

SAGINAW VALLEY STATE UNIVERSITY

BOARD OF CONTROL

DECEMBER 10, 1990  
REGULAR MONTHLY MEETING  
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MINUTES  
BOARD OF CONTROL  
SAGINAW VALLEY STATE UNIVERSITY

Regular Meeting  
1:00 p.m.  
Board of Control Room - Wickes Hall  
December 11, 1990

Present: Curtiss  
Gilbertson  
Hornsby  
Revilla  
Saltzman  
Ward  
Woods

Absent: Clark  
Klykylo

Others

Present: D. Beardmore  
A. Beutler  
G. Carrington  
B. Clark  
G. Eastland  
M. El-Kasabi  
J. Fallon  
M. Frahm  
T. Ishihara  
G. Kantak  
T. Kullgren  
C. Lange  
J. Lyddon  
J. Mooningham  
J. Muladore  
F. Porterfield  
R. Ruffin  
J. Stanley  
R. Thompson  
A. Torrez  
J. Woodcock  
R. Yien  
Press (3)

I. CALL TO ORDER

Chairperson Woods called the meeting to order at 1:25 p.m. with Board members Curtiss, Hornsby, Revilla and Saltzman in attendance. She noted that a quorum was present.

II. Motion to Move to Executive Session to Discuss Personnel Matter

BM-794 Ms. Revilla moved that the Board move to Executive Session for the purpose of discussing a personnel matter. Mr. Hornsby seconded the motion.

The motion was APPROVED unanimously.

The Board moved to Executive Session at 1:26 p.m. and reconvened at 2:07 p.m.

III. PROCEDURAL ITEMS

A) Approval of Agenda and Additions and Deletions to Agenda

It was moved and supported that the agenda be approved as printed.

The agenda was approved as printed.

B) Approval of Minutes of November 12, 1990

It was moved and supported that the minutes of the November 12, 1990 regular monthly meeting be approved.

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

C) Recognition of the Official Representative of the Faculty Association

Chairperson Woods recognized Dr. Basil Clark, President of the Faculty Association, who told the Board that the Faculty Association is in the process of formulating a Budget

Committee to provide input into the University budget considerations. A full faculty meeting was held last week to act on proposals brought before the faculty by the Curriculum and Academic Policies Committee and Graduate Committee for ratification. Also last week, a small delegation from the Executive Committee went to Lansing to attend a higher education forum which was sponsored by the higher education unit of the Michigan Education Association.

D. Communications and Requests to Appear before the Board

There were none.

IV. ACTION ITEMS

1) Resolution to Approve December Graduates

RES-913 It was moved and supported that the following resolution be adopted:

WHEREAS, The first Winter Commencement of Saginaw Valley State University will be held on December 14th, 1990,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control approves the conferring of baccalaureate and master's degrees for the 1990-91 academic year as listed in the Commencement program for December 14th.

President Gilbertson stated that 308 students were eligible for graduation in December. Upon a request from a Board member, the administration will review the necessity and appropriateness of the process of the Board's passing a resolution conferring degrees.

The motion was APPROVED unanimously.

2) Resolution to Approve Faculty Sabbaticals for 1991-92

RES-914 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 maintain and enhance 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 the following faculty members be granted sabbatical leaves as specified below for the academic year of 1991-1992.

(See Appendix One: Sabbaticals)

President Gilbertson stated that the proposals being presented to the Board had been scrutinized by the Professional Practices Committee and reviewed by himself, the Academic Deans, and Dr. Robert S.P. Yien, Vice President for Academic Affairs. Dr. Yien told the Board that faculty members were eligible for sabbatical after having served six consecutive years at SVSU. Faculty can choose a full-year, half-year or three-summers leave.

The motion was APPROVED unanimously.

3) Resolutions to Approve Administrative Staff Compensation

RES-915 It was moved and supported that the following resolution be adopted:

WHEREAS, The Board of Control retains unto itself the authority to establish compensation levels for the University's Vice Presidents; and

WHEREAS, The Board has received and accepted a favorable performance evaluation from the President for Jerry A. Woodcock, Vice President for Administration and Business Affairs, Robert S.P. Yien, Vice President for Academic Affairs, and John A. Fallon, III, Vice President for Public Affairs; and

WHEREAS, In order to establish such compensation levels, to be effective on January 1, 1991, action is required at this meeting;

NOW, THEREFORE, BE IT RESOLVED, That each of the Vice Presidents receive a salary increase of 4% during 1991.

BE IT FURTHER RESOLVED, That the Board expresses its appreciation to the Vice Presidents for their able and dedicated service.

President Gilbertson stated that he had reviewed the performance of each of the Vice Presidents with them and with the Board. He commended Mr. Woodcock, Dr. Yien and Dr. Fallon on their competence and commitment to the University, and added that he wished their salary increases could be larger.

The motion was APPROVED unanimously.

RES-916 Resolution to Approve President's Compensation

It was moved and supported that the following resolution be adopted:

WHEREAS, The Board of Control retains unto itself the authority to establish compensation levels for the University's President; and

WHEREAS, The Board has favorably evaluated the performance of the President; and

WHEREAS, To ensure that the President receive his compensation increase effective January 1, 1991, along with the other Administrative/Professional Staff, this action is required at this meeting,

NOW, THEREFORE, BE IT RESOLVED, That the President receive a salary increase of 4% during 1991.

BE IT FURTHER RESOLVED, That the Board expresses its appreciation to the President for his able and dedicated service.

Chairperson Woods reminded the Board that Dr. Gilbertson had begun his Presidency at SVSU during the month of August. This resolution would put the President on the same calendar year as the rest of the Administrative/Professional staff. She noted that the Board was very pleased with Dr. Gilbertson's performance at the University and looked forward to his continued great success at Saginaw Valley.

The motion was APPROVED unanimously.

4) Resolution to Reappoint Auditors for Fiscal Year 1990-91

RES-917 It was moved and supported that the following resolution be adopted:

WHEREAS, It is a good management practice to have conducted an annual independent financial audit, and

WHEREAS, The Finance and Audit Committee is recommending the reappointment of Ernst & Young for the 1990-91 fiscal year,

NOW, THEREFORE, BE IT RESOLVED, That the CPA firm of Ernst & Young be reappointed to conduct the financial audit for the 1990-91 fiscal year.

Mr. Jerry A. Woodcock, Vice President for Administration and Business Affairs, stated that the University had gone through a process of reviewing auditors three years ago. The firm of Ernst & Whinney (now Ernst & Young) was selected and has conducted the financial audit at SVSU for the past three years. The University has been very pleased with their services.

The motion was APPROVED unanimously.

5) Resolution to Reconcile the 1989-90 General Fund Budget and Actual Revenue and Expenditure Patterns

RES-918 It was moved and supported that the following resolution be adopted:

WHEREAS, The audited financial statements for the 1989-90 fiscal year are completed, and

WHEREAS, The variances in actual revenue and spending patterns have been reviewed with the Finance and Audit Committee in accordance with Resolution 535 approved March 8, 1982, as attached,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control receive this report and approve variances in revenue and spending patterns from the fiscal year 1989-90 General Fund Operating Budget. (See Appendix Two: Budget)

Mr. Woodcock told the Board that this process has been followed at SVSU since the early 1980's as recommended by the State Auditors. It is basically a reconciliation between

actual expenditure patterns as compared to the budget for the year as amended. The purpose is to make the Board aware of the variances between the budget and the actual expenditures. The material has been reviewed in some detail by the Finance and Audit Committee. President Gilbertson added that the effect of this process is to close out the past fiscal year.

The motion was APPROVED unanimously.

6) Resolution to Appoint Secretary to the Board of Control

RES-919 It was moved and supported that the following resolution be adopted:

WHEREAS, The Secretary to the Board of Control is charged with performing those assignments listed in Article 3.0-6 of the Board of Control Operations Manual, and with assisting the President regarding Board functions, and

WHEREAS, Richard E. Payne has served as Executive Assistant to the President for the past eleven months,

NOW, THEREFORE, BE IT RESOLVED, That Richard E. Payne be appointed Secretary to the Board of Control, effective December 11, 1990.

President Gilbertson told the Board that Dr. John Fallon had originally been hired as Assistant to the President/Secretary to the Board of Control. When Dr. Fallon was promoted to Vice President for Public Affairs, he was told that the responsibilities of Secretary to the Board would be removed from his position at sometime in the future. Dr. Gilbertson recommended that Mr. Richard E. Payne, who has been serving as Executive Assistant to the President for the past eleven months, be named Secretary to the Board of Control, effective December 11, 1990.

Chairperson Woods stated that the Board had been very pleased with Dr. Fallon's



work as Secretary to the Board. She added that she had every confidence that Mr. Payne would also do an excellent job, and that she welcomed him as Secretary to the Board.

The motion was APPROVED unanimously.

V. INFORMATION AND DISCUSSION ITEMS

7) Staff Member of the Month

Mr. Richard P. Thompson, Dean of Student Affairs, introduced Ms. Angie Torrez, Director of Academic Support Services, who had been selected as Staff Member of the Month for December. Among many other accomplishments over the past 17 years of her employment at SVSU, Ms. Torrez has worked with other campus units to develop the first annual Summer Challenge Program for under-prepared high school graduates applying to SVSU. "The success of the students in the program and her pride in their accomplishments made her almost a second mother to those kids," stated Mr. Thompson. Ms Torrez' office also handles the Learning Assistance Center and the Basic Skills testing program. She has served on numerous committees and has worked with several other offices to develop and coordinate new programs.

8) Personnel Report

The Board received the Personnel Report. (See Appendix Three: Personnel)

9) Board of Control Retreat

Chairperson Woods stated that the Board of Control Retreat will be held on January 18th and 19th, at a location yet to be determined. The Lansing area is being considered.

10) Report on the College of Science, Engineering and Technology

Dr. Thomas Kullgren, Dean of the College of Science, Engineering and Technology, updated the Board on the involvement of women and minorities in mathematics, the sciences and engineering nationally. He noted that these groups have been under-represented in these academic and career areas and outlined programs at SVSU directed at encouraging their participation. The Mid-Michigan Minority Pre-Engineering Program (M<sup>3</sup>PEP), consisting of three Intermediate School Districts, Delta College, SVSU, Central Michigan University and Michigan Technological University, is one of these programs. Thanks to a grant of \$150,000 from the Midland-based Strosacker Foundation, the M<sup>3</sup>PEP program will be expanded from a six-week summer program to a year-round effort involving University faculty and students with high school and junior high teachers and selected students in grades 7 through 12. Last year SVSU joined with the University of Michigan, Wayne State and Michigan Tech to form the NASA Michigan College Space Grant Program. NASA also has provided SVSU with \$6,250 to be allocated as fellowships for students at the bachelors level. Those students can then be pipelined into U/M and Wayne State for graduate degrees.

Dr. Kullgren also reported on Project SOLVE and the Regional Math/Science Center. Consumers Power Company recently donated a van for use by the Labs on Wheels program the Center operates.

Dr. Terry Ishihara, Professor of Mechanical Engineering and Technology, and Dr.

Mohamed El-Kasabi, Associate Professor of Electrical Engineering and Technology, updated the Board on the status of the Accreditation Board of Engineering and Technology (ABET) accreditation effort. Dr. Ishihara stated that the purpose of ABET is to carry out the accreditation process, to assist academic institutions in planning engineering programs, to promote professional development in engineering, and to provide technical assistance to agencies that are involved with regulatory responsibilities in engineering. The objectives of ABET are: 1) to identify engineering programs that meet minimum suitable guidelines; 2) to provide guidance for the improvement of engineering programs. ABET is recognized by the United States Department of Education, the Council on Post Secondary Accreditation, the Civil Service, major industrial firms and foreign nations. Foreign nations do not support students who attend universities that are not ABET accredited. Civil Service jobs are not open to graduates from non-accredited programs.

Dr. El-Kasabi told the Board that the ABET site team visited the SVSU campus earlier this fall to review programs and gave a very positive exit interview, including the following comments:

- 1) The program meets the minimum requirements and in some respects exceeds them. The students are getting a quality education and the University is to be complimented on its excellent engineering program.
- 2) The faculty is dedicated, hardworking, and provides an excellent education to the students as seen from the quality of homework assignments and project reports.
- 3) The team was impressed by the innovative approach the faculty adopted in dealing with the tough issues related to supplying both the accreditation and the University's requirements in the

- area of General Education.
- 4) The team chairman made the remark that the program meets the minimum criteria, which may be interpreted as a passing grade.
  - 5) The team also gave some constructive advice, which is being considered by the faculty.

Dr. El-Kasabi added that the team's final report and recommendation is expected in July.

Dr. Ishihara reported on the American Society for Engineering Education Conference which will be held in April on the SVSU campus.

(Board member Ward joined the meeting at this time.)

Dr. Gail Kantak, Associate Professor of Biology, reported on her efforts as director/coordinator of the Saginaw Bay Research Institute. This project is funded through the Michigan Sea Grant program, which is designed to promote understanding of the Great Lakes and the wise use of their resources. Dr. Kantak is investigating the possibility of affiliation with the Michigan Center for Environmental Excellence, which would be located in the Saginaw Bay Area. Besides conducting research, the Center would encourage education, demonstration clean-up projects, economic development, and support services, as well as other projects.

Dr. Kantak also reported on the fund-raising and research projects being conducted by the Saginaw Bay Research Institute.

Dr. Kullgren told the Board that Dr. George Eastland, Professor of Chemistry, recently received a patent (#7,386,342) for a process to recover chromium from industrial

waste streams and recycle it for further use. Dr. Eastland stated that the process also can be applied to other heavy metals used by industry. A local electroplating firm is utilizing the patented technology. This project is also environmentally related. Dr. Eastland noted that he would love to see SVSU become a focal point for these kinds of activities, some of which are already taking place here.

Dr. John Mooningham, Associate Professor of Mathematical Sciences and Chair of the Math Department, reported on activities in his department, including the recent Project VIM grant. He noted that enrollments in math classes are up, partially because of new General Education and Basic Skills requirements.

Chairperson Woods thanked Dean Kullgren and the members of the faculty for their reports. President Gilbertson stated that the College of Science, Engineering and Technology is very aggressively pursuing opportunities and is involved in many exciting projects. He added, "I don't know what the results of the ABET visit will be, but I can tell you that I have never sat through a more positive exit interview with any group of accreditors in all my experience in academic administration. They came here skeptical....and went away believers. The results of that visit were very, very positive....The VIM project is a new and very important initiative for the Math Department....The Strosacker Foundation grant indicates the importance of the M<sup>3</sup>PEP Program....This College is an important unit of the University, and it contains some of our most outstanding teachers....in many ways, they're too self-critical. They don't realize how much good work they're doing."

VI. REMARKS BY THE PRESIDENT

President Gilbertson noted that it was the end of the semester, and the University is due for a break. Enrollment for spring looks strong; it is up about 7 percent over last year. It will again be difficult to manage the increasing enrollments with the resources available.

Winter Commencement will be held December 14th. Approximately 130 graduates will attend the ceremony with their family and friends.

VII. OTHER ITEMS FOR CONSIDERATION

Board member Saltzman introduced Mrs. Dorothy Beardmore, Secretary of the State Board of Education, who was her guest on campus for the day.

VIII. ADJOURNMENT

Chairperson Woods adjourned the meeting at 3:22 p.m.

Respectfully Submitted:

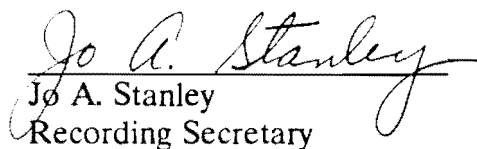
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Joyce K. Woods  
Chairperson

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Terry Clark  
Secretary

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Jo A. Stanley  
Recording Secretary

Board Approval of 1991 - 1992  
Faculty Sabbatical Leaves

Dr. David Dalgarn	Biology	Summer, 1991, 1992, 1993
Dr. William Elliott	Law/Finance	Fall, 1991
Dr. John Jezierski	History	Winter, 1992
Dr. Mahendra Kanthi	Economics	Fall, 1991
Dr. Enayat Mahajerin	Mech. Engr.	Fall, 1991
Dr. Arnold Melnick	Accounting	Fall, 1991
Dr. Albert Menard	Physics	Full Year, 1991-1992
Dr. Eric Nisula	Music	Summer, 1991 1992, 1993
Dr. Eric Petersen	History	Summer, 1991 1992, 1993
Dr. David Rayfield	Philosophy	Winter, 1992
Dr. Sam Sarkar	Economics	Winter, 1992
Dr. Donald Wiseman	Accounting	Full Year, 1991-1992

SAGINAW VALLEY STATE UNIVERSITY  
GENERAL FUND BUDGET SUMMARY  
FISCAL YEAR 1989-90

Appendix Two: Budget

	BOARD APPROVED BUDGET		ACTUAL REVENUES AND EXPENDITURES JUNE 30, 1990		BUDGET VARIANCE
REVENUES					
State Appropriation		\$15,473,215		\$15,475,215	\$2,000
Tuition & Fees					
Tuition	\$8,151,000		\$8,242,457		
Fees	364,000	8,515,000	382,881	8,625,338	110,338
Other Revenues					
Indirect Cost Recoveries	150,000		198,737		
Investment Income	85,000		85,031		
Departmental / Other	380,000	615,000	418,161	701,929	86,929
TOTAL REVENUES		24,603,215		24,802,482	199,267
EXPENDITURE ALLOCATIONS					
Compensation	18,988,303				
Less: Unfilled Position Savings	(503,886)	18,484,417		18,210,850	(273,567)
Supplies, Materials, & Services		5,648,298		5,993,505	345,207
Capital Expenditures		470,500		388,384	(82,116)
TOTAL EXPENDITURE ALLOCATIONS		24,603,215		24,592,739	(10,476)
Revenue over (under) Expenditure Allocations		0		209,743	\$209,743
FUND BALANCE, Beginning of year		86,998		86,998	
FUND BALANCE, End of year		86,998		296,741	
Less: Amount Obligated by Prior Year					
Contractual Commitments		(100,426)		(146,640)	
BALANCE (Deficit)		(\$13,428)		\$150,101	



SVSC BOARD OF CONTROL  
Regular Monthly Meeting

March 8, 1982

1982- 40

RES-535 It was moved and supported that the attached resolution be adopted.

Chairman Kendall asked if there were any discussion.

Dr. Ryder asked Mr. Woodcock to comment.

Mr. Woodcock, referring to the proposed resolution, indicated that the background leading up to this particular resolution was contained therein. He reviewed it in detail, reiterated that the Board of Control Resolution 440 of October 31, 1979 had been complied with, and this resolution today made the change recommended by the Auditor General which was agreed to by Saginaw Valley State College administration.

In another proposed resolution today, Mr. Woodcock said, the administration would be bringing forth in format what the difference in the actual spending patterns were from what the original budget for the year 1980-81 was.

Mr. Curtiss stated that the Auditor General had an excellent point...the Board should be asked to vote on the material differences in spending. He added that he would like to see this resolution, if adopted, included in the Board Policy Manual, because it really didn't address the budgetary process very much.

Chairman Kendall asked if there were any further discussion. Hearing none, he called for a vote.

Motion unanimously carried to adopt RES-535 with respect to budgetary control procedures.

7. Recommendation for Approval of Resolution Ratifying Variances between the 1980-81 General Fund Expenditures and the Initial Operating Budget

Dr. Ryder called attention to the misspelling of the word "variances" on the Agenda...it was spelled correctly on the proposed resolution, but he had incorrectly spelled it in the preparation of the Agenda.

ATTACHMENT  
RES-535

AGENDA ITEM NO. 6

RESOLUTION: BUDGETARY CONTROL PROCEDURES

WHEREAS, General Fund Budgetary allocations are established for the categories Personal Services; Supplies, Materials and Contracted Services; and Capital Expenditures, and

WHEREAS, Certain deviations from the initial spending plan occurred during the year, and

WHEREAS, Board of Control Resolution 440 of October 31, 1979 established the process for review of spending differences between budgetary areas as follows, "That any material differences in spending patterns between the budgetary areas set forth above are to be reviewed with the Business, Finance and Investment Committee, or its successor. In addition, the annual financial statements should report expenditures according to these budgetary areas.", and

WHEREAS, The Auditor General's Audit Report of the State of Michigan for the period ending July 31, 1981 concluded that "Because the board of control approves the budget for the college, it should also formally approve any adjustments required because of material deviations from the budget", and recommended "that the Board of Control formally approve all material budgetary adjustments", and

WHEREAS, Saginaw Valley State College agreed to the recommendations;

NOW, THEREFORE, BE IT RESOLVED, That Resolution 440 of October 31, 1979 be replaced as follows: That the budget submitted to the Board of Control for adoption shall consist of three budgetary areas: Personal Services; Supplies, Materials and Contractual Services; and Capital Expenditures, and

BE IT FURTHER RESOLVED, That any material differences in spending patterns between the budgetary areas set forth above are to be reviewed with the Business, Finance and Investment Committee, or its successor, and annually submitted to the Board of Control for formal action. In addition, the annual financial statements should report expenditures according to these budgetary areas.

JAW:pkz  
2/11/82

## Current Positions Filled

December, 1990

### ADMINISTRATIVE/PROFESSIONAL

Mr. Fred H. Porterfield - Hired as Director of Public Information (new). Mr. Porterfield attended Delta College before leaving the area to attend Eastern Michigan University and later Michigan State University. Prior to joining SVSU Mr. Porterfield worked as an anchorman with the Flint-based television station WJRT-TV (Channel 12) and as an anchorman/reporter for WSGW-AM Radio in Saginaw.

Mrs. Cynthia L.B. Woiderski - Hired as Substance Abuse Prevention Specialist (replacement). Mrs. Woiderski received a B.S.W. in 1980 from Central Michigan University and was previously employed as the Executive Director of the Midland County Child Protection Council.