

MINUTES

1979- 89

BOARD OF CONTROL
SAGINAW VALLEY STATE COLLEGE

REGULAR MONTHLY MEETING
Pioneer Room--Pioneer Hall of Engineering and Technology
June 11, 1979

Present: Arbury
Curtiss
Darin
Gilmore
Kendall
Majewski
Saltzman
Zahnow

Others

Present: Colvin
Fitzpatrick
Gilbert
Lange
Lee
Rummel
Ryder
Sharp
Slater
Woodcock
Yien
Press (4)

I. CALL TO ORDER

Chairman Curtiss gaveled the meeting to order at 10:10 a.m. and noted that a quorum was present.

II. PROCEDURAL ITEMS

1. Approval of Minutes of Regular Monthly Meeting held on May 4, 1979

Chairman Curtiss stated that the Minutes of the last Regular Monthly Meeting held on May 4, 1979 were mailed and asked if there were any additions or corrections. Mrs. Arbury advised Page 4 was missing from her set of Minutes and Mrs. Saltzman called attention to the last full paragraph on Page 5 and asked that "Franklin"

be changed to "Birmingham" in the sentence "indicated in districts adjacent to Franklin that were growing and building..." No other additions or corrections were submitted, so Chairman Curtiss declared the Minutes approved as corrected.

2. Official Representative of Faculty Association

Chairman Curtiss called for the official representative of the Faculty Association and noted none was present.

3. Communications and Requests to Appear before the Board

Chairman Curtiss asked if there were any communications or requests to appear before the Board and Dr. Ryder indicated there were none.

4. Remarks by the President

A. Poll Taken by State Chamber of Commerce

Dr. Ryder called the Board's attention to a recent Saginaw News article concerning a poll conducted by Market Opinion Research, a major polling firm, for the State Chamber of Commerce, on attitudes of Michigan voters about important current issues. He said the survey showed Michigan residents felt unfairly pinched by gasoline, property and income taxes but felt that services in several major areas should be either maintained or expanded. More than half wanted to slash welfare and government operating expenses, but nearly 60% said mental health spending should be increased. The story concluded that more than half the respondents said spending on education, highway maintenance, mental health, recreation, aid to cities, mass transit and law enforcement should stay the same or be increased, he reported.

Mrs. Saltzman asked if he hadn't initially indicated that the respondents wanted to slash all spending. He replied that essentially they wanted to limit

taxes, especially for welfare and government operating expenses. He said that those in higher education were very familiar with government and understood both how it worked and where the money came from to support various things, however, they tended to lump themselves into government, something most persons apparently didn't do as indicated by their feeling that education and other things should continue to be supported. He added that it was the bureaucracy of government in many areas and the response of that bureaucracy to individuals that led to the generalized negative feeling many held toward government spending...he felt all educational institutions needed to do a better job of providing not just information but also an understanding of the various parts of government so the people could make constructive judgments about priorities.

Support for higher education, he emphasized, had decreased 4-5% as a percentage of the total state budget over the past decade and Michigan had fallen to the low end compared to other states when looking at how much support had gone to higher education per \$1,000 of either earned or per capita income. In the early '60's, the state provided about 49% of the total cost of public education, but that had decreased to about 42% now. The result was tremendous pressure on the property tax, the only way public schools could obtain their resources. State dollars were primarily going to welfare, unemployment compensation and social service areas, which the survey said weren't of major public concern except for mental health in the social service area.

Dr. Ryder concluded that more clarification was needed whether people were really concerned about higher education...were willing to recognize it was basically supported through taxation...and were willing or not to support it. He expressed the hope that this could be addressed soon at the state level and that the Board

would be supportive of that kind of effort. By doing so, it might be possible to have both public and higher education supported better than at present.

III. ACTION ITEMS

5. Recommendation for Faculty Growth and Development Grants to be Supported by the SVSC Foundation

Dr. Ryder referred to material previously distributed pertaining to this agenda item (see Attachment) and called upon Dr. Yien to elaborate.

Dr. Yien explained that initially about 14 grant proposals had been submitted to the Professional Practices Committee out of which 10 were recommended to the Administration and to the Board. Of these 10, about 60% were submitted by faculty never receiving support before and the total amount of grants \$9,926 recommended fell within the amount previously authorized by the SVSC Foundation.

Dr. Ryder noted that he had personally reviewed all of the recommended grant proposals and recommended the adoption of the resolution supporting the faculty listed as recipients.

RES-418 Mr. Kendall offered the following resolution for adoption:
WHEREAS, The Professional Practices Committee has recommended the following faculty members for the 1979-80 Faculty Growth and Development Grants, and
WHEREAS, The Administration has reviewed and supported the recommendations;
NOW, THEREFORE, BE IT RESOLVED, That the following faculty members be awarded the Faculty Growth and Development Grants to be supported by the SVSC Foundation:

Dr. Arthur Andrewes	\$ 883	Dr. Hong Park	\$ 500
Dr. Frank Chen	923	Dr. Charles Pelzer	1,388
Dr. David Dalgarn	750	Dr. Thomas Renna	1,400
Dr. Berner Gorden	1,000	Dr. David Schubot	1,400
(Dr. John Jezierski		Dr. John Willertz	1,400
(Dr. George Ross	282		

Mrs. Arbury supported.

III. 5. Recommendation for Faculty Growth and Development Grants to be Supported by the SVSC Foundation

PROPOSALS RECOMMENDED BY ADMINISTRATION
FOR FACULTY RESEARCH GRANTS
1979 - 1980

Name: Art Andrewes

Amount Approved: \$883

Research Objectives:

Continuation of work in progress involving two separate aspects of carotenid chemistry. Basic expenses are related to equipment.

Name: Frank Chen

Amount Approved: \$923

Research Objectives:

Continuation of research into the area of rainbow holography. The project will involve initiation of an in-depth investigation of the application of the cylindrical lens and hololens in the fabrication of one-step rainbow hologram with regard to physical problems such as the conduction of heat. The cost covers travel expenses, and photographic materials and equipment.

Name: David Dalgarn

Amount Approved: \$750

Research Objectives:

To research and characterize enzyme changes in one group of enzymes -- the proteases. The expenses cover primarily equipment and supplies.

Name: Berner Gorden

Amount Approved: \$1,000

Research Objectives:

Continued work and publication of research being conducted on an organic reaction, called the Stobbe Reaction. This reaction has the potential of usefulness in the areas of natural product research. Funding would cover equipment, supplies, travel expenses, and publication.

Name: John Jezierski/Alexander Ross

Amount Approved: \$282

Research Objectives:

To research the demographic analysis of social change in Saginaw, Michigan from 1860-1900. Research activities will include the random sample of 500 individuals from each of the years of 1860, 1880, and 1900, to obtain information of several specific variables. The expenses would cover coding of data, keypunching, and miscellaneous costs.

Name: Hong Park

Amount Approved: \$500

Research Objectives:

Continuation of study involving the forecasts of the area economy and the development of a business index, leading possibly to a joint publication endeavor. Costs to include data collection and computer work.

Name: Charles Pelzer

Amount Approved: \$1,388

Research Objectives:

To participate in a collaborative investigation into retinitis pigmentosa and its association with (α_1 -AT), a particular blood protein. The funding would cover the costs of a student assistant, and various materials and supplies.

Name: Thomas Renna

Amount Approved: \$1,400

Research Objectives:

Research and production of the articles relevant to:

1. monastic views of war, AD 850 - 1150;
2. Bernard of Clairvaux's relation to classical humanism;
3. autobiographies of Augustine, Abelard, and Merton; and
4. in addition, to begin work on a book about the ideas of peace in the Middle Ages.

Expenses are to cover visits to various libraries throughout the Midwest, travel, and duplication.

Name: David Schubot

Amount Approved: \$1,400

Research Objectives:

Initiation of an experiment to provide basic knowledge in the area of experimental-personality psychology by means of leaderless-group exercises. Costs will cover training of assessors, payments to participants, and various materials.

Name: John Willertz

Amount Approved: \$1,400

Research Objectives:

Research and writing to result in a biography of the late United States Senator from Michigan, Philip A. Hart. Expenses will include travel, assistants, and materials.

Dr. Gilmore questioned if the College shared in any revenues the faculty might realize through publishing books as a result of their research.

Dr. Ryder pointed out that traditionally across the country a college did not participate in revenues on books...research only was supported...beyond that at SVSC, the faculty were responsible for expenses incurred for publication. Frequently, he said, an individual faculty member would duplicate materials relating to research and before refinement would share pieces and chapters with relevant classes. Dr. Yien concurred...there had been some SVSC faculty members who had published books but the circulation had never been large enough to create any problem.

Mr. Woodcock noted that some colleges and universities did have a College Press which, after careful review, produced books for profit...it had to be a very selective process, however, with a good understanding of the markets, so that books produced had a good chance of being sold. He concluded this was something that would have to be looked at very carefully before consideration of this kind of a venture.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Majewski, Saltzman, Zahnow

Resolution unanimously adopted.

Dr. Ryder was called to the phone and excused himself temporarily. He indicated Mr. Woodcock could cover the next two Agenda items for him.

6. Recommendation for Authorization to Continue General Fund Expenditures in 1979-80

Mr. Woodcock noted that Board members had been provided material on this Agenda item. He explained that Administration had been working on developing the General Fund Budget for the 1979-80 fiscal year and the intent was to bring it to the Board at the August meeting for action. At this time, however, there were several factors not known, one of which obviously was the State of Michigan General Fund allocation for 1979-80. Thus, in order to be able to legally continue expenditures after July 1

it was necessary to have continuation authorization from the Board. Therefore, administration recommended the adoption of the circulated proposed resolution.

RES-419 Mrs. Arbury offered the following resolution for adoption:
WHEREAS, The current fiscal year and its operating budget will expire on June 30, and
WHEREAS, The operating appropriations bill for the state colleges and universities for the fiscal year beginning July 1 has not yet been enacted;
NOW, THEREFORE, BE IT RESOLVED, That the administration of the College is hereby authorized to continue General Fund expenditures for salaries and wages and for such other services, supplies and equipment as may reasonably be required to permit continued operation of the College at a level consistent with the operating budget for the 1978-79 fiscal year or as changed by the President.
Mrs. Darin supported.

Noting that a budget had not yet been set, Dr. Majewski commented that the Board didn't really know what it was authorizing. Chairman Curtiss concurred but indicated that the budget was being worked up. Some years ago, he added, this continuation of the previous year's budget was started out of necessity because SVSC was not able to establish its budget prior to the beginning of the fiscal year... the practice had continued with the same thing being done last year. He indicated it had not worked out badly...there was a period in the history of the College when the Board didn't approve the budget until January or February...this Board had made it clear this was too late, and he was glad to hear the commitment for the budget to be presented at the August meeting.

Mr. Woodcock indicated he might put their minds at ease a bit in that the base budget was approved last year; although they perhaps had not seen it recently. Without some flexibility, though, administration could not implement any salary changes, such as for the hourly staff. Also, in the area of insurance...if a premium were due and was more than last year's, they needed to pay it anyway.

Mr. Curtiss asked how many net faculty lines had been released for next year.

Dr. Yien indicated there were five...including Nursing...some of the Nursing lines, however, were really supported by the grant.

Mr. Curtiss then asked if there were any significant changes in the administrative area that were being implemented prior to the approval of the budget.

Mr. Woodcock advised that only the positions for Deans, which the Board had already approved.

There being no further discussion, Chairman Curtiss called for a vote.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Majewski, Saltzman, Zahnow

Resolution unanimously adopted.

Mr. Zahnow questioned if there were any further development in SVSC's request made last year for a one-time addition to its base in the amount of \$555,000.

Mr. Woodcock noted that there had been several follow-up meetings and discussions with members of both the Governor's staff as well as legislative people. Just last week, SVSC had had a budget hearing before the Joint Committees of the Legislature and continued its presentation of that material and request in that format. No specific answer was given to that particular question, he said, but the comment was made at the end of the presentation that they recognized SVSC's needs and that their recommendation initially was going to be higher than that of the Executive recommendation...they were going to support some of the college's request...they specifically only mentioned one they were going to support and that was the area of the computer...they recognized SVSC had the problem and the need, and indicated they might look for funding of something like over a three to five-year period for the computer.

Mr. Woodcock concluded that SVSC was continuing to communicate its needs at the right places...people in Lansing, including the Governor and the legislature,

were definitely aware of SVSC's problems.

Mr. Zahnow indicated he felt that some of the Board members' visit in Lansing when they went down, at least for the moment, had some impact, and he was just interested in knowing if anything had developed.

Mr. Woodcock noted there had been very positive reaction on the part the people in Lansing of the interest shown by SVSC's Board members, and particularly Chairman Curtiss representing the Board...apparently several Boards do not have a member or members in attendance.

Mr. Curtiss, responding a little more specifically to Mr. Zahnow's question, indicated that SVSC did get some indication from the Governor's Office that it would have a one-time base adjustment, however, this institution's staff had studied the Governor's recommendation very carefully and could substantiate the fact that SVSC did not get that base adjustment. He concluded that it was not a dead issue... SVSC was continuing to work on it and had isolated the problem area.

Mr. Woodcock explained that SVSC's revised request for the one-time base adjustment was \$480,100...there were two reductions from the amount of the college's need last fall which was \$555,000. One of the reductions was due to the Dimension phone system. SVSC had excluded the payment amount with the assumption that it would still be funded independently and was still in the Supplemental Appropriation Bill. The second one was that they had further studied ways they could either increase revenue or decrease expenses and reduced their needs by \$30,000. Thus, the current revised request for the one-time addition to SVSC's base was \$480,100. Obviously, he said, if the Supplemental Appropriation for the phone system did not go through, then that additional amount would need to be included in the base adjustment.

Chairman Curtiss indicated he didn't think it had been mentioned before, and he

really didn't know why, but he thought the other Board members might be interested in knowing about the visit of Dr. David Murphy, staff member of the Senate Fiscal Agency, to the SVSC campus last fall. He spent two days on campus and brought with him a list of many different ways to save money in higher education institutions.

Mr. Woodcock noted that Rick Bossard, of the House Fiscal Agency, was with Dr. Murphy, and he believed there were 300 plus items for saving money that were reviewed. The list was a consolidation from various publications and some original thoughts. Various improvements had been made by other schools in order to save money and become more efficient. Part of the purpose of their visit at SVSC was to see how well this institution had done, and to a great extent, see how many of those items had already been implemented or at least reviewed, but were not applicable at SVSC. SVSC had already done a large percentage of the things.

Dr. Gilbert stressed that this visit was at SVSC's request...it was not initiated by the State.

Mr. Curtiss observed that Dr. Murphy did quite a bit of consulting outside of the state, but provided services free within Michigan, so he was invited here. He indicated he had talked with Dr. Murphy since his visit and he was very pleased with the response he got at SVSC.

Mr. Curtiss concluded that as a result of the discussions, he thought SVSC had found a few areas of savings that had been implemented...so that's what had helped reduce the \$555,000 to \$480,100.

7. Recommendation for Revised SVSC Travel Regulations

Mr. Woodcock referred to the Agenda Item #7 material Board members had received in their packets (see Attachment).

Mrs. Saltzman called attention to what she had observed as a misuse of a word "conduction" on Page 2 under Other Expenses. She questioned if there was even such a word. Chairman Curtiss suggested the word "conduct" would probably be satisfactory, and it was the consensus that the word "conduction" be changed to "conduct."

Upon Chairman Curtiss' request, Mr. Woodcock summarized the proposal. He pointed out that insofar as a formal policy was concerned, this was the most formal and complete policy this institution had ever had. The previous policy basically had been in two forms...one of which had been that the College would reimburse an individual traveling on College business for what was reasonable and actual. The only other formal policy had to do with reimbursement if an individual utilized a personal automobile on College business. He indicated this document being considered now was a result of reviewing what other institutions had done and also the unique circumstances involving travel questions that had come up at SVSC. He concluded that he would expect administration would be bringing this document back to the Board every year or two for minor changes as they became necessary.

Clarification of the section on Transportation was requested by Mrs. Arbury, particularly in regard to the use of personal cars and the two rates given as \$.18 per mile and \$.15 per mile.

Mr. Woodcock explained that the \$.18 per mile was applicable if a private automobile had to be used because of the unavailability of a motor pool vehicle, and that the \$.15 per mile was applicable if a private automobile was used, by choice, instead of a motor pool vehicle which was available...the \$.15 per mile rate was what SVSC was projecting as that for the smallest vehicle obtained

through the State Motor Pool.

Chairman Curtiss questioned the \$.18 per mile rate, noting that currently \$.17 per mile was the maximum approved by IRS. He indicated he understood what administration was attempting to do...fuel costs were going up, IRS would probably have to make an adjustment...but he preferred not to exceed the IRS guidelines unless there was good reason...the \$.01 difference would be a bookkeeping headache.

Mr. Woodcock indicated Mr. Curtiss' point was very valid...there was no problem to changing the rate from \$.18 to \$.17 per mile in the recommendation. He noted that administration's objective was to get closer to the cost, however there would be no problem in modifying it back to \$.17 and once the Federal Government increased it to \$.18 it could be brought back to the Board.

Mr. Curtiss stated that he would prefer doing it that way. He then called for a motion to approve the recommendation with the change of \$.18 to \$.17 per mile.

RES-420 Mr. Zahnow offered the following resolution for adoption:
WHEREAS, It is desirable that there be clarification of
the existing College policies and regulations pertaining to
College-related travel and entertainment;
NOW, THEREFORE, BE IT RESOLVED, That the attached travel
regulations are to be effective September 1, 1979, for all
employee groups, except those provisions which are in conflict
with the provisions of the Collective Bargaining Agreement
between Saginaw Valley State College and the Saginaw Valley
State College Faculty Association. The Office of the President
shall be authorized to implement these regulations and to
approve exceptions to this policy, and
BE IT FURTHER RESOLVED, That this policy replaces and
supercedes any other policies pertaining to travel regulations
at Saginaw Valley State College.
Mr. Kendall supported.

Mr. Curtiss, noting that this policy covered "all employee groups" asked if it applied to the Board.

Both Mr. Woodcock and Dr. Ryder indicated it did not...Dr. Ryder suggested this was something that the Board could decide independently. Board members concurred.

SAGINAW VALLEY STATE COLLEGE
TRAVEL EXPENDITURES
(Effective September 1, 1979)

This statement of policy on reimbursement for travel expenditures covers major points, but probably will not answer all of the questions which arise in connection with business travel and off-campus professional development activities. Elaboration of this policy will not be necessary so long as its spirit is understood and accepted. In general, it is the intent to reimburse all necessary job-related expenditures by College travelers who make it clear that they are being frugal with tax dollars. It is understandable that more luxurious meals, accommodations and transportation may sometimes be preferred to the moderately-priced expenditures which are appropriate for business travel; and in these cases the traveler may accommodate both personal preference and College policy by submitting receipts for actual expenditures while claiming smaller amounts.

In preparing your Employee Travel Expense Voucher, you must become knowledgeable regarding the following regulations. S.V.S.C. will reimburse you for actual reasonable business expenses while traveling for the College, based upon the following regulations, unless there is a maximum allowance or there is a reimbursement limit established by the department. If an expense is not allowable or is not properly documented, it will be subtracted from your voucher.

Meals

Receipts are required for any meal exceeding \$3.00, which includes tips but not exceeding 15%. Reimbursement will be based upon actual reasonable costs. To claim the cost of the meals, you must be traveling on College business as follows: Breakfast, prior to 7:00 a.m.; Lunch, away from the campus between 11:30 a.m. and 2:00 p.m. (the College will not reimburse meals eaten locally where only College employees are involved); Dinner, arrive back after 7:00 p.m.

If you are entertaining a College guest, the costs should be included under "Entertainment." In addition, the name of the guest, his or her position, the nature of the business discussed and others in attendance must be indicated on the travel voucher or a separate report. Prior approval regarding entertainment by the appropriate Vice President is advisable; otherwise, College funding may be denied. The number of College staff members in attendance should be kept limited.

Lodging

Attach the hotel or motel bill in its original form to your Employee Travel Expense Voucher. You will be reimbursed as follows:

1. If you occupy a single room, actual reasonable room charges will be paid.

Lodging (continued)

2. If you share a room with one or more persons who will be reimbursed for their lodging, you will receive your proportionate share of the room cost.
3. If you share a room with one or more persons who are not eligible for reimbursement (e.g. members of your family), you will receive the single room rate provided this rate is indicated by the hotel or motel. If the single room rate does not show on the bill, you will receive 80% of the rate for a double room or 70% of the rate for a room occupied by three or more persons. (Request the hotel or motel when registering to indicate the single rate separately if this information is needed.)

Conference Fees

A receipt is required or a copy of the program indicating the registration and other conference costs.

Other Expenses

Other reasonable expenses which are necessary and are incurred in the conduction of College business will be reimbursed. The following expenses are reimbursed by the College:

1. Taxi and Limousine (limousine service or other public transportation should be used when available.)
2. Parking (receipt required if non-metered lot and cost is more than \$1.50 per day.)
3. Tolls (receipt desirable if over \$1.00.)
4. Telephone and telegrams for College business. (It is necessary to indicate on the voucher the person called and the nature of business.)
5. Personal telephone and telegrams (reimbursed only if trip exceeds six days and is limited to one reimbursement for each subsequent seven-day period. \$5.00 maximum.)
6. Tips for baggage handling. (Maximum of \$2.00 per day for the first and last day only.)

Transportation

1. Personal vehicle - Travel by private automobile will be reimbursed at the established College rate of (\$.18) per official map mile and for reasonable vicinity mileage where a motor pool vehicle is not available. Mileage reimbursement may not exceed the cost of round-trip economy airfare and airport limousine. Travelers using more than one car where one would be sufficient will receive a proportionate share of the reimbursement for one car. If at the option of the traveler, a personal car is used, reimbursement will be at \$.15 per mile.

Transportation (continued)

2. Common carrier - Receipts are required. Travel by plane, train or bus will be reimbursed at the coach or other than first-class round-trip fare. Economy fares and specials based upon early scheduling should be investigated and utilized whenever possible.
3. Motor Pool vehicles - Motor pool vehicles should be used whenever available. The cost of a motor pool vehicle is charged automatically to the department. However, if it is necessary for you to pay for gas, oil, or other maintenance costs, you will be reimbursed at actual cost. Receipts are required. To request reimbursement, contact the Motor Pool Office for instructions.
4. Car Rental - Car rental is expensive and should be used only when other means of transportation such as limousines or other similar services are not available. Considerable savings can result by using the smallest possible model of car to fulfill your needs.

JAW:sd
3/31/79

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Majewski, Saltzman, Zahnow
Resolution unanimously adopted.

Mr. Woodcock noted that this policy would not become effective July 1... the effective date would be September 1, 1979 because there would be a complete change of the method of documentation necessitating new forms and administration did not want to move ahead with these changes until approval of the Board had been given.

8. Recommendation Concerning Family Employment Policy

Dr. Ryder requested Board members to refer to their copies of the "Resolution on Employment of More Than One Person from the Same Family" adopted by the Board of Control in 1973 (see Attachment), which, he said, was still in effect.

He advised that in the process of developing an Affirmative Action Proposal for SVSC this policy, along with others, was being reviewed and needed revisions would be made. However, until that time, he stressed, the current policy did not address itself to two factors...(1) supervision of one family member over another, and (2) employment of two members of the same family, and although one would not supervise another, he or she would be in a position to make checks upon the actions of the other...this particular situation had been cited in SVSC's audit report.

Continuing, Dr. Ryder read and reviewed the last two paragraphs of the current policy and reiterated his earlier statement that the policy did not address itself to the two concerns he had just mentioned. Because of action he wanted to take in making a staff appointment, and to determine the type of appointment he would make, Dr. Ryder indicated he would like to have Board discussion and reaction of the Board members to the issue of employing two members of the same family, with one supervising the other.

Accepted by
8/13/73

RESOLUTION ONEMPLOYMENT OF MORE THAN ONE PERSON FROM THE SAME FAMILY

Persons within an organization are in the unique position to bring influence to bear in the appointment of members of their own families. A study of the long history of human institutions reveals that the practice of hiring more than one person from the same family results in charges of favoritism creates problems of morale, and contributes to a loss of effectiveness. The practice is known as "Nepotism", and until recently been recognized as deleterious. Institutions operating in the public sector either resist nepotism or prohibit it altogether.

In recent years, however, there has been a growing awareness of the need for greater sex democracy, it is now felt that rules against nepotism fall unfairly on women, and often handicap qualified female candidates--in some cases more highly qualified than their husbands--in finding appropriate employment. A recognition of this situation has resulted in a new feeling that some modification in the traditional anti-nepotism policy should be made.

At Saginaw Valley College, therefore, the historic policy will be changed. Saginaw Valley College will normally not employ two members of the same family. Besides avoiding the difficulties usually associated with nepotism, this policy will expand SVC's outreach into the tri-county community by increasing the number of families representing the College in its developing years and attract needed individuals from outside our area with new view-points necessary to the life of an academic community. It is recognized, however, that unusual circumstances and the need to guard against sex discrimination may make exceptions desirable. In such cases, dual employment in the same family may be permitted under the following conditions:

Two members of the same family may be employed at this institution provided an intensive search is made for candidates to fill the position for which the family member is under consideration. This search must be at least as intensive as the normal search to fill the position initially, and it must be demonstrated that the family person has qualifications that are superior to those of any other candidate, or at least at the equivalent to the best candidate who is not a member of the employed family.

When the President of the College is confident from a review of the documented evidence that such a search has been made, and that the family member's credentials are equivalent to or superior to all other candidates, he shall report the same to the Board of Control indicating the number of candidates that have been considered, and interviewed, and he shall indicate how the qualifications of the proposed family member candidate meet the requirement of this policy statement.

Considerable discussion ensued regarding the current policy and/or possible revisions. Mrs. Saltzman objected to the discussion on the grounds the matter should have first been discussed by the Personnel Committee. Dr. Ryder advised he had made the presentation because it related to action the Board had taken previously and concluded that what he wanted was general advice from the Board with respect to these two key points in relationship to what SVSC expected to come forward with in terms of Affirmative action.

Chairman Curtiss noted that there seemed to be a general consensus that, although the current policy only dealt with employing two members of the same family, the two concerns (supervision of a relative and internal control in relation to a relative) should be covered in a new policy being developed under the Affirmative Action Proposal. He cautioned, however, that extreme care had to be exercised in dealing with family members employed previously under another policy.

Dr. Ryder explained that his specific reason for bringing this matter to the Board was because of a late vacancy in the athletic coaching staff (resignation of Archie Robinson). He advised that 26 applications had been received to fill this position, and although he normally would not review such applications, he had done so in this instance and reached the conclusion that Murky Waters, one of the coaching staff laid off in July 1978, was the best applicant.

On the basis of what he had just heard from the Board, he said, he planned to give Murky Waters a one-time only 9-month contract...August 1979 through April 1980, to fill this vacancy. During this 9-month period, recruitment would be conducted and a replacement found for Murky Waters, who, he stressed, would not be eligible for applying or reappointment. He noted that during this term appoint-

ment of Murky Waters, Muddy Waters would not be making any policy decisions regarding his son.

Mr. Zahnow suggested that the Board consider, on a temporary basis until a new policy were in hand, that where supervision were involved they not allow it to happen and made a motion to this effect. Mr. Kendall supported the motion.

Mr. Slater asked to speak to the matter. He indicated he viewed this suggested action not as a coincidence but a means of eliminating Murky Waters. For the benefit of the new Board member, Dr. Majewski, he reviewed the past make-up of the football coaching staff and players which brought about the problems in the Athletic Department. He stressed that the situation was entirely different now and such problems would not recur. He emphasized he felt that Murky Waters was the best man for the position and that he was uncomfortable about the proposal to eliminate him.

Chairman Curtiss cautioned the Board about concocting a temporary hurry-up policy designed to discriminate against a prospective employee and that the Board members should be aware such action would have impact on at least one other family group in the institution and that there was no way they could zero in only in football.

Mr. Zahnow indicated he did not mean to discriminate...he thought they needed legal advice on that particular point, but he still felt they should come up with a temporary conclusion on this point...it was so important they couldn't wait any longer, because he could see it was creating problems.

Dr. Ryder indicated there were two ways it could be done...that he go ahead and make this term appointment and that the proposal Mr. Zahnow had made would apply to any future employment...as he had said, his attitude about future employ-

ment would be exactly as Mr. Zahnow had proposed...he would object at this point, however, if he were not permitted to make this term appointment...but that was up to the Board's decision.

Mrs. Saltzman asked Mr. Zahnow if his motion included not hiring on this term basis, and Mr. Zahnow responded in the affirmative, however, to avoid any legal problems the matter should be referred to an attorney. He then rescinded his motion, asked that the matter be reviewed with the college attorney and the Personnel Committee, concluding he felt the decision should not be made about hiring a new coach, no matter how late in the season it was...he wanted to get his feelings on the table.

Dr. Ryder advised that the matter had been discussed with the college attorney and been determined a person could be hired on a term basis with no requirement for continued employment without any legal ramifications. On the basis of the general feeling of the Board, he said, he would move ahead and make the 9-month appointment of Murky Waters. He concluded that with the advice he had just received from the Board, for the future there should be provisions in a revised policy dealing with employment of two members in the same family, not only with regard to supervision, but also in terms of internal control. He apologized for the time-consuming review but indicated since the matter was of such a sensitive nature, it was necessary.

9. Recommendation for Resolution Recognizing the Success of the SVSC Outdoor Track Team

Dr. Ryder noted the proposed resolution had been included in the Board packets.

RES-421 Mrs. Saltzman offered the following resolution for adoption:
WHEREAS, Representatives of Saginaw Valley State College's Track Team brought honor to the school, finishing ninth overall in the National Association of Intercollegiate Athletics (NAIA) National Track and Field Meet in Abilene, Texas, May 17-19, 1979, and
WHEREAS, Track runner Robert Bostater received honor as an All-American, finishing second in the 3000-meter steeplechase event, and

WHEREAS, Track runner Waldo Cabriaes received honor as an All-American, finishing third in the marathon event, and

WHEREAS, Track weight man William Waters received honor as an All-American, finishing second in the hammer throw event;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State College commends and congratulates these young men for their achievements, and the track team and its coach, Dr. Douglas Hansen, for winning the Great Lakes Intercollegiate Athletic Conference (GLIAC) and NAIA District 23 championships in both Indoor and Outdoor Track, and for a very successful outdoor track season of 1979.

Mrs. Darin supported.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Majewski, Saltzman, Zahnow

Resolution unanimously adopted.

10. Recommendation for Resolution Recognizing the Success of the SVSC Golf Team

Dr. Ryder advised that SVSC had just gotten the results of the Golf Team's performance and distributed copies of a resolution just prepared for Board consideration.

RES-422 Mrs. Saltzman offered the following resolution for adoption:

WHEREAS, Representatives of Saginaw Valley State College's Golf Team brought honor to the school, finishing thirteenth overall in the National Association of Intercollegiate Athletic (NAIA) National Golf Championship at Guilford College, Greensboro, N.C., June 5-8, 1979, and

WHEREAS, the SVSC team earlier won the 1979 NAIA District Championship at Bay Valley Golf Club May 6-7, 1979, and

WHEREAS, the team also won the 1979 Great Lakes Intercollegiate Athletic Conference Golf Championship at Oakland University on May 11-12, 1979:

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State College commends and congratulates team members Steve Brady, Mark Jaeger, John Miles, Jim Quellman and Steve Yockey and their coach, Robert Becker, for their significant accomplishments.

Mr. Kendall supported.

Dr. Ryder noted that none of the SVSC Golf Team members would be graduating this year and the Nationals would be held at Bay Valley in 1980...good news for SVSC!

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Majewski, Saltzman, Zahnow

Resolution unanimously adopted.

11. Proposed Schedule of SVSC Board of Control Regular Meetings for 1979-80

Dr. Ryder distributed copies of the Proposed Schedule (see Attachment) and suggested that since the Board members had not had an opportunity to review, they might prefer to decide on the next meeting date and firm the Schedule at that time. He noted that oftentimes the Board didn't have a July meeting, and unless there were specific areas the Board wanted to deal with, the July meeting could be eliminated.

The consensus was there need not be a July meeting, so Mr. Curtiss called for a motion to establish the next meeting date as Monday, August 13, 1979.

BM-540 Mrs. Arbury moved that the next regularly scheduled meeting of the SVSC Board of Control be on Monday, August 13, 1979.
Mr. Kendall supported.

Dr. Gilmore asked the date of Commencement for 1980 and Dr. Ryder indicated it would be Saturday, May 3, 1980...that was the reason a suggested date of the May meeting was given as Friday, May 2, 1980.

Mrs. Saltzman asked when the Organizational Meeting of the Board was held, and Dr. Ryder responded that typically it was at the August meeting.

Ayes: Arbury, Curtiss, Darin, Gilmore, Kendall, Majewski, Saltzman, Zahnow
Resolution unanimously adopted.

Mr. Curtiss indicated that under the Open Meetings Act there was a need to have the Schedule of Meeting Dates posted, and that the Board members would discuss the Schedule for the Year at the August meeting.

A recess was called by Chairman Curtiss at 11:30 a.m. and the meeting reconvened at 11:55 a.m.

FOR DISCUSSION
ATTACHMENT

III. 11. Proposed Schedule of SVSC Board of Control Regular Meetings for 1979-80

1979-1980
REGULAR MEETINGS
OF THE
SAGINAW VALLEY STATE COLLEGE
BOARD OF CONTROL
PIONEER ROOM
PIONEER HALL OF ENGINEERING AND TECHNOLOGY

MONDAY	JULY 9, 1979	9:30 A.M.
MONDAY	AUGUST 13, 1979	9:30 A.M.
MONDAY	SEPTEMBER 10, 1979	9:30 A.M.
MONDAY	OCTOBER 8, 1979	9:30 A.M.
MONDAY	NOVEMBER 12, 1979	9:30 A.M.
MONDAY	DECEMBER 10, 1979	9:30 A.M.
MONDAY	JANUARY 14, 1980	9:30 A.M.
MONDAY	FEBRUARY 11, 1980	9:30 A.M.
MONDAY	MARCH 10, 1980	9:30 A.M.
MONDAY	(APRIL 14, 1980)	9:30 A.M.
	(OR)	
	(NO MEETING)	
FRIDAY	(MAY 2, 1980)	9:30 A.M.
	(OR)	
MONDAY	(MAY 12, 1980)	9:30 A.M.
MONDAY	JUNE 9, 1980	9:30 A.M.

JMR:omc
6/6/69

IV. INFORMATION ITEMS

12. Legislative Appropriation Committee Hearing Report

Dr. Ryder started to report on this topic and was advised by Mr. Woodcock that he had covered it under Agenda item #6

13. Sponsored Programs Report

Dr. Ryder advised that a report had not been prepared for this meeting... there was virtually little action.

14. Progress Report of Academic Dean Search Committees

Dr. Ryder called upon Dr. Yien for this report. Dr. Yien observed that three Search Committees for Deans in the areas of Arts and Behavioral Sciences, Business and Management, and Science, Engineering and Technology had been established and had progressed to the interview stage of top candidates on the SVSC campus. Three candidates for the Dean of the School of Arts and Behavioral Sciences had already been at SVSC and he was confident that one of them would accept SVSC's offer of the position. Starting next week, four candidates for the Dean of the School of Business and Management would be on campus for interviews, and three candidates for the Dean of the School of Science, Engineering and Technology would also be on campus next week for interviews. All in all, Dr. Yien concluded, he was happy to report to the Board that the Search Committees would be able to conclude their search before the August 13 meeting of the Board.

Dr. Ryder noted there was one other position he thought the Board members would be interested in...four candidates for the position of Director of the Library would be interviewed on campus next week...he was hopeful after that, a decision would be made with regard to filling this vacancy.

15. Personnel Report

Dr. Ryder distributed copies of the June 1, 1979 report, noted that the members of the Board had heard the report from Dr. Yien, and indicated he thought the remainder was self-sufficient.

Mr. Woodcock called attention to the last page of the report and advised that they were attempting to provide some background information on the individuals selected for positions...a change over previous reports.

Dr. Ryder added that he thought this additional information was going to be very helpful.

16. Long-Range Planning Progress Report

Dr. Ryder distributed two publications..."Leadership & Management Development Project at Wichita State University" and "The Integrity of Higher Education" of The American Assembly, Columbia University. He indicated he didn't expect the Board members to read them now, but hoped they would do so at their leisure.

The last consultant to come to campus, Dr. Ryder noted, was Dr. Dave Alexander, Coordinator of Kellogg Activities, Wichita State University...the work he had done there was very close to the kind of thing that should be done at SVSC. He referred to the pamphlet just distributed, referred to Page 2, and observed SVSC was now at the point "to identify the activities that could be undertaken in the process" listed there...the Ad Hoc Committee on Long-Range Planning, scheduled to meet again tomorrow morning, had been studying and analyzing the approaches to planning and the next step would be to identify the activities that should be undertaken in the process and then to follow that with assessing priorities on the possible things SVSC could be doing.

He suggested the Board members read the pamphlet in its entirety to get some insight as to what another institution had done...this would help in future evaluation.

of where SVSC would be going.

Dr. Ryder referred to the second publication from Columbia University which came about as a result of a meeting of the Fifty-Sixth American Assembly held at Arden House in Harriman, New York. This meeting brought together leadership people from around the country in higher education to identify the problem areas in higher education so that they could be addressed...or at least outline some recommendations relating thereto. He noted that as the Board member read through, they would find that as a body, there was no agreement on recommendations...but they did take all those recommendations discussed and evaluated and put them into categories. He suggested that the Board members read this publication also because many of the problems listed were ones that SVSC would be facing as it put its planning process in gear.

In connection with long-range planning, Dr. Ryder announced the Physical Education Major had been approved by the State Board of Education already, which came as a surprise to SVSC...he recalled that at the last Board meeting when SVSC's Physical Education Major was approved, the question had arisen about getting the approval from the State Board of Education. He concluded this was a very positive step forward for SVSC.

17. Spring Enrollment and Fiscal Year Enrollment Reports

Dr. Ryder reported that Spring enrollment was up 9% over last year with credit hours being up 9.1% (from 6,326 a year ago to 6,942). This increase, he said, fitted in with SVSC's projections that had been made, assuming they did the things they should do, that enrollment would continue to grow for the next five years, whereas some institutions were slipping. He cited the primary reason for this was the fact that SVSC was sitting in the center of the population...many adults...mature students

were returning to college which was very beneficial to SVSC.

Continuing, Dr. Ryder noted that for the past year SVSC had projected 2520.2 FYES...now that Spring enrollment was in, SVSC had 2531.2...11 FYES over the projection.

Mr. Zahnow asked if administration could report some time on how many students were actually taking 15 credit hours or more. Dr. Ryder indicated this could be done.

Mr. Zahnow then asked if a report could also be given on the number of dorm students taking 15 hours and how many were planning on spending five years rather than four years to complete their degree. Dr. Ryder responded that was another question...the number of hours a dorm student was taking could be given, but the number of years to complete the degree would be difficult to ascertain.

Mr. Zahnow suggested then that a report be given on the number of dorm students and how many credit hours each was taking on an average. Dr. Ryder indicated this could be done.

18. Commitment to OCLC

Dr. Ryder referred this Agenda item to Dr. Yien. Dr. Yien introduced Dorothy Horwath, Acting Director of the Library, to report.

Mrs. Horwath distributed copies of her one-page explanation of OCLC (see Attachment) and reviewed in detail.

Dr. Ryder noted that he was not asking the Board for any decision on this...the administration felt it was so important to move in this direction it would include the cost of implementation in the 1979-80 budget.

Mr. Zahnow asked about the three libraries...Bay City, Midland and Saginaw...were they members of OCLC?

Michigan Library Consortium/OCLC

OCLC = Ohio College Library Consortium

Access to 5 million bibliographic records

Access to approx 40 million "holdings" symbols (where available)

Simplify and reduce efforts -- cataloging records

Enrich reference information (where available)

In Michigan -- including State Library and all other State university and college

-- almost all the independent

-- 1/3 of Michigan community colleges

-- over 100 terminals, process centers

-- 1/2 million records of Michigan libraries in OCLC data base

General Electric Terminet terminal printer, available \$3,200

automatically prints book labels, card pockets, etc.

-- CATALOGING

-- REFERENCE - vast data base

-- ILL (INTER-LIBRARY LOAN SYSTEM)

-- serials
 acquisitions
 circulation

-- can obtain tape records

 standardized MARC (international) format

Michigan Library Consortium/OCLC membership

training personnel

implementing

advancements in technology, computer programming

Mrs. Horwath advised that the three were offered the same Kellogg Foundation grant as SVSC...it was offered to nearly all Michigan libraries...Northwood Institute decided it would not be useful and was not thinking now of joining...Delta College chose not to join.

Mr. Zahnow indicated he was asking the question because they originally talked about the SVSC library being connected with Delta College and the three city libraries. He had just had a request in the course of his regular work for a computer to be located in Saginaw to serve the three city libraries and perhaps Delta...nothing was said about SVSC. He said it looked to him at the present time that there were two different systems going on and asked if Mrs. Horwath knew what they were.

Mrs. Horwath stressed she was talking about a resource data base through OCLC and she thought what Mr. Zahnow was talking about was CLSI...an advance circulation system. She noted that the Bay City and Saginaw libraries were members of OCLC.

Dr. Ryder concurred and clarified that a circulation system went much further than what OCLC was doing. For example, he said, Ohio State University had a circulation system which it pioneered. He concluded this was a matter SVSC should get with the Saginaw people and work out.

19. Handicapped Students at SVSC

Dr. Ryder called upon Dr. Guy Lee to report on this topic.

Dr. Lee distributed copies of of his one-page analysis of "Collegiate Services to Handicapped Students at Saginaw Valley State College" (see Attachment). He indicated that this summary sheet would be provided to numerous individuals who inquired about SVSC, such as Federal agencies.

After an in-depth review of his summary sheet, Dr. Lee responded to specific questions and elaborated on his summary where clarification was needed.

COLLEGIATE SERVICES TO HANDICAPPED STUDENTS
AT
SAGINAW VALLEY STATE COLLEGE

SAGINAW VALLEY STATE COLLEGE
University Center, Michigan 48710
(517) 790-4000

Saginaw Valley State College had thirty Handicapped students enrolled during the academic year 1978-79. SVSC has an affirmative action policy for handicapped students and is developing a program.

Contact Person

Guy M. Lee, Jr.
Administrative Assistant
to the President
(517) 790-4293

Handicapper Student Contact

Mr. Ted Nitz, Personal Counselor - Health Services
Phone: 4273

Mrs. Irene Miller - Nurse
Student Health Services
Phone: 4271

Public Safety - Emergency
"Help" phone: 4141

Handicapper Student Organ.

"Handicapper" Committee a Student Gov't. Com. consisting of Administration, Faculty, Handicapped Students and Student Gov't Representatives. Mike Kilpatrick - chairperson. Paulette Williams - alternate.
Student Govt. phone: 4232

SERVICES AVAILABLE TO HANDICAPPERS

Personal interviews for admission
Orientation for available services
Scholarship and financial assistance
Placement testing
Peer and staff counseling (for all students)
Registration assistance
Remedial instruction (for all students)
Tutorial services (for all students)
Transcription services
Taped library resources for the blind
Vocational evaluation/job placement
Limited medical care on campus (Nurse)
Liaison with Vocational Rehabilitation Office
Limited personal assistants available
Student campus employment program
Braille resources may be obtained by Library
Readers for blind/partially sighted (student workers assigned)
Campus tours

Approximately 50% of campus barrier free.
Plans are to be 75% barrier free by June, 1980.

Document prepared by the Affirmative Action Office. (517) 790-4293.

CAMPUS MOBILITY/TRANSPORTATION SERVICES

Designated Parking for handicapped persons
Pathramps for trans-campus mobility

Inter-campus transportation provided in extreme cases.

Snow route maps available

BUILDING ACCESSIBILITY¹

Barrier free units in dormitories for men and women

Library: Primary entrance accessible
Library on 1st floor of buildings
Barrier free toilet facilities nearby

Administrative Offices and Classrooms: Primary entrance accessible
Elevator use to all floors in Wickes
Barrier free toilet facilities except in Administration Annex

Student Center: Primary entrance accessible
Cafeteria and Snack Bar accessible
Barrier free toilet facilities
Lower Level not accessible

Theatre: Primary entrance accessible
Toilet facilities not barrier free in theatre and drinking fountain not accessible
Lecture hall on first floor Wickes accessible

20. Progress on Construction of Sign at Bay Road

Dr. Ryder called upon Dr. Gilbert for this report.

Dr. Gilbert advised that the bids were back on the sign, the purchase order was being written and it was hoped that the sign would be installed within 60 days or so...this would really enhance SVSC's entrance area.

21. Progress on Morley Field (Track) Construction

Dr. Ryder asked Dr. Gilbert to report on this item also.

Dr. Gilbert stated that the sewers were in...the land was dry, finally...and supposedly the contractors were working today...the project should be completed some time in August.

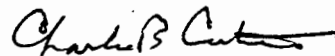
V. OTHER ITEMS FOR CONSIDERATION

There were none.

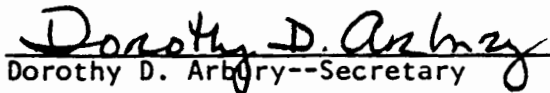
VI. ADJOURNMENT

There being no further business to transact, Chairman Curtiss called for adjournment at 12:45 p.m.


Respectfully submitted,



Charles B. Curtiss--Chairman



Dorothy D. Arbry--Secretary



Opa M. Colvin--Recording Secretary

JMR
omc