

SAGINAW VALLEY STATE UNIVERSITY

BOARD OF CONTROL

**OCTOBER 10, 1988
REGULAR MONTHLY MEETING**

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MINUTES

BOARD OF CONTROL

SAGINAW VALLEY STATE UNIVERSITY

Regular Meeting

1:30 p.m.

Intermediate School District

Mt. Clemens

October 10, 1988

Present: Braun
Curtiss
Klykylo
Munoz
Ryder
Saltzman
Ward
Woods

Absent: Lofton

Others

Present: A. Beutler
A. Dickey
J. Fallon
M. Frahm
K. Benham
T. Lipan
R. Lutz
D. Nelson
L. Ryder
J. Stanley
R. Thompson
A. Willis
J. Woodcock
R. Yien
Press (1)

I. CALL TO ORDER

Chairperson Saltzman called the meeting to order at 1:43 p.m. She introduced Dr. Robert Lutz, Superintendent, Macomb Intermediate School District, and thanked him for hosting the Board of Control at today's meeting.

II. PROCEDURAL ITEMS

A) Approval of minutes of August 8, 1988 Regular Monthly Meeting

It was moved and supported that the minutes of the August 8, 1988 regular monthly meeting be approved. Chairperson Saltzman asked that the first sentence on page 20 be changed to read "...couldn't get through on the telephone line which indicated that they felt the tuition hike was unjustified" instead of "...couldn't get through on "yes," which wasn't working."

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

B) Approval of minutes of September 22, 1988 Special Meeting

It was moved and supported that the minutes of the September 22, 1988 special meeting be approved.

The minutes were unanimously approved as written and were ordered filed in the President's Office and Zahnow Library.

C) Recognition of the official representative of the Faculty Association

There was no official representative in attendance.

D) Communications and requests to appear before the Board

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

E) Additions and Deletions to the Agenda

A resolution to receive the annual financial audit by Ernst & Whinney, CPA's was added as agenda item 11a.

III. REMARKS BY THE PRESIDENT

President Ryder stated that he preferred to make his remarks later in the meeting.

IV. ACTION ITEMS

- 1) Resolution approving one-year sabbatical for Joy Hargrove

RES-802 It was moved and supported that the following resolution be adopted.

WHEREAS, Saginaw Valley State University is committed to quality education and provides the faculty with opportunities to enhance and expand their professional knowledge and expertise, and

WHEREAS, the University administration supports faculty sabbatical leaves as an integral part of the SVSU Faculty Development Program,

NOW, THEREFORE, BE IT RESOLVED, that Dr. Joy L. Hargrove be granted a sabbatical leave for the academic year of 1988-1989, or 1989-1990 at her election.

The motion was APPROVED unanimously.

- 2) Resolution approving line of Credit Renewal

RES-803 Mr. Braun moved that the following resolution be adopted. Mrs. Woods seconded the motion.

WHEREAS, the administration has been working with officials of Michigan National Bank to continue the University's line of credit, with a maximum principal amount to be determined, but not to exceed \$2,000,000.00;

NOW, THEREFORE, BE IT RESOLVED, that the Saginaw Valley State University Board of Control adopt the attached resolution titled "Resolution of the Board of Control of Saginaw Valley State University Authorizing the Borrowing of Funds to Meet Temporary Cash Flow Deficits" which approves the line of credit with Michigan National Bank through October 31, 1989. (See Appendix 1: Credit Renewal)

Mr. Jerry Woodcock, Vice President for Administration and Business Affairs, stated that the renewal of the line of credit pertained strictly to a temporary cash flow situation. Terms of the agreement are similar to those of preceding agreements, except that the credit limit may be raised to \$2 million. This line of credit has been utilized only once, in 1983. There is no cost unless a loan occurs. The principal and interest due on the agreement are secured by a first lien on the general tuition and matriculation fees.

President Ryder added that he did not anticipate that it would be necessary to use the line of credit, but that it was essential to have it in place.

The motion was **APPROVED** unanimously.

3) Resolution recognizing Dr. Richard H. Gilmore

RES-804 It was moved and supported that the following resolution be adopted.

WHEREAS, Dr. Richard H. Gilmore has skillfully and faithfully served Saginaw Valley State University as a member of its Board of Control for 17 years, and

WHEREAS, Dr. Gilmore served as both Vice Chairman and Chairman of the Board of Control during those years, and

WHEREAS, Dr. Gilmore has served the University in many and varied significant ways beyond those commonly associated with membership on the Board of Control including, most notably, as a Foundation Board member, donor, and friend, and

WHEREAS, Dr. Gilmore, along with his wife Alma, has consistently and successfully encouraged the support and contributions of donors throughout the Saginaw Valley, and

WHEREAS, Dr. Gilmore has been, and continues to be, involved with the University's Board of Fellows,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University gratefully acknowledges Dr. Gilmore's service and expresses its heartfelt appreciation, and

BE IT FURTHER RESOLVED, That this resolution be forwarded to Dr. and Mrs. Gilmore as a token of the Board's appreciation and thanks.

President Ryder stated that this resolution reflects the board's appreciation for Dr. Gilmore's many contributions to the University over the seventeen years he has served.

The resolution was **APPROVED** unanimously.

4) Resolution recognizing campus and community groups for 25 years of service to SVSU

RES-805 WHEREAS Saginaw Valley State University has been in continuous higher education service to the people of the Saginaw Valley and the State of Michigan for twenty-five years, and

WHEREAS the growth and development of Saginaw Valley State University is, first and foremost, attributable to the dedication, commitment, vision, and service of people, and

WHEREAS people, serving individually and in groups, have been and continue to be the University's greatest asset, and

WHEREAS several major groups have been particularly helpful in the development of the institution, and thereby deserve special recognition, including:

The citizens of the Saginaw Valley, for their unwavering faith, interest, and participation in their institution as students, donors, advisors, policy-makers, legislators, and instructors, and

The Board of Control, for its consistent and careful attention to the orderly evolution of the institution through policy-making, planning, fiscal oversight, and program development, and

The Board of Fellows, for its extensive and important service as the premier advisory body and conscience for the University, and

Local elected officials serving in the Michigan Legislature for their willingness to work toward more and better capital and operational support, as well as institutional respect in the State Capitol, for the University, and

Donors and contributors for their largely unparalleled generosity and consistent support of the institution through the sharing of dreams and financial resources, and

Faculty members for their hard work, unselfish dedication and achievement in course, program and curriculum development, research and service to the broader community, and

Students for their continuing faith and willingness to pursue their development, and thereby make a direct and lasting contribution to American society, at Saginaw Valley State University, and

Alumni for their persistent and special connection to the institution which traverses the gulf of time, and

Administrators for their ability to work with diverse groups of people, circumstances, and situations toward the effective day-to-day management of the University.

NOW, THEREFORE, BE IT RESOLVED, that all individuals in all of the aforementioned groupings be recognized and congratulated for their past and present efforts in the development of Saginaw Valley State University, and

BE IT FURTHER RESOLVED, that representatives of each of these groupings be forwarded a copy of this resolution.

Mr. Curtiss noted that he did not feel that it was appropriate that the Board of Control pass a resolution in which it congratulated itself for its efforts.

BM-750 Mr. Curtiss moved that the resolution be amended by deleting paragraph six, which pertained to the accomplishments of the Board of Control. Mr. Ward seconded the motion.

The motion to amend the resolution was APPROVED unanimously.

The resolution as amended was APPROVED unanimously.

5) Resolution recognizing former members of the Board of Control at Saginaw Valley State University

RES-806 It was moved and supported that the following resolution be adopted.

WHEREAS, service as a member of a policy-making board in higher education represents among the most important contributions to the continuing development of American society; and

WHEREAS, gubernatorial appointment of board members represents a significant measure of confidence in such individuals by the executive branch of state government; and

WHEREAS, the Board of Control at Saginaw Valley State University, by virtue of its legal mandate, has served to guide the development of the institution; and

WHEREAS, the present state of development of Saginaw Valley State University represents convincing evidence of the determination and effectiveness of former and present members of the Board of Control; and

WHEREAS, the volume and focus of Board of Control business often takes precedence over the recognition of former boards and board members;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Control at Saginaw Valley State University, acting during the institution's twenty-fifth year of service to the people of the Saginaw Valley and the State of Michigan, most gratefully recognizes the service of all former members of the Board of Control; and

BE IT FURTHER RESOLVED, that the Board of Control, and all other groups related to the University, remain indebted to former members of the board for their dedication, commitment and achievement toward development of one of the state's finest institutions of higher education; and

BE IT FURTHER RESOLVED, that a copy of the resolution be forwarded to all former members of the Board of Control.

The motion was APPROVED unanimously.

6) Resolution to revise the General Fund Operating Budget for 1988-89

RES-807 It was moved and supported that the following resolution be adopted.

WHEREAS, Events requiring modification of the General Fund Operating Budget for 1988-89 have occurred subsequent to the Board of Control approval of the budget of August 8, 1988, and

WHEREAS, The budget approved on August 8, 1988, included a \$350,000 imbalance, and

WHEREAS, Subsequent occurrences since August 8, 1988 include:

- 1) A rollback of Michigan resident undergraduate tuition and fees which reduced expected revenues by \$282,00 and
- 2) An additional expenditure of \$200,000 during 1988-89 for payroll liability accrual as recommended by Ernst & Whinney, CPA's.

NOW, THEREFORE, BE IT RESOLVED, That the modifications included on the attached page be incorporated into the institution's 1988-89 General Fund budget, which includes an anticipated deficit for 1988-89 of \$482,000, leaving a base budget imbalance of \$270,000 going into the 1989-90 fiscal year principally due to the events noted in paragraph three of this resolution, and

BE IT FURTHER RESOLVED, That the standard budget format document incorporating the changes be included in the official minutes of this meeting. (See Appendix 2: Budget)

President Ryder stated that budget modifications were necessary to accommodate the \$282,000 reduction in anticipated revenues resulting from the September 22, 1988 Board of Control decision to roll back Michigan undergraduate tuition. He noted that since adopting the original budget in August, Ernst & Whinney, the University's accounting firm, had recommended an additional expenditure of \$200,000 during 1988-89 for payroll liability accrual. This procedure is necessary because the bi-weekly pay cycle, which usually results in 26 pay periods per year, periodically requires 27 paychecks in a budget year. Mr. Curtiss suggested that the administration consider switching over to a bi-monthly payroll system sometime in the future.

President Ryder reviewed the revision document, which included an upward revision of \$33,000 in the miscellaneous income forecast, an increase of \$8,000 in the audited fund balance, holding supplies and equipment budgets at 1987-88 levels for a savings of \$161,000, a \$78,000 reduction in planned library acquisitions, physical plant savings of \$50,000 and a shift from the general fund to auxiliary services of \$35,000 to support a minority counselor position.

The net impact of the changes in revenues and expenditures is a 1988-89 base budget deficit of \$270,000.

President Ryder then reviewed the proposed changes and explained that both the budget approved earlier and the proposed revisions assumed that the Health and Physical Education Center would not be opened in the spring, except for locker room space. He noted that the Presidents Council had endorsed proposals for supplemental appropriations for building openings, and added, "If the supplemental appropriation is approved, it still does not provide for the staffing that the building needs. The center might be open before fall, but we don't know on what basis."

President Ryder next reviewed other cost-cutting steps which have been taken or are under consideration. They included limiting enrollments, delaying filling of position vacancies and holding down the number of sections offered winter semester. Dr. Ryder will appoint a committee to study SVSU's tuition and fee structure so that various options can be identified. He recommended waiting until Governor Blanchard presents his annual budget recommendations

in January before making additional decisions on budget cuts. "The Governor's message is a very strong clue as to what will happen in the next budget year. If it appears that 1989-90 budgets will be extremely tight, we could do the surgery then," he noted.

Mr. Curtiss stated, "We should not approve a budget with a \$482,000 deficit without seeing some light at the end of the tunnel. I am not ready to approve this budget." He felt that the proposed revisions should be studied more closely by the Board's Finance and Audit Committee to ascertain whether they are an appropriate response to our situation. President Ryder noted that the item would then be placed on the agenda of the December 12, 1988 regular meeting of the Board of Control.

BM-751 Mr. Curtiss moved that the Resolution to Revise the General Fund Operating Budget for 1988-89 be tabled and that the matter be taken up by the Board's Finance and Audit Committee. Mrs. Woods seconded the motion.

The motion to table the Resolution to Revise the General Fund Operating Budget for 1988-89 was APPROVED by a vote of 5-2.

The Resolution to Revise the General Fund Operating Budget for 1988-89 was TABLED.

7) Motion Authorizing Dr. Ryder to join the Board of Directors of Wolohan Lumber Company.

BM-752 It was moved and supported that the Board of Control authorize Dr. Ryder to join the Board of Directors of Wolohan Lumber Company.

Chairperson Saltzman asked how other universities handle such situations. President Ryder responded that several of the presidents of other state universities sit on the boards of various businesses and institutions. Mr. Curtiss stated that he had two

primary concerns: compensation and time commitment. President Ryder then reviewed the materials disseminated to the Board earlier, which addressed these concerns. (See Appendix 3: Wolohan's)

Chairperson Saltzman asked President Ryder to prepare a memo indicating approximately how many days he spent away from campus and listing the names of the various boards on which he sits. Mrs. Woods noted that the president of a university is never out of his role as president.

The motion was APPROVED unanimously.

8) Motion appointing James Ault and Richard Gilmore to the Board of Fellows

BM-753 Mr. Braun moved that Mr. James Ault and Dr. Richard H. Gilmore be appointed to the Saginaw Valley State University Board of Fellows. Mr. Klykylo seconded the motion.

President Ryder noted that Mr. Ault would be replacing Mr. Mark McCabe, who had been transferred to Europe. Chairperson Saltzman noted that Dr. Gilmore had previously served on the Board of Fellows.

The motion was APPROVED unanimously.

9) Motion Approving Marshall M. Fredericks Sculpture Gallery Bylaws

BM-754 It was moved and supported that the Marshall M. Fredericks Sculpture Gallery Bylaws be approved. (See Appendix 4: Bylaws)

President Ryder noted that the bylaws had been modified to reflect concerns expressed by the Board of Control at a previous meeting. Mr. Braun stated that he still felt that problems could be caused by the fact that the document was being presented as bylaws; that committees do not have bylaws. He noted, "This

document refers simply to an advisory committee. Bylaws could indicate that they are a separate entity." Dr. Ryder replied that Section 6 addressed this concern. He added that the bylaws concept had been modeled on the precedent set by the Board of Fellows, which is also advisory in nature. Dr. Robert S.P. Yien, Vice President for Academic Affairs, who is a member of the Gallery Board, stated that the Gallery Board is fully aware of the fact that they are merely an advisory committee. Mr. Ward stated that he felt that the bylaws as written create the illusion that the Gallery Board has the authority to hire employees. He asked about the reporting structure for the Gallery curator, and was informed the position will report to the Dean of Arts and Behavioral Sciences.

BM-755 Mr. Curtiss moved that Section 1, paragraph 1.1 of the Marshall M. Fredericks Sculpture Gallery Board Bylaws be amended to read: "The Gallery Board will be responsible, with the approval of the President of the University and in accord with university policy and procedure, to recommend a qualified professional person with museum experience as curator of the Gallery, who will supervise the day to day operations of the Gallery and advise the Gallery Board regarding all aspects of the Gallery function." He also moved that the second sentence of Section 5 be amended to read, "These bylaws may be amended, thereafter, by the Board of Control or by a majority vote of the members of the Gallery Board..." instead of "These bylaws may be amended, thereafter, by a majority vote of the Gallery Board..." Mr. Braun supported the amendment.

The motion to amend the bylaws was APPROVED unanimously.

The bylaws as amended were APPROVED unanimously.

10) Resolution approving Oscoda/Wurtsmith Center undergraduate resident tuition modifications

RES-808 It was moved and supported that the following resolution be adopted.

WHEREAS, On September 22, 1988, the Michigan undergraduate tuition rate was established at \$60.20, an increase of 9.9 percent over the 1987-88 rate, beginning with the fall semester of 1988, and

WHEREAS, There is a separate undergraduate tuition rate for the Oscoda/Wurtsmith program, and

WHEREAS, It is the intent that all undergraduate resident tuition rates increase 9.9 percent for the 1988 fall semester,

NOW, THEREFORE, BE IT RESOLVED, That the Oscoda/Wurtsmith Center undergraduate resident tuition rate be established at \$82.40 per credit hour, superceding a higher rate adopted by the SVSU Board of Control on July 11, 1988.

President Ryder stated that the resolution was self-explanatory.

The motion was **APPROVED** unanimously.

11) Resolution to receive the annual financial audit by Ernst & Whinney, CPA's

RES-809 Mr. Klykylo moved that the following resolution be adopted. Mrs. Woods seconded the motion.

WHEREAS, The financial statements for the 1987-88 fiscal year as audited by Ernst & Whinney Certified Public Accountants are completed;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control receive the audit as submitted.

Mr. Braun stated that "It is incumbent on the Board to review and accept the document at a later meeting." President Ryder replied that the item will be on the agenda of the next regular meeting, which will be held in December. In response to a question by Mr. Braun, Mr. Woodcock stated that he expects to begin the internal audit process by January 1, 1989.

The motion was **APPROVED** unanimously.

12) Resolution of Commendation for Ms. Andrea Willis

RES-810 It was moved and supported that the following resolution be adopted.

WHEREAS, Ms. Andrea Willis received a graduate degree in 1977 from Saginaw Valley State University through its Macomb program; and

WHEREAS, Ms. Willis presently serves as a teacher at Holden Elementary School in Warren, Michigan; and

WHEREAS, Ms. Willis was recently recognized as Michigan Teacher of the Year;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control at Saginaw Valley State University offers its highest commendation to Ms. Willis for her professional dedication, commitment, and achievement in the field of education; and for the honor that her recognition brings to the University;

BE IT FURTHER RESOLVED, That a copy of this resolution be forwarded to Ms. Willis as an expression of the Board's gratitude.

The motion was APPROVED unanimously.

President Ryder introduced Dr. David Nelson, Dean of the School of Education. Dr. Nelson stated that Ms. Willis, who holds an MAT degree from SVSU, which she earned through the Macomb program, has received the very prestigious Michigan Teacher of the Year Award. President Ryder presented the framed resolution to Ms. Willis, who told the Board that her SVSU professors had made a valuable contribution to her professional development. "They were caring people who impressed upon me the importance of caring about students as individuals," she said.

V. INFORMATION AND DISCUSSION ITEMS

13) Institutional Goals for the next four fiscal years

The Board received an update on progress and problems in achieving the eight institutional goals approved by the Board in

May. (See Appendix 5: Goals) The report covered objectives for 1988-89 directed toward reaching goals established for 1991-92.

Those goals are to:

- 1) Achieve an appropriate enrollment/resource balance which permits student body growth only within the limits of available resources.
- 2) Identify, recruit and enroll more minority students.
- 3) Enhance the University's academic reputation.
- 4) Increase direct assistance to K-12 school districts.
- 5) Internationalize SVSU's curricula.
- 6) Enhance SVSU's economic development and applied research activities.
- 7) Promote wellness.
- 8) Require and assist students to learn more.

President Ryder noted that many of the objectives to achieve these goals carry a cost, and that it may not be possible to progress as rapidly as hoped in view of limited resources. Some objectives, such as the opening of new reading, writing and math labs in Wickes Hall and limiting enrollment growth, already have been implemented.

President Ryder asked Dr. Ann K. Dickey, Director of Institutional Research and Planning, to comment. Dr. Dickey stated that since both she and President Ryder would be retiring in a relatively short period of time, their objective was to "hold the rudder steady." She then described a popular approach to university planning, the SWOT analysis (strengths, weaknesses, opportunities and threats) and asked whether the Board had any reservations or comments regarding using that approach to preparing plans in 1988-89 for the benefit of the Board and the new president. When there were no comments from the Board, Dr. Dickey

said she would assume that silence meant consent.

14) Personnel Report

The Board received the Personnel Report. (See Appendix 6: Personnel) President Ryder noted that no new positions were included in the report; all of those listed were personnel who were taking on additional responsibilities.

15) Report on SVSU Macomb Graduate Program

Dr. David Nelson presented a brief report on the history and current status of the Macomb program. He noted that SVSU has offered classes in Macomb since 1974. Between 60 and 65 percent of the total enrollment in SVSU's graduate education courses is through the Macomb program. Sixteen courses are offered; 360 students are currently enrolled. (Mr. Braun left the meeting at this time.)

President Ryder asked Dr. Lutz to comment. Dr. Lutz noted how critical the Macomb program was to hundreds of people in the surrounding communities and added that he hoped that the financial difficulties being encountered by the University would not affect the program.

VI. OTHER ITEMS FOR CONSIDERATION

Dr. John Fallon, Assistant to the President/Secretary to the Board of Control, gave those present directions to the Alumni reception which was being held immediately following the Board meeting.

BOARD OF CONTROL
Regular Meeting

October 10, 1988

1988-187


VII. ADJOURNMENT

Chairperson Saltzman adjourned the meeting at 4:20 p.m.

Respectfully Submitted:

Florence F. Saltzman
Chairperson

Hugo E. Braun
Secretary


Jo Stanley
Recording Secretary

NOTE: These minutes were culled entirely from notes, as the tapes recorded during the meeting were inoperable.

RESOLUTION OF THE BOARD OF CONTROL
OF
SAGINAW VALLEY STATE UNIVERSITY
AUTHORIZING THE BORROWING OF FUNDS
TO MEET TEMPORARY CASH FLOW DEFICITS

WHEREAS, The Board of Control of Saginaw Valley State University (the "Board"), in the exercise of its constitutional duties has determined that it is necessary and expedient to provide for the borrowing of monies in amounts not to exceed \$2,000,000.00 at any time outstanding on terms set forth herein and in the Agreement (hereinafter defined) for the purpose of providing necessary funds to meet temporary cash flow deficits, and

WHEREAS, There has been submitted for consideration of this Board a proposed Loan Agreement whereby the sum of up to \$2,000,000.00 may be borrowed from Michigan National Bank, a national banking association (the "Bank") on a "line-of-credit" basis;

NOW, THEREFORE, BE IT RESOLVED, That the Board may borrow for such purposes the sum of not to exceed \$2,000,000.00 from the Bank upon the terms and conditions more fully set forth in the Loan Agreement (herein referred to as the "Agreement"), and in evidence thereof issue and deliver its note therefore as described in the Agreement (the "Note"). Advances under the Agreement shall be made at the request of the Board's authorized agents, and shall be repayable at any time by the Board, but not later than October 31, 1989. Interest shall accrue on the sums outstanding, computed on a 360 day year at the interest rate equal to 80% of the Citibank N.A. Base Rate, as defined in the Agreement, (subject to increase in case of adverse federal tax treatment of the interest on the Note) and shall be payable monthly, all as provided in the Agreement. Principal and interest due under the Agreement and Note are payable from and secured by a first lien on the general tuition and matriculation fees established from time to time by the University and collected from the students attending the University ("Student Fees"). The first lien on the Student Fees established by this Resolution and the Agreement shall be on a parity basis with the first lien thereon established as security for certain outstanding debt of the Board.

BE IT FURTHER RESOLVED, That the President of Saginaw Valley State University, or the Vice President for Administration and Business Affairs of Saginaw Valley State University be and each of them are hereby authorized, empowered, and directed in the name of the Board and as its corporate act and deed to execute and enter into the Agreement and a Note in the amount of \$2,000,000.00 to the Bank substantially in the form as that

submitted herewith and to cause to be impressed thereon the seal of the Board and to request the Bank to make advances under the Agreement and Note in amounts not to exceed at any time outstanding \$2,000,000.00, and to execute and deliver any documents or certificates in connection therewith, and

BE IT FURTHER RESOLVED, That the said officers be and each of them are hereby authorized, empowered, and directed for and in the name of the Board and as its corporate act and deed to make, consent to, and agree to any changes in the terms and conditions of said Agreement and said Note which they deem necessary, expedient, and proper prior to or at the time of execution of the said Agreement and Note, but no such amendment shall change the provisions therein for the maximum amount to be borrowed, the interest rate to be paid thereon, the payments required to be made, or the security pledged; provided, however, nothing herein contained shall be construed as limiting the right of said officers to alter or change the date of issue of said Note, or the date of payment of interest, and

BE IT FURTHER RESOLVED, That the said officers, in the execution of said Agreement and Note, shall not pledge the credit of or create any liability on the part of the State of Michigan, the Board, or any member or officer of the Board, or any of their successors, other than to pledge the Student Fees as herein provided; and said Agreement and Note are not intended and shall not create any indebtedness of the State of Michigan or the Board within the meaning of any State constitutional debt limitation or restriction, and

BE IT FURTHER RESOLVED, That all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

SAGINAW VALLEY STATE UNIVERSITY
Proposed General Fund Budget Revision
Fiscal Year 1988-89
October 10, 1988

Recommended Changes to Budget Adopted by Board of Control, 8/8/88

1. Unspecified expenditure savings incorporated in 8/8/88 approved budget	\$(350,000)
2. Revenue reduction - tuition rollback	(282,000)
3. Adjustment to tuition revenue - change in composite rate	110,000
4. Revise miscellaneous income forecast	33,000
5. Increase in fund balance per audit	8,000
6. Payroll accrual adjustment, 1988-89 charge	(113,000)
7. Reduction in planned 'supplies, materials and services' budgets	161,000
8. Reduction in planned Library acquisitions	78,000
9. Physical Plant savings	50,000
10. Increase Auxiliary Services indirect cost recovery	<u>35,000</u>
Base Budget Imbalance	(270,000)

Budgetary Impact of One-time Events

11. Presidential search	(40,000)	
12. Payroll accrual adjustment	(200,000)	
13. Defer replacing Alumni Affairs coordinator	<u>28,000</u>	
		<u>(212,000)</u>
Deficit for 1988-89		<u>\$(482,000)</u>

MEMORANDUM

TO: Members of the Board of Control

FROM: Jack M. Ryder, President *Jack M. Ryder*

DATE: October 7, 1988

RE: APPROVAL OF MY SERVICE ON THE BOARD OF DIRECTORS OF THE WOLOHAN LUMBER COMPANY

Attached is a copy of a letter from Jim Wolohan, President and Chief Executive Officer of The Wolohan Lumber Company, inviting me to serve on its Board of Directors. In accord with my agreement with the Board of Control dated June 9, 1986 under provision 7, miscellaneous item (c) (i) (ii) (iii), I am requesting the Board of Control approval to accept the invitation.

Provision 7 (c) (i) (ii) (iii) reads as follows:

(c) The President is encouraged to take part in local, state and national activities and organizations to the extent that same relate to the performance of his duties hereunder, so long as participation in such activities and organizations does not negatively affect the performance of his duties hereunder; provided, however that the initial and ongoing consent of the Board must be obtained for the President to engage in any activity or organization which:

- (i) provides for compensation for the President, or
- (ii) involves any possible conflict of interest between such activity or organization and the college, or
- (iii) would require him to be away from the campus for a substantial amount of time.

Compensation in the amount of \$2500 per quarter is provided for service on the Wolohan Lumber Company Board of Directors. I see no conflict of interest and the amount of time involved is approximately 1 1/2 days per quarter.

I believe I could make a contribution to the Wolohan Lumber Company, as a member of its Board of Directors. But, perhaps more than that, I believe the experience would be beneficial to me in my function as President of the University and beyond as a member of the faculty.

JMR:jlh

ADOPTED: 10-10-88

SAGINAW VALLEY STATE UNIVERSITY
MARSHALL M. FREDERICKS SCULPTURE GALLERY BOARD
B Y L A W S

SECTION 1. GALLERY BOARD

1.1 PURPOSE. The purpose of the Marshall M. Fredericks Gallery Board is to oversee the operation of the Gallery, subject to final approval of the President of Saginaw Valley State University and of the Board of Control. The Gallery Board will be responsible, with the approval of the President of the University and in accord with university policy and procedure, to recommend a qualified professional person with museum experience as curator of the Gallery, who will supervise the day to day operations of the Gallery and advise the Gallery Board regarding all aspects of the Gallery function.

1.2 NUMBER. The Gallery Board shall consist of seven members appointed by the Saginaw Valley State University Board of Control including Marshall M. Fredericks and Rosalind Fredericks who will have life tenure on the Board. When Marshall M. Fredericks or Rosalind Fredericks or both of them leave the Gallery Board because of death, illness or their own personal decision to resign, they each will be replaced on the Gallery Board by a member of the Marshall M. Fredericks family (which includes children and grandchildren of Marshall M. Fredericks and Rosalind Fredericks). All subsequent Gallery Boards will have two members of the Marshall M. Fredericks family as long as there is family issue interested and able to serve. Former members of the Board who have served at least three years will be eligible for the distinction of honorary member with the approval of the Gallery Board and the President of the University. Honorary members will be without vote but shall be entitled to receive the agenda and minutes and attend the meetings. Expansion or contraction of the active membership of the Gallery Board may be recommended by the Gallery Board to the SVSU Board of Control.

1.3 TERM OF OFFICE. The members of the Gallery Board shall serve for three-year terms with the exception of Marshall M. Fredericks and Rosalind Fredericks or by any members of their family serving as their replacements each of whom will be eligible to serve for life. The terms of members with specific terms shall expire at midnight on June 30th of the year in which their term expires or when their successor is duly elected.

1.4 APPOINTMENT. The members of the Gallery Board shall nominate new members and appointments shall be made by the President of Saginaw Valley State University with the approval of the SVSU Board of Control. Whenever a vacancy shall occur in the membership of the Gallery Board, the new appointee shall hold office for the unexpired portion of the term for which he or she is appointed.

1.5 ANNUAL ORGANIZATIONAL MEETING. The Annual Organizational Meeting of the Gallery Board shall be held on or after the 30th day of April and before the 31st day of May in each year commencing in 1989, the same to be at the call of the Chairman of the Gallery Board if he or she is still a member of the Board; otherwise by the Vice Chairman of the Gallery Board or the President of Saginaw Valley State University, in succession, for the purpose of electing officers of the Board.

1.6 REGULAR MEETINGS. The Gallery Board shall meet at least three times annually and shall designate by resolution the day and hour of regular meetings.

1.7 SPECIAL MEETINGS. Special meetings of the Gallery Board shall be called by the Chairman of the Board, by any three members of the Board, or by the President of Saginaw Valley State University. Such request shall be in writing specifying the time, date, and purpose of the meeting.

1.8 NOTICE. No notice of regular meetings of the Gallery Board shall be required unless an appointment is to be made to fill a vacancy in an office of the Board. Notice of the time, place and purpose of each special meeting or of a regular meeting held for purposes as aforesaid shall be mailed to each member at least forty-eight (48) hours before the meeting. Notwithstanding the foregoing requirements, any meeting of the Board for which all members shall have waived in writing the requirements of notice for the holding of such meeting, and which a quorum of the Gallery Board is present, shall be a bona fide meeting.

1.9 PLACE OF MEETINGS. Unless otherwise designated by resolution of the Gallery Board, all meetings of the Board shall be held in the Tri-county area consisting of Saginaw, Bay and Midland counties. By resolution of the Gallery Board duly adopted at a prior meeting, any given meeting may be held at such appropriate place within the State of Michigan as the Gallery Board may designate. Notice of such resolution and the contents thereof shall be mailed or delivered promptly after its adoption to each member who was absent at the time of its adoption.

1.10 QUORUM. A majority of the active members of the Board shall form a quorum for the transaction of business.

1.11 GENERAL FUNCTIONS OF THE GALLERY BOARD. The Gallery Board shall advise the President of the University on all policy and procedure with respect to the further development and operation of the Gallery and on the matters required to come before the SVSU Board of Control.

Specifically the Gallery Board shall:

- A. Advise the President of the University on the qualifications, experience, and required salary and benefits necessary for the employment of a curator for the Gallery.
- B. Serve as the Search and Screen Committee for the appointment of a qualified professional person with museum experience as Curator of the Gallery and recommend to the President of the University, for his approval, the best qualified candidate.
- C. Advise the President of the University, with input from the Gallery Curator, on the budgetary requirements of operating the Gallery, including appropriate documentation.
- D. Monitor the operation of the Gallery within the budgetary parameters approved by the President of the University.
- E. Advise the President of the University on all proposed new acquisitions or acceptance of contributed or loaned pieces for his approval unless a prior budget is approved by the President for new acquisitions and acceptances with the parameters of decision making delineated.
- F. Recommend to the President of the University decision making policy and procedure which should remain within the purview of the Gallery Board. Such policies would include such things as frequency of cleaning, dusting, and repair of plasters, etc.
- G. Advise the President on all matters regarding the most appropriate utilization of the Gallery as a cultural attraction, an artistic achievement and as a resource for study by students and professionals in the arts.
- H. Advise the President and participate in activities involved in fundraising to help support the fiscal operation and maintenance of the Gallery.

- I. Advise the President of the University on any matter deemed appropriate by the President which relates to the development and operation of the Gallery.

SECTION 2. OFFICERS OF THE GALLERY BOARD

2.1 DESIGNATION. The officers of the Gallery Board shall be a Chairman of the Board, a Vice Chairman of the Board, and a Secretary of the Board. The President of the University shall appoint an administrative secretary from the University's administrative staff. The administrative secretary will serve the Gallery Board, shall keep the minutes of all meetings of the Board and shall attend to the giving of all notices as directed. He or she shall have charge of the minute books and such other books and papers as the Gallery Board may require. The books and papers shall at all times during the usual hours for business be open to the members of the Gallery Board. The administrative secretary shall perform all acts incident to the function of the role subject to the control of the Gallery Board. In the absence of the administrative secretary from any meeting of the Board, the Chairman or other officer presiding at the meeting shall appoint a temporary administrative secretary for such meeting.

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2.4 CHAIRMAN AND VICE CHAIRMAN. The Chairman shall preside at all meetings of the Gallery Board and the Vice Chairman and Secretary respectively shall preside in his absence.

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3.1 GENERAL. The Gallery Board shall have the power to appoint committees consisting of members, persons not members, or such combination thereof, as the Board shall determine is necessary for the purposes of studying, investigating, and giving advice to the Board upon any matter within the scope of the business and activities of the Board. Such committees may be temporary or standing as the Board may determine.

SECTION 4. ADMINISTRATION

4.1 GENERAL. All actions of the Gallery Board will be communicated to the President of the University and the SVSU Board of Control through copies of the minutes transmitted after every meeting.

SECTION 5. AMENDMENT

These bylaws shall become effective upon the approval of the SVSU Board of Control.

These bylaws may be amended, thereafter, by the Board of Control or by a majority vote of the members of the Gallery Board at any regular meeting or any special meeting called for such purpose, and with the approval of the President of the University and the SVSU Board of Control.

SECTION 6. INDEMNIFICATION

The Gallery Board is essentially advisory to the President and Board of Control of Saginaw Valley State University. Its functions are derived from the delegation of responsibilities from the President and Board of Control. Thus, the members of the Gallery Board are entitled to indemnification in accordance with the bylaws of the SVSU Board of Control.

/gallery.bylaws
October 19, 1988

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

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 (Zahn 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).

SEPTEMBER, 1988

ADMINISTRATIVE/PROFESSIONAL

TITLE CHANGES

Mr. Gary R. Apsey - In addition to his regular duties, Mr. Apsey is now serving as Interim Director of Scholarships & Financial Aid.

Ms. Norma G. Gase - In addition to her regular duties Ms. Gase has accepted the responsibility of acting Coordinator of Alumni Relations.

Dr. Thomas E. Kullgren - Dr. Kullgren is serving until April, 1989 as Interim Director of the Business & Industrial Development Institute in addition to his regular duties.

Dr. Crystal M. Lange - Dr. Lange has accepted the additional responsibility as Interim Dean of Continuing Education and International Programs during Dr. Hamiltons absence.

Mr. Joseph A. Vogl - Mr. Vogl has been appointed Director of Continuing Education and International Programs during Dr. Hamiltons absence.

/jas

AGENDA

SAGINAW VALLEY STATE UNIVERSITY

BOARD OF CONTROL

REGULAR MONTHLY MEETING

October 10, 1988

1:30 p.m.

Macomb Intermediate School District

44001 Garfield Road

Mt. Clemens, Michigan

I. CALL TO ORDER - Welcome

II. PROCEDURAL ITEMS

- A. Approval of minutes of
August 8, 1988 Regular Monthly Meeting
- B. Approval of minutes of
September 22, 1988 Special Meeting
- C. Communications and requests to appear before the Board
- D. Additions and Deletions to the Agenda

III. REMARKS BY THE PRESIDENT

IV. ACTION ITEMS

- 1) Resolution approving one-year sabbatical for Joy Hargrove
- 2) Resolution approving Line of Credit Renewal
- 3) Resolution recognizing Dr. Richard H. Gilmore
- 4) Resolution recognizing campus and community groups for 25 years of service to SVSU
- 5) Resolution Recognizing former Board Members
- 6) General Fund Operating Budget Revision for 1988-89
- 7) Motion authorizing Dr. Ryder to join the Board of Directors of Wolohan Lumber Company
- 8) Motion appointing James Ault and Richard Gilmore to Board of Fellows

- 9) Resolution of commendation for Ms. Andrea Willis
- 10) Motion approving Marshall M. Fredericks Sculpture Gallery Bylaws
- 11) Oscoda/Wurtsmith Center Undergraduate Resident Tuition Modification

(12) Report on SVSU Macomb Graduate Program
V. INFORMATION AND DISCUSSION ITEMS

- 12) Institutional Goals for next four fiscal years
- 13) Personnel Report
- 14) Report on SVSU Macomb Graduate Program

VI. OTHER ITEMS FOR CONSIDERATION

VII. ADJOURNMENT

Tour of Facilities

RESOLUTION: BOARD APPROVAL OF FACULTY
SABBATICAL LEAVE

WHEREAS, Saginaw Valley State University is committed to quality education and provides the faculty with opportunities to enhance and expand their professional knowledge and expertise, and

WHEREAS, The University administration supports faculty sabbatical leaves as an integral part of the SVSU Faculty Development Program,

NOW, THEREFORE, BE IT RESOLVED, THAT, Dr. Joy L. Hargrove be granted a sabbatical leave for the academic year of 1988-1989, or 1989-1990 at her election.

RESOLUTION RECOGNIZING DR. RICHARD H. GILMORE

WHEREAS, Dr. Richard H. Gilmore has skillfully and faithfully served Saginaw Valley State University as a member of its Board of Control for 17 years; and

WHEREAS, Dr. Gilmore served as Chairman of the Board of Control for two of those years; and

WHEREAS, Dr. Gilmore has served the University in many and varied significant ways beyond those commonly associated with membership on the Board of Control including, most notably, as a Foundation Board member, donor, and friend;

NOW, THEREFORE, BE IT RESOLVED that the Board of Control of Saginaw Valley State University gratefully acknowledges Dr. Gilmore's service and expresses its heartfelt appreciation; and

BE IT FURTHER RESOLVED, that this resolution be forwarded to Dr. Gilmore as a token of the Board's appreciation and thanks.

**RESOLUTION RECOGNIZING FORMER MEMBERS OF THE BOARD OF CONTROL AT
SAGINAW VALLEY STATE UNIVERSITY**

WHEREAS, service as a member of a policy-making board in higher education represents among the most important contributions to the continuing development of American society; and

WHEREAS, gubernatorial appointment of board members represents a significant measure of confidence in such individuals by the executive branch of state government; and

WHEREAS, the Board of Control at Saginaw Valley State University, by virtue of its legal mandate, has served to guide the development of the institution; and

WHEREAS, the present state of development of Saginaw Valley State University represents convincing evidence of the determination and effectiveness of former and present members of the Board of Control; and

WHEREAS, the volume and focus of Board of Control business often takes precedence over the recognition of former boards and board members;

NOW THEREFORE, BE IT RESOLVED, that the Board of Control at Saginaw Valley State University, acting during the institution's twenty-fifth year of service to the people of the Saginaw Valley and the State of Michigan, most gratefully recognizes the service of all former members of the Board of Control; and

BE IT FURTHER RESOLVED, that the Board of Control, and all other groups related to the University, remains indebted to former members of the board for their dedication, commitment and achievement toward development of one of the state's finest institutions of higher education; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to all former members of the Board of Control.

**RESOLUTION TO REVISE THE GENERAL FUND
OPERATING BUDGET FOR 1988-89**

WHEREAS, Events requiring modification of the General Fund Operating Budget for 1988-89 have occurred subsequent to the Board of Control approval of the budget on August 8, 1988, and

WHEREAS, The budget approved on August 8, 1988, included a \$350,000 imbalance, and

WHEREAS, Subsequent occurrences since August 8, 1988 include:

- 1) A rollback of Michigan resident undergraduate tuition and fees which reduced expected revenues by \$282,000, and
- 2) An additional expenditure of \$200,000 during 1988-89 for payroll liability accrual as recommended by Ernst & Whinney, CPAs,

NOW, THEREFORE, BE IT RESOLVED, That the modifications included on the attached page be incorporated into the institution's 1988-89 General Fund budget, which includes an anticipated deficit for 1988-89 of \$482,000, leaving a base budget imbalance of \$270,000 going into the 1989-90 fiscal year principally due to the events noted in paragraph three of this resolution, and

BE IT FURTHER RESOLVED, That the standard budget format document incorporating the changes be included in the official minutes of this meeting.

JAW/mjc

RES2-101088

SAGINAW VALLEY STATE UNIVERSITY
Proposed General Fund Budget Revision
Fiscal Year 1988-89
October 10, 1988

Recommended Changes to Budget Adopted by Board of Control, 8/8/88

1. Unspecified expenditure savings incorporated in 8/8/88 approved budget	\$(350,000)
2. Revenue reduction - tuition rollback	(282,000)
3. Adjustment to tuition revenue - change in composite rate	110,000
4. Revise miscellaneous income forecast	33,000
5. Reduced fund balance per audit	8,000
6. Payroll accrual adjustment, 1988-89 charge	(113,000)
7. Reduction in planned 'supplies, materials and services' budgets	161,000
8. Reduction in planned Library acquisitions	78,000
9. Physical Plant savings	50,000
10. Increase Auxiliary Services indirect cost recovery	<u>35,000</u>
Base Budget Imbalance	(270,000)

Budgetary Impact of One-time Events

11. Presidential search	\$ (40,000)
12. Payroll accrual adjustment	(200,000)
13. Defer replacing Alumni Affairs coordinator	<u>28,000</u>
	(212,000)
Deficit for 1988-89	<u><u>\$(482,000)</u></u>

JAW/mjc
Revised 10/6/88

(b-100788)

**RESOLUTION OF COMMENDATION FOR MS. ANDREA WILLIS, MICHIGAN
TEACHER OF THE YEAR**

WHEREAS, Ms. Andrea Willis received a graduate degree in 1977 from Saginaw Valley State University through its Macomb program; and

WHEREAS, Ms. Willis presently serves as a teacher at Holden Elementary School in Warren, Michigan; and

WHEREAS, Ms. Willis was recently recognized as Michigan Teacher of the year;

NOW THEREFORE, BE IT RESOLVED, that the Board of Control at Saginaw Valley State University offers its highest commendation to Ms. Willis for her professional dedication, commitment, and achievement in the field of education; and for the honor that her recognition brings to the University;

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to Ms. Willis as an expression of the Board's gratitude.

ADOPTED:

SAGINAW VALLEY STATE UNIVERSITY
MARSHALL M. FREDERICKS SCULPTURE GALLERY BOARD
B Y L A W S

SECTION 1. GALLERY BOARD

1.1 PURPOSE. The purpose of the Marshall M. Fredericks Gallery Board is to oversee the operation of the Gallery, subject to final approval of the President of Saginaw Valley State University and of the Board of Control. The Gallery Board will be responsible, with the approval of the President of the University and in accord with university policy and procedure, to hire a qualified professional person with museum experience as curator of the Gallery to supervise the day to day operations of the Gallery and to advise the said Gallery Board in regards to all aspects of the Gallery function.

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/gallery.bylaws
September 12, 1988

**OSCODA/WURTSMITH CENTER
UNDERGRADUATE RESIDENT TUITION MODIFICATIONS**

Whereas, On September 22, 1988, the Michigan undergraduate tuition rate was established at \$60.20, an increase of 9.9% over the 1987-88 rate, beginning with the fall semester of 1988, and

Whereas, There is a separate undergraduate tuition rate for the Oscoda/Wurtsmith program, and

Whereas, It is the intent that all undergraduate resident tuition rates increase 9.9% for the 1988 fall semester,

Now, Therefore, Be It Resolved, That the Oscoda/Wurtsmith Center undergraduate resident tuition rate be established at \$82.40 per credit hour, superceding a higher rate adopted by the SVSU Board of Control on July 11, 1988.

SEPTEMBER, 1988

ADMINISTRATIVE/PROFESSIONAL

TITLE CHANGES

Mr. Gary R. Apsey - In addition to his regular duties, Mr. Apsey is now serving as Interim Director of Scholarships & Financial Aid.

Ms. Norma G. Gase - In addition to her regular duties Ms. Gase has accepted the responsibility of acting Coordinator of Alumni Relations.

Dr. Thomas E. Kullgren - Dr. Kullgren is serving until April, 1989 as Interim Director of the Business & Industrial Development Institute in addition to his regular duties.

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