

AGENDA

SAGINAW VALLEY STATE UNIVERSITY

BOARD OF CONTROL

SPECIAL MEETING

APRIL 11, 1988

9:30 a.m.

PIONEER BOARD ROOM - PIONEER HALL

I. CALL TO ORDER

II. ACTION ITEMS

- ① 1) Room and Board Rates, Apartment Rental Rates, and Miscellaneous Room and Board Rates 1988-89
- 2) Resolution Appointing an Administrative Bargaining Team for Negotiations with the Saginaw Valley State University Secretarial and Clerical Association/MEA
- 3) Resolution of the Board of Control of Saginaw Valley State University Approving Lease, Easement and Party Wall Agreement, and Conveyance of Property for Wickes Hall
- 4) Resolution of the Board of Control of Saginaw Valley State University Approving Lease, Easement and Party Wall Agreement, and Conveyance of Property for the Physical Education Building
- ② 5) Resolution of Board of Control of Saginaw Valley State University Providing for the Entry into a Loan Agreement Relating to the Financing of a Computer, for the Issuance of a Note and to Provide for Other Matters with Respect Thereto
- 6) Replacement of Board of Control Appointee to Reappointment and Tenure Commission
- 7) Selection of Auditors for 1988-89

III. INFORMATION AND DISCUSSION ITEMS

- ③ 8) Announcement of New SVSU Faculty Association Officers
- 9) Update on Faculty/Administration Seminar
- 10) MAGB Faculty and Student Awards Convocation
- 11) Board of Control Nominating Committee
- 12) MAGB Update

IV. ADJOURNMENT

**SAGINAW VALLEY STATE UNIVERSITY
BOARD OF CONTROL**

**MAY 6, 1988
Regular Monthly Meeting**

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1988-52

MINUTES

BOARD OF CONTROL

SAGINAW VALLEY STATE UNIVERSITY

Regular Monthly Meeting

9:30 a.m.

Pioneer Hall Board Room - Pioneer Hall

May 6, 1988

Present: Braun
Curtiss
Gilmore
Klykylo
Ryder
Saltzman

Absent: Lofton
Munoz
Woods

Others

Present: A. Dickey
J. Fallon
M. Frahm
L. Hampton
K. Lake
J. Muladore
J. Stanley
R. Thompson
L. Tucker
J. Willertz
J. Woodcock
R. Yien
Press (2)

I. CALL TO ORDER

Chairperson Saltzman called the meeting to order at 9:41 a.m., with Board members Braun, Curtiss, Gilmore, and Saltzman present.

II. PROCEDURAL ITEMS

Chairperson Saltzman noted that since only four board members were in attendance, items which necessitated formal action would be deferred until a quorum was present.

A) Recognition of the New Student Government President

Chairperson Saltzman announced that Miss Lisa Tucker had been re-elected as President of SVSU's Student Government. President Ryder noted that Miss Tucker was the first second-term Student Government President in the history of the University. Chairperson Saltzman congratulated Miss Tucker on her re-election and stated that it would be a pleasure to work with her for another year.

B) Recognition of the Official Representative of the Faculty Association

Dr. John R. Willertz, President of the SVSU Faculty Association, was recognized.

C) Communications and requests to appear before the Board

There were no communications or requests to appear before the Board.

D) Additions and Deletions to the Agenda

Chairperson Saltzman requested that, because of the length of this month's agenda, her report on the AGB National meeting be deleted and added to the June meeting.

The item on the Establishment of the Marshall M. Fredericks Sculpture Gallery Board was deleted from the agenda.

III. REMARKS BY THE PRESIDENT

President Ryder updated the Board members on the status of the appropriations process for the 1988-89 fiscal year. The original appropriation for 1987-88 was \$13.846 million. The recommendation by the Senate for 1988-89 is \$13.815 million, or a net decrease in funds for the University. This figure includes some support for building openings. President Ryder stated, "Obviously, we are very displeased with this kind of a recommendation, given the continuing growth that the institution has had." He added that the \$223,000 allocated to SVSU for this year to recognize enrollment growth "has been pulled out."

In January of this year, all agencies receiving state support had been given a .75 percent reduction to their 1987-88

appropriation. This amounts to a reduction of \$103,000 for SVSU, which will come during the State's fourth quarter, which, due to differences in fiscal years, falls into the first quarter of our 1988-89 budget.

President Ryder reported that Board member Curtiss and he had made presentations before the House Appropriations Subcommittee on Higher Education at the recent hearings. There seemed to be a positive response from the House subcommittee members. It still is not known how much money will be made available to higher education in the State of Michigan for 1988-89, or how it will be distributed among the institutions. President Ryder noted that, because the outlook for State funding is so poor, he feels that it is likely there will be double digit tuition increases among virtually all of the universities in Michigan. Such institutions will not be able to function adequately otherwise. The Board of Control at Northern Michigan University has already approved a 13.62 percent increase for resident students, and a 13.76 percent increase for non-resident students at the undergraduate level, as well as a 13.6 percent increase for resident students and a 13.76 percent increase for non-resident graduate students.

Dr. Ryder stated that a tuition recommendation may not be brought to the Board at its June meeting, particularly if it is clear that it would be better to wait to make the decision at a special meeting of the Board when more information would be

available. In this way, an increase in excess of what is necessary could be avoided. He added, "Things do not look good. From my point of view, this is the worst recommendation out of the Senate since the late 70's and early 80's." (Board member Klykylo joined the meeting at this time.)

Board member Curtiss stated he felt that in both the House and the Senate there is a genuine concern about adequate funding, but also a feeling that they can't do anything about it. He added, "It is time that the institutions in Michigan, at least the colleges, begin to try to set some long range goals as to where we are going to go. Each year that the Legislature does not have enough money, they throw the burden back on the institutions, or on the students, basically. We need to do some strong thinking over the next year or two on what higher education should be doing in Michigan, and formulate some kind of plan as to how to deal with it. Frankly, in my own opinion, the way that we're doing it now is just plain bad public policy."

President Ryder replied that there had been efforts along these lines, but they got very political, and didn't materialize. There was discussion of the Owen Huffman model, and on comparative tuition rates at the Southeastern and Southern schools, as well as regional tuition rates. It was noted that the tuition rates in the South are quite a bit lower than those in the Midwest. Mr. Curtiss added that at the time the Governor's Commission on the Future of Higher Education did its

study, Michigan was extremely high among midwestern states. After several years of low to no tuition increases in Michigan, while the other states continued to raise theirs, the gap was closing, at least in this part of the country. He stressed that he was concerned that "the Legislature is looking at one percent, we're going to go up 15 percent and, all of a sudden, we're going to be way up and out of line with everybody else again. We've made a lot of progress, and we're getting pretty close to throwing it away in a year or two."

President Ryder noted that a policy is needed that the state can implement that will deal with this in a positive way, rather than continuing to push it back disproportionately on the students.

Mr. Curtiss replied that "It's a sensitive issue, because under the constitution, I think each institution has the right to set its own tuition. I'm not sure that I really want to argue strongly that the state should set our tuition for us at this point. What I really think we need is some dialogue between the institutions of higher education and representatives of the Legislature or their staffs to see if we can't evolve some sort of a policy statement as to where we'd like to go without totally eliminating the institutions' autonomy to set the rates."

There was discussion on the Headlee Amendment.

Since a quorum was now present, Chairperson Saltzman asked for a motion to approve the minutes of the February 8, 1988 regular monthly meeting.

It was moved and supported that the minutes of the February 8, 1988 regular monthly meeting be approved as submitted.

The motion was APPROVED unanimously. The minutes were ordered filed in the President's Office and in Zahnow Library.

It was moved and supported that the minutes of the April 11, 1988 special meeting be approved. Chairperson Saltzman asked that the last sentence of the first paragraph of page 14 be changed from "A minority report is also being prepared" to "A report concerning minorities is also being prepared."

The minutes were unanimously APPROVED as corrected, and were ordered filed in the President's Office and in Zahnow Library.

IV. ACTION ITEMS

1) Emeritus Status of the Board of Control

Chairperson Saltzman noted that the Board was voting on approval of only the policy itself, not upon who should receive Emeritus status.

BM-736 It was moved and supported that the policy for Emeritus Status for Board of Control members be approved. (See Appendix 1: Emeritus Status)

Mr. Curtiss asked where this policy would fit into our

administrative structure. Dr. John Fallon, Assistant to the President and Secretary to the Board of Control, replied that it would fit into the Board Operating Policy. The policy will be formatted and numbered to conform to existing policies. Chairperson Saltzman noted that the matter of who is eligible for emeritus status will be discussed in committee meetings.

The motion was **APPROVED** unanimously.

2) Objectives for 1988-89

BM-737 It was moved and supported that the Board of Control of Saginaw Valley State University approve the following goals for 1991-92 and the associated objectives for the 1988-89 fiscal year. (See Appendix 2: Goals)

Chairperson Saltzman asked President Ryder to comment. President Ryder noted that this subject had been discussed by the Board in October 1987. He had met with personnel from SVSU's various colleges and discussed the objectives. Their thoughts have been incorporated in consideration of the objectives that support the goals. It is quite possible that other objectives could be initiated. At this time, the board should review the goals to ascertain whether the objectives outlined in the resolution appear to be appropriate. If they are, the Board should approve the goals. In August, the Board will receive specific proposals that will reflect the anticipated expenditures related to the pursuit of these goals.

President Ryder reviewed Goal 1 of the resolution, and noted

that the matter of the ratio of full-time faculty to full-time equivalent students will be discussed at the Faculty/Administration Seminar on June 3rd and 4th. We are presently 30 full-time faculty positions behind where we should be.

He noted that limiting the number of new students to 1,700 does not mean that the total number of students at the institution would be less next year than this year. An increase of approximately three percent in the student body is anticipated for 1988-89. Even though the number of new students will be limited, more students already enrolled are returning to SVSU.

There was discussion on how the student limitation would be accomplished and on the Buckley Amendment.

In reviewing Goal 2, President Ryder stated that he was not yet prepared to discuss the details of the Wade McCree Incentive Program, which has been embraced by the Presidents Council of State Universities. Fundamentally, the program would identify minority students at the 7th and 8th grade level and work with them in a program of mentoring and parenting so that, by the time they finish high school, they will be prepared to enter college. This is a statewide program. A specific proposal will be presented to the Board in June.

There was discussion on Goal 3: Enhance the University's academic reputation, particularly by seeking specialized accreditation for our engineering, teacher education and business

programs. President Ryder stated that it was not just the reputation of the institution that is being considered here, but also the standards which are applied with respect to the programs, and enhancing and maintaining their quality.

Chairperson Saltzman asked whether there were any questions on the remainder of the goals. Regarding Goal 6, Objective 3, Mr. Curtiss asked whether the Metropolitan Saginaw Economic Development Roundtable was going to pay for the study of area manufacturing. President Ryder replied affirmatively.

Returning to Goal 3, the Board discussed specialized accreditation. Mr. Curtiss noted that Saginaw Valley State University has been moving toward specialized accreditation for the last ten years. He added, "The whole matter of specialized accreditation has been a controversial one for boards throughout the country over the years and, to some extent, it continues to be. There are those who would suggest that there are two primary reasons for achieving specialized accreditation. One is professional status for those who are in that school or department, and the other is leverage on the institution's budget, because you can't drop things and you have to spend more in order to maintain your accreditation. It is one of the things that locks in higher education to a fixed cost structure...the fact of just trying to achieve accreditation has continuing curricular and cost implications of which the Board might not be completely aware."

Mr. Curtiss stressed that he had serious reservations about the College of Business and Management seeking accreditation with the American Assembly of Collegiate Schools of Business (AACSB). He told the Board about the problems Delta and Central Michigan encountered when they were trying to develop a two plus two business program while Central was trying to get AACSB accreditation. He added that at the AACSB meeting in April there was a proposal under consideration to start a second accrediting tract, by members of AACSB. He added, "The AACSB accreditation as it stands now is probably one of the most costly steps that we can take long term, not only in terms of hiring people now, but in totally losing flexibility for the program. In that case, we need to continually review whether achieving that accreditation is in the best interests of the school, its students, or the market we serve."

Chairperson Saltzman noted that if the Board adopted these goals and objectives, some might be postponed or put aside when the administration comes back to the Board in August, after trying to coordinate them with the budget. President Ryder stated that this was possible, but that the area of specialized accreditation is considered one of very high priority. He added that he agreed that the matter of specialized accreditation in the business area is very controversial.

Chairperson Saltzman asked whether passing this resolution

would limit the Board, or would simply adopt general goals, which can be altered if necessary.

Mr. Braun stated that the Board could keep this as a high priority and still recognize that there are some problems by putting in some language that says "...to the extent deemed appropriate, we will pursue these accreditations," or some language indicating that we would like to pursue them, but only if the Board decides that it is appropriate, according to each individual discipline.

Mr. Curtiss noted, "If I were to rank the accreditations in order of priority, I would say Education is priority one, and Engineering is two. We should continue to view Business, but for me it would not be a top priority in a period particularly of the budget constraints we're looking at. I don't want to be in the position of having to increase tuition 15 percent in order to get Business accredited."

President Ryder stated that he concurred that the Business accreditation would take longer to achieve. We are much closer to education, social work and nursing--there should be no problems there, given the general resources we have. There will be some fiscal implications regarding Science, Engineering and Technology, but we have known about those for a long time, and were moving toward them already, so it is not something that is new and different. Special accreditation in the area of Business would be more of a problem to achieve. However, it is very

important that we move in that direction, study it, and know precisely what we are required to do and how it might fit over a period of time, whether we eventually decide to go in that direction or not.

Dr. Robert S.P. Yien, Vice President for Academic Affairs, commented that as far as Education is concerned, we do not have a choice. The State Department of Education already implemented changes last September, which are in the exact direction of the National Council for the Accreditation of Teacher Education. As far as specialized accreditation for Engineering Technology is concerned, we have been criticized time and again because our graduates have problems getting placed, since we are not accredited by the Accreditation Board for Engineering Technology. Students from other states and countries are not interested in our program for the same reason. Special accreditation for Business is indeed controversial. The status of that development has not been decided. A consultant was on campus recently to discuss with our Business faculty members whether or not we should move toward accreditation. No commitment has been made. However, 90 percent of the Business faculty members are in support of accreditation. He added, "Whether the professors in the College of Business and Management are doing this to protect their turf or get higher leverage, I honestly don't know. But I do know that students in a non-accredited program sometimes are looked upon as second-class citizens. The program is accredited

at Central Michigan and at the University of Michigan at Flint."

President Ryder added that it is very important that we study the question of accreditation and its worth to the University.

Dr. Ann K. Dickey, Director of Institutional Research and Planning, discussed the connection between Board adoption of objectives for the next fiscal year and the budget. She stated that it was her understanding that if the Board adopted these objectives, "It would be directing us to budget for the items that we have let you know will cost money. It costs at least three times as much to put a full-time faculty member in a classroom as a part-time faculty member. The cost item with respect to accreditation is released time for self-study and the hiring of consultants--a matter of \$50,000 or \$60,000 in the next year. The steps that would be taken the following year would come to the Board again next year at this time, with what would we do in 1989-90: what would that cost? That would be the stage after self-study, in which all of us would know what the costs and implications of accreditation would be."

President Ryder added that at this point we want to pursue accreditation, and do the studies that are necessary. This does not mean, however, that we are going to do it at all costs.

Chairperson Saltzman noted that the process is not irrevocable.

Mr. Braun suggested that some language be added to the

resolution, such as "If deemed desirable."

President Ryder asked whether that kind of statement couldn't be added to Goal 3.

Dr. Dickey suggested adding "...by conducting self-studies for accreditation and, if appropriate, seeking accreditation."

Mr. Curtiss stated that he had a problem with the beginning of the sentence, but that if it were left the same, the sentence could read, "Enhance the University's academic reputation by continuing to study, through self-study and visitation, the matter and the merits or demerits of accreditation." He stressed that the goal should be to study, not to accredit.

Chairperson Saltzman suggested that the administration modify Goal 3 to reflect the Board's intent.

BM-738 Mr. Braun moved that Goal 3 be amended with the wording submitted by the administration to include the reservations of Board members. Dr. Gilmore seconded the motion.

The motion on the amendment was APPROVED unanimously.

The resolution as amended was APPROVED unanimously.

3) Approval of Promotions for Selected Faculty Members

RES-782 It was moved and supported that the following resolution be adopted.

WHEREAS, the Faculty of Saginaw Valley State University is evaluated in the areas of teaching performance, scholarly activities, and university services and leadership in student activities, and

WHEREAS, the Administration recognizes excellence in teaching and supports faculty research and scholarly activity with the SVSU Foundation grants, and

WHEREAS, faculty promotions to various professional ranks represent formal and traditional recognitions of faculty accomplishments,

NOW, THEREFORE, BE IT RESOLVED, that the following faculty members be granted promotions to the ranks specified, effective July 1, 1988:

Rank of Assistant Professor

<u>Ms. Marilyn Y. Knight</u>	<u>Accounting</u>
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Rank of Associate Professor

<u>Dr. Robert E. Cheek</u>	<u>Management</u>
<u>Mrs. Sally A. Decker</u>	<u>Nursing</u>
<u>Dr. Mohamed A. El-Kasabi</u>	<u>Elect. Eng. & Technology</u>
<u>Mr. Randall L. Hock</u>	<u>Computer Science</u>
<u>Dr. Gail E. Kantak</u>	<u>Biology</u>
<u>Dr. Ervin F. Sparapani</u>	<u>Education</u>

Rank of Professor

<u>Dr. Jean E. Brown</u>	<u>Education</u>
<u>Dr. Wayne E. Mackie</u>	<u>Finance</u>
<u>Mrs. Patricia Ann Rae</u>	<u>Social Work</u>

Dr. Willertz asked whether all of these promotions had been recommended by the Professional Practices Committee. Dr. Yien replied affirmatively, and explained the procedure. He added that in one case the PPC was deadlocked, and that the administration recommends that faculty member for promotion.

The resolution was APPROVED unanimously.

4) Approval of Tenure for Selected Faculty Members

RES-783 It was moved and supported that the following resolution be adopted.

WHEREAS, Faculty Tenure provides continuous employment of a faculty member on at least a basic two-semester appointment

during each fiscal year, and

WHEREAS, Tenure status is achieved when a faculty member is granted a fifth consecutive yearly appointment and is recommended by the Administration for continuous appointment in accordance with the SVSU faculty contract and generally accepted principles of tenure,

NOW, THEREFORE, BE IT RESOLVED, that the following faculty members be granted tenure effective July 1, 1988:

<u>Mrs. Judith L. Apgar</u>	<u>Nursing</u>
<u>Mr. Mohammad Bidgoli</u>	<u>Computer Science</u>
<u>Dr. Russell T. Gingras</u>	<u>Accounting</u>
<u>Dr. Richard D. Leininger</u>	<u>Marketing</u>
<u>Dr. Enayat H. Mahajerin</u>	<u>Mechanical Engineering</u>
<u>Dr. Janet E. Rubin</u>	<u>Communication/Theatre</u>

BM-739 Mr. Curtiss moved that the second paragraph of the resolution be amended from "...is recommended by the Administration for continuous appointment henceforth, with discharge or termination only for just cause" to "...is recommended by the Administration for continuous appointment in accordance with the SVSU faculty contract and generally accepted principles of tenure."

Mr. Curtiss asked Dr. Willertz whether he felt there would be a problem with the change. Dr. Willertz replied, "No, I agree with you."

Mr. Braun supported the amendment.

The amendment was APPROVED unanimously.

Dr. Willertz asked whether all of these faculty members were recommended for tenure by the PPC. Dr. Yien replied affirmatively.

The resolution was APPROVED unanimously.

5) Approval of Faculty Research and Professional Growth Proposals

RES-784 It was moved and supported that the following resolution be adopted.

WHEREAS, Faculty Research and Scholarly Activity is an integral part of faculty development and is vital to effective and updated teaching-learning processes, and

WHEREAS, the Administration encourages and supports faculty continuing scholarship by seeking funds from the Saginaw Valley State University Foundation,

NOW, THEREFORE, BE IT RESOLVED, that the attached recommendations of faculty research and professional growth proposals be approved for 1988-89 pending available funds from the SVSU Foundation. (See Appendix 3: Faculty Research)

Dr. Ryder noted that Faculty Research and Professional Growth Projects have been supported by the SVSU Foundation over the years. The administration recommends that these projects be supported again this year at the levels indicated.

There were no further questions or comments.

The resolution was APPROVED unanimously.

6) Approval of Leave of Absence without Pay for Dr. Phyllis Hastings

RES-785 It was moved and supported that the following resolution be adopted.

WHEREAS, Dr. Phyllis Hastings, Associate Professor of English, has requested a leave of absence without pay for the 1988-89 academic year in order to continue her Fulbright scholarship at Ahmadu Bello University in Nigeria,

WHEREAS, the opportunity enables Dr. Hastings to make a contribution to the development of Nigerian higher education at a critical time in the country's development,

NOW, THEREFORE, BE IT RESOLVED, that Dr. Phyllis Hastings be granted a leave without pay for the period of July 1, 1988 through June 30, 1989.

There were no questions or comments.

The resolution was APPROVED unanimously.

7) Approval of Honorary Degree Award Recipients

BM-740 Dr. Gilmore moved that the Board approve the Honorary Degree Recipients as listed in the 1988 SVSU Commencement program. Mr. Braun supported the motion.

President Ryder stated that the three people receiving honorary degrees this year have made exceptional contributions to their professional field as well as to the Saginaw Valley area and the University.

Ms. Rhea Miller is being recognized for her outstanding achievements and contributions to music education in the Saginaw Valley area and the State of Michigan.

Dr. Linneaus Dorman served for many years on the SVSU Board of Fellows, is a past Chairman of the Board of Fellows, and is an outstanding researcher at The Dow Chemical Company.

Mr. Robert H. Tiderington, Jr., Chairman of the Board and Chief Executive Officer of Fischer-Flack, Inc., is being recognized for his outstanding career in the business world and for his civic contributions to the community. He has a close connection to the University in several different ways.

President Ryder concluded that he was very proud to recommend these three people to the Board for honorary degrees.

The motion was **APPROVED** unanimously.

8) Approval of Baccalaureate and Master's Degrees for the 1987-88 Academic Year

BM-741 Dr. Gilmore moved that the Board approve the awarding of baccalaureate and masters degrees for the 1987-88 academic year as printed in the Commencement program. Mr. Braun supported the motion.

The motion was **APPROVED** unanimously.

9) Approval of Affirmative Action Plan

BM-742 Mr. Braun moved that the Affirmative Action Plan be approved. Mr. Klykylo seconded the motion. (See Appendix 4: Affirmative Action.)

President Ryder pointed out that SVSU has had an Affirmative Action Policy, which was very detailed and voluminous. Mr. Leroy Hampton, Director of Affirmative Action, has been working on this policy since he joined SVSU, ascertaining that it conforms to existing law. The revised Affirmative Action Plan represents the best of what is important in terms of a policy statement and a policy position on Affirmative Action.

There has been considerable deliberation on this plan on the part of the Administrative Council, the Executive Committee, and the Personnel Committee of the Board, as well as personal interaction with Mr. Hampton.

Mr. Hampton stated that the Task Force which revised the Affirmative Action Plan consisted of President Ryder and the members of the Administrative Council, which demonstrates the importance the administration places on this document. (Mr.

Klykylo left the Board room at this time.)

Chairperson Saltzman noted that the report stated that there would be a report back to the Board twice during the year, and asked whether those months are specified. She added that she realized that the date would have to be flexible because of documents that need to be filed with the Government, but that she would like to see something more concrete on the Board calendar so that they will know when the reports are to appear.

President Ryder noted that these dates will be added to the Board's calendar of possible agenda items. He added that he thought that Affirmative Action is a very important policy for any institution of higher education and that SVSU ought to be a leader in this area. He recommended the plan with enthusiasm. (Mr. Klykylo returned to the Board room.)

The motion was **APPROVED** unanimously.

10) Nominating Committee Report

Chairperson Saltzman asked Mr. Braun, Chairman of the Nominating Committee, to give the report.

Mr. Braun stated that the committee, composed of Henry Klykylo, Carmen Munoz and himself, was in unanimous agreement for the recommendation of the re-election of the existing officers for another term.

Chairperson: Florence F. Saltzman

Vice Chairperson: Joyce K. Woods
Treasurer: Henry J. Klykylo
Secretary: Hugo E. Braun

Mr. Braun noted that he had contacted each of these individuals, and they had indicated that, if they were to be re-elected, they would be willing to serve.

11) Election of 1988-89 Board of Control Officers

Chairperson Saltzman turned the gavel over to Dr. Gilmore at this time.

BM-743 Mr. Braun stated that he would be prepared to make a nomination of the group either as a slate or individually. Dr. Gilmore asked if there was support for the original slate as offered. Mr. Curtiss seconded the motion.

The motion was APPROVED unanimously. Dr. Gilmore returned the gavel to Chairperson Saltzman.

12) Approval of Reconciliation of the 1986-87 General Fund Budget and Actual Revenue and Expenditure Patterns

RES- 786 It was moved and supported that the following resolution be adopted.

WHEREAS, the audited financial statements for the 1986-87 fiscal year are completed, and

WHEREAS, the variances in actual revenue and spending patterns have been reviewed with the Business and Facilities Committee in accordance with Resolution 535 approved March 8, 1982;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Control receive this report and approve these variances in revenue and spending patterns from the fiscal year 1986-87 General Fund Operating Budget.

Mr. Jerry A. Woodcock, Vice President for Administration and

Business Affairs, reviewed the background of the report. He asked that any questions be directed to Mr. James Muladore, Budget Director and Controller at SVSU.

There was discussion regarding unfilled position savings, and investment income. (See Appendix 5: Budget.)

The resolution was APPROVED unanimously.

V. INFORMATION AND DISCUSSION ITEMS

13) Report by Joyce Woods on AGB Academic Affairs Workshop

The report was postponed until the June meeting.

14) Report by Charles Curtiss on AGB Strategic Planning Workshop

Mr. Curtiss reported that he had turned the materials he brought back from the workshop over to Dr. Dickey. He noted that the whole area of strategic planning is beginning to be the subject of refocus among a number of institutions and that there are some things that we might want to consider doing in the future to enhance our strategic planning efforts.

The group at the workshop used a flow chart as to how to go through the planning process. Early in the planning process there is a stage called "vision." Mr. Curtiss stated, "One of my concerns here at Saginaw Valley is that I am not satisfied that

we share a common vision of where the institution is going to be going over the next five years...I would like to see us try to find a way to begin to focus on that kind of planning a little bit more as we go."

Mr. Curtiss added that the workshop has been quite active in identifying problems strategically within an institution, and that he had had some discussion with its representative about whether they might be able to make a quiet contribution to our Futures Seminar, as a possible third party.

Mr. Curtiss reported that a new packet of information on strategic planning for trustees was released by AGB at the meeting. One packet is here on campus, and portions have been reproduced and distributed to the Board members.

15) 1988-89 Board of Control Meeting Schedule

Chairperson Saltzman stated that there had been some problems with the 1987-88 meeting schedule because of the number of agenda items during specific times of the year. Getting some of our business before the Board meant that certain months were loaded, and others were considerably less so. She asked Dr. Fallon to discuss the subject.

Dr. Fallon noted that the calendar for potential agenda items is considerably longer in the Spring months than during the other times of the year. There may be a way of either parcelling out the potential topics differently over the course of the year,

or the Board could consider additional meetings in the Spring.

Chairperson Saltzman noted that the Board does not meet in July or January. The 1987-88 calendar calls for a meeting in either February or March. She wondered whether it would make a difference if the Board calendar were changed to include meetings in both of these months. A meeting could be cancelled if there was no business to be conducted.

The actual Board meeting schedule for 1988-89 will be ready for the June meeting. Board members should contact Dr. Fallon if they have any suggestions or concerns regarding the schedule.

There will be no meeting in July. The August meeting will be held on the 8th.

16) Personnel Report

The Board accepted the Personnel report. (See Appendix 6: Personnel.)

VI. OTHER ITEMS FOR CONSIDERATION

Chairperson Saltzman asked the Board members to think about their committee assignments. If they are satisfied, they can stay put, but if someone would like to change, they should contact her. The committee assignments will be firmed up by next month.

VII. ADJOURNMENT

Chairperson Saltzman adjourned the meeting at 11:51 a.m.

Respectfully submitted:

Mrs. Florence F. Saltzman
Chairperson

Mr. Hugo E. Braun
Secretary



Mrs. Jo Stanley
Recording Secretary

EMERITUS STATUS FOR BOARD OF CONTROL MEMBERS

Emeritus status for Board of Control members may be conferred by an affirmative vote of a simple majority of the board upon the completion of board member service and will take effect immediately. Emeritus status entitles board members so designated to the following privileges:

1. receipt of various regular university publications such as Interior, Profile, catalog, athletic media guides, Alumni Announcer, and SVSU Activities Calendar;
2. invitation to various official university functions;
3. upon request, two complimentary tickets to public lectures, artistic and cultural activities, and athletic events held on campus;
4. complimentary access to the university library and athletic facilities; and
5. a university identification card and parking permit.

In addition to these privileges, emeritus status involves acceptance of selected responsibilities. These include the following:

1. Identify potential private and corporate contributors to the University and/or the Foundation.
2. Listen to the community and convey the concerns and needs of the community to the President and the Board.
3. Convey the concerns of the University to congressmen, legislators, the Governor and state agencies, provided that such action is coordinated by the President.
4. Support the critical importance of higher education as a major factor in the continuing development of a democratic society.

**RESOLUTION: SAGINAW VALLEY STATE UNIVERSITY
GOALS FOR 1991-92 AND OBJECTIVES FOR 1988-89**

Resolved, that the Board of Control of Saginaw Valley State University approves the following goals for 1991-92 and the associated objectives for the 1988-89 fiscal year:

Goal 1: Achieve an appropriate enrollment/resource balance which permits student body growth only within the limits of available resources.

Objective 1 for 1988-89: Attempt to increase the ratio of full-time faculty to full-time-equivalent students by:

- a) Limiting the number of new students for fall to 1,700,
- b) Adding eight full-time faculty positions, and
- c) Financing these new faculty positions from Program Revision Request funding by the Legislature or -- if PRR funding is not received -- by curtailing new building staffing plans.

Objective 2 for 1988-89: Implement reorganization proposals that either maintain services while reducing costs or improve services without increasing costs. Example: Reassign duties in order to station a cashier near the Registrar's Office (Controller).

Goal 2: Identify, recruit, and enroll more minority students.

Objective 1 for 1988-89: Announce the Wade McCree Incentive Program for minority students and identify 12 eighth graders who will enter the program in 1989-90.

Objective 2 for 1988-89: Treat each academic or student services position vacancy as an opportunity to increase the number of faculty and staff who are well-equipped to meet the needs of minority students.

Objective 3 for 1988-89: Implement college or department proposals that are feasible within existing budgets. Examples: Use part of advertising budget for ads targeted at minority communities (Information Services); develop cooperative arrangements with predominately minority institutions to assist with faculty and staff recruitment (Affirmative Action); investigate MSU/ACT plan for helping minority students prepare for and pay for ACT testing (Admissions); recruit more minority students to leadership positions (Residential Life).

Goal 3: Enhance the university's academic reputation.

Objective 1 for 1988-89: Conduct an accreditation self-study and invite an outside consultant to evaluate the programs in engineering and engineering technology.

Objective 2 for 1988-89: Conduct an accreditation self-study and invite an outside consultant to evaluate the teacher education program.

Objective 3 for 1988-89: Invite an outside consultant to evaluate the programs in business and management.

Objective 4 for 1988-89: Complete steps (self-study or visitation) necessary for re-accreditation of Nursing and Social Work programs.

Objective 5 for 1988-89: Implement several college or department proposals that are feasible within existing resources. Examples: Work with other libraries on short and long-term goals for Valley Library Consortium participation and service improvements (Zahnow Library); distribute "Partnership with Industry" brochure (SE&T).

Goal 4: Increase direct assistance to K-12 school districts.

Objective 1 for 1988-89: Respond to school district requests provided faculty expertise, faculty time, and external funding are available. (No SVSU budget increase in 1988-89.)

Objective 2 for 1988-89: Implement several college or department proposals that are feasible within available resources. Examples: Design and conduct equipment repair workshop for high school science teachers (SE&T); target the K-12 sector for sabbatical leave projects (Curriculum and Instruction).

Goal 5: Internationalize SVSU's curricula.

Objective 1 for 1988-89: Complete fund-raising for the Foreign Language Media Center and equip the lab.

Objective 2 for 1988-89: Implement several college or department proposals that are feasible within available resources. Examples: Offer introductory courses in Chinese, Japanese, Korean, and Russian languages (Continuing Education); modify course content (several units); seek external funding for faculty/student exchange programs (International Programs).

Goal 6: Enhance SVSU's economic development and applied research activities.

Objective 1 for 1988-89: Re-examine the role and staffing requirements of the Business and Industrial Development Institute and the Center for Economic and Business Research.

Objective 2 for 1988-89: Define SVSU's role in implementing recommendations of the SRI International report, "The Saginaw Challenge: Vision and Strategy."

Objective 3 for 1988-89: Conduct, under the sponsorship of the Metropolitan Saginaw Economic Development Roundtable, a study of area manufacturing to discover important areas for growth and identify "missing link" industries.

Goal 7: Promote wellness.

Objective 1 for 1988-89: Complete curriculum development, programming, and staffing plans for physical education and fitness activities in the new Health and Physical Education complex.

Objective 2 for 1988-89: Evaluate the Department of Physical Education's proposal for incorporating a university-wide Physical Education requirement into the curriculum.

Goal 8: Require and assist students to learn more.

Objective 1 for 1988-89: Open new reading, writing, and math labs in Wickes Hall.

Objective 2 for 1988-89: Implement unit proposals that are feasible within available resources. Example: Encourage student-to-student mentoring (Social Work).

FACULTY RESEARCH AND DEVELOPMENT

APPENDIX 3: FACULTY RESEARCH

<u>NAME</u>	<u>PROJECT</u>	<u>AMOUNT OF SUPPORT OR RELEASE TIME</u>
Dr. Sachiko Claus	Attending the 1988 Western Institute for Nurse Executives as a Part of a Five Year Professional Development Plan	\$1,155
Dr. Charles Pelzer	Genetic Typing of Mouse Red Blood Cells	\$2,719
Dr. Suk Koo Yun	Phenomenological Consequences of Superstring-related Models	\$1,575
Dr. Gail Kantak	Patch Quality and use of Space by the Eastern Chipmunk	\$2,923.60
Dr. Janet Robinson	Subliminal Activation of Conflict	\$2,101
Mr. Ghulman Raz	Criteria for Choosing Good Codes for Code Division Multiple Access (CDMA) Spread Spectrum Communication Systems	\$1,040
Dr. Rosalie Troester	Voices from the Catholic Worker Movement: Reflections of a New Pluralism in American Religious Experience	\$2,507
Dr. Charles Pelzer	Genetic Typing of Mouse Red Blood Cells	8 hours
Dr. Suk Koo Yun	Phenomenological Consequences of Superstring-related Models	8 hours
Dr. Gail Kantak	Patch Quality and use of Space by the Eastern Chipmunk	9 hours if NSF grant is not received 6 hours if NSF grant is received
Dr. Kay Harley	SVSU/Schools Collaborative English Action Research Proposal	3 hours
Dr. Jesse Deutsch	Modular Functions of Two Variables	8 hours
Dr. Morteza Marzjarani	Logarithmic transformation	6 hours
Dr. Rosalie Troester	Voices from the Catholic Worker Movement: Reflections of a New Pluralism in American Religious Experience	3 hours

SAGINAW VALLEY STATE UNIVERSITY

AFFIRMATIVE ACTION PLAN

PROGRAM INFORMATION

COMMITMENTS

TASKS TO BE ACCOMPLISHED

APRIL 1988

POLICY STATEMENT

Saginaw Valley State University declares and reaffirms a policy of equal employment opportunity, equal educational opportunity, and nondiscrimination in the provision of educational and other services to the public. Equal opportunity is to be provided regardless of race, religion, color, sex, national origin, age, physical or mental handicap, disabled or Vietnam-era veteran status. Discrimination on these bases is not only morally wrong but is in violation of constitutional, statutory, and legal mandates at the federal, state, and local levels. Equal employment opportunity is a legal, social and economic imperative for the University.

To implement this policy, an Affirmative Action Plan will be used; therefore, a passive or neutral policy is not acceptable. Goals and timetables will serve as a measure of good faith effort to provide equal opportunity. Programs are to be instituted to implement affirmative action and their effects are to be monitored and evaluated.

The Director of Affirmative Action is responsible for coordination of the University's affirmative action programs. Accountability and responsibility are to be shared by all faculty and management personnel. These affirmative action programs will affect all personnel actions including recruiting, hiring, transfers, evaluations, promotions, training, education, tuition assistance, social and recreational programs, compensation, benefits, lay-offs, return from lay-offs, and terminations. In addition, the performance of all administrators, directors, division heads, department chairpersons, and other supervisory personnel is subject to scrutiny with regard to their efforts in maintaining nondiscriminatory practices and efforts in providing leadership for support and development of affirmative action plans.

Signed: _____

President,
Saginaw Valley State University

PURPOSE AND PRACTICE

Purpose of Affirmative Action Plan

The Saginaw Valley State University Affirmative Action Plan is a set of specific and result-oriented procedures to which we are totally committed. These procedures, coupled with our good faith efforts, will ensure equal employment opportunity.

Equal Employment Opportunity/Affirmative Action Practice

It is the practice of the University to recruit and hire well-qualified people to perform the varied tasks we require. An integral part of this practice is to base decisions on employment so as to further the principle of equal employment opportunity. The University will recruit, hire, train and promote as well as administer benefits, compensation, transfers, and terminations for all employees without discrimination because of race, color, religion, sex, national origin, age, handicap, or Vietnam-era veteran status.

Related policies have been formulated by the University to aid in the achievement of equal opportunity and affirmative action goals. Areas covered by these policies are:

1. Nepotism
2. Sexual Harassment
3. Student Affirmative Action
4. The Handicapped
5. Disabled and Vietnam-era Veterans

The Objective

The objective of the University is to achieve, within a reasonable period of time, an employee distribution by race and sex in each major job classification that approximately reflects the availability of each group in the relevant labor areas we use for recruiting and hiring our employees.

This objective calls for achieving full utilization of minorities and women, at all levels of management and non-management and by job classification, at a faster pace than would normally occur.

An integral part of the Affirmative Action Plan is the establishment of goals and intermediate targets designed to change the race and sex distribution, particularly in those areas where there has been under-utilization of minorities and women.

The University will assure the full realization of the stated objective through a continuous procedure of monitoring and reporting.

POLICY DISSEMINATION

Internal Policy Dissemination

The University's equal employment opportunity (EEO) and affirmative action (AA) policy is included in the Saginaw Valley State University Operations Manual.

The EEO/AA policy statement is posted on appropriate bulletin boards on campus.

The University's EEO/AA policy is featured periodically in internal publications.

All employee handbooks and similar publications will appropriately show minorities, non-minorities, women and men where photographs are used.

Periodically, special meetings are held with employees to inform them about the EEO/AA program. These meetings include a statement from the chief executive officer expressing support for the program. At these meetings, it is fully explained how employees can avail themselves of the program's benefits. Employee responsibility is detailed, and employees are given an opportunity to discuss the program. Individual management responsibility for program effectiveness is precisely spelled out. In addition, the EEO/AA policy is presented to new employees.

External Policy Dissemination

All major recruiting sources are informed of the EEO/AA program. These sources are requested to refer minorities and women to apply for positions that are available.

Advertisements for employment are placed in minority and women's media as well as other media. When employees are featured in employment advertisements, minorities, non-minorities, women, and men are pictured. All employment advertisements contain the phrase, "An Equal Opportunity and Affirmative Action Employer."

The University communicates to all prospective employees the existence of the EEO/AA program.

A statement about the equal employment opportunity/affirmative action requirements of Executive Order 11246, the Rehabilitation Act of 1973, and 38 USC 2012 is included in contracts, order forms, leases, and so on. In addition, a detailed equal opportunity clause and/or affirmative action clauses are included with applicable contracts or are incorporated by specific reference.

Equal Employment Opportunity Posters

The following posters are permanently displayed in conspicuous places throughout our establishment, including employment, testing, and reception areas:

Equal Employment Opportunity Is The Law
Michigan Equal Employment Opportunity Poster

RESPONSIBILITY

President

Institutionally, and under the law, the President of the University has the ultimate responsibility for equal employment opportunity and the maximum use of affirmative action to achieve its goals. Operational responsibilities for the program are delegated to others as is outlined below.

Director of Affirmative Action

The President of the University has designated the Director of Affirmative Action to be responsible for the coordination of the University's affirmative action programs. The Director of Affirmative Action reports directly to the President. Included in the Director's responsibilities are the following activities:

- 1) Reviewing the University's Affirmative Action Plan and making recommendations for updating.
- 2) Working closely with the Personnel Office on the proper acquisition and assessment of statistical data that relates to recruitment, classification, mobility, attrition and overall affirmative action progress.
- 3) Monitoring the University's compliance with the Affirmative Action Plan.
- 4) Preparing statistical reports required by state, federal and other public agencies.
- 5) Maintaining liaison with deans and directors, advising operating units on affirmative action program objectives and requirements, and assisting deans and directors in their efforts to achieve objectives, when called upon.
- 6) Developing programs of information and training for the purpose of sensitizing employees to the needs and aspirations of minorities and women, and to the overall awareness of the intent of the affirmative action program.

- 7) Acting as liaison with non-University community groups that focus on issues and concerns related to persons who are among the protected categories of minorities, women, handicapped and veterans.
- 8) Maintaining liaison with minority, women and handicapped groups on campus and assuring that the affirmative action program is reaching these groups.
- 9) Reviewing all proposed policies, procedures and personnel actions on a University-wide basis to assess and ensure compliance with equal opportunity law.

Further, the Director of Affirmative Action is responsible for coordinating the University's efforts to comply with the requirements of the following programs:

1. Affirmative Action Obligations for Disabled Veterans and Veterans of the Vietnam Era.
2. Affirmative Action Obligations for the Handicapped.
3. Title IX of the Education Amendments of 1972.

Advisory Commission on Affirmative Action

When the need is established, the President shall appoint an Advisory Commission on Affirmative Action, the primary function of which will be to advise the President on matters related to the institution's affirmative action program.

This commission will include faculty, non-faculty employees from various units of the institution, one or more students, representatives from several colleges and divisions, minorities, women, and handicapped. In addition, the Director of Affirmative Action will serve as ex-officio, non-voting chairperson.

The commission will consist of nine to 12 members serving three-year staggered terms. One-third of the membership is to be appointed for three-year terms, one-third for two-year terms, and one-third for one-year terms.

Equal Opportunity Committee

An Equal Opportunity Committee will be appointed by the President when the activity level is deemed by the President to warrant such an appointment.

This committee shall be comprised of nine persons including representatives from the faculty, administration and staff, non-instructional employees and students.

The responsibilities of the committee will be to:

- 1) Serve as an appeal body and review complaints of discrimination that have not been adjudicated through established grievance procedures.
- 2) Evaluate individual complaints of discrimination and transmit findings to the Director of Affirmative Action.
- 3) Conduct formal hearings.
- 4) Keep records of all proceedings for availability of the Director of Affirmative Action, President, and any court or agency authorized by law to review action taken.
- 5) Render to the Director of Affirmative Action for review, recommendations of dismissal of claim, or specific actions to be taken to remedy violations of the University's position against discrimination.

The Director of Affirmative Action will render the committee's position to the President with his recommendation for either acceptance, rejection, or modification of the committee's recommendations.

Vice Presidents and Other Unit Heads Reporting to the President

These persons are responsible for:

- 1) Monitoring the affirmative action activities of their subordinates.
- 2) Working cooperatively with the Affirmative Action Office to implement the requirements of the University's policies, laws, regulations and executive orders concerned with equal opportunity.
- 3) Reviewing and either approving or rejecting employment practices which go beyond, and do not conflict with, University policy for his/her unit of responsibility.

Deans, Directors, and Division Heads

Each unit shall be responsible for ensuring appropriate representation of minorities, women, the handicapped, disabled and Vietnam-era veterans in its applicant pool. The monitoring of performance will be maintained in cooperation with the Personnel Department in regard to:

- 1) Applicant flow, by race, sex, national origin, handicap, disabled and Vietnam-era veteran status, and source of applicants (e.g., word-of-mouth, advertising in journals, contacts at conferences, etc.).
- 2) Hires, by race, sex, national origin, handicap, disabled and Vietnam-era veteran status.

- 3) Initial placement or assignment after hire, by race, sex, national origin, handicap, disabled and Vietnam-era veteran status, unit assigned, position and rank.
- 4) Transfers and promotions by race, sex, national origin, handicap, disabled and Vietnam-era veteran status, position, rank and unit from which transferred or promoted, and position and unit to which transferred or promoted.
- 5) Voluntary and involuntary terminations by race, sex, national origin, handicap, disabled and Vietnam-era veteran status, type of termination and reason(s).

The results of monitoring will be forwarded by the Personnel Office to the appropriate Vice President or the President.

Chairpersons/Supervisors

Chairpersons and supervisors are to be cognizant of the University's affirmative action guidelines and the requirements of the laws, executive orders and regulations regarding equal opportunity. Cooperation is expected in the implementation of the Affirmative Action Plan. Behavior is to reflect respect for our moral and legal obligations to the mandates of federal, state and local enforcement agencies.

Faculty/Staff

Faculty and staff persons are to be cognizant of the University's affirmative action guidelines and the requirements of the laws, executive orders and regulations regarding equal opportunity. Cooperation is expected in the implementation of the Affirmative Action Plan. Behavior is to reflect respect for our moral and legal obligations to the mandates of federal, state and local enforcement agencies.

ANALYSIS OF THE WORK FORCE

Designation of Minority Sub-Groups

For the purposes of this Affirmative Action Plan, minority sub-groups are defined as follows:

1. Black, non-Hispanic origin -- persons having origins in any of the black racial groups of Africa.
2. Hispanic -- persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

3. Asian or Pacific Islander -- persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian sub-continent, or the Pacific Islands.
4. American Indian or Alaska Native -- persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

Internal Work Force Analysis

Data on the University's work force, showing the distribution of employees by department, job title, salary, race and sex, are included in the Appendix to the Affirmative Action Plan.

Affirmative Action Job Classifications

The University's job titles have been combined into a number of job classifications. Each job classification comprises one or a group of jobs having similar content, opportunities and pay rates. Included in the Appendix to this Affirmative Action Plan is a list of these classifications.

Utilization Analysis

The availability of minorities and females with requisite skills was determined for each of the relevant labor areas in which employees are recruited. Availability was compared with the current utilization of minorities and women in the work force. The purpose of these analyses is to determine if minorities and/or women are currently being under-utilized in one or more job classifications. The results of these analyses then become the basis for establishing goals and timetables. The availability calculations are included in the Appendix.

In making the availability/utilization analyses, procedures called for in 41 Code of Federal Regulations, Section 60-2.11 were followed.

INSTITUTIONAL GOALS AND TIMETABLES

On the basis of the availability/utilization analyses, annual targets and long-range goals were established for improving the utilization of minorities and women in job classifications where they are currently being under-utilized. Long-range goals are intended to bring the work force profile approximately into line with availability. These goals and timetables will be reviewed annually.

Numerical goals and timetables for achieving them have been determined by major job classifications. Classifications used are those listed on the Equal Opportunity Commission form, HIGHER EDUCATION STAFF INFORMATION (EEO-6).

In addition to goals being calculated for employee job classifications, goals were calculated by colleges and departments within the classifications. Tables showing the results of these calculations are included in the Appendix to the Affirmative Action Plan. It is from these calculations that the overall institutional goals are derived.

Overall institutional goals and timetables are shown in the table which follows on page 11.

INSTITUTIONAL GOALS AND TIMETABLES

The table below lists overall institutional goals for minorities and females. These goals are for major job classifications where there is underutilization. The method for compiling the goals is shown in the Appendix. Goals have been rounded to the nearest whole number.

JOB CLASSIFICATION	CURRENT EMPLOYMENT			AVAILABILITY (FINAL GOAL)					ANNUAL GOAL		TIMETABLES			
	Total All	Total Female	Total Minority	Percent Black *	Percent Minority	# Minority to Goal	Percent Female	# Female to Goal	Minority	Female	Minority	Female		
Executive/ Administrative/ Managerial	39	8	4		6	0	30	4	0	0	2	50	0	2
Faculty	141	42	22		12	0	34	6	0	0	4	50	0	3
Professional	62	37	3	4	7	1	47	6	1	25	2	50	1	3
Secretarial/ Clerical	68	65	9		8	0	79	0	0	0	0	0	0	0
Technical/Para- Professional	23	11	1	5	8	1	46	0	1	50	0	0	1	0
Skilled Craft	8			4	6	1	4	0	1	50	0	0	1	0
Service/ Maintenance	45	9	14		14	0	17	0	0	0	0	0	0	0
TOTALS	386	172	53		14	3	46	15	3		8		1	3

* Separate goals should be considered for any ethnic minority group with a labor market availability of two percent or greater.

(a:c1-3388)

PLAN OF ACTION

Recruiting

Saginaw Valley State University is actively seeking minorities and women for current and future employment. To improve recruitment and increase the flow of minority and female applicants, the University will place position advertisements in newspapers, journals of professional associations, and the like. University representatives will also regularly contact employment referral agencies, minority and women's organizations found within the local area, colleges and universities with high minority enrollments, concerned community leaders, and specialized placement agencies when appropriate.

Prime recruiting sources will be informed orally and in writing of our EEO/AA policy and a file of sources notified and acknowledgments received will be maintained. With each source, formal arrangements for the referral of applicants will be made.

Minorities and women are included on our Personnel staff and as employment interviewers. Active recruiting programs are carried out at colleges and universities with substantial minority enrollments.

Employee Selection

The University periodically reviews all job specifications to make sure they consist of only job-related criteria. Criteria that are not job-related will be eliminated or modified.

Employee selection processes will be reviewed. Any procedures that adversely affect minorities and/or women and cannot be shown to be job-related will be modified or eliminated.

Applicant flow will be reviewed periodically and procedures will be adjusted as needed to ensure that minority and women applicants are included for positions in which they are under-represented.

Training on EEO/AA guidelines will be provided for employees involved in screening applicants, interviewing candidates and hiring new people.

Promotion and Transfer Opportunities

All employees will be kept informed of promotion and transfer opportunities that exist throughout the organization.

Written performance evaluations with specific, job-related criteria will be used to make sure that all candidates for promotion are appraised objectively.

Transfer requests will be monitored to make sure that the requests of minority and/or female employees are given due consideration and are not overlooked.

MONITORING SYSTEM

To keep track of progress in implementing the Affirmative Action Plan, a well-structured reporting and monitoring system will be maintained. Results will be evaluated and used to make corrective actions and plans for the future.

External Reporting

The HIGHER EDUCATION STAFF INFORMATION (EEO-6) report is filed biennially.

Progress on the Affirmative Action Program will be reported to the Board of Control of Saginaw Valley State University twice a year.

Internal Reports

The following reports will be generated and monitored:

- Affirmative action progress report (progress toward one-year targets broken down by department and job classification)
- Applicant flow (by job classification, race and sex)
- Applicant sources
- Departmental and organizational hiring patterns (by job classification, race and sex)
- Job requirements
- Training participation (by training program, race and sex)
- Promotions (by department, job classification, race and sex)
- Transfers (by department, job classification, race and sex)
- Salary/pay analyses (by job classification, race and sex)
- Terminations (by department, job classification, race and sex)

These reports will be discussed with administrators and managers so that remedial measures can be taken in problem areas that are revealed by the reports.

In addition to compilation of the foregoing reports, regular monitoring of the following areas will be performed:

- Recruitment process -- advertising, interviewing, hiring, placement, transfers, promotions, and terminations
- Employment conditions

- Organization rules and regulations
- Inclusion of EEO/AA clause in purchase orders and contracts
- Dissemination of policy
- Proper display of posters and the EEO/AA policy statement

COMMUNITY ACTION PROGRAMS

University representatives will engage in community relations activities which include but are not limited to the following:

- Conducting tours through University facilities for school representatives, students, minority and women's employment sources, civic groups, etc.
- Providing University personnel to speak before groups about employment opportunities at the University.
- Serving as advisors, members of boards of directors, fund raisers, and in various other capacities to urban, minority, and female-oriented organizations.

STATEMENT OF COMMITMENT

Saginaw Valley State University affirms that its resources are being mobilized for a good faith effort to attain these equal employment opportunity/affirmative action goals. We agree to cooperate with compliance agencies and their representatives on any matters regarding this Affirmative Action Plan.

a:AAP
LH/mjc
4/88

GENERAL FUND BUDGET SUMMARY
SAGINAW VALLEY STATE COLLEGE
FISCAL YEAR 1986-87

	BOARD APPROVED AUGUST 1986	BOARD REVISED BUDGET MAY 1987	ACTUAL REVENUES AND EXPENDITURES JUNE 30, 1987	NET INCREASE (DECREASE) ACTUAL TO REVISED BUDGET
REVENUES				

State Appropriation	\$12,159,140	\$12,195,255	\$12,195,255	\$0
Tuition & Fees (See Schedule 1)				
Tuition	\$5,488,000		\$5,867,668	
Fees	234,000	6,055,000	229,483	42,151
	-----	-----	-----	
Other Revenues				
Indirect Cost Recoveries	80,000	71,000	80,104	
Investment Income	80,000	60,000	36,421	
Departmental/Other (See Schedule 2)	90,000	91,175	205,350	
Non-Recurring	94,150	44,150	44,150	99,700
	-----	-----	-----	
Total Revenues	18,225,290	18,516,580	18,658,431	141,851
EXPENDITURES ALLOCATIONS				

Compensation	13,769,088			
Less: Unfilled Position Savings	(421,000)	13,359,000	13,314,471	(44,529)
	-----	-----	-----	
Supplies, Materials & Services	4,575,302	4,589,000	4,898,149	309,149
Capital Expenditures	301,900	404,900	272,909	(131,991)
	-----	-----	-----	
Total Expenditure Allocations	18,225,290	18,352,900	18,485,529	132,629
	-----	-----	-----	
Revenue Over (Under) Expenditure Allocations	\$0	\$163,680	\$172,902	\$9,222
	=====	=====	=====	=====
FUND BALANCE				

Balance at Beginning of Year (Deficit), 7/1/86			\$73,741	
Revenues Over (Under) Expenditures			172,902	

Balance at End of Year (Deficit), 6/30/87			\$246,643	
			=====	
OPTIONAL FUND BALANCE RESTATEMENT				

Balance at End of Year (Deficit), 6/30/87			\$246,643	
Revenue Adjustment: Non-Recognition Forward Funding				
			1,598,000	

Restated Balance at End of Year (Deficit), 6/30/87 if forward funding not recognized			(\$1,351,357)	
			=====	

Office of the Controller
11/3/87 rev. 1/19/88 JGM:JMA

Schedule 1

Analysis of Student Credit Hours FY 1986-87

Student Credit Hours	
Projected, August 1986	106,533
Revised Projection, May 1987	113,940
Actual, FY 1986-87	114,163

Schedule 2

Analysis of Departmental/Other Revenue
(items accounting for budget variance)

Departmental/Other	
Engineering Program-Faculty (transfer from SVSC Foundation) (1)	\$85,000
Insurance Refund-Workmans Compensation	21,000
Insurance Refund-Unemployment Comp.	1,175
Other Departmental Revenue	7,000

	\$114,175
	=====

- (1) At year end expenditures and revenue for faculty positions funded through fund drive by SVSC Foundation are transferred to the General Fund to properly account for the positions.

Current Positions Filled

May, 1988

ADMINISTRATIVE/PROFESSIONAL

Ms. Jane Anderson - Promoted to Assistant Controller, Office of the Controller (reorganization). Ms. Anderson received a B.S. in Accounting from Northern Michigan University in 1983, and received an M.B.A. from SVSU in 1987. Ms. Anderson was hired by the University in 1983, and previously served as Budget Assistant to the Controller.

Ms. Alice Cornejo - Promoted to Coordinator of Personnel Services (reorganization). Ms. Cornejo has served in the Personnel Office since 1973, and was formerly Personnel Assistant.

Ms. Nancy Deike - Promoted to Assistant to the Director of Personnel Services (reorganization). Ms. Deike is completing a B.B.A. with SVSU, and was hired by SVSU in 1979. Previously Ms. Deike was Personnel Assistant.

Mr. Brian Fisher - Promoted to Financial Analyst, Office of the Controller (reorganization). Mr. Fisher received a B.B.A. in 1982 from Central Michigan University, and completed an M.B.A. with SVSU in 1988. Mr. Fisher was hired by SVSU in 1984, and was formerly Staff Accountant.

Ms. Anne Mahoney - Hired as Substance Abuse Counselor/Safe Haven Coordinator (new, under federal grant). Ms. Mahoney received a B.A. from SVSU in 1987, and before accepting this position was an Intern Probation Officer with the 70th District Court, and is a former summer orientation leader at SVSU.

Ms. Elizabeth Roe - Hired as temporary Clinical Facilitator, Nursing Program (replacement), and will be Instructor of Nursing (replacement) beginning Fall term. In 1982 Ms. Roe received a B.S. in Nursing from Northern Michigan University, and in 1987 an M.S. in Medical/Surgical Nursing from the University of Michigan. Prior to joining SVSU, Ms. Roe was Staff Nurse with Butterworth Hospital in Grand Rapids.