

SAGINAW VALLEY STATE UNIVERSITY

BOARD OF CONTROL

FEBRUARY 11, 1991
REGULAR MONTHLY MEETING
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MINUTES
BOARD OF CONTROL
SAGINAW VALLEY STATE UNIVERSITY

Regular Meeting
1:30 p.m.
Board of Control Room - Wickes Hall
February 11, 1991

Present: Clark
Curtiss
Edmunds
Gilbertson
Hornsby
Revilla
Ward
Woods

Absent: Klykylo

Others
Present: A. Ballantyne
A. Beutler
D. Bishop
R. Braddock
G. Carrington
B. Clark
A. Davis
S. Decker
J. Fallon
M. Frahm
M. Heinen
D. Hinderer
T. Kullgren
C. Lange
J. Lyddon
J. Muladore
H. Park
R. Payne
F. Porterfield
A. Reisinger
R. Ruffin
P. Saft

Others

Present

Continued: J. Stanley
M. Starrine
E. Stephens
W. Talley
R. Thompson
J. Woodcock
R. Yien
Press (1)
Students (1)

I. CALL TO ORDER

Chairperson Woods called the meeting to order at 1:32 p.m. She noted that a quorum was present.

II. 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 December 10, 1990 Regular Monthly Meeting

It was moved and supported that the minutes of the December 10, 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 is in the process of conducting annual elections to its standing committees; the Professional Practices Committee, the Curriculum and Academic Policies Committee, and the Professorial Merit Committee. Six faculty members serve on each of these committees. This year, with the new contract, members will serve for two-year terms of office, rather than single-year terms. The terms this year will be staggered; some of them will be for one year, some will be for two years. Henceforth all terms will run for two years.

Dr. Clark also stated that four representatives from the Faculty Association had recently attended the Higher Education Forum in Dearborn, where there was much discussion regarding the State fiscal situation. The Association has shared the information from this meeting with President Gilbertson.

Dr. Clark added, "Things otherwise are pretty much routine. The officers are involved with their counseling with interpretations of the contract and with preparations of bi-weekly meetings of the Executive Board."

D) Communications and Requests to Appear Before the Board.

There were no requests to appear before the Board.

Chairperson Woods stated that she had received a letter from Mr. Stuart Gross, which asked the Board to consider health coverage for SVSU retirees. She referred the letter to President Gilbertson to be appropriately designated to the administration for discussion before being considered by the Board.

She also referred a letter from Dr. Samuel Levine of SVSU's Chemistry Department to President Gilbertson for appropriate review.

Chairperson Woods then introduced and welcomed Ms. Nancy Edmunds, who was attending her first meeting as a member of SVSU's Board of Control. (See Appendix One: Edmunds)

III. ACTION ITEMS

1) Resolution to Accept Task Force Report

RES-920 It was moved and supported that the following resolution be adopted:

WHEREAS, The Report of the Planning Task Force contains findings and recommendations which could have important planning and policy implications for the future of Saginaw Valley State University,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control receive and accept the Report,

BE IT FURTHER RESOLVED, That the Board of Control of Saginaw Valley State University expresses its appreciation to the members of the Planning Task Force for their many hours of careful deliberation over the past ten months to produce the Report, which speaks to an exciting and challenging future for SVSU.

President Gilbertson introduced members of the Task Force and gave the Board a brief overview of the Report. He stated that the Report does not suggest any radical restructuring or redirection of the University. It concluded that SVSU was well conceived and well designed and is generally on the right track. He stated: "We're really talking about the maturation and continuing improvement of the institution. That will require some resources and energy and ideas. We hope that at least some of those ideas are contained in this Report, or at least that the ideas in the Report will spawn other, better ideas."

President Gilbertson continued, "The first chapter is relative to Undergraduate Education. I would like to describe a few of the key recommendations of that chapter. We did not attempt to get into the specifics of any of our individual degree programs here. Each of our degree programs is headed by the faculty and chairs and deans who serve in those programs, and really has its own improvement track to follow. Oftentimes these improvement tracks are promoted by professional accreditation. Oftentimes they're simply promoted by the individual motivation of the individuals in that program. We didn't seek to get into a review of any of the specific degree programs at the Baccalaureate or Masters level. Instead what we wanted to do here was to think about undergraduate education as

a whole -- to look at those things that were shared by all of our programs, or that ought to be shared by all of our students who proceed through them."

President Gilbertson stated that because language skills had been identified as being of primary importance, the Task Force recommended implementation of a Writing Assessment and Improvement Program, to be required of all students who have completed 60 or more credits. Another major recommendation dealt with the range of course work to be required of all of our undergraduates through the General Education program. The number of course options should be refined, and a capstone course should be developed to culminate the program. Other undergraduate education recommendations include a University-wide effort to continue improvement of teaching, measures to ensure that academic advising services are uniformly superior, and recommendations to add more faculty.

Dr. Basil Clark reported on Chapter Two: Cultural Diversity. He told the Board that program initiatives recommended by the Task Force seek improvement in the quality and vitality of campus life and increased efforts to incorporate cultural diversity. He stated that SVSU should create an image that is a welcoming one for minorities and those who help shape their decisions. The subcommittee stressed the importance of providing support for minority students, as well as maintaining high expectations for all students.

Dr. Drew Hinderer, Professor of Philosophy, reported on Chapter Three: Campus Environment and Culture/Student Life. He stated that his focus group had found a number of strengths as well as a number of serious weaknesses in SVSU's campus life. The campus's

physical environment is very effective and very accessible, especially with the progress recently made on business and auditorium facilities, the increasing use of the Ryder Center and improved signage on campus. He reported progress in providing activities that appeal to non-traditional and commuting students, but said more needs to be accomplished in offering events that balance entertainment with intellectually challenging and aesthetically appealing characteristics. He added: "The focus group also identified two other serious campus life problems. Campus life appears to lack any guiding orientation or coordination. The result is a glut of events on some occasions and a dearth on others, as well as a lack of thematic unity. Secondly, publicity off-campus, but especially on-campus remains a serious deficiency. Our recommendation generally is that Campus Activities and Information Services construe their roles in campus life very broadly, recognizing their responsibility to foster and to promote not just the entertainment side of student life, but also those activities and events which contribute directly to the development of students' intellectual and aesthetic growth. Other members of the SVSU community too will have to recognize that their support is indispensable if we are to offer our students and ourselves a real university culture."

Dr. Deborah Bishop, Associate Professor, Management, reported on Chapter Four: Human Resources. She stated that the overall recommendation of her focus group is that the University support and strengthen the quality of our faculty and staff by sound decisions involving the allocation of resources toward making this goal a reality. As stated in the Board of Control's "Resolution: Saginaw Valley State University goals for 1992-93," the

overriding goal of SVSU is "to enhance the University's academic quality." The focus group felt that this could only be done by placing the highest priority on securing well qualified, high potential members of the faculty and staff and providing a good work environment which aids in the development of skills and abilities for their particular service to the University in pursuit of high academic quality.

The focus group conducted a survey of the Administrative/Professional, Secretarial/Clerical and Service Staff members. The responses to the survey indicated a need for a procedure to gather job related information to be used in maintaining accurate employee job descriptions, as well as a need for increased attention to some areas of performance evaluations. It was also recommended that continuing opportunities for professional development be provided to all staff, both off- and on-campus.

The Human Resources Focus Group also found a need for an institutional framework or plan and additional funding to encourage faculty to remain actively involved in their disciplines. Dr. Bishop noted, "This is critical to ensure that faculty are representing the state of the art in their field, both in classroom teaching as well as in their service activities....We found a need to hire additional full-time faculty....and also a concern that adjunct faculty be used adequately. We felt that adjunct faculty play a very critical, very important role here at the University. They are used in many areas to supplement the expertise that we have here. They provide the skills or outside work experience that some of the members of our faculty are not able to provide....as well as filling in on a temporary basis when emergencies arise. However, we wanted to caution that adjunct faculty should

not be used extensively as a cost saving measure to avoid hiring full-time faculty....There should be some type of a systematic salary survey done to make sure that they are paid adequately." Developmental activities should also be provided for adjunct faculty.

The focus group further recommended that the University establish a committee to investigate ways in which faculty could be helped to "phase into" retirement rather than abruptly terminating their careers, and that an aggressive and creative approach be taken toward recruitment and retention of superior faculty.

Dr. John Fallon, Vice President for Public Affairs, reported on Chapter Five: Public Service. He stated that there were four "organizing themes" around which the discussions of their focus group took place. These were communication, potential programs and services, interdepartmental coordination, and partnerships with organizations and groups which are external to the University. He added that the definition of public service should be refined so that efforts can be better communicated both internally and externally. His subcommittee also identified a need for a marketing plan for public service activities, as well as interdepartmental coordination in planning public service initiatives. Another recommendation was that media relations become a higher institutional priority, and that SVSU conduct a more detailed assessment of the University's relationships with various minority and ethnic groups as a basis for establishing more effective programs and relationships.

Dr. Elaine Stephens, Professor, Teacher Education, gave the report on Chapter Six: Graduate Education. Dr. Stephens stated: "We found that all of our graduate programs are

in accord with the Mission Statement of the University and, in fact, are filling important regional needs for the University. We therefore recommended continued support of the programs that we have in existence. We did find, however, that some of our graduate programs may be underenrolled and that we do not always have formal marketing strategies for ensuring that people know about our programs and that we get the best possible students....We therefore recommend that each program determine its optimal enrollment level and then develop formal recruitment strategies and marketing strategies to ensure that level. Additionally, we encourage the University to conduct an on-going assessment of the regional needs in this area for graduate education programs."

Dr. Stephens told the Board that the Graduate Education Focus Group had found a number of policy issues that need to be addressed. It recommended that the University-wide Graduate Committee should begin to explore these issues, especially those involving questions of quality. The focus group recommended that SVSU not add a central graduate office at this time, but rather that the administration of the graduate programs continue through the deans' offices.

Dr. Thomas Kullgren, Dean of the College of Science, Engineering and Technology, gave the report on Chapter Seven: Technology. He told the Board that his subcommittee had restricted itself to those scientific advances in equipment which, when applied to the educational endeavor and administration of the University, will improve the learning process and promote increased administrative efficiency. Much has been accomplished toward upgrading campus technology over the past five years, including the acquisition of

approximately 300 microcomputers. However, the University lacks an organized system by which it acquires new technology. He stated, "We have recommended that we have some sort of a single-point management system of technology on campus to include technology experiments, technology exposure to a wide campus audience and the acquisition of appropriate technologies in certain selected areas. We also found that we have some rather surprising deficiencies in technology." These deficiencies include an optical scanner for grading multiple choice examinations and scoring faculty evaluations, and a consistent management information system.

Dr. Robert Braddock, Professor of History/Director, Office of International Programs, gave the report on Chapter Eight: International Programs. He told the Board that an increasing awareness of global interdependency has aided efforts to expand international programs. The world situation affects participation in international programs - - for example, we have had no Chinese students at SVSU since the Tiananmen Square incident.

Dr. Braddock noted that ESL (English as a Second Language) courses have already been made more permanent, as is being recommended by the Task Force.

The International Programs Office is offering more short term programs for study abroad to accommodate non-traditional students whose work and family responsibilities may preclude longer terms away from home. He added, "I'm pleased to report that this Summer we will have students in France for a three-week study experience; in Mexico for a seven-week study experience; in Japan for five weeks; and in Poland for an eight-week study

experience. This makes it much more accessible to most of our students. Next year I expect to have students in Japan, France, Mexico, and possibly Holland and Finland on a longer term basis."

Dr. Braddock stated that our goal is to have 15-25 students and a faculty member involved in a "Semester in London" program for the Fall 1992-93 Semester.

The Task Force also recommends that an International Programs Advisory Board (composed of business and community leaders) be appointed to assist the University in evaluating existing programs and planning future goals and objectives. It also recommends that a special Task Force be appointed and charged with the responsibility of evaluating existing courses and proposing new courses to help students fulfill the General Education requirement dedicated to strengthening the international component of our curriculum.

President Gilbertson concluded the presentation of the Report by stating: "There's some risk in being self-critical in a report like this -- but we wanted to be self-critical. We didn't want to produce a public relations document. We wanted to find what needed improving. We didn't deal at great length on all the things that are being done right and that are going well....There are still challenges ahead, and that's what we wanted to focus on."

Chairperson Woods asked for questions. Mr. Ward asked that all of the Task Force Report recommendations requiring future Board action be pulled together, along with an appropriate timetable. President Gilbertson replied that Mr. Richard Payne, who serves as Secretary to the Board, will do so.

President Gilbertson and Chairperson Woods thanked the Task Force members for their hard work over the past ten months. Dr. Gilbertson added that he intends to report progress on the Report's recommendations to the Board and the campus at least annually.

The motion was APPROVED unanimously.

2) Resolution to Approve Appointment and Re-Appointment to CIESIN Board of Trustees

RES-921 It was moved and supported that the following resolution be adopted:

WHEREAS, Saginaw Valley State University is a member of the Consortium for International Earth Science Information Network (CIESIN), and

WHEREAS, The University is authorized to appoint two members to the Board of Trustees of the Consortium,

NOW, THEREFORE, BE IT RESOLVED, That the President of SVSU and the Vice President for Academic Affairs at SVSU be appointed and reappointed, respectively, to the CIESIN Board of Trustees.

President Gilbertson stated that the change that is contemplated by this action would be to appoint him to the CIESIN Board of Trustees, as well as to re-appoint Dr. Robert S.P. Yien, Vice President for Academic Affairs. Dr. Gilbertson thanked Mr. Jerry Woodcock, Vice President for Administration and Business Affairs, for his work with the CIESIN Board during the past year. He noted that Mr. Woodcock would continue to work with CIESIN, as SVSU remains as fiscal agent for CIESIN.

The motion was APPROVED unanimously.

3) Resolution of Appreciation for Florence "Jo" Saltzman

RES-922 It was moved and supported that the following resolution be adopted:

WHEREAS, Florence "Jo" Saltzman's tenure on the Saginaw Valley State University Board of Control consisted of sixteen years; and

WHEREAS, Her service as a Board member was characterized by loyalty, keen insight, ingenuity, attention to detail, and commitment; and

WHEREAS, Her service to the University has transcended her participation in formal Board meetings as chairwoman to include service on the SVSU Foundation Board of Directors, Board committees and involvement in diverse other institutional activities; and

WHEREAS, Her record of service serves as a portrait of a model Board member;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control at Saginaw Valley State University expresses its heartfelt appreciation to Mrs. Saltzman for her unselfish contributions to Saginaw Valley State University

BE IT FURTHER RESOLVED, That a copy of this resolution be framed and presented to Mrs. Saltzman.

Chairperson Woods stated that it was with great pleasure that she supported this resolution of appreciation for Mrs. Saltzman. She stated, "I know that everyone on this Board has many stories to tell and many fond memories of her serving on the Board of Control."

President Gilbertson added, "I've never had a Board member who has worked harder or cared more than Jo."

The motion was APPROVED unanimously.

4) Resolution to Authorize Sale of Lake Isabella Real Estate

RES-923 It was moved and supported that the following resolution be adopted:

WHEREAS, William E. Mason and Lynne D. Mason, in the years 1986 and 1987, made certain gifts to the University of unimproved real estate in the Lake Isabella real estate development, which parcels are described as Lot 65 of Lake Isabella North, and Lots 58, 124, 129 and 135 of Lake Isabella South (the Lots); and

WHEREAS, Legal title to such Lots was transferred by the Masons into the name of the University; and

WHEREAS, It is deemed to be in the best interests of the University that the Lots be sold;

NOW, THEREFORE, BE IT RESOLVED, That the Vice President for

Administration and Business Affairs is authorized and directed to take such actions on behalf of the University as he deems to be necessary or desirable to market and sell the Lots, including without limitation, entering into listing agreements with real estate brokers, entering into purchase agreements with potential purchasers, and executing on behalf of the University warranty deeds, closing statements, valuation affidavits and such other documents as may be necessary or desirable to accomplish such sales.

Mr. Woodcock told the Board that it had been deemed appropriate to sell some vacant lots which had been donated to the University through the SVSU Foundation. Since the title of the property is in the University's name, Board action is necessary if it is to be sold. Since this was an unrestricted donation, the proceeds will be used for the benefit of the University, at the discretion of the Foundation.

The motion was APPROVED unanimously.

5) Resolution to Receive and Accept the Annual Financial Audit and the Student Financial Assistance Programs Audit for the 1989-90 Fiscal Year

RES-924 It was moved and supported that the following resolution be adopted:

WHEREAS, The financial statements and the Student Financial Assistance Programs for the 1989-90 fiscal year as audited by Ernst & Young are submitted to the Board for receipt and acceptance,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control receive and accept the audit, and

BE IT FURTHER RESOLVED, That the financial audit and the Student Financial Assistance Programs audit be referred to the Finance and Audit Committee of the Board.

Mr. Woodcock reported that the audits had been completed and were being submitted to the Board for receipt and acceptance and for referral to the Finance and Audit Committee of the Board of Control.

The motion was APPROVED unanimously.

6) Resolution to Change the Mileage Reimbursement Rate

RES-925 It was moved and supported that the following resolution be adopted:

WHEREAS, The Board of Control amended on August 14, 1989, the University Travel Policy and Regulations including an adjustment of the per mile rate of reimbursement for personal vehicle mileage from 20¢ to 24¢, and

WHEREAS, Employees are encouraged as a cost saving measure for the institution to use personal vehicles rather than Motor Pool vehicles;

NOW, THEREFORE, BE IT RESOLVED, That the per mile rate of reimbursement be changed from 24¢ to 27.5¢ effective this date.

In response to a question from the Board, Mr. Woodcock stated that the reimbursement rate had been discussed in subcommittee, but no action had been taken on the rate since August of 1989. The rate could be automatically pegged to the IRS rate, if the Board so desires, with periodic review by the Board. It was suggested that the resolution be written in a manner that gives the administration the right to raise the reimbursement rate up to that set by the IRS (but not necessarily at the same rate). It was further suggested that the last line of the resolution be changed to read: "That the per mile rate of reimbursement policy be changed from 24¢ to the IRS approved rate effective this date, with adjustments taking effect as specified by the President."

After further discussion, it was the consensus of the Board to adopt the resolution in principle, with the actual language to be brought to the Board at its next meeting. The rate of reimbursement will be 27.5¢ per mile, effective February 11, 1991. The mechanics of how SVSU will handle future adjustments by the IRS will be clarified in the new resolution.

The motion was APPROVED unanimously, with the instruction that the administration either bring another resolution to the Board or that an additional "BE IT

FURTHER RESOLVED" be added to the current resolution to clarify the handling of future adjustments.

IV. INFORMATION AND DISCUSSION ITEMS

7) Staff Member of the Month

Richard P. Thompson, Dean of Student Affairs, introduced Merry Jo Starrine, Director of Housing & Residential Life and Coordinator of Student Conduct. Ms. Starrine joined SVSU in 1983. Mr. Thompson stated, "Merry Jo has been an individual who has often accepted responsibilities above and beyond her work assignments, and has done so with a great deal of enthusiasm. I'm very proud of the fact that she's part of our Student Life staff. I congratulate her on a job well done over these past eight years."

Ms. Starrine thanked the Board for their recognition.

8) Committee Reassignments

Chairperson Woods announced that she had appointed Nancy Edmunds to serve on the Finance and Audit Committee. Chairperson Woods will be moving to the Academic Affairs Committee, effective today's meeting.

Chairperson Woods stated that she would like to establish an ad hoc committee to work on Board policies. She asked that Board members who might be willing to serve on this committee contact her.

V. REMARKS BY THE PRESIDENT

President Gilbertson told the Board that Dr. Judith Kerman has been selected as the new Dean of the College of Arts and Behavioral Sciences, effective July 1, 1991. Dr. Donald

Bachand, Professor of Criminal Justice, will serve as Interim Dean until that time.

President Gilbertson commended Mr. Garvin Carrington, Student Government President, and Mr. Greg Lopez-Norling, Vice President of Student Government, for their remarkable, able and committed leadership in presenting a series of programs during the past week relating to the war in the Middle East. The events ranged from a panel discussion involving faculty and staff, to a rally in support of the troops, to a discussion of foreign news media coverage, to a general student speak-out session. President Gilbertson added: "All in all, they simply grabbed an opportunity to teach and learn with their fellow students. They did an extraordinary job of leadership for their fellow students and in getting us all to think about the war in a thoughtful, academic, deliberate and thorough manner. I just wanted to express my appreciation to Garvin Carrington and Greg Lopez-Norling for the work they did to bring all of us to a better understanding of these very serious events and their place in perspective."

VI. OTHER ITEMS FOR CONSIDERATION

Chairperson Woods congratulated Dr. Jan Lyddon, Director of Institutional Research, on the article about her in a recent issue of the Saginaw News.

Chairperson Woods also commended Dr. Roosevelt Ruffin, Director of Multi-Cultural Programs/Affirmative Action, for his performance in "Driving Miss Daisy."

VII. ADJOURNMENT

Chairperson Woods adjourned the meeting at 3:14 p.m.

BOARD OF CONTROL
Regular Meeting

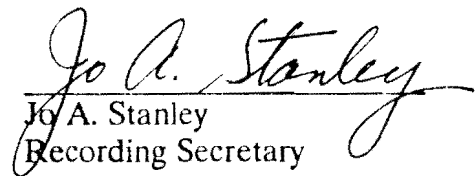
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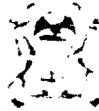
Respectfully Submitted:

Joyce K. Woods
Chairperson

Terry Clark
Secretary



Jo A. Stanley
Recording Secretary



STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

JOHN ENGLER
GOVERNOR

January 9, 1991

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

Dear President Ryder:

Please be advised of the following appointment to office, subject to the advice and consent of the Michigan Senate:

Saginaw Valley State University Board of Control

Ms. Nancy Garlock Edmunds, 1420 W. Lincoln, Birmingham, Michigan 48009, county of Oakland, as a member, succeeding Ms. Florence Saltzman of Franklin, for a term expiring July 21, 1997.

Sincerely,

A handwritten signature in cursive script, reading "John Engler".

John Engler
Governor

cc: Department of Management and Budget, Payroll-Accounting
Director, Department of Civil Service
Auditor General

RECEIVED

JAN 23 1991

OFFICE OF PRESIDENT