

A G E N D A

SAGINAW VALLEY STATE COLLEGE

BOARD OF CONTROL

REGULAR MONTHLY MEETING
Board Room--Wickes Hall
September 12, 1977
2:00 P.M.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON AUGUST 8, 1977
- III. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION
- IV. COMMUNICATIONS
- V. ADMINISTRATIVE REPORTS
 - 1) ADMISSIONS
 - 2) PERSONNEL REPORT
 - 3) SPONSORED PROGRAMS
 - 4) PROGRAM PLANNING FOR THE SCHOOL OF BUSINESS AND MANAGEMENT
- VI. COMMITTEE REPORTS
 - 1) EXECUTIVE COMMITTEE
 - 2) ACADEMIC COMMITTEE
 - 3) FINANCE COMMITTEE
 - 4) BUILDING COMMITTEE
- VII. OTHER BUSINESS
- VIII. ADJOURNMENT

JMR:omc
9/2/77

MINUTES

1977-120

BOARD OF CONTROL
SAGINAW VALLEY STATE COLLEGE

REGULAR MONTHLY MEETING
SVSC Board Room--Wickes Hall
September 12, 1977

Present: Arbury
Curtiss
Gilmore
Kendall
Saltzman
Suchara
Zahnow (late)

Others

Present: Auernhammer
Burkhardt
Colvin
Dickey
Franz
Gaertner
Gilbert
Gregor
Gross
Harmon
Honn
Lee
Robinson (late)
Rummel
Ryder
Sharp
Smith
Thompson
Yien
Press (3)

Absent: Serotkin, excused

I. CALL TO ORDER

Chairman Curtiss gaveled the meeting to order at 2:20 p.m., indicated that Mr. Zahnow would be arriving late, at about 3:00 p.m., and that the remainder of the current Board of Control members were in attendance, and thus, there was a quorum present.

With regard to membership on the Board of Control, Mr. Curtiss called upon President Ryder to comment on recent appointments to the Board.

Dr. Ryder announced that he had just recently received a communication from Governor Milliken informing him that Mrs. Arbury and Mr. Kendall had been reappointed to the SVSC Board of Control for additional eight-year terms. He congratulated them upon their reappointments. Chairman Curtiss added that he was very happy to have them legitimized. Both indicated they were happy too.

II. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON AUGUST 8, 1977

Chairman Curtiss noted that the Minutes of the last Board meeting were mailed and asked if there were any additions or corrections.

Mrs. Saltzman questioned the inclusion of David Serotkin in the Minutes as still being a member of the Board of Control, noting that he had resigned.

Dr. Ryder advised that Mr. Serotkin had resigned to him, and since he was not the one to accept the resignation, he forwarded it on to the Governor...so far as he knew...Mr. Serotkin was still on the Board since a replacement had not been appointed.

It was pointed out, however, by both Mrs. Saltzman and Mr. Curtiss that it had been decided during the Organizational meeting of the Board of Control last month that the Board would proceed on the basis of it being a seven-member Board.

Dr. Ryder indicated the attendance of Board members was taken at the beginning of the meeting before the Organizational meeting under "Executive Committee Report" and thus, Mr. Serotkin's name had been included and noted as being "absent." He concluded that his name could be deleted if this were the opinion of the Board.

Chairman Curtiss recommended, however, that the college's local counsel's opinion should be sought the determination was important insofar as a quorum of

the Board were concerned...if Mr. Serotkin is still a member, a quorum of five is needed...if he is not a member, a quorum of four is needed.

Dr. Ryder stated he would discuss Mr. Serotkin's status with James A. Kendall, the college attorney, and report back to the Board.

Mrs. Saltzman also questioned the brevity of the concluding paragraph on Page 5 relating to Dr. Yien's presentation.. "By means of three display charts (copies of which were included in his distribution) Dr. Yien elaborated on his report and answered questions raised by members of the Board and others in attendance." She indicated this meant nothing to anybody reading the Minutes and suggested that the summation reflect the substance of the discussion.

Dr. Ryder noted that a copy of Dr. Yien's nine-page comprehensive academic review had been distributed to Board members and had also been included as an "Attachment" to the Minutes, however, he was assuming, from Mrs. Saltzman's comment, that this was not sufficient. He concluded that the total proceedings of the meeting had been recorded on tape and it would be checked to determine if there were more that could be included in the Minutes.

Mrs. Saltzman requested that there be a substitution of the quoted paragraph with something a little more substantial.

The following summation is the substitution for the quoted paragraph she requested:

"It was concluded that as a result of program expansion in Nursing, Engineering and Technology and Business and Management programs, especially, the percentage of on-campus student credit hours and faculty in the Arts and Sciences has become smaller. Student credit hours off-campus grew rapidly since 1974-75 and are expected to again increase in 1977-78.

"In terms of maintaining a high ratio of credit hour taught by full-time faculty as compared to part-time faculty, the hiring patterns and consequent eligibility and granting of sabbaticals play an important role. Because of the large number of people employed in the Arts and Sciences early in the history of the college, many of whom are eligible for sabbaticals, credit hours in the Arts and Sciences stand to suffer.

"Further, it was pointed out that growth in the career fields stimulates growth in the Arts and Sciences because they are foundation courses for all programs."

Mr. Curtiss called attention to an error in reporting a statement attributed to him under Item 7. "House Joint Resolution V." under "Administrative Reports" in about the middle of Page 6..."Chairman Curtiss noted that the Association of State Colleges Governing Boards had adopted the position of the Council of State College Presidents and asked if this Bill was in conformity with the position of the Presidents."

He stated that to the best of his knowledge, the Association had not adopted the position of State College Presidents...as a matter of fact...it had made some exceptions to it. He concluded he was not sure that his statement should even be included in the Minutes and suggested it be deleted. Dr. Ryder noted it would be deleted.

There being no further additions or corrections, Chairman Curtiss asked for a motion to approve the Minutes of August 8, 1977.

BM-491 Mrs. Saltzman moved approval of the Minutes of the Regular Meeting held on August 8, 1977 as corrected.
Mrs. Arbury supported.

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

Motion unanimously carried.

III. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION

Chairman Curtiss called for the official representative of the SVSCFA and noted there was no representative present.

IV. COMMUNICATIONS

Dr. Ryder advised that the only communication he had received was the one from Governor Milliken reappointing Mrs. Arbury and Mr. Kendall to the Board of Control which had already been mentioned under Item I.

Chairman Curtiss questioned if there had been any requests to appear before the Board of Control today, and he was informed there were none.

Mr. Curtiss noted that under the Open Meetings Act, SVSC was required to establish a formal procedure for appearing before the Board of Control and that this question should be raised each month. He suggested that this be made a separate item on future Board of Control agendas. Dr. Ryder concurred and stated this would be a regular item on the agenda in the future.

V. ADMINISTRATIVE REPORTS

Dr. Ryder acknowledged the presence of representatives from Rossetti & Associates who were invited to today's meeting and requested members of the Board of Control to add a new Item 1 on their copies of the Agenda..."Progress Report from Rossetti & Associates on the Revised SVSC Campus Master Plan.

1. Progress Report from Rossetti & Associates on the Revised Campus Master Plan

Dr. Ryder noted that this firm was employed by the State several months ago to re-evaluate the SVSC Campus Master Plan and that it had had people working very diligently on campus and off analyzing where the campus is today and where it might be in the future. One of the major questions, he said, has to be..."Should it be any

different from the original Campus Master Plan that was developed in 1968?" He indicated that the conclusion, although tentative at this point, is it should be. The original Campus Master Plan was designed for a student population of 20,000 students...it appeared that this number should be reached somewhere in the 80's. Some projections made four or five years ago on the development of the campus, however, were to have this campus at a figure of about 10,000 students by this year. Obviously this is not correct, Dr. Ryder concluded, and indicated that SVSC is in the process, along with its planners and its staff people, of evaluating the projected enrollments on an extremely accurate basis...compiling national and state trends and evaluating.

Rossetti & Associates have developed plans for incorporating "high" and "low" enrollments...none of which is final at this point, Dr. Ryder said, but he felt it was desirable to have this Board, members of the SVSC faculty and staff present, and the public take a look at "where SVSC is" and let them know that SVSC is looking at a scaled down version of the long-range plan it originally had many years ago...taking into consideration the various developments in our society.

With this as a prelude, Dr. Ryder stated, he would turn the meeting over to Dr. Emerson D. Gilbert, who has been working very closely with the planners, for the purpose of having an open discussion on the developments up-to-date, keeping in mind this is still "preliminary" and there will be much more discussion in the future. It is the intent to open up to the entire college community and anyone else interested. Within the next month, he concluded it is hoped at least the proposal itself will be finalized, realizing that any plan is temporary and will change as time goes on.

Dr. Gilbert introduced Messrs. Gregor and Honn of Rossetti & Associates and

Mr. Gregor presented his report. It was pointed out that the planners had met with many members of the faculty, staff, administration, student body and Board of Control gaining insight into the hopes and aspirations for the future of SVSC. He indicated that his firm was looking forward to having SVSC become the finest small public college in the state with all the positive things associated with a small private college.

Continuing, Mr. Gregor noted that their preliminary model showed a grouping of interconnected buildings around a college green, designed for a campus population of 10,000...the ultimate size, however, could be scaled down and each component part would help to complete the appearance of the campus even before all the buildings were constructed.

The proposal would use Instructional Facility No. 11 and a Library building at both ends to close off the campus green area, rather than having it stretch out to infinity. Wickes Hall would remain prominent as the only three-story instructional building and a new fieldhouse and auditorium would be erected at opposite ends of the campus. Enclosed walkways would connect the complex of buildings, with multi-purpose corridors serving as lounge and study areas. Students walking from one area to another would pass by other activities and become more increasingly aware of other college functions.

Chairman Curtiss raised questions about the location of parking spaces in the plan. Mr. Gregor indicated that more study still needs to be done and would be accomplished by October. He recognized the importance of parking in the total scheme since so many commuter students are involved.

President Ryder concluded that the planners had done a fine job of revising SVSC's appearance by their cohesive approach of bringing the various separate

aspects of the campus together. He expressed the hope that during the month representatives of all areas of the SVSC community would have an opportunity to look at the proposed plan so that Rossetti & Associates could finalize their report next month.

2. Admissions

President Ryder called upon Dick Thompson, Director of Admissions, to report. Mr. Thompson distributed copies of two reports..."Admissions for Fall Semester 1977 as of September 9, 1977" and "Fall 1977 Registration Summary--September 12, 1977--Preliminary Report"--see Attachments.

Mr. Thompson briefly reviewed both reports as distributed and concluded that both the Admissions office and Registrar's office were extremely busy and by the end of late registration on the 14th he anticipated a greater percent of increase in admissions and registration.

Dr. Ryder thanked Mr. Thompson and noted that in the future monthly reports would not be given...probably the next one would be in either December or January.

3. Residence Halls Occupancy

Dr. Ryder noted he had inserted another item under "Administrative Reports" and called upon John Burkhardt, Director, Department of Campus Life, to report on fall occupancy of the residence halls.

Mr. Burkhardt distributed copies of graph dated September 9, 1977 (see Attachment) reviewed, and indicated he was pleased that all SVSC records had been broken relating to dorm occupancy. He noted that had the spaces been available 80 more could have been filled this semester. Concluding, Mr. Burkhardt expressed appreciation to all those on the staff who had made residence hall occupancy something to be proud of this year.



Saginaw Valley State College
 2250 PIERCE ROAD
 UNIVERSITY CENTER, MICHIGAN 48710
 (517) 793-9800

ADMISSIONS FOR FALL SEMESTER 1977 AS OF SEPTEMBER 9, 1977

SUMMARY OF INFORMATION

% INCREASE/DECREASE OVER FALL '76

I. APPLICATIONS FOR MONTH OF AUG. - SEPT 9TH + 6.8%
 FALL '76 = 792
 FALL '77 = 846

II. APPLICATIONS FOR TRI-COUNTIES
 (F.T.I.C. ONLY)
 FALL '76 = 715 - 9.0%
 FALL '77 = 650

III. APPLICATIONS FOR OTHER MICHIGAN COUNTIES
 (F.T.I.C. ONLY)
 FALL '76 = 558 +14.5%
 FALL '77 = 639

IV. APPLICATIONS (TOTAL NUMBER)
 FALL '76 = 2690 +10.0%
 FALL '77 = 2961



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FALL 1977 REGISTRATION SUMMARY

SEPTEMBER 12, 1977

PRELIMINARY REPORT

STUDENT HEAD COUNT

PER CENT INCREASE

FALL '76 (FINAL COUNT)	3,322	+ 5.5%
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FALL '77 (PRELIMINARY COUNT)	3,506	
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STUDENT CREDIT HOURS

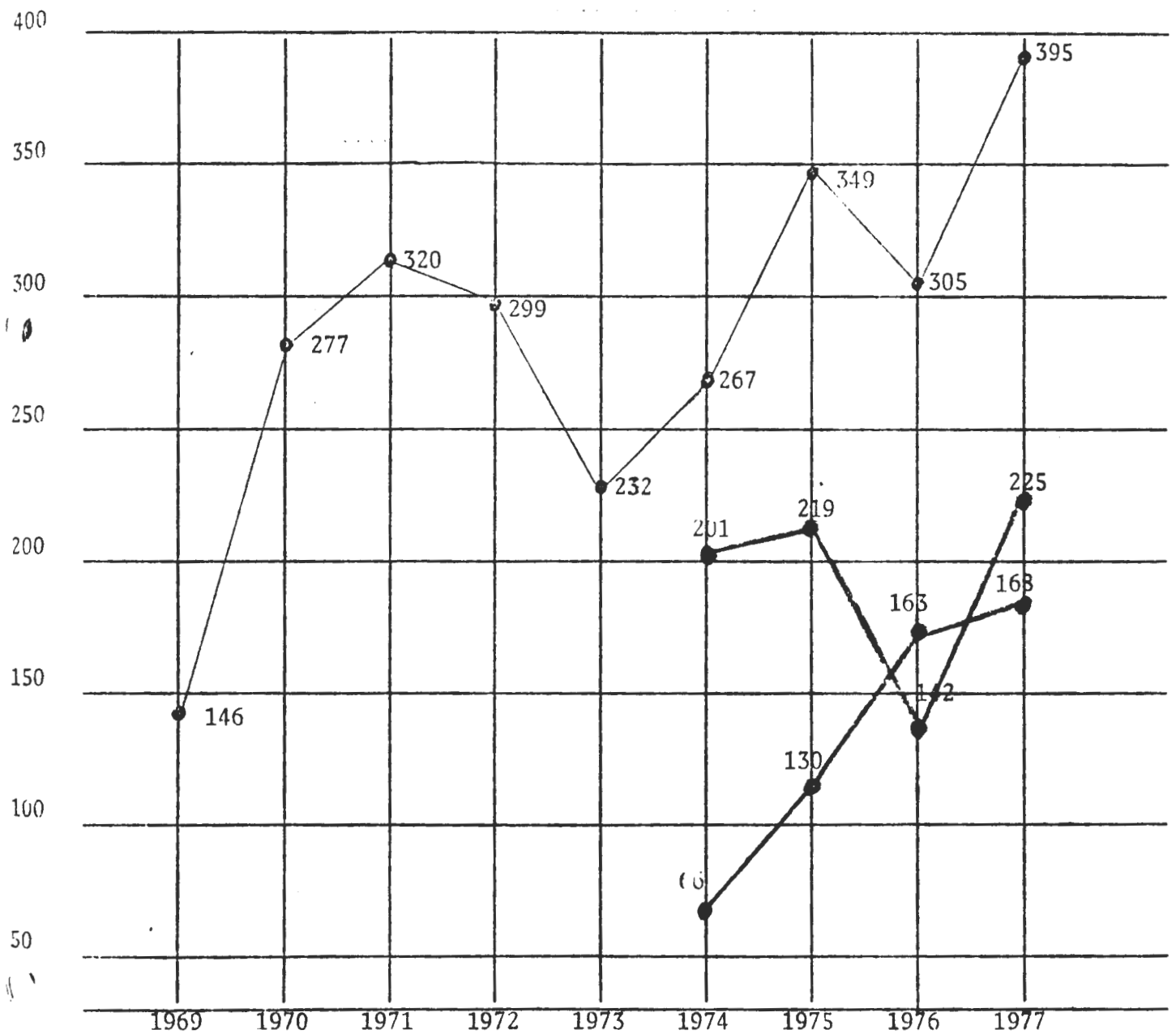
PER CENT INCREASE

FALL '76 (FINAL COUNT)	31,861	+ 1.9%
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FALL '77 (PRELIMINARY COUNT)	32,448	
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FALL '77 REGISTRATION ENDS ON SEPTEMBER 14TH.

SAGINAW VALLEY STATE COLLEGE
DEPARTMENT OF CAMPUS LIFE
OFFICE OF RESIDENTIAL PROGRAMS
RESIDENCE HALLS OCCUPANCY
1969-1977



Legend:
Black line: residents under contract Blue line: returning students
Red line: new students

4. Personnel Report

President Ryder distributed copies of the Personnel Report of September 12, 1977. He advised that SVSC had had several resignations since the last meeting of the Board, and without going into too much detail, indicated that the basic approach taken was to divert some of the funds to part-time faculty for replacements for this semester and begin recruitment in the winter towards employing new full-time faculty.

Before revising the budget for 1977-78, Dr. Ryder said, he was awaiting the determination of the enrollment and income for fall...at the October meeting he would expect to have before the Board a recommendation for revision of the fiscal year budget. What this would mean in terms of additional positions or replacements of people who have resigned, he stressed he was not sure.

Dr. Ryder noted that the members of the Board were all aware SVSC went into this new year with a very small margin...very little free money or reserve. Extreme care must be taken, particularly in a year where utility costs are still rising, to be able to pay the bill. If the cost increase were very big, SVSC would have to have some reserve to draw upon.

Frankly, he said, he was not happy with the amount SVSC had projected at all. With a \$7 million budget one had to take as much care as possible. It might turn out, on the basis of fall enrollment, SVSC may have a lot more flexibility than it had in August.

Also, Dr. Ryder pointed out, the \$75,000 projected deficit at the end of 1976-77 may be less than that...down to around \$50,000...keeping in mind that from the original budget SVSC was cut \$37,500 by the state.

Chairman Curtiss stressed the importance of hiring a Director of Data

Processing and questioned if the position were frozen for the duration of the fiscal year.

Dr. Ryder indicated he believed this was the decision that was made...assuming SVSC would have some flexibility, this position would be considered a very high priority item. The people SVSC has now in this area have been doing a good job of filling in, but SVSC definitely needs to move in this particular area. It is tied closely to the whole business operation as well as the academic, but mostly business, and it is a position SVSC should fill. He concluded that hiring somebody for half the year, assuming SVSC has the money, would be a very important priority.

Chairman Curtiss observed that he suspected the entire management information system is one that's under continual attack at many colleges and universities in the country...he had certainly seen evidence of it being a problem area at a number of other schools, and as it is, or seems to be at SVSC...without proper internal information for management purposes SVSC may not be using the management personnel that it has effectively. He concluded that he didn't know whether filling this position would make a dramatic improvement or not...and he was not suggesting someone who is at SVSC is not doing his or her job...but SVSC does need to take a look at its entire information system very soon and be sure it can design one that is timely and an effective tool for management.

Dr. Ryder concurred and stated that even if the people at SVSC were doing an excellent job now, it is not enough for the future...SVSC needs to expand in this area.

Reporting on the status of the position of Vice President for Business Affairs, Dr. Ryder advised another candidate had been interviewed but that there was still

no decision or recommendation at this point.

5. Sponsored Programs

Dr. Ryder distributed copies of the Activity Report of the Office of Sponsored Programs for the month of August and called upon Cy Smith, the Director, for comments.

Mr. Smith stated that there was really nothing unique or different about this report...confirmation had been received on three new grants, but SVSC is still waiting on the Nursing Capitation grant and the B.S.N. program grant. He indicated he anticipated hearing about the middle of the month on the big Nursing grant. Congress has funded the Nursing program, at least at the same level as last year, which is good news for SVSC. He concluded that he was very optimistic about this grant because he felt SVSC's application was very competitive and the award will depend on the funding rather than the quality of the application.

6. Program Planning for the School of Business and Management

Dr. Ryder recalled that Business and Management was one of the areas discussed at the last meeting of the Board which should be reviewed and noted that reports from other units, both academic and administrative, will be given at subsequent meetings. He called upon Dr. Yien, Acting Vice President for Academic Affairs to introduce Dean Harmon. Dr. Yien commented that he had promised Dr. Harmon that he would not "steal the show" from him, so without saying anything more, he would turn the show over to him.

Dr. Harmon noted that he had not prepared material for distribution and would make a slide presentation and talk about the objectives of the School of Business and Management's program, enrollment and resources. Before going into his report,

he commented that he noted in the report by Rossetti & Associates that there wasn't any Business School building...SVSC needed one, he said, and he believed that if the Board members were to look around the country, they would find that there is not a single university of any caliber anywhere without a Business School building...he felt this ought to be given serious consideration at SVSC.

In his slide presentation, Dr. Harmon showed that student credit hours in the School of Business and Management have increased 61% in the past two years, now representing 23% of the College total...this compares with 18% in 1976 and 15% in 1975. He pointed out that more than half of the Business students' credits are taken outside of Business, which enhances total College-wide credit hours.

He noted that the undergraduate credit hours in Business had risen from 4,680 in the fall of 1975 to 6,876 this fall and that the new MBA program enrollments are adding another 670 graduate student credit hours this year.

Concluding his presentation, Dr. Harmon happily reported that the 150 MBA target had been reached and that most of the applicants planned to complete the MBA program rather than just taking one or two courses. SVSC's program is a tough, quality program, he emphasized, and that's what attracts more and better students.

V. COMMITTEE REPORTS

1. Executive Committee

Chairman Curtiss indicated he had nothing to report but that he thought Dr. Ryder did have. Dr. Ryder indicated he had three items to discuss.

A. Michigan State Department of Education's List of 14 "Critical Issues" facing Michigan Higher Education

Dr. Ryder referred to the material he had distributed last month which had been received from Dr. Porter and indicated he needed the responses from the members

of the Board. Since most of the Board members had not brought their lists with them, Mr. Curtiss requested that copies be made so that they could complete them before leaving today. He commented that when he read the list he was astounded how mundane some of the "critical issues" were. Dr. Ryder noted that this was the same conclusion reached when it was discussed in a meeting of the President's Council.

B. Date for Retreat

Dr. Ryder indicated that in his memo to the members of the Board of Control on September 2nd he had requested them to consider the dates of October 21 and 22 for the Retreat of faculty, administration and Board of Control members to study and deliberate upon the SVSC mission. He asked for reaction of the members of the Board.

October 21 and 22 were acceptable dates for the members of the Board and Dr. Ryder asked them to block those two days out on their calendars. Tentative hours for starting each day were set at 9:00 a.m. Since there is a football game on Saturday the 22nd, Dr. Ryder indicated lunch would be served from 11:15 a.m. until 12:30 p.m. so Board members could attend the game.

Dr. Ryder pointed out that since a quorum of the Board would be present at the Retreat, the meetings would have to be open. More details will be provided at the October meeting of the Board, Dr. Ryder concluded, noting that Dr. Crowe the consultant, will be coming to SVSC on Wednesday, and another consultant might also be present at the time of the Retreat.

C. Review of the President's Performance

Dr. Ryder stated that when he accepted the position as President of SVSC in November of 1974 he had indicated that he would personally request a thorough-going

review of his performance in three and a half years and every five years thereafter...he was now making the request that this Board of Control initiate that review.

It was the consensus of the Board that Dr. Ryder's request be honored and further discussion of the actual procedure would go on at the Retreat which has been scheduled for Friday and Saturday, October 21 and 22.

2. Academic Committee

Mrs. Saltzman indicated she had nothing to report.

3. Finance Committee

Mr. Zahnow stated he had nothing to report

4. Building Committee

Chairman Gilmore indicated that Dr. Gilbert had some reports to make.

A. Update on Instructional Facility No. II

Dr. Gilbert displayed a revised floor plan for this facility and noted that he hesitated to show it because in looking at SVSC's Campus Master Plan, considerable changes may be made.

The Program Statement for Instructional Facility No. II as now shown has been approved but the floor plans have not gone to Lansing. These drawings were actually done before the planning funds were released when Dow Associates worked with SVSC to get ready in the event SVSC were granted Public Works funds.

An imaginary tour of the proposed Instructional Facility No. II, the proposed Science building and the proposed remodeled Wickes Hall was provided members of the Board by Dr. Gilbert.

After some discussion, Mr. Curtiss thanked Dr. Gilbert for the review and pointed out again that it was likely that many internal changes would take

place in accord with the re-evaluation of the Campus Master Plan.

B. Pioneer Hall of Engineering and Technology

Dr. Gilbert advised that this facility did not open for fall semester as had been originally scheduled. The projected completion for the first floor now is October 1 and the entire building by November 1. The moving in of equipment is anticipated for December, with full occupancy on January 1, 1978.

Dr. Gilmore questioned if there were any way of having assurances from the people responsible. Dr. Gilbert indicated administration felt comfortable with those dates given.

C. Employment of Architects

Chairman Curtiss suggested that because of lack of time, the recommendation for the establishment of a Board of Control policy on employment of architects provided by Dr. Ryder be postponed until next month. Dr. Ryder indicated this was no problem and that it will be brought up again in October.

VII. OTHER BUSINESS

A. New SVSC Publications

Dr. Ryder noted that Information Services had completed a number of new publications during the last month, some of which Board members did not have. He distributed copies around the table.

B. Audit Report from Student Government

Chairman Curtiss advised that Rick Franz, Student Government President, had asked him last month if the Board would be interested in this Audit Report. He indicated he had told Mr. Franz the members of the Board would be interested and was pleased that the report was being made available.

Mr. Franz distributed copies of the "Statement of Cash Receipts and Disbursements--Audit Report" by Rehmann, Eischer, Vallee & Lunt, Certified Public Accountants, dated April 30, 1977. He indicated it wasn't actually an audit but was a record of cash receipts and disbursements...that he felt it was self-explanatory and thus didn't need review during the meeting.

Chairman Curtiss thanked Mr. Franz for providing the Board members this report...a "first" and much appreciated. He commended Student Government also for its financial support for display cases for the Art Department this year as well as sound equipment for the Theatre earlier.

C. Student Government Revised Constitution

Mr. Franz, referring to the revised Student Government Constitution, draft copies of which were mailed to Board members, asked for their reaction.

Brief discussion revealed there were essentially no major objections to the revised Constitution. Dr. Ryder indicated he would be reviewing with Mr. Franz the next day.

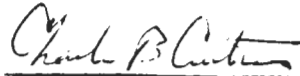
D. "Where There's a Will" by Stu Gross

Copies of his manuscript were provided members of the Board of Control by Stu Gross, who (tongue in cheek) indicated he would like the Board members to make comments by tomorrow. Mr. Zahnow asked if 10:00 a.m. would be early enough.

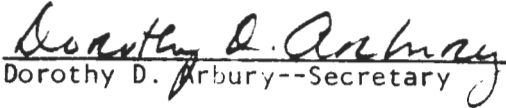
VIII. ADJOURNMENT

There being no further business to transact, upon motion of Mr. Kendall, the meeting adjourned at 5:05 p.m.

Respectfully submitted;

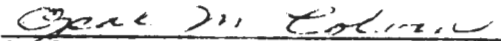


Charles B. Curtiss--Chairman



Dorothy D. Arbury--Secretary

JMR
omc



Opal M. Colvin--Recording Secretary