

Saginaw Valley State College Libr

MINUTES

1979- 14

BOARD OF CONTROL
SAGINAW VALLEY STATE COLLEGE

REGULAR MONTHLY MEETING
Pioneer Room--Pioneer Hall of Engineering and Technology
February 12, 1979

Present: Arbury
Curtiss
Darin
Gilmore
Kendall
Saltzman

Others

Present: Apsey
Chally
Chalmers
Childs
Colvin
Dalgarn
Denay
Eastland
Elashhab
Finney
Gilbert
Gillespie
Graham
Kozak
Kurzer
Lee
Pelzer
R. Novey
Robinson
C. Root
Rummel
Ryder
Sharp
Whittaker
Woodcock
Yien
Press (2)

Absent: Suchara, excused
Zahnow, "

I. CALL TO ORDER

Chairman Curtiss gaveled the meeting to order at 2:15 p.m. and announced

that a quorum was present.

II. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON DECEMBER 13, 1978

Chairman Curtiss stated that the Minutes of the Regular Monthly Meeting held on December 13, 1978 were mailed. He asked if there were any additions or corrections. Noting there were none, he declared them approved as mailed.

III. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON JANUARY 8, 1979

Chairman Curtiss stated that the Minutes of the Regular Monthly Meeting held on January 8, 1979 were mailed. He asked if there were any additions or corrections. There being none, he indicated they stood approved as mailed.

IV. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION

Chairman Curtiss recognized Dr. Janet Robinson, President of the SVSCFA, who indicated she would make no comments at this point but would do so later when the item of Academic Administrative Organization was discussed.

V. REQUESTS TO APPEAR BEFORE THE BOARD

Chairman Curtiss asked if there had been any requests to appear before the Board and Dr. Ryder advised there were none.

VI. COMMUNICATIONS

1. Resignation of Dr. Helen T. Suchara

Dr. Ryder stated that he would like to read into the record a letter of resignation he had received from Dr. Helen T. Suchara, a member of the SVSC Board of Control (see Attachment).

A week ago Friday, Dr. Ryder said, he had received a telephone call from Dr. Suchara and then this follow-up letter. In the telephone conversation,

ATTACHMENT

VI. 1. Resignation of Dr. Helen T. Suchara



WAYNE STATE UNIVERSITY

COLLEGE OF EDUCATION

DETROIT, MICHIGAN 48202

DIVISION OF TEACHER EDUCATION
February 1, 1979

Dr. Jack McBride Ryder, President
Saginaw Valley State College
2250 Pierce Road
University Center, Michigan 48710

Dear Dr. Ryder:

It is with regret that I advise you of my resignation from the Saginaw Valley State College Board of Control. Recent changes in professional and personal circumstances preclude the care and attention considered essential to service on the Board.

I appreciate having had the opportunity to serve Saginaw Valley State College and value my term of service on the Board of Control.

Respectfully yours,

Helen T. Suchara

Helen T. Suchara, Professor
Wayne State University

Dr. Suchara pointed out that her position had changed at the University...she had been in an administrative role before and now was in a faculty role and serving on the major Policy Council of Wayne State University. The responsibility was obviously becoming very great and time-consuming, she said, and she felt she couldn't continue to serve well on both with the demands of that responsibility.

One of the factors, Dr. Ryder said, was that he knew that their Policy Council met on Monday, every week as he recalled, and at least on weeks of SVSC Board meetings...and while this Board knew that and had indicated it would even discuss the possibility of modifying the Board meeting day...all things considered, that was not the reason for her resignation. She specifically said that was not the reason she made this decision...she knew the Board would consider changing...but it was everything all together and she just didn't feel she could carry on.

Dr. Ryder advised that he tried to dissuade Dr. Suchara but she said she had already written the Governor and that was her decision. According to the Governor's office, when SVSC had a similar situation, SVSC was informed that a member of the Board technically remains on the Board until hearing from the Governor. She has written him saying she was resigning, Dr. Ryder pointed out, but the official action really was with the Governor of the State. Until SVSC hears from him, Dr. Suchara technically will be referred to in the Minutes as "excused absence." The Board will be viewed as having its full complement of eight members and five members will be needed to constitute a quorum.

Chairman Curtiss noted he was sure the Board would miss her counsel and Dr. Ryder concurred...her contributions, he thought were very, very substantial

to which he thought everybody on this Board, faculty and others agreed. Having been on a faculty and from a University setting, he noted, she added to the Board and its deliberations, doing it with the greatest of humility and kindness, and most effectively because of it.

Dr. Ryder distributed a proposed resolution dealing with Dr. Suchara and suggested it might be offered at this time if the Board concurred.

There was no dissent and Chairman Curtiss called for the resolution.

RES-405 Mrs. Arbury offered the following resolution for adoption:
WHEREAS Dr. Helen T. Suchara has served the Board of
Control of Saginaw Valley State College faithfully since
her appointment on October 9, 1975, and
WHEREAS, She has shown great insight into the problems
and needs of Saginaw Valley State College during that time
and has worked hard to serve this institution well;
NOW, THEREFORE, BE IT RESOLVED, That the Board of Control
commends Dr. Suchara for her assistance and expresses its
sincere regret that her duties at Wayne State University
have necessitated a severing of her ties with Saginaw Valley
State College.
Mr. Saltzman supported.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman
Absent: Suchara, Zahnnow

Resolution unanimously adopted.

Chairman Curtiss asked if there were any additional communications. Dr. Ryder advised he had another one which he would refer to later in connection with one of the other items on the Agenda.

VII. ADMINISTRATIVE REPORTS

1. Final Winter Term Registration Report

President Ryder called upon Gary Apsey, Registrar, for this report.

Mr. Apsey stated he was pleased to give this report, not only because SVSC showed a head count but a credit hour increase as well for Winter '79. He sug-

gested that since he did not have material to distribute that the Board members might like to take down the figures he would be giving. The head count for Winter '79 reflected 3,359 students as opposed to 3,116 for Winter '78...showing an increase of about 7.2%; the credit hour total for Winter '79 was 30,487 compared with 29,332 for Winter '78...showing an increase of almost 4%. At the official count date, Mr. Apsey added, dorm occupancy stood at 399 for Winter '79 opposed to 343 for Winter '78...showing an increase of about 14%. Dr. Ryder commented that he thought this was less of a drop than SVSC ordinarily has and that 399 is the highest occupancy SVSC has ever had.

Chairman Curtiss thanked Mr. Apsey for the very nice report...a very welcome one.

President Ryder distributed copies of a "Revised 1978 Enrollment Report" dated December 1, 1978 received from the Presidents Council (see Attachment). He reviewed the page entitled "Highlights" and then moved to the page entitled "Table 2--Summary of Enrollment Changes 1977-78 and 1978-79 Fall Term" and also reviewed. He noted particularly Michigan Tech's growth and attributed it to that institution's success in attracting women in the area of Engineering. He observed that SVSC would be making some special efforts to communicate with women to attract them into the engineering program. An effort will be made also to make minorities aware of the opportunities in the engineering field...historically this has not been a common field for them.

2. Governor's Recommendations for 1979-80 Appropriations

Dr. Ryder distributed copies of Pages K3 through K29 from the Governor's Budget Message to members of the Board and distributed generally copies of the "Executive Budget Recommendations, 1979-80 Operating, Colleges and Universities"



Presidents Council

State Colleges and Universities

December 28, 1978

TO: Presidents
Academic Officers
Business Officers
Analytical Studies Committee

FROM: Dick Miller

SUBJECT: Revised 1978 Enrollment Report

Enclosed herewith is the second revision of our Fall 1978 Enrollment Report. You will note that this revision changes figures on three pages--"Highlights," Table 1 and Table 5--with respect to C.M.U. and totals.

PLEASE DESTROY THE EARLIER VERSIONS OF THE ENROLLMENT REPORT AND REPLACE WITH THE ENCLOSED REVISION. Only those tables marked "2ND REVISION, DECEMBER 20, 1978" are valid.

ENROLLMENT REPORT
FALL 1978

Presidents Council
State Colleges and Universities

December 1, 1978
(Revised)

2ND REVISION
DECEMBER 20, 1978

ENROLIMENT REPORT

Fall 1978

Highlights

- Fiscal Year Equated Students for 1978-79 are estimated to be up 76 from 1977-78 (203,971 vs. 203,895) - Table 1.
- Total headcount enrollment for Fall 1978 was down 1,318 (0.6%) from Fall of 1977 (236,083 vs. 237,401) - Table 2.
- Instructional activity as measured by fall full-time equated students (FTES) was down 0.7% (1,332) from Fall 1977 - Table 2.
- Eight campuses reported increases in instructional activity (full-time equated students), compared to the 1977 Fall Term - Table 2.
- First-time freshmen headcount for the 1978 Fall Term was 34,519, or 442 (1.3%) less than Fall 1977 - Table 4.

2ND REVISION
DECEMBER 20, 1978

Table 1

Fiscal Year Equated Students
1977-78 vs. 1978-79

<u>Inst.</u>	<u>1977-78</u>		<u>1978-79</u>		<u>Change</u>	
	<u>Inst'l Est.</u>	<u>Actual*</u>	<u>Inst'l Est.</u>	<u>Inst'l Est.</u>	<u>Actual 77-78 to Est. 78-79</u>	<u>Number %</u>
CMU	15,817	15,883	15,902		19	0.1
EMU	14,837	14,506	14,259		- 247	-1.7
FSC	10,356	10,377	10,965		588	5.7
GVSC	6,100	5,849	5,846		- 3	-0.1
LSSC	2,050	1,997	2,090		93	4.7
MSU	40,833	40,730	40,157		- 573	-1.4
MTU	7,252	7,297	7,629		332	4.5
NMU	8,137	8,043	8,137		94	1.2
OU	9,039	8,825	8,900		75	0.8
SVSC	2,513	2,420	2,520		100	4.1
UMAA	35,895	35,613	35,330		- 283	-0.8
UMD	4,240	4,242	4,340		98	2.3
UMF	2,730	2,716	2,721		5	0.2
WSU	26,891	26,215	26,250		35	0.1
WMU	<u>19,259</u>	<u>19,182</u>	<u>18,925</u>		<u>- 257</u>	<u>-1.3</u>
	205,949	203,895	203,971		76	--

*Bureau of the Budget - Appendix A - Final 1976-77.

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(Revised)

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DECEMBER 20, 1978

Table 2

Summary of Enrollment Changes
1977-78 and 1978-79
Fall Term

Inst.	Total Headcount				Full-Time Equated Students			
	1978	1977	Change		1978	1977	Change	
			No.	%			No.	%
CMU	17,802	17,813	- 11	-0.1	14,974	14,886	88	0.6
EMU	18,656	19,254	- 598	-3.1	11,861	12,556	- 695	-5.5
FSC	10,208	9,965	243	2.4	10,404	10,053	351	3.5
GVSC	7,065	7,469	- 404	-5.4	5,219	5,610	- 391	-7.0
LSSC	2,401	2,261	140	6.2	2,123	2,053	70	3.4
MSU	46,567	47,034	- 467	-1.0	38,778	39,352	- 574	-1.5
MTU	7,130	6,807	323	4.7	7,514	7,107	407	5.7
NMU	9,120	9,541	- 421	-4.4	7,425	7,663	- 238	-3.1
OU	11,220	11,051	169	1.5	7,703	7,640	63	0.8
SVSC	3,706	3,529	177	5.0	2,247	2,159	88	4.1
UMAA	36,359	36,510	- 151	-0.4	32,364	32,686	- 322	-1.0
UMD	5,957	5,480	477	8.7	3,968	3,730	238	6.4
UMF	3,921	3,801	120	3.2	2,493	2,486	7	0.3
WSU	33,524	34,389	- 865	-2.5	24,446	24,634	- 188	-0.8
WMU	<u>22,447</u>	<u>22,497</u>	<u>- 50</u>	<u>-0.2</u>	<u>16,670</u>	<u>16,906</u>	<u>- 236</u>	<u>-1.4</u>
	236,083	237,401	-1,318	-0.6	188,189	189,521	-1,332	-0.7

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Table 3

Total Headcount and Full-Time Equated Students
by
Student Level
Fall Term

Inst.	Total Headcount by Student Level					Full-Time Equated Students by Student Level				
	Lower	Upper	Gr. I Prof.	Gr. I Other	Gr. II	Lower	Upper	Gr. I Prof.	Gr. I Other	Gr. II
CMU	7,463	6,996	--	3,168	175	7,160	6,439	--	1,245	130
EMU	6,657	6,527	--	5,472	--	5,217	4,683	--	1,961	*
FSC	7,089	3,020	99	--	--	7,255	3,050	99	--	--
GVSC	3,815	2,384	--	846	20	2,921	1,962	--	321	15
LSSC	1,730	642	--	29	--	1,517	597	--	9	--
MSU	17,494	18,378	1,094	6,785	2,816	16,037	15,751	1,094	3,563	2,333
MTU	4,283	2,602	--	227	18	4,505	2,823	--	166	20
NMU	4,993	3,003	--	1,090	34	4,308	2,638	--	459	20
OU	4,490	4,502	--	2,219	9	3,683	3,061	--	948	11
SVSC	1,744	1,193	--	769	--	1,229	728	--	290	--
UMAA	10,793	11,313	3,334	7,296	3,623	10,079	10,056	3,334	5,410	3,485
UMD	2,478	3,042	--	437	--	1,968	1,855	--	145	--
UMF	2,038	1,846	--	37	--	1,412	1,069	--	12	--
WSU	12,600	9,332	2,701	7,884	1,007	9,346	6,932	2,701	3,744	1,723
WMU	<u>8,561</u>	<u>8,767</u>	<u>--</u>	<u>4,818</u>	<u>301</u>	<u>7,499</u>	<u>6,829</u>	<u>--</u>	<u>2,107</u>	<u>235</u>
	96,228	83,547	7,228	41,077	8,003	84,136	68,473	7,228	20,380	7,972

*Breakout by Grad. I-Other and Grad. II not available until end of term.

Table 4

First-Time Freshmen
Headcount
Fall Terms

<u>Inst.</u>	<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>	<u>1976</u>	<u>1977</u>	<u>1978</u>
CMU	2,545	2,936	2,847	3,416	3,245	3,197	3,195
EMU	2,561	2,437	2,511	2,364	2,028	2,461	1,869
FSC	2,965	2,546	2,771	2,605	2,877	2,780	2,848
GVSC	1,253	1,126	1,246	1,185	1,197	1,094	1,038
LSSC	553	494	615	535	589	570	1,165
MSU	6,896	7,148	7,330	7,510	7,142	7,368	7,357
MTU	1,297	1,195	1,482	1,645	1,764	1,830	1,884
NMU	1,713	1,780	1,648	1,822	2,406	2,422	1,816
OU	1,285	1,248	1,400	1,357	1,402	1,483	1,449
SVSC	368	835	498	730	513	541	601
UMAA	4,357	4,338	4,284	4,626	4,419	4,402	4,332
UMD	530	768	924	938	990	836	820
UMF	603	530	520	654	666	618	628
WSU	2,217	2,194	2,421	2,640	2,621	2,100 (Est)	2,278
WMU	<u>3,157</u>	<u>3,195</u>	<u>3,448</u>	<u>3,191</u>	<u>3,301</u>	<u>3,259</u>	<u>3,239</u>
	32,300	32,770	33,945	35,218	35,160	34,961	34,519

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Table 5

Fiscal Year Equated Students
by
Institution and Fiscal Year
1970-71 thru 1977-78

<u>Inst.</u>	<u>1970-71</u>	<u>1971-72</u>	<u>1972-73</u>	<u>1973-74</u>	<u>1974-75</u>	<u>1975-76</u>	<u>1976-77</u>	<u>1977-78</u>	<u>Est. 1978-79</u>
CMU	14,676	14,996	14,736	14,651	14,962	15,827	15,712	15,883	15,902
EMU	18,084	18,396	17,027	16,151	16,208	16,129	15,136	14,506	14,259
FSC	9,551	9,645	9,537	9,377	10,161	10,230	10,347	10,377	10,965
GVSC	3,241	4,041	4,874	5,410	6,071	6,480	6,146	5,849	5,846
LSSC	1,403	1,449	1,640	1,672	1,788	1,985	2,116	1,997	2,090
MSU	41,253	41,124	40,349	40,623	42,732	42,839	41,096	40,730	40,157
MTU	5,313	5,426	5,491	5,373	5,943	6,416	6,804	7,297	7,629
NMU	7,723	7,761	7,414	7,498	7,624	7,975	8,055	8,043	8,137
OU	6,643	6,981	7,403	8,241	8,537	8,612	8,493	8,825	8,900
SVSC	1,503	1,658	1,695	1,717	2,027	2,409	2,396	2,420	2,520
UMAA	36,093	35,516	36,221	36,744	37,471	37,469	36,658	35,613	35,330
UMD	835	1,400	1,837	2,506	3,301	3,858	4,180	4,242	4,340
UMF	1,573	1,820	2,077	2,447	2,554	2,739	2,730	2,716	2,721
WSU	28,666	28,942	26,715	26,871	28,397	30,819	27,780	26,215	26,250
WMU	<u>22,834</u>	<u>21,867</u>	<u>20,806</u>	<u>20,267</u>	<u>20,181</u>	<u>20,127</u>	<u>19,635</u>	<u>19,182</u>	<u>18,925</u>
	199,391	201,022	197,822	199,548	207,957	213,914	207,284	203,895	203,971

Source: Bureau of the Budget, Operating Budget Requests-Appendix A, Final for
Respective Year.

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(Revised)

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dated February 8, 1979 received from the Presidents Council (see Attachment), and reviewed all three pages briefly. He noted that the 10.96% increase shown for SVSC for the Fiscal Year Appropriations was substantially more than that the Governor's office had recommended for this institution over the last four years. He pointed out, however, the percentage of increase would only be 10.89% for SVSC for the Institutional Year Appropriations.

Turning to Pages K3 through K29 material distributed only to the Board members, Dr. Ryder called attention to Page K4 and noted that it was estimated that SVSC would have 2,610 FYES and that apparently the Governor's office was funding this institution for 1979-80 on the basis of this estimate. Going back to the column "Estimated FY79" Dr. Ryder compared Lake Superior's 2,090 FYES with SVSC's 2,520 FYES and indicated there were a lot of implications one could get from that...you could go and look at their facilities and relate to those at SVSC with, he would guess, about 25% more FYES, and it would begin to point up some of the inequities among institutions. These are the things which are coming forward, he said, in terms of facility development for this campus, and hopefully, also bring equity in terms of the funding models for higher education, which are being constantly refined.

Dr. Ryder indicated the administration would be wanting to meet with the Board and the Budget, Finance and Investments Committee, at least, to discuss in more detail the funding formulas...perhaps there could be a brief discussion at some future public Board meeting about the basic blocks of funding models as they currently exist, and which are not being implemented. That's one of the biggest problems, he said, if they were implemented, SVSC would be in reasonably good shape. The cost of implementing them, he said, apparently is higher than the state of

VII. 2. Governor's Recommendations for 1979-80 Appropriations

MEMORANDUM

FROM: Dick Miller

Enclosed herewith are two tables summarizing the 1979-80 Budget Recommendations (Operating) for the colleges and universities. The first table summarizes the recommendation for each institution based on the state's fiscal year. The second table converts the same recommendations to a July 1-June 30 fiscal year basis.

Also enclosed is last year's table summarizing state financial aid to private higher education updated to show the Executive Budget Recommendations for these programs, 1979-80.

College and University
Net State Appropriations
State of Michigan Fiscal Year

Inst.	1978-79 Actual	Budget Rec.	1979-80	Percentage Increase Recommended
			Dollar Increase Recommended	
CMU	\$ 27,069,500	\$ 28,893,864	\$ 1,824,364	6.74%
EMU	31,879,700	33,792,482	1,912,782	6.00
FSC	20,014,100	21,203,420	1,189,320	5.94
GVSC	12,142,900	13,085,866	942,966	7.77
LSSC	5,194,100	5,765,451	571,351	11.00
MSU	112,207,800	125,380,703	13,172,903	11.74
MTU	17,823,100	18,892,486	1,069,386	6.00
NMU	19,088,800	20,234,128	1,145,328	6.00
OU	18,112,400	19,244,778	1,132,378	6.25
SVSC	6,052,200	6,715,389	663,189	10.96
UMAA	133,866,600	144,576,397	10,709,797	8.00
UMD	8,558,700	9,061,194	502,494	5.87
UMF	7,870,200	8,381,324	511,124	6.49
WSU	89,977,500	97,085,350	7,107,850	7.90
WMU	<u>42,840,400</u>	<u>45,682,910</u>	<u>2,842,510</u>	<u>6.64</u>
Subtotal	\$552,698,000	\$597,995,742	\$ 45,297,742	8.20
Ag. Exp.	11,210,100	11,684,383	474,283	4.23
Coop. Ext. Svc.	9,220,400	9,818,720	598,320	6.49
MTU Res. Units	<u>1,340,600</u>	<u>1,419,634</u>	<u>79,034</u>	<u>5.90</u>
TOTAL	\$574,469,100	\$620,918,479	\$ 46,449,379	8.09%

College and University Net State Appropriations
Converted to
Institutional Fiscal Year (July 1-June 30)¹
1978-79 and 1979-80

Inst.	1978-79 (In 000's)	1979-80		
		Budget Rec.	Dollar Increase Recommended	Percentage Increase Recommended
CMU	\$ 26,291	\$ 28,243,148	\$ 1,952,148	7.43%
EMU	30,967	33,086,111	2,119,111	6.84
FSC	19,416	20,756,565	1,340,565	6.90
GVSC	11,794	12,762,899	968,899	8.22
LSSC	5,039	5,583,838	544,838	10.81
MSU	109,614	121,439,027	11,825,027	10.79
MTU*	18,613	20,025,015	1,412,015	7.59
NMU	18,532	19,808,596	1,276,596	6.89
OU	17,499	18,808,333	1,309,333	7.48
SVSC	5,864	6,502,542	638,542	10.89
UMAA	130,798	141,131,798	10,333,798	7.90
UMD	8,343	8,881,646	538,646	6.46
UMT	7,646	8,197,493	551,493	7.21
WSU	87,951	Same as State Fiscal Year		
WMU	41,684	44,683,182	2,999,182	7.20
Ag. Exp.	10,738	11,447,787	709,787	6.61
Coop. Ext.	8,972	9,607,040	635,040	7.08
*MTU Res. Units included above				

¹Appropriations for the institutional Fiscal Year (July 1-June 30) are estimated to be 75% of appropriations for the current (1979-80) State of Michigan Fiscal Year plus 25% of appropriations for the previous (1978-79 Actual) State of Michigan Fiscal Year.

Table 1

STATE FINANCIAL AID TO PRIVATE HIGHER EDUCATION
1964-65 THRU 1979-80

Year	Student Grants				Institutional Grants					Gr. Total Inst. & Std. Grants
	Comp. Scholar.	Tuition Grant	Tuition Diff.	Total	Dental Graduates	Law Graduates	Gen. Degree Reimb.	Allied Hlth. Gr.	Total	
1964-65	\$ 227,105	\$ --	\$ --	\$ 227,105	\$ --	\$ --	\$ --	\$ --	\$ --	\$ 227,105
1965-66	799,113	--	--	799,113	--	--	--	--	--	799,113
1966-67	1,366,774	832,050	--	2,198,824	--	--	--	--	--	2,198,824
1967-68	1,780,639	2,141,692	--	3,922,331	--	--	--	--	--	3,922,331
1968-69	1,848,642	3,248,631	--	5,097,273	--	--	--	--	--	5,097,273
1969-70	1,972,459	4,758,305	--	6,730,764	--	--	--	--	--	6,730,764
1970-71	2,029,568	4,756,334	--	6,785,902	96,000	--	--	--	96,000	6,881,902
1971-72	1,805,319	5,058,068	--	6,863,387	110,400	--	--	--	110,400	6,973,787
1972-73	2,157,569	5,320,118	--	7,477,687	112,800	80,000	--	--	192,800	7,670,487
1973-74	2,981,154	7,400,590	--	10,381,744	136,800	264,000	--	--	400,800	10,782,544
1974-75	3,620,037	8,259,385	--	11,879,422	156,000	252,000	1,917,000	--	2,325,000	14,204,422
1975-76	3,878,441	9,748,899	--	13,627,340	732,330	59,900	2,390,400	246,100	3,428,730	17,056,070
1976-77	4,389,246	12,145,000	--	16,534,246	877,670	667,400	2,022,420	300,000	3,867,490	20,401,736
1977-78	4,231,218	13,700,000	--	17,931,218	1,200,000	700,000	3,269,000	438,000	5,607,000	23,538,218
1978-79	4,323,542	13,700,000	6,200,000	24,223,542	1,350,000	699,600	3,096,000	432,000	5,577,600	29,801,142
1979-80	4,323,542*	13,700,000	9,262,000	27,285,542	2,500,000	859,200	3,012,000	390,000	6,761,200	34,046,742

Ex. Budg. *Private college student share of total is estimated to remain the same dollar amount as in 1978-79.

Michigan is prepared to support at this time.

Dr. Ryder referred to Page K9, Item 7, "Developing Institutions" and read... "Five percent of the total model expenditures for institutions which qualify as being less than 25 years in existence, having enrollments of less than 5,000 FYES and less than 100 academic programs is allocated among those institutions in recognition of their developing status." and observed that there was an attempt there to recognize developing institutions of which SVSC is one.

He referred to Item 7 on the same page, "The Michigan Efficiency Task Force recommended that student health services be self-supporting and not be funded by state appropriations. Non-credit continuing education has been included in institutional general funds. The recommended model was adjusted to deduct these expenditures before calculating the cost factors for student services and public service."

SVSC didn't have a problem with continuing education, Dr. Ryder advised, but the auditor brought the health services matter to the college's attention. SVSC views its Health Clinic to a great extent as an emergency clinic and it's very hard for administration here to see the comparison between the Health Facilities at Michigan State and some of the other institutions where the state used to subsidize them or have them supported by the General Fund.

Many, many high schools have the same kind of service SVSC offers, Dr. Ryder said, and they are publicly supported, and he saw no reason why SVSC shouldn't be also. This is something SVSC will have to look at, Dr. Ryder concluded and search out the intent. The question is..."how do you define it and does SVSC's service fit into it or not."

Dr. Ryder turned to Page K13 and read the following about "Developing Insti-

tutions"...To recognize the cost inefficiencies at small institutions, a special factor is allowed for institutions under 25 years of age, under 5,000 FYES less than 100 academic degree programs. A total of five percent of the model gross for the four institutions which qualify is allocated according to the percentage score each institution has in the three categories. For example, Saginaw Valley State College is 14 years old ($1-14/25=.44$); has 47 academic programs ($1-47/100=.53$); and has 2,610 FYES 1 - $2610/5000=.48$). Its total score is $.44+.53+.48=1.45$, or 29.0 percent of the total score of the four institutions. Thus Saginaw Valley receives 29.0 percent of the total of 5.0 percent of the model gross for the four institutions."

These are things administration is still taking a look at, Dr. Ryder noted, and suggested that future discussions would be more meaningful if the Board members would take the time to read Pages K3 through K29.

Mrs. Saltzman asked how much SVSC asked for and Mr. Woodcock advised that SVSC's total request was 22.8% greater than last year's and was submitted and supported with what is called "Program Revision Request." He explained that above the basic inflationary amount, it was supported by a "Program Revision Request" which contains specific documents asking for certain amounts in order to accomplish certain objectives.

Dr. Ryder pointed out that this had to do with restoring some of the dollars SVSC "saved" for lack of a better word, as a result of layoffs in July. Therefore, some of these were requested to bring that back as well as some additional expenditures.

For example, Dr. Ryder said, one major factor was that SVSC had counted on 7.0% cost of living...requested 7.0% cost of living, but the Governor's office

is recognizing 6.0% in SVSC's appropriations...he referred to Page K21 and reviewed in detail. In conclusion, Dr. Ryder said that he was not prepared to make any further comments at this time about the budget...administration is still analyzing part of it, and they still need to talk with the Governor's office people about certain questions SVSC has, after which administration will be in a better position to consider and discuss it.

As a note of pessimism, Dr. Ryder observed that it had been in the papers that the Governor's office, at least, is predicting a downturn in the last half of this calendar year...that could have implications...not so much for this current year's budget, although even that is a possibility, but for the ensuing year. In other words, he stressed, there could be a real question as to whether they could even meet what they are proposing right now. That, he said, was from their point of view and that's always a political debate...he thought it happened almost every year.

3. Munitz Report--Progress and Proposals

Dr. Ryder advised that this report would be broken down into two sections... Presidential and Board of Control.

A. Presidential

In an effort to enhance communications between the Office of the President and constituencies on campus, Dr. Ryder noted that several things would be established...Bi-monthly meetings with the SVSCFA Executive Committee and the President and Vice Presidents; Monthly Presidential Coffees for all faculty; Bi-monthly meetings of the President and the Student/Administrative Liaison Committee; and a number of affairs...kind of a coffee situation...where the President and Vice Presidents would be meeting with all students on an informal basis in various buildings on

campus, such as the successful event Student Government sponsored and held in Wickes Hall on January 18 for the day and evening students. Basically, something like this will be held each month, sometimes by the students and other times by the administration. Student Government plans another on March 20.

All of these things will enhance communications, Dr. Ryder concluded, and dates will be finalized and announced.

B. Board of Control

In line with recommendations in the Munitz Report, Dr. Ryder indicated he had two items for Board discussion today.

1. Board of Control Committee Structure

Dr. Ryder called attention to the material he had provided the members of the Board relating to committee structure (see Attachment) and suggested it be reviewed at this time.

After considerable discussion, Chairman Curtiss noted that since he had heard that Alternative III should be dropped from consideration, he would entertain a motion for an acceptable Alternative.

BM-526 Mrs. Darin moved that the Board adopt Alternative II which specifies that the formal Board meeting be held at 9:30 a.m., beginning with the March meeting, on a trial basis.
Mrs. Arbury supported.

Mr. Curtiss asked if there were any discussion.

Mr. Finney advised that if the change were effective with the March meeting, he could not attend either the March or April meetings, and since he felt there probably would be some budget considerations from the Governor's office within that time, he would like to be able to attend.

Mrs. Arbury indicated she would like to see the Board accommodate Mr. Finney, in fairness to him and his term in office, and wished to amend the motion.

ATTACHMENT

VII. 3. B. 1. Board of Control Committee Structure

SAGINAW VALLEY STATE COLLEGE

BOARD OF CONTROL COMMITTEE STRUCTURE

Considering the recommendations of the Munitz report:

1. That the Board's organizational structure and operating procedures must encourage conversation directed toward institutional priorities and the quality of administrative leadership.
2. That the Board will be better able to play its policy role if the administration presents alternatives to the Board for responding to major policy issues.
3. That materials including alternatives and implications be submitted for review well in advance of request for Board action.
4. That each of the principal committees should be supported by an administrator of the presidential team.
5. That the primary role of each committee is the education of the full Board.
6. That the danger of overspecialization be avoided.
7. That a mechanism must be developed to bring committee material before the full Board.

And given the Open Meetings Act provisions as well as the convenience of Board members in assembling for meetings I am suggesting that consideration be given to the following:

Alternative I

The same committees be maintained but that the membership be arranged as follows:

Executive Committee

Chairman
Vice Chairman
Secretary
Treasurer

Budget, Finance and Investments Committee

1. Member--Chairman
2. Member
3. (Member)
(same)

Academic and Personnel Committee

1. (Member)
2. Member--Chairman
3. (Member)
(same)

Facilities Planning Committee

1. (Member)
2. Member--Chairman
3. Member

Thus the Budget, Finance and Investments Committee and the Facilities Planning Committee would meet at the same time. For example, they could meet in the a.m. from 8:00 to 10:00 a.m. or 9:00 to 11:00 a.m. and the Academic and Personnel Committee from 10:00 to 12:00 noon or from 11:00 to 12:00 noon or even from 11:00 to 1:45 p.m. including lunch.

In any event discussion notes prepared by the respective administrator assigned to the particular committee would be sent not only to the committee members but to all Board members.

Furthermore, consideration could be given to the adoption of a Board operating policy which would require, except for emergency, that action items for the Board would be reviewed in the committee meetings of the preceding month. Thus the full Board would see the committee discussion notes and have sufficient time to study and form opinions prior to Board action.

Alternative II

The structure would be the same but the Board meeting would be held in the morning say at 9:30 a.m. and the committee meetings in the afternoon considering actions to come before the following month's Board meeting. This approach would not provide room for emergency items to be considered by committees.

Alternative III

The same structure as above but Board meetings would be held every other month and committee meetings would be held at the same time or even all day in the intervening month. Thus there would be one month of deliberation time between committee considerations and Board action. Short committee meetings could be held on Board meeting day to deal with emergencies.

Alternative IV

This structure would include the following committee arrangement:

Executive Committee

Chairman
Vice Chairman
Secretary
Treasurer

Budget, Finance and Investments Committee

Academic, Personnel and Facilities Planning Committee

Each of the above two committees would have four members with the chairman assigned to one or the other committee. If the committee not including the chairman wished to consult with the chairman or he wished to consult with the committee, one member of the committee would have to step out of the room.

Everything else would function as in Alternative I, II or III.

The procedure to be utilized at Board meetings should be considered for modification as follows:

1. On each item requiring a motion or resolution the administration would first be recognized by the chair and a recommendation and resolution or motion offered for consideration of the Board..
2. The chair would then recognize the chairman of the committee involved for any comments on the resolution or motion and then to move its adoption. After second and discussion the vote would be taken.

BM-527 Mrs. Arbury moved to amend BM-526 to read "beginning with the May meeting."
Mrs. Darin supported.

Mr. Curtiss asked if there were any discussion on the amendment.

There being none, he called for a vote.

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

Motion to amend carried.

Mr. Curtiss then asked if there were any further discussion on the main motion, as amended. None were voiced, so he called for a vote.

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

Motion carried.

Mr. Curtiss requested that a public notice be posted that effective with the May meeting, the SVSC's Board of Control regular monthly meetings will be held at 9:30 a.m.

At this time, Mr. Curtiss asked that the Board members address the matter of committee structure.

BM-528 Mrs. Saltzman moved that the Board adopt Alternative I, that there be three overlapping committees plus an Executive Committee.
Dr. Gilmore supported.

Mr. Curtiss asked if there were any discussion. The question of the order in which the committees were listed was debated and Mrs. Saltzman indicated she wished to amend her motion to change the order of the committees.

BM-529 Mrs. Saltzman moved to amend BM-528 to interchange the Academic and Personnel Committee with the Facilities Planning Committee.
Mrs. Darin supported.

Mr. Curtiss asked if there were any discussion on the amendment. Mr. Kendall suggested that if the Board wanted to interchange these two committees, they might just as well look at Alternative IV. Mr. Curtiss indicated he thought Alternative IV was the best way to get the most people knowledgeable in the most number of areas within a point in time. Mrs. Darin concurred.

Mr. Curtiss then called for a vote on the amendment.

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

Motion to amend carried.

Mr. Curtiss then called for a vote on the main motion, as amended.

Ayes: Gilmore, Saltzman
Nayes: Arbury, Curtiss, Kendall
Abstain: Darin
Absent: Suchara, Zahnow

Motion lost.

Mr. Curtiss then asked if there were another motion with regard to the number of committees.

BM-530 Mrs. Arbury moved that the Board adopt Alternative IV, with the provision there would be a rotation of the membership of the two committees on a periodic basis.
Mr. Kendall supported.

Mr. Curtiss asked if there were any discussion.

Board members spoke to the matter of rotation. Mr. Curtiss suggested that this be written into the Board's operating procedures...establishing a system whereby they, as a Board, assured themselves that each Board member had exposure to each of the areas of responsibility that the Board carries.

Dr. Ryder suggested that this decision not be made now but deferred and become a deliberation of the operating policy development. Mr. Curtiss concurred.

Mr. Curtiss then called for a vote on the motion.

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

Motion unanimously carried.

Dr. Ryder asked for clarification relating to the adoption of Alternative IV...at the bottom it said "Everything else would function as in Alternative I." He indicated this meant that those items discussed in committee meetings would be taken up at the succeeding Board meeting.

Mr. Curtiss indicated he didn't consider the matter of committee structure relating to the process at all. He noted that beginning in May they would have the regular Board meeting at 9:30 a.m. and the two committees would then meet subsequent to the Board meeting. He asked if Dr. Ryder would like a motion at this time to indicate that any material discussed by the committees should not be brought to the Board until the following month, except in an emergency. Dr. Ryder asked if he were saying they were going to carry on as they had until May. Mr. Curtiss indicated not...they had not indicated what happened to committee recommendations prior to May. He suggested that the administration, on the assumption that it was going to change in May, use that two-month period to "tune up." He added he thought it was the intent that they were going to be working towards trying to build in that one-month lag for better communications within the Board. Dr. Ryder agreed and observed that if the Board gave administration a little leeway, they could work it out...they could get ready in two months.

Before covering the remaining portion of this Agenda item, Chairman Curtiss asked if anyone besides himself were ready for a break. The response was unanimous. Mr. Curtiss called a recess of the meeting at 4:00 p.m. and it reconvened at 4:20 p.m.

2. Board of Control Policy and Procedure Manual Development

Dr. Ryder referred to the material covering this item which was provided Board members in their packets (see Attachment). He suggested that they turn to the third page...noted that Dr. Gilbert was distributing updated copies...so they could review briefly the five sections listed therein.

First, Dr. Ryder announced, he was assigning Dr. Emerson Gilbert to assist the Board of Control to accomplish #I and #II. He noted that the rotation of Board members on the two committees discussed earlier could be built into the Board Operating Policies and Procedures, as well as other things...such as the expectations of the administration with respect to reporting systems and so on...also basically the major blocks of decision-making responsibility which would be delegated to the administration and that which would be held by the Board. With regard to #III, Dr. Ryder said the Continuing Education Policy sent to the Board for review would fall under Institutional Policies. For ready reference of Board members, Dr. Ryder suggested having notebooks to contain #IV which would contain, for example an authorization such as the 1979-80 Budget Request, and #V which would contain commendations such as the one given Dr. Suchara in the Board resolution today.

Today, Dr. Ryder said, he would like to recommend that the Board of Control move ahead in adopting a procedure to review the By-laws of the Board of Control and also to develop the Board of Control Operating Policies and Procedures. He suggested that the By-laws ought to come first because some of the policies and procedures would flow out of them...however, he thought the Policies and Procedures were the important things to be accomplished. Institutional policies, he observed, were going to be much more slow in coming...a lot of policies needed review

ATTACHMENT

VII. 3. B. 2.

Board of Control Policy and Procedure Manual Development
BOARD OF CONTROL

Proposed Board of Control Policy and Procedure Manual Development

Board resolutions, motions and other actions will be maintained in a Board of Control Manual. The manual will be divided into the main sections indicated below. Each section will be divided into categories, such as: Academic Affairs, Personnel, General Administration, Financial Affairs, Auxiliary Services, Development and Student Services.

Each section will have an index listing the documents in chronological order, by date of approval. The documents will be inserted in a logical sequence within the section.

Prior to inserting any documents in the Manual, the By-Laws and each existing Board resolution and motion which govern current action will be reviewed by the administration and by a Board Committee and submitted by that Committee with a recommendation for acceptance in current form, modification or nullification by formal Board action. The administration and Board committees will be assigned the task of reviewing Sections I and II and recommending Board action.

The development of this Board of Control action will be implemented according to the following steps.

1. Distribute document to appropriate administrative personnel and each Board member for review and recommendation.

2. Evaluate recommendations and formulate an administrative recommendation.
3. Submit recommendation to the appropriate Board committee for review.
4. Submit Board committee recommendation to the Board of Control for action.
5. Number document and insert in manual; update Table of Contents and Chronological Index.

Board of Control Manual Sections

Board of Control Responsibility

I. By-Laws	Review, revise (if necessary) and adopt
II. Board of Control Operating Policies & Procedures Policies & procedures governing the actions of the Board	Develop and adopt
III. Institutional Policies Policies approved by the Board, governing the actions of College staff	Review and act on administrative recommendations
IV. Authorizations Approval of specific staff actions or functions	Review and act on administrative recommendations
V. Commendations Recognition of significant contributions by individuals, groups or organizations	Develop or review administrative recommendations and adopt

having By-laws...she thought it had to be one after the other. Mr. Curtiss asked her how she would like the Ad Hoc Committee selected and she indicated it should be those who are interested, but that there could only be four.

Chairman Curtiss then called for a motion to establish an Ad Hoc Committee.

BM-531 Mr. Kendall moved that the Chairman be authorized and instructed to establish an Ad Hoc Committee to review and make recommendations with regard to the By-laws and Board Operating Procedures.
Mrs. Darin supported.

Mr. Curtiss indicated he was assuming this would be a four-person committee that would be advisory to the Office of the President as well as to the balance of the Board. He asked if there were any further discussion. There being none he called for a vote.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman
Absent: Suchara, Zahnnow

Motion unanimously carried.

Mr. Curtiss asked for volunteers to serve on the committee. The following Board members volunteered: Mrs. Darin, Mr. Curtiss, Dr. Gilmore and Mr. Kendall, who said Mrs. Saltzman and he would work it out, but that he would start out on the committee.

A time for the first meeting was discussed and it was agreed that this committee would have a ten-minute meeting after this meeting adjourned.

Dr. Ryder referred to the three sets of By-laws from other institutions he had sent to members of the Board and indicated as others came in, he would forward them. He suggested that the Board members review them to help them build their background whether they were on the committee or not.

Mr. Curtiss asked if there were anything else on the Munitz Report. Dr. Ryder indicated not, but that he would be coming back at each meeting with specific recommendations.

Mrs. Saltzman expressed appreciation for receiving Board materials a healthy number of days in advance this month...it helped a great deal. Dr. Ryder stated they could expect future Board materials on a similar basis.

Mrs. Darin agreed with Mrs. Saltzman and indicated she was pleased to receive the news releases too. Mrs. Saltzman noted that they had made some suggestions regarding news releases. Dr. Ryder indicated, however, he hadn't talked with Mr. Rummel about them yet.

4. Academic Administrative Organization

Dr. Ryder noted that he had distributed to Board members in committee that morning his recommendation with respect to Academic Reorganization and that attached to his memo to the Board was the report of the work of the College Reorganization Group submitted by Leslis Whittaker, the Chairman (see Attachment). He asked Dr. Yien to distribute copies to others present.

The proposed Academic Structure was reviewed in detail by Dr. Ryder. He pointed out that the administration and faculty had worked diligently on this Academic Reorganization and that Les Whittaker, Jan Robinson and a number of other people had been involved in many, many meetings. It was not an easy task, he said, and there was no question about it that there was any one answer to academic organization. He stated that he did want to Board to know that a real honest effort had been made and that the faculty had addressed themselves rigorously to the task. He concluded by asking the Board to take action on the Academic Structure that he had recommended.

ATTACHMENT

VII. 4. Academic Administrative Organization



Saginaw Valley State College

2250 PIERCE ROAD
UNIVERSITY CENTER, MICHIGAN 48710
(517) 793-9800

OFFICE OF THE PRESIDENT

MEMORANDUM

TO: Members of the Board of Control

FROM: Jack M. Ryder *JMR*

DATE: February 12, 1979

RE: Academic Reorganization

Enclosed you will find a copy of the report from the College Reorganization Group as regards academic reorganization.

Since November 6, 1978, there have been eighteen meetings conducted for academic reorganization, the last eight of which were chaired by Professor Leslie Whitaker of the English Department. Vice President Yien attended most of the meetings. Faculty members attending the meetings expressed their concerns about the structure of the academic administration, the procedures for search and appointment of academic officers, and general accountability of administrators. Summaries of these major concerns are reflected in the report.

Based upon my evaluation of the report, continuous consultation with Dr. Yien, and attendance at one of the last meetings of the faculty group, I offer the following recommendations for Board action.

Academic Structure

1. Redesignation of the Division of Nursing and Allied Health Sciences to the School of Nursing and Allied Health Sciences.
2. Redesignation of the Division of Engineering and Technology to the School of Science, Engineering and Technology. This unit includes current programs in Engineering and Technology, departments of Biology, Chemistry, Physics, and Mathematical Sciences.
3. Redesignation of the School of Arts and Sciences to the School of Arts and Behavioral Sciences. This unit includes the departments of Art, Music, Speech and Theatre, English, History, Philosophy, Sociology, Psychology, Political Science, Modern Languages, Criminal Justice, and Social Work.
4. The elimination of the Division of Public Services.

ATTACHMENT

VII. 4. Academic Administrative Organization



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2. Redesignation of the Division of Engineering and Technology to the School of Science, Engineering and Technology. This unit includes current programs in Engineering and Technology, departments of Biology, Chemistry, Physics, and Mathematical Sciences.
3. Redesignation of the School of Arts and Sciences to the School of Arts and Behavioral Sciences. This unit includes the departments of Art, Music, Speech and Theatre, English, History, Philosophy, Sociology, Psychology, Political Science, Modern Languages, Criminal Justice, and Social Work.
4. The elimination of the Division of Public Services.

5. The School of Business and Management shall remain unchanged.

6. The School of Education shall remain unchanged.

These modifications would encourage closer programmatic relationships within the units and would also enhance external visibility of the programs currently offered at SVSC. Appointments for the currently vacant positions of "Deans," will become effective July 1, 1979.

Furthermore, I am reporting to the Board my approval, as administrative policy and procedure, of Appendices A and B of the report of the College Reorganization Group, with the following modifications.

Appendix A of the Report

Concerning the recruitment, selection, and conditions of appointment of academic deans, we must begin with the basic principle that ultimate responsibility is administrative. However, a successful selection process necessarily requires input from respective faculty, students, and administrators. Therefore, the only modifications required are related to clarifying the means by which faculty and students are selected for the committee and the establishment of qualifications and responsibilities of deans.

Thus, the modifications would be as follows:

- 1, a, i - The last sentence "The method of selection has not yet been determined," will be replaced by the following:

The President will select the three after review of a list of six nominees recommended by the Faculty Association President. The College President will have the right to reject any or all nominees and request additional nominations.

- 1, a, ii - The last sentence "The method of selection has not yet been determined," will be replaced by the following:

The President will select the student after review of a list of two nominees recommended by the Student Government President. The College President will have the right to reject any or all nominees and request additional nominations.

- 1, b - This paragraph should be replaced by the following:

The first task of the search committee will be to review and recommend to the President the qualifications and responsibilities required for the position. After reviewing these recommendations, the President will make any necessary modifications and return an approved copy to the committee. The Committee will also establish procedures for evaluating the applicants.

Appendix B of the Report

I would also recommend the Board's approval of Appendix B with the following qualification. The faculty and administration will jointly develop a proper evaluation instrument to be utilized.

JMR:pkv

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The President will select the student after review of a list of two nominees recommended by the Student Government President. The College President will have the right to reject any or all nominees and request additional nominations.

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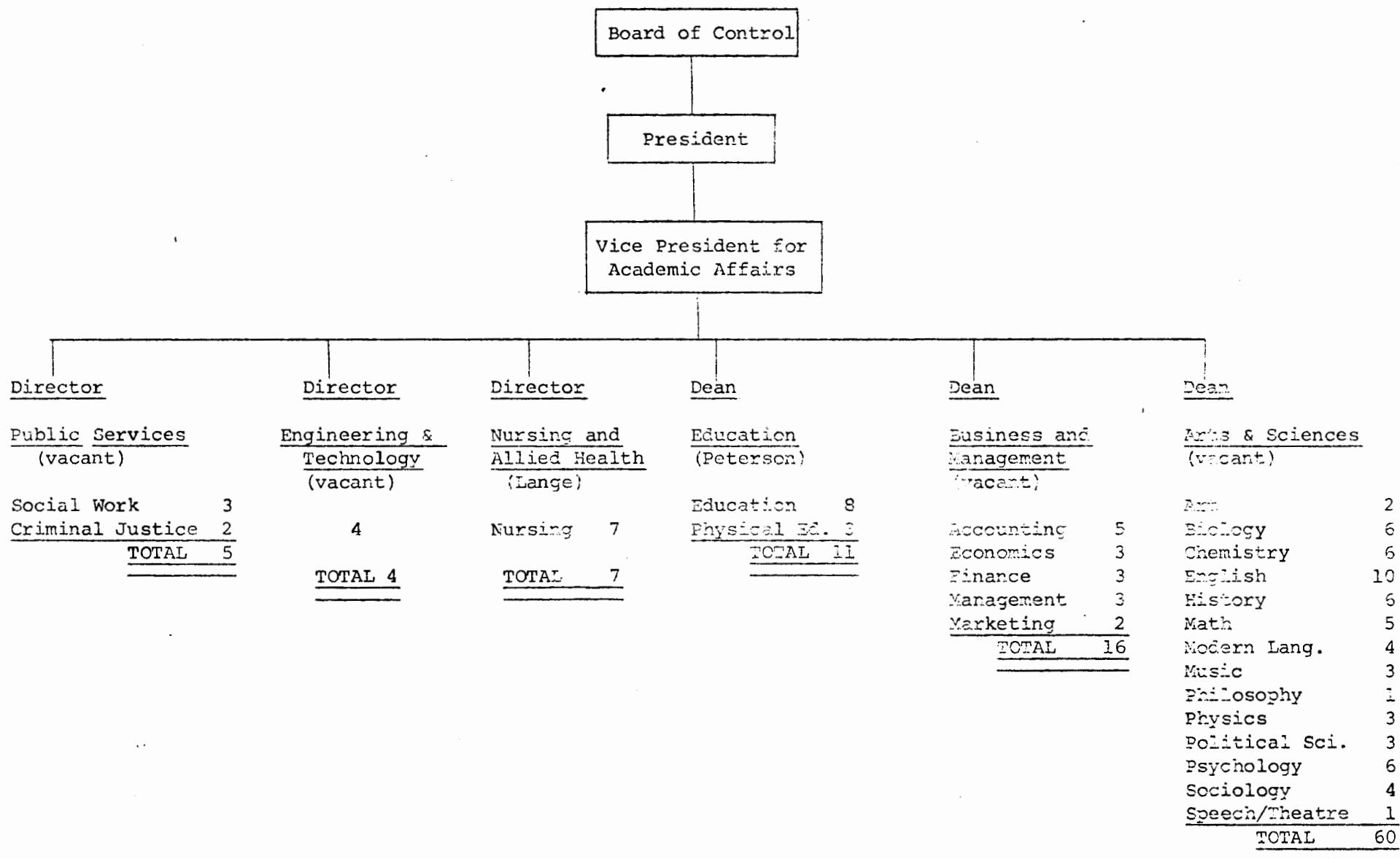
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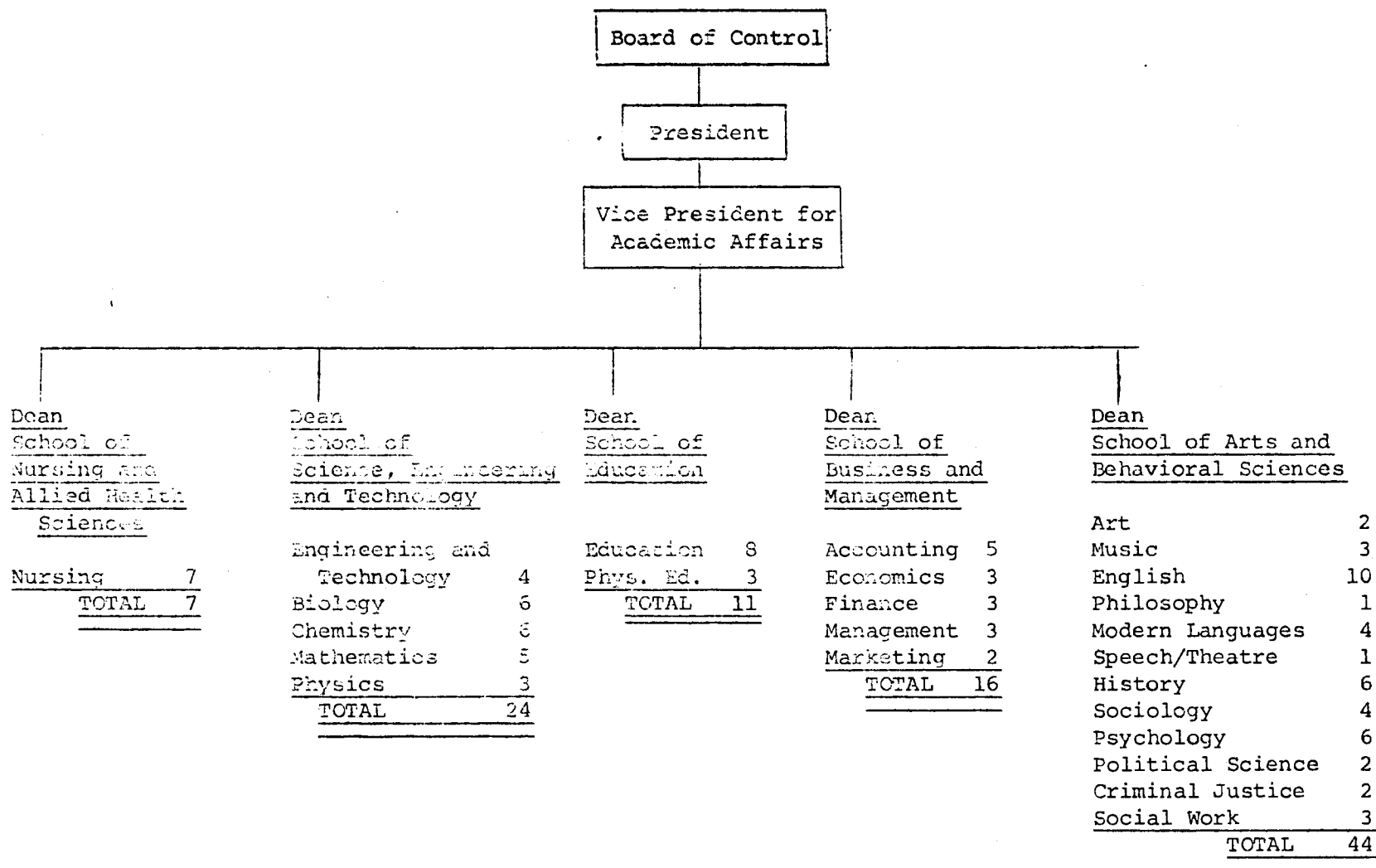
JMR:pkv

ACADEMIC ADMINISTRATION
FY 1978-79



Cumulative Faculty Total 103

ACADEMIC ADMINISTRATION PROPOSAL
FOR BOARD ACTION



NOTE: Deans of schools with more than 50 full-time and full-time equivalent faculty members are expected to teach one course per academic year. Deans of school with less than 50 full-time and full-time equivalent faculty members are expected to teach two courses per academic year unless they are given administrative/supervisory responsibilities outside the schools of their jurisdiction. Full-time equivalents are to be determined by the number of credit hours taught by part-time personnel divided by regular teaching load of 24 credit hours in the preceding year.

Report of the Work of the College Reorganization Group

I. Considerations

Throughout the discussions and particularly when the time came to make hard decisions the Working Group was unable to obtain consistent information about or clear direction with regard to:

1. The reality of the budget for academic administration
2. The goals of the College consistent with any reorganizational model
3. The status of the Liberal Arts program and the need for administrative leadership
4. The availability of money to support the Engineering Technology Program and how whatever extra funds were available would relate to the general budget.
5. Whether the accreditation of the Nursing and the Business Programs was on a definite time-table and what kind of administrative leadership this would involve.

II. Other Factors

The Working Group had several other factors which made the task of moving towards a reorganization plan difficult, among which were:

1. The February 12th deadline: because of this two meetings a week were scheduled. It was difficult for the same faculty representatives to be present each time. The Working Group felt the pressure of this deadline.
2. The priorities relayed to the Working Group: namely the determination of the Board to give top priority to Nursing, Engineering Technology and the M.B.A. programs, meant that there was a clear mandate for administrative leadership in these programs. This left the options available for reorganization very limited.

III. Format

A total of nine meetings were held. Representatives of all Departments in S.V.S.C. comprised the working group. All other faculty were notified of meetings and invited to attend. Periodic reports of progress were made available to all faculty. Vice-President Yien attended most of the sessions and President Ryder came to one.

IV. Proceedings

At each meeting of the Working Group an agenda was developed and active discussion took place. A thorough examination of the levels of administration which could exist in an academic structure was made. Various models for organizing this administration were developed and considered. Towards the end of the series of meetings an attempt was made to identify areas of general agreement and to recognize minority viewpoints.

The proceedings of each meeting were summarized by the Chairman and a copy was given to each member of the Group. In the final meeting, a Summary report was presented and from this document the present statement was developed.

V. Results

1. Agreement of a model for choosing middle level academic administrators.* This is attached as Appendix 'A'.
2. Agreement of some principles of accountability of middle level academic administrators to the faculty. This is attached as Appendix 'B'.
3. Meaningful dialogue among all Departments of the College. Concerns were articulated, ideas expressed; as a result most faculty participating became aware of many areas of common interest and many shared viewpoints.
4. By a vote of fifteen faculty for, none against and with one abstention the Working Group approved a motion that the present academic administrative structure should be continued recognizing that this includes a Dean of Arts and Sciences.

Leslie Whittaker
Chairman

BM-532 Mrs. Darin moved that the Board adopt the Academic Structure as recommended by President Ryder in his memorandum to the Board of February 12, 1979.
Mr. Kendall supported.

Chairman Curtiss asked if there were any discussion. There was none on the part of Board members, so with the Board's permission, Mr. Curtiss said he would invite individuals present who wanted to address the subject to do so. The Board members concurred.

Mr. Curtiss explained the rules pertaining to discussion and then recognized Dr. George Eastland of the Chemistry Department.

Dr. Eastland stated that he might preface his remarks by noting that just because he was the only one present from Science, it didn't indicate a lack of interest. In fact, he said, there was a great deal of interest. It just seemed that he had that unique combination of a free afternoon and lots of stamina.

He went on to say that there was no single point of view among the Science faculty, however his feeling was that the Chemistry program would stand up well regardless of "the company it kept." He stressed that the critical issue was the director of the program and how that person dealt with both Engineering and Technology and the Sciences. He stated that the Dean must understand the difficulties and problems in the Sciences, and with the Engineering and Technology program needing special attention and extra efforts, the Science faculty was afraid that this might come at their expense. Dr. Eastland also noted that it appeared no one at SVSC knew whether they wanted an Engineering or an Engineering and Technology program. If the program leaned to the technical, he said, the Science Departments, particularly Biology, and to some extent Chemistry, couldn't see their relationship to it or how they could be involved in it. So, Dr. Eastland concluded, he wished to report to the Board that by

and large the Science faculty was certainly not overwhelmingly in favor of the shift, although some of them were not so worried about it.

Mr. Curtiss then recognized Dr. Leslie Whittaker of the English Department.

Dr. Whittaker noted he was one of the members of the College Reorganization Group and one of the things that concerned them most deeply was the ability of SVSC to sort of stay together and to keep its mission, so far as they knew what it was, straight.

He questioned whether, in separating the Sciences from Liberal Arts if they were taking away from the strength of Liberal Arts as an academic discipline, and also how the Sciences would be viewed...applied or pure...when tied in with Engineering and Technology. He pointed out that some of the Science faculty who had been present and had had to leave were concerned as Dr. Eastland was that the worth of the Science programs not be diminished.

Dr. Whittaker indicated that one recommendation that came to his mind immediately was that it seemed to him from the diverse comments they had had that whilst the Engineering and Technology program deserved every chance to succeed, there was a point at which it seemed to them that it should be evaluated very critically and determined at that point that the money and the extra effort and energy being put into it somehow wasn't producing the right results. Under those conditions, then he said, it would seem to them appropriate that the restructuring of the college should then be reconsidered with respect to putting Sciences back where they were originally.

Dr. Whittaker expressed the hope that that would be possible in part of the plan. Right through the discussions, he said, there was a suggestion that re-

organization should be considered not on a long-term basis, but at least, on a mid-distance basis...probably no longer than five years.

Dr. Whittaker said he would hope that when all the various goals of the college were identified clearly that there would be some mechanism for challenging themselves as an institution not to just have a self-study every seven years, or seven and a half, as it might be, but that they would realistically look at what they were doing and ask themselves how successful it was...how realistic it was... what they were achieving by it...and whether or not the structure itself reflected those priorities.

He observed that it was very easy for things to get out of hand. Once an administrator was appointed in any function at all, and it's true in any level of business or government, he suspected, that an administrator tended to fill his time very well with all kinds of things that might not have too much relevance to the well-being of the particular unit he governed or the institution in general. The faculty are concerned, he stressed, that administrators administrate and don't become paper shufflers...don't become people who just get busy rushing around the state attending meetings and whatever. They are concerned about academic leadership...they are concerned very strongly about the kind of support that administration can give to programs. The faculty doesn't want people who are fighting for their own empires, carving out territories. They don't want the kind of self-interest, enlightened though it might be, that in their judgment, mitigates against the well-being of the institution and certainly the well-being as they saw it of the academic programs.

In summary Dr. Whittaker said that the faculty had found the discussions extremely valuable and they were sorry that they came around in a full circle, but it seemed to be the constraints...he asked that during their reading time the members

of the Board would look at the first page of the Group's report which did measure out some of the constraints the faculty had in considering this program. They were not just free to develop any reorganization model. They had to bear in mind some of the priorities administration gave...they had to bear in mind some of the confusion they had about budget...about the uncertainty of the future of the college in terms of how much money was available, and other considerations.

So the model they came up with, Dr. Whittaker said, was a good one, he thought, in terms of what they had to work with. It didn't satisfy everybody. He suggested the reservations expressed about Science be taken seriously, he didn't know whether it meant an alteration, but it certainly meant, or he hoped it meant, that one of the safeguards they put in it would be the time factor. The second safeguard he would hope would be the oversight of the program by the Academic Vice President, with a real ability of the Sciences to plug into that, if necessary, to guarantee that their own programs don't get diluted or misused.

Chairman Curtiss then recognized Dr. Janet Robinson of the Psychology Department and President of the SVSCFA.

Dr. Robinson indicated that between Dr. Whittaker and Dr. Eastland they had addressed the questions of the Science faculty pretty thoroughly as she had heard it expressed. She said she thought though that the concern of the rest of the Arts and Sciences faculty was somewhat in terms of the whole unit of Arts and Sciences. The Arts and Sciences faculty, she said, were frankly nonplussed when during the cut their Dean went, she thought they felt somehow there was something happening at their expense. She added that she thought now that some of the faculty viewed the splitting up of their Arts and Sciences as another attack on Arts and Sciences. So, there is some question then about the integrity of what was supposed

to be the core of the institution and whether or not that integrity was being maintained by splitting out the Sciences. She added that she thought the Science faculty's concern was with their programs. The other Arts and Science faculty members were also concerned about the general integrity of what was supposed to be the core of the institution. She concluded that there were some very strenuous arguments on the part of the part of the Arts and Sciences faculty that that program not be split up in the process of reorganization.

Mr. Curtiss then recognized Dr. Robert Yien, Vice President for Academic Affairs.

Dr. Yien explained that academic units traditionally had been done in at least one of three ways...sometimes by a combination of all three ways...nature of the program, by tradition, or by necessity. He observed that this is the time SVSC needs strong departments in Science to give sort of a boost to Engineering and Technology...that was why he was arguing that Science, Engineering and Technology should be combined. He indicated he might be wrong...SVSC had gone through at least two reorganizations since 1970...so he asked, who is going to say that this is to be a permanent and fixed model forever?

Dr. Ryder recalled that the Goals and Objectives Committee's original report of January 1976 recommended that Science and Engineering and Technology be assigned to one unit, as again recommended now. He stressed this move was not just to help Engineering and Technology, but to help the total institution in its development.

Mr. Curtiss asked if there were any curricular implication here in the direction of saying that Sciences should lean to the Applied more so than they were now. Dr. Ryder said, "no" except that if they had an Engineering and Technology

program which required courses in Physics that had different options, that the Physics department would be expected to provide those courses in addition to what they were doing now.

Mrs. Arbury observed that she felt badly that the Arts and Sciences felt threatened. She indicated she didn't think it was the intent of the Board of Control to change the thrust that it has always stated...it wanted a strong Liberal Arts base for its students. What building it was taught in, or whatever the structure, she said, didn't seem to her to be important as long as they accomplished this goal.

Dr. Yien, referring to the question of attention given to Science departments as a result of the merger, stated that in his opinion, the Science departments would get more attention through the reorganization. In Arts and Sciences, there have been three component parts and there would only be two by combining Science and Engineering and Technology. The reorganization, he concluded, would strengthen the Arts and Behavioral Sciences as well.

Mr. Curtiss emphasized it was not the intention, hope or desire of the Board that any of the programs be weakened because of this restructuring. He indicated the Board had faith in the faculty and administration's ability to restructure without adversely affecting the existing programs.

Discussion having ended, Chairman Curtiss called for a vote on the motion.

Aye : Arbury, Curtiss, Darin, Gilmore, Kendall, Saltzman
Absent: Suchara, Zahnow

Motion unanimously carried.

Noting that the academic structure had now been established as just adopted by the Board, Chairman Curtiss asked President Ryder if he would like to speak to

Appendix "A" and Appendix "B" included as part of the College Reorganization Group's Report. Dr. Ryder indicated he would just do so briefly and called attention to the second page of his memorandum to the Board in which he recommended the adoption of the new Academic Structure. He pointed out that he felt there should be clarification of certain points in Appendix "A" and thus, he had made modifications as set out in 1,a,i; 1,1,ii; and 1,b; which he then reviewed. The same was true with Appendix "B" he said, and reviewed that modification also.

There was a very brief discussion by the members of the Board after which Dr. Ryder concluded that there was no action needed on the part of the Board to deal with Appendix "A" and Appendix "B" and his modifications...he just wanted the Board members to be aware of what was being done.

Since Agenda Item 4 had just been completed, Chairman Curtiss called for another recess at 5:40 p.m. and the meeting reconvened at 5:55 p.m.

5. Franc A. Landee Award for Excellence in Teaching

Dr. Ryder noted that members of the Board had been provided brochures with respect to the 1979 Franc A. Landee Award for Excellence in Teaching. He indicated this was an extremely important award and he thought a nice job had been done in putting this brochure together. He called attention to mistakes... Dr. Elashhab and Dr. Meadows had been listed incorrectly under "History" and should have been under "Education." This brochure, Dr. Ryder concluded, had had a pretty wide distribution, including SVSC's alumni.

6. Dr. Dwayne T. Canon Resolution

Dr. Ryder called upon Dr. Yien to introduce Mrs. Pam Canon who had been invited to come and accept a bound copy of the resolution. Dr. Yien said that Mrs. Canon held a Doctorate and had been teaching part-time courses for SVSC ever

since 1970. He introduced Mrs. Canon and then read into the record a resolution prepared after Dr. Canon passed away on January 9 as a result of a heart attack.

RES-406

WHEREAS, Dr. Dwayne T. Canon, Assistant Professor of Political Science, suffered a heart attack while teaching on the morning of Tuesday, January 9, 1979, and

WHEREAS, Dr. Canon passed away at St. Mary's Hospital on January 9, 1979;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State College wishes to record its deep sorrow and regret on the sudden passing of Dr. Canon, who joined the faculty of Saginaw Valley State College in July of 1976, and demonstrated a unique energy and devotion to his profession promoting student interest in American political policy and political systems, and public affairs, and

BE IT FURTHER RESOLVED, That the Board of Control wishes to extend its sincere condolences to Dr. Canon's family, friends, students, and the entire college community.

Mrs. Saltzman moved the adoption.

Mr. Kendall supported.

Ayes: Curtiss, Darin, Gilmore, Kendall, Saltzman

Absent: Arbury, Suchara, Zahnnow

Resolution unanimously adopted.

Dr. Ryder indicated it was customary to have a Moment of Silence in recognition of the passing of one of the college's faculty. After this moment of silence, Dr. Ryder presented the bound resolution to Mrs. Canon and asked her if she would care to make any comments.

Mrs. Canon stated it was still hard for her to realize...she appreciated the Board and administration doing this for Dwayne and she also appreciated that she had been asked to come. She concluded that it meant a lot to her to be able to accept the resolution.

Chairman Curtiss thanked Mrs. Canon and she, in turn thanked him.

7. International Year of the Child--1979

Dr. Ryder observed that a proposed resolution regarding the International Year

of the Child--1979 had been mailed to members of the Board. Additional copies were distributed to those present who had not received them and Dr. Ryder, although noting it was pretty much self-explanatory, reviewed in detail.

Board members expressed concern with regard to the fifth paragraph which reads: "RESOLVED, That the Board of Control recognizes the efforts of the Student Government of Saginaw Valley State College and the School of Education to establish a Child Development Center on the college campus"...would adoption of the resolution imply approval of the Child Development Center?

Dr. Ryder stressed that in the resolution the Board would only be recognizing the SVSC students and School of Education for their efforts thus far and not in any way approving the program.

Mrs. Saltzman questioned what the Board's obligations were and what would happen if it adopted this resolution and then didn't approve the Child Development Center.

Dr. Ryder stated that that would be the problem of those who wanted to establish the Child Development Center. He suggested, however, that if the Board members were negative toward the development of such a Center, that they had better not adopt this resolution. On the other hand, he said, if they were saying they wanted to know the budget, how it was going to be organized and operated, then "yes" the Board would get that and the administration and the Board would be satisfied, or they wouldn't do it.

Mrs. Saltzman indicated she would prefer that this not only be a facility for children but also a teaching facility.

Dr. Ryder stated that this was the intent and called upon Mrs. Ann Kozak, a student, who had been very active in the study of this project, to make some

comments of what had transpired to date.

Mrs. Kozak indicated that a survey had been made of current SVSC students, past students, faculty and administration to establish a need. The returns have been tabulated, she said. She did not have the results with her but could provide to Board members if they wished.

The intent was to accommodate two and a half year-olds to about age ten... there would be different education brackets. The ten year-olds would probably be children of parents attending late afternoon or evening classes.

Mrs. Kozak reported that there had been a great deal of support from the faculty...Psychology, Social Work and Education...from just about every branch of the college.

She explained that the Center would be self-supporting after the initial start-up costs. The plan was to work with Social Services for the women students on limited budgets, and hopefully, get paid through them for some of the children.

Chairman Curtiss questioned when she thought a proposal would be brought to the Board...perhaps in four months?

Mrs. Kozak indicated they would do so as soon as they could. They were working very diligently on the project. Right now, she said, they were waiting for the Health Inspector and Fire Inspector to come through and look at the facility on Davis Road and give their recommendations on what needed to be done, and shortly after that they should have a budget.

Mr. Curtiss indicated that without wanting to sound negative, he thought the Board should state that the approval of the resolution was not a carte blanche on the Child Development Center. He observed that it had been discussed for at least two years and at some length back in the early seventies...it had come and gone,

and he would be delighted if they faced the issue and would be able to make a decision on it.

Mrs. Kozak stated that she could guarantee the Board that it would not come and go because she had put too much of herself into it...and Dr. Wahl and she both weren't going to let it die.

Mr. Curtiss asked Dr. Ryder if there would be any direct financial implications in this resolution...in establishing a committee, would a budget be needed? Dr. Ryder indicated not...obviously, there might be some incidental costs, perhaps for letters, etc.

Mr. Curtiss then asked if he were talking about release time for the faculty and Dr. Ryder indicated not.

Dr. Gilmore observed that members of the committee probably shouldn't have an interest in the Child Development Center...actually this is coincidental that the President made his declaration this year and the people interested and working on the Child Development Center for SVSC were about to bring it to fruition in the same year. Nevertheless, he stressed, if the people working on it were trying to come forward with a proposal, perhaps they shouldn't be on this committee.

Dr. Ryder pointed out that it would not be the committee's decision as to whether or not there should be a Child Development Center.

After this discussion, Chairman Curtiss noted that the resolution had not yet been offered. He asked if anyone wished to present it.

RES-407 Dr. Gilmore offered the following resolution for adoption:
(see Attachment).
Mrs. Darin supported.

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

Resolution unanimously adopted.



Saginaw Valley State College

RESOLUTION

International Year of the Child, 1979

WHEREAS, the President of the United States, on April 14, 1978, by Executive Order, establish the National Commission on the International Year of the Child, 1979; and

WHEREAS, one of the functions of the National Commission, in promoting the observance of the International Year of the Child, is to give special attention to the health, education, social environment, physical and emotional development, and legal rights and needs of children that are unique to them as children; and

WHEREAS, the State Board of Education, on November 15, 1978, endorsed and supported the concept of the National Commission on the International Year of the Child, 1979 as a motivational framework within which the State Board can continue thoughtful and critical examination of current educational policies and procedures that effect the development of children; and

WHEREAS, Saginaw Valley State College supports the continuing efforts of faculty and staff in the preparation of individuals who directly and indirectly serve the unique needs of children in the areas of health, education, legal protection, and social, physical, and emotional development; therefore be it

RESOLVED, that the Board of Control recognizes the efforts of the Student Government of Saginaw Valley State College and the School of Education to establish a Child Development Center on the college campus; and, be it further

RESOLVED, that the Board establish an International Year of the Child Committee to propose and coordinate activities for the college and the larger community in relation to the special needs of children; and, be it finally

RESOLVED, that a copy of this resolution be forwarded to the State Board of Education.

8. Rescheduling of NCA Visit

Dr. Ryder recalled that he had outlined in a memorandum to the Board the rationale for the rescheduling of the NCA Visit from April to November for a number of reasons...obviously one was SVSC's Academic Organization structure... the fact that the college's Deans were not in place...SVSC's facility and fiscal situation, etc. He noted he had just received a letter from NCA advising that the November dates...5 through 7...although not completely firm as yet, have been accepted.

9. Next Visit of Argentine Educators

The next visit of Argentine educators...four this time...will begin on March 6, Dr. Ryder advised. He pointed out again that the visit of these people and their stay here is financed by the Province of Buenos Aires in Argentina. He indicated he felt they contributed to the international relationships on this campus and that SVSC gains just as the Argentine educators gain. Also, he said, SVSC has an opportunity to send people to Argentina on sabbaticals. This had not yet been done...but one was considered last year...it would be a very good experience for anyone on the faculty. Western Kentucky has sent one down, he noted, and he believed that there had been seven or eight who have gone there as a result of this program.

10. SVSC Mission Statement

Dr. Ryder reminded Board members he needed their comments back on the draft of an SVSC Mission Statement...he had only received one. He requested the Board members to look seriously at it again so that they could have an important discussion at the March meeting. This is high priority and they need to move ahead with a basic position, even if it were on an interim basis.

Mrs. Saltzman asked if they could just move the adoption of a resolution henceforth...why did they read them?

Mr. Curtiss said it depended upon the circumstances. The substance of this particular resolution was essentially to correct an error in the material provided the Board on June 12, 1978. He suggested she keep in mind that the President might be reading them henceforth as a new approach in their procedures.

Mr. Curtiss asked if there were anything further from the Budget, Finance and Investments Committee. Mrs. Saltzman indicated not. Mr. Curtiss, however, recalled that Dr. Ryder had wanted some kind of action with regard to administrative salaries. He asked him if he had ever focused on what it was that he wanted. Dr. Ryder advised he didn't think anything was necessary.

4. Facilities Planning Committee

Dr. Gilmore indicated Dr. Gilbert had a presentation to make and called upon him to do so.

Material relating to future facilities (see Attachment) was distributed by Dr. Gilbert which he reviewed briefly.

One item not included was an Entrance Sign proposed to be installed at SVSC's main entrance at Bay Road. He displayed and described a sign being considered... 22 feet high and 8 feet wide. The symbol would be about 5 feet in diameter...it would be lit...it is plexiglass. The letters stand out and behind them would be neon lights so it really would have an indirect lighting effect behind the lettering. Of course, he said it would be landscaped but the lake would not be there for a year or more, and much of the landscaping would have to wait for the lake to come in. He concluded that this would give the members of the Board a general idea about the sign. He noted that the committee was recommending that the administration be

ATTACHMENT
VIII. 4. Facilities Planning Committee

SAGINAW VALLEY STATE COLLEGE

Future Facilities

Apartment-Styled Housing

Chapel

Continuing Ed-Student Center

Cooling & Heating Plant

Fine Arts Building

Physical Education Facility

Stadium

EDG:sr
2/12/79

FINE ARTS BUILDING

PROJECT DESCRIPTION

Although the scope of the academic program to be housed in this facility has not been defined, there is general agreement in types of spaces that are needed. A detailed project description will be developed after the scope offerings, faculty and staff size and student enrollment have established.

MUSIC

- Practice rooms (individual and small group)
- Studio offices
- Rehearsal rooms
- Music library
- Music listening center
- Study area
- Recital room
- Instrument repair shop
- Instrument, uniform and music storage areas
- Secretary's office
- Student lockers

DANCE

- Dance studio and faculty office

ART and DESIGN

- Laboratories and teaching studios
- Ceramics
- Photography (darkrooms and studio)
- Drawing
- Printmaking
- Sculpture
- Painting
- Crafts (Weaving and Jewelry)
- Lecture hall (Art history and criticism, museum management)
- Seminar rooms
- Exhibition gallery
- Drafting room (advertising, graphic, interior and industrial design)
- Children's art workshop-studio (Art Education)
- Faculty offices
- Secretary's office
- Storage areas
- Student lockers

THEATER

Studio theater and support space

MISCELLANEOUS

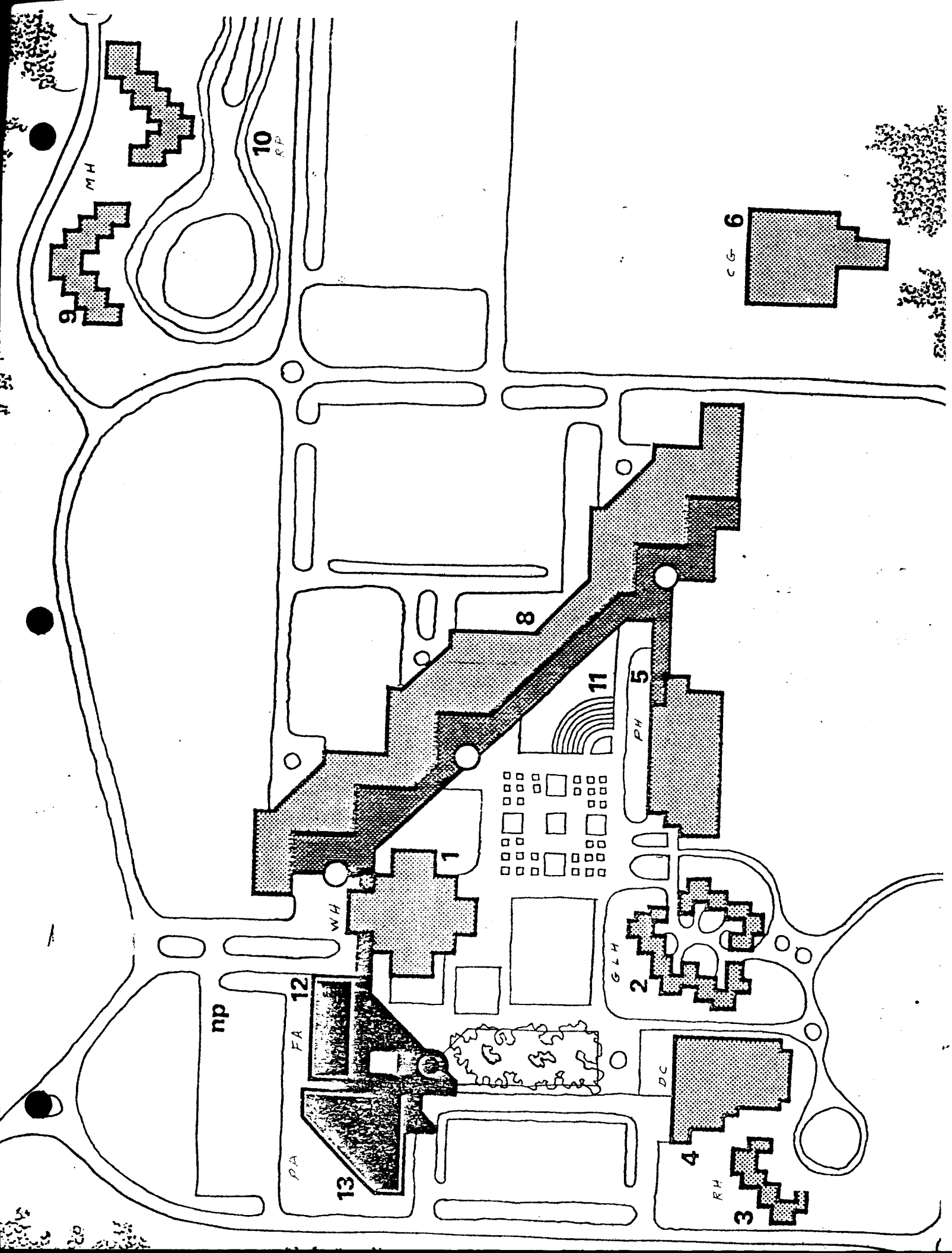
Student-Faculty Lounges

Vending areas

EDG:saa

2/9/79

2/12/79



authorized to seek funds for this sign. He gave the cost of the sign itself as being \$7,400 and there would be an installation charge and a cost for the landscaping. The total amount would be about \$10,500.

Mr. Curtiss asked if Dr. Gilmore had a motion for this authorization.

BM-533 Dr. Gilmore moved that the Board authorize the administration to seek funds for the proposed SVSC entrance sign.
Mrs. Darin supported.

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

Motion unanimously carried.

IX. OTHER BUSINESS

Chairman Curtiss asked if there were any other business to come before the Board. None was brought forward.

X. ADJOURNMENT

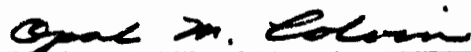
There being no further business to transact, upon motion of Mr. Kendall, the meeting adjourned at 6:40 p.m.

Respectfully submitted,

Charles B. Curtiss--Chairman

Dorothy D. Arbury--Secretary

JMR
omc



Opa M. Colvin--Recording Secretary

end of his period as an administrator. (This is already covered in the contract.)

- b. Middle level academic administrators, (i.e. above the level of Departmental Chairpersons, but below the Vice-President of Academic Affairs) should be considered as part of the administration of the College and not part of the bargaining unit for the duration of their administrative appointment. At the end of the term of their administrative appointment they could re-assume their faculty positions and thus return to the bargaining unit.
- c. If an administrator is hired from outside the College, although he may have had successful teaching experience and have suitable academic qualifications, there can be no guarantee that a place can be found for him in the faculty at S.V.S.C. at the end of his administrative appointment. There are several reasons for this. There may be no need for an extra faculty member in the particular discipline, or he may be an expert in a discipline which is not taught at S.V.S.C.
- d. As part of the selection process there should be meeting of the search committee and all the faculty of the academic area for which administrator is to be hired. This would normally take place after the faculty have had a chance to meet all the top applicants, but before the names are submitted to the President. At this meeting, the faculty will be encouraged to speak freely and express their opinions of the various candidates. It would be hoped that if there seemed to be substantial faculty opposition to any one candidate, the search committee would weigh that very carefully and would not submit that name unless there were special considerations of which the faculty was not aware.

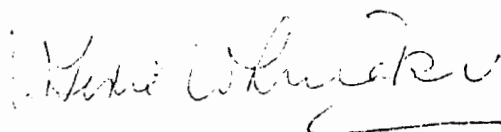
Appendix 'B' to the Summary Report of the College Reorganization Working Group

Accountability of Middle Level Academic Administrators

After discussion there was a consensus that the following would be the procedure for evaluating such administrators and identifying their accountability to the faculty of the academic units they administer:

Each administrator will receive a written evaluation once each year. The evaluation will be based on a questionnaire circulated among the faculty of the academic units the particular administrator is responsible for.* If the evaluation is negative the faculty will meet with the administration who will be expected to explain what action is to be taken.

* The form of the questionnaire will be similar to the one used during the 1977-8 academic year to evaluate Deans and Directors.

A handwritten signature in dark ink, appearing to read "Leslie Whittaker", with a horizontal line underneath.

Leslie Whittaker
Chairman

February 6, 1979

Appendix 'A' to the Summary Report of the College Reorganization Working Group

Model for Choosing Middle Level Academic Administrators

1. After discussion there was a consensus that the following would be the procedures which govern the selection of middle level academic administration:
 - a. Once an academic administrative position is to be filled, a search committee is established. The committee will be chaired by the Academic Vice-President and will have on it:
 - i. Three representatives of the faculty at least two of whom would be from the academic unit for which the new administrator is to be responsible. The method of selection has not yet been determined.
 - ii. One representative of the administration of the College appointed by the President.
 - iii. One student who is in the academic unit for which the new administrator is being sought. The method of selection has not yet been determined.
 - b. The first task of the search committee will be to define the responsibilities of the administrator and to establish the qualifications required. They will also establish procedures for evaluating the applicants.
 - c. In accordance with normal hiring procedures the post will be advertised first within the College itself.
 - d. Applications from within the College will then be considered. If they are satisfactory to the search committee, then preferably three candidates will be selected and recommended to the President.
 - e. From this list the President would normally select one; he may choose to reject all three and ask the search committee for other recommendations. Under such conditions he would then meet with the search committee to explain his reasons for rejecting all three candidates.
 - f. In the event of there being an insufficient number of suitable applicants from within the College then the search committee shall advertise outside the College.
 - g. The procedure will then be as outlined above, namely that three candidates will be chosen by the search committee and recommended to the President who would normally select one.
2. After discussion there was also a consensus on the following points:
 - a. A faculty member who is appointed to the administration would be able to return to his previous faculty appointment at the