Chairman of the Board of the Bay City Bank & Trust Company

Walter I. Foss III, Bay City--Vice President of Peoples National Bank & Trust Company

It is desirable, Dr. Ryder pointed out, to increase the membership of the Board of Fellows from the Bay City area and unless there were objections on the part of Board members, he would like to make these two appointments. Reaction by the Board members was positive and Dr. Ryder concluded he would follow through and confirm the appointments.

6. Personnel Report

It was noted by Dr. Ryder that each of the Board members had already received a copy of the Personnel Report and unless there were any questions or comments, it would not be reviewed.

Mr. Bredholt, not having received a copy of the report, questioned the content. Mr. Curtiss advised that it was a status report and asked him if he had any specific questions regarding it. Mr. Bredholt indicated he would have some comments under "Other Business."

7. Report on Sponsored Programs

Copies of the January Office of Sponsored Programs Activity Report were distributed and Dr. Ryder called attention specifically to the figure of $706,734 shown as total grant funds approved to 1/23/76 and the amount of $1,181,848 shown as pending grant funds. Dr. McCray commented on the grant proposal submitted for an SVSC Basic Communication Skills Program which would amount to $496,000 for three
years if it is supported and which would enable SVSC to provide remedial assistance to students coming to the College without the basic skills.

8. **Report of Progress on Pioneer Hall of Engineering and Technology**

Dr. Ryder recalled that he had reported at the Board meeting last month on private gifts for this Hall totaling $775,000 of the 2.7 million required for its construction. Hopefully, SVSC will be able to announce another substantial gift by the end of next week which will bring the total contributed funds closer to the 1.0 million which will enhance the College's goal toward this project. Dr. Ryder concluded that he was pleased with the progress made on this much-needed facility.

VI. **COMMITTEE REPORTS**

1. **Academic Committee**

   A. **Board of Control Committees**

   Chairman Curtiss noted that the Board of Control had held off committee appointments waiting for vacancies on the Board of Control to be filled. Since the Board now has its full complement of eight members, he said, he was prepared tonight to appoint the following committees which represent some modest changes in what the Board has done in the past. He referred specifically to the establishment of a new committee called the Executive Committee whose function primarily would be advisory to the President in the interim between Board meetings.

   The committees and members are:

   **Executive Committee**--Mr. Curtiss, Chairman
   Dr. Gilmore, Mrs. Saltzman, Mr. Zahnow

   **Academic Committee**--Mrs. Saltzman, Chairman
   Mrs. Arbury, Mr. Kendall, Mr. Serotkin, Dr. Suchara
   Mr. Curtiss, Ex Officio

   **Athletic Committee**--Mr. Kendall, Chairman
   Mr. Serotkin, Dr. Suchara, Mr. Zahnow
   Mr. Curtiss, Ex Officio
Building Committee--Dr. Gilmore, Chairman
Mrs. Arbury, Mrs. Saltzman, Mr. Zahnow
Mr. Curtiss, Ex Officio

Finance Committee--Mr. Zahnow, Chairman
Dr. Gilmore, Mrs. Saltzman
Mr. Curtiss, Ex Officio

Mr. Curtiss indicated that if these appointments were satisfactory with the Board members he would like the appointments to be effective until August of 1976 or until their replacements were appointed and qualified. He added that he thought, and had suggested to at least some of the Board members in the past, the Board ought to get back to the cycle of Organizational meetings in August whether SVSC has a complete Board or not--the By-Laws call for this to be done in August.

The Board members present agreed to serve on the various committees as appointed.

B. Leave of Absence without Pay for Dr. J. James Thomas

Mrs. Saltzman advised she had one resolution to present to the Board.

RES-285 Mrs. Saltzman offered the following resolution for adoption:
WHEREAS, Dr. J. James Thomas has requested a leave of absence without pay during the Fall term 1976, and
WHEREAS, The SVSC/SVSCFA Contract calls for the granting of such a leave at the discretion of the Board of Control;
NOW, THEREFORE, BE IT RESOLVED, That Dr. Thomas' request for a leave of absence without pay during Fall term 1976 be granted.
Mr. Kendall supported.

Dr. McCray pointed out that Dr. Thomas' plans for the leave period would include his joining the staff of the Gestalt Institute of San Diego where he would be involved in various educational and therapeutic programs; teaching part-time at the University of California, San Diego; and doing research and writing for a new book he is hopeful of having completed by the Summer of 1977. He concluded that Dr. Thomas is a fine member of the faculty and he recommended his leave be granted.

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

Resolution adopted.
2. Finance Committee

Dr. Gilmore advised that in the absence of Chairman Zahnow, he had three resolutions to present to the Board.

A. Revised General Fund Budget for 1975-76

RES-286 Dr. Gilmore offered the following resolution for adoption:

WHEREAS, On September 8, 1975, the Board of Control adopted a General Fund Budget of $5,575,568 for the 1975-76 fiscal year, and

WHEREAS, The State appropriation has been reduced by Executive Order, and other estimates of receipts have changed;

NOW, THEREFORE, BE IT RESOLVED, That the attached revised budget in the total amount of $5,512,541 is hereby adopted for the 1975-76 fiscal year.

Dr. Suchara supported.

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

Resolution adopted.

B. Office of College Development Budget for 1975-76

RES-287 Dr. Gilmore offered the following resolution for adoption:

WHEREAS, A budget has been presented for operation of the Office of College Development (a copy of which is attached to the Minutes);

NOW, THEREFORE, BE IT RESOLVED, That the proposed budget for 1975-76 is hereby approved, and a sum not to exceed $57,448 is hereby authorized to be disbursed from the Designated Fund to support the Office of College Development during the fiscal year ending June 30, 1976.

Mrs. Saltzman supported.

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

Resolution adopted.

C. Stock Option Agreement

RES-288 Dr. Gilmore offered the following resolution for adoption:

WHEREAS, It is desired to permit the flexible and prudent investment of college funds;

NOW, THEREFORE, BE IT RESOLVED, That the President or any individual authorized to endorse securities for transfer on behalf of Saginaw Valley State College is hereby authorized to enter into a standard institutional option agreement with any member firm of the Chicago Board Option Exchange, the American Stock Exchange and the Philadelphia, Baltimore,
SVSC BOARD OF CONTROL
Regular Monthly Meeting February 9, 1976

Washington Exchange for the purpose of writing covered call options and related transactions. Mr. Kendall supported.

Mr. Curtiss, in support of this resolution, said that it is generally considered to be a conservative technique covering option to sell stock in order to provide the flexibility for wise investments, and thus, he would recommend its adoption.

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

Resolution adopted.

3. Building Committee

There were none.

VII. OTHER BUSINESS

1. Change in Date of Next Meeting of the Board of Control

Chairman Curtiss noted that due to a conflict in the President's schedule, he would like to recommend that the March Board of Control meeting be changed to the third Monday, March 15, rather than the second Monday, March 8, as had been originally set. He asked if this change would create any problems insofar as Board members' attendance. There were none indicated by the Board Members present. Thus, Mr. Curtiss changed the date of the March meeting only to March 15, 1976.

2. Faculty Grievances

Mr. Bredholt stated he would like to speak to this subject--he was not sure where to go with it all, but it seemed to him it would be a good time to bring out some student opinion which he felt the Board members should hear.

He indicated that he felt pretty certain most members of the Board had seen the articles in the papers concerning the faculty grievances filed against the College. Student sentiment seems to be running very high. Students are questioning the move by the administration that led to these grievances being filed. Maybe,
Dr. Ryder could comment. He has commented to him several times and has met with some students.

Mr. Bredholt said that he had never seen such concern on the part of the student body as he has in these three instances and that he had never seen students so aroused since he had been at SVSC. He recalled the meeting in the Theatre last Fall at the beginning of the school year where he shared the platform with Dr. Ryder and the two of them addressed the staff, students and faculty--this was a pretty high point in his life to be able to stand up with Dr. Ryder and express his opinions about the school and speak optimistically. Later in the day, he spoke to some members of the faculty who indicated they were proud to be at SVSC. Recently, however, when speaking to some of the same faculty members, they are questioning whether they want to work at SVSC. This concerns him a great deal, Mr. Bredholt added, and he indicated he expected a faculty member to be at the Board of Control meeting tonight with a statement. Since there was no faculty member present, he concluded he didn't intend to carry the ball for the faculty. He stressed that SVSC is going to be losing some people voluntarily who don't want to work at SVSC, and in his opinion, the College would have to go a long way to replace some of them.

If there is anything that can be done to help to reconcile this matter, Mr. Bredholt suggested, it would have a great effect on the student body. Some day, when SVSC goes to tapping its students for alumni support, it will then know what their answers will be.

Mr. Curtiss responded that a couple of things could be said without any of the Board members getting out of line. They had read a statement in the paper that a grievance was to be filed. That grievance procedure from any one of the faculty who is aggrieved is quite clearly spelled out in the Faculty Contract and does provide a very fair degree of due process on how the matter is to be handled. Continuing, Mr. Curtiss said he was aware there is a lot of discussion and
a lot to be heard, and he thought it was wise to direct this information to this channel. Beyond that, it is his understanding that the matter could be appealed to the Board ultimately once the grievance is filed and contentions known. In that position, it makes it very difficult for the Board to really comment on the matter at this time. It perhaps might be prejudicial. He concluded that the Board does, however, share the concern and reaction of the students and suggested that if they could all pull together and exercise the rights that are spelled out, he felt they might all understand more clearly what is happening.

Mr. Bredholt pointed out that the rights are spelled out for administration and for faculty, but that students are always caught in limbo...he did not think he would be fulfilling his obligation as President of the student body if he did not speak out.

Referring to students' rights in limbo, Mr. Curtiss indicated he didn't know whether the Board should pursue—he didn't understand where Mr. Bredholt and the student body fitted into the picture. The Board has always considered the student body to be a pretty important part of the College—in terms of rights and being in limbo, he didn't understand.

Mr. Bredholt explained that the students never really know what to do constructively—they want to do something very badly.

Dr. Ryder noted that J.C. had brought to his attention his evaluation of the situation and his concern and that the mature way it has been handled has been appreciated. He indicated that he had pointed out to J.C. and other students who had come to him that a procedure does exist and that this procedure should provide for a full airing of the case, including the students' response. Students could be called in to testify on either side. That would be the normal way where students could express their feelings. This system is designed for due process. That is the fair way to deal with it. Nonetheless, he could understand the frustrations
of J.C. and the student leaders, Dr. Ryder said, and likened them to similar frustrations in dealing with so many issues in their society today. The reason for the establishment of due process is to avoid the aspect of emotions determining results. Due process is a legal means of achieving justice which is what they are all concerned about, Dr. Ryder said, and he felt it was difficult for J.C. to convince the students of this. Sometimes students think there must be action now. He, personally, believes that due process is the way the matter should be handled and in doing so, justice will be achieved.

From his point of view, Dr. Ryder concluded, the actions administration took were warranted. If they weren't, administration wouldn't have taken them. Beyond that he could go no further.

Mr. Curtiss thanked Mr. Bredholt for speaking for himself and on behalf of the students and emphasized the value of following the grievance process set forth in the Faculty Contract.

VIII. ADJOURNMENT

There being no further business to transact, upon motion, the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Charles B. Curtiss--Chairman

John W. Kendall--Vice Chairman
(in absence of Secretary)

Opal M. Colvin--Recording Secretary
SAGINAW VALLEY STATE COLLEGE  
Revision of General Fund Budget, 1975-76  
(As Viewed February 3, 1976)

### Sources of Financing:

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**Total sources of financing**

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### Estimated Expenditures:

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<td>105,453</td>
</tr>
</tbody>
</table>

**Total estimated expenditures**

<table>
<thead>
<tr>
<th></th>
<th>As Adopted 9-8-75</th>
<th>As Revised 2-6-76</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$5,575,568</td>
<td>$5,512,541</td>
</tr>
</tbody>
</table>

RBD: Jea  
2-6-76
# Budget for 1975-76

**SAGINAW VALLEY STATE COLLEGE**  
Office of College Development

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$34,008</td>
</tr>
<tr>
<td>Fringe benefits</td>
<td>6,660</td>
</tr>
<tr>
<td>Equipment</td>
<td>985</td>
</tr>
<tr>
<td>Travel and conferences</td>
<td>1,000</td>
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<tr>
<td>Contracted services</td>
<td>600</td>
</tr>
<tr>
<td>Rentals</td>
<td>1,200</td>
</tr>
<tr>
<td>Memberships</td>
<td>2,000</td>
</tr>
<tr>
<td>Catalogs, pamphlets, forms</td>
<td>2,250</td>
</tr>
<tr>
<td>Parking</td>
<td>40</td>
</tr>
<tr>
<td>Miscellaneous supplies and expenses</td>
<td>2,905</td>
</tr>
<tr>
<td>Telephone</td>
<td>800</td>
</tr>
<tr>
<td>Postage</td>
<td>1,000</td>
</tr>
<tr>
<td>Copy center</td>
<td>500</td>
</tr>
<tr>
<td>Central stores</td>
<td>500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$57,448</strong></td>
</tr>
</tbody>
</table>