

**SAGINAW VALLEY STATE UNIVERSITY**

**BOARD OF CONTROL  
MAY 1, 1992  
REGULAR MEETING  
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# MINUTES

## BOARD OF CONTROL

Regular Meeting

1:30 p.m.

Board of Control Room - Wickes Hall

May 1, 1992

Present:

Braun  
Curtiss  
Gilbertson  
Revilla  
Roberts  
Rush  
Ward

Absent:

Clark  
Hornsby

Others

Present:

G. Carrington-Matthews  
G. Corser  
S. Fales  
J. Fallon  
C. Lange  
G. Lopez-Norling  
J. Lyddon  
R. Payne  
L. Pelton  
F. Porterfield  
P. Saft  
H. Seawood  
F. Snyder  
J. Stanley  
R. Thompson  
J. Woodcock  
R. Yien  
Press (3)  
Students (2)

I. CALL TO ORDER

Chairperson Ward called the meeting to order at 1:37 p.m. He noted that a quorum was present.

II. PROCEDURAL ITEMS

A. Approval of Agenda and Additions and Deletions to Agenda

Chairperson Ward asked that the resolution to approve leave without pay for W. Thomas Hearron be deleted from the agenda, and that a resolution to thank Nancy G. Edmunds for her service as a member of the Board of Control be added. Hearing no objections, Chairperson Ward ordered the agenda approved.

B. Approval of Minutes of March 26, 1992 Regular Monthly Meeting

It was moved and supported that the minutes of the March 26, 1992 regular monthly meeting be approved.

The minutes were unanimously APPROVED as written.

C. Recognition of the Official representative of the Faculty Association

Chairperson Ward recognized Professor George Corser, President of the Faculty Association, who read the following statement:

ESSE

Completing the crossword puzzle in the morning paper usually starts the day with a bit of success. Several times the clue "being" cross-worked out to be the word "esse." Esse is an interesting word. It's symmetrical and made up of the most common vowel and the most common consonant. Perhaps this indicates deep, pervasive meaning. The word means actual being or in objective existence. Learning the dictionary meaning of such a word leads one's mind to seek its meaning in every day life, to quest for the esse of esse, as it were.

Quite naturally a college professor might search for the esse of a university. What is the substantive or permanent phase of being for a university?

It is awesome to contemplate that over the centuries the universities of humankind have evolved to their present state and, no doubt, will continue on an evolutionary path. However, an esse is common to all, including SVSU.

In a word, it is learning -- the process of perpetuating truths as best as human beings are able to discern truths.

There is a mysterious process that occurs in a mind for learning to take place. But that process for a student can be catalyzed and guided by a teacher. Our faith is that teaching significantly enhances the process of learning and that human with human interaction between student and teacher perpetuates truths far beyond the capacity of words on a page or pictures on a computer display.

The most substantive aspect of our esse is a mystical, even ephemeral, process that happens day by day in formal and informal ways. It has withstood wars and pestilence, greed and avarice, and hedonistic behaviors over the centuries. It will endure as long as there are teachers and students to engage the process of learning.

These words by Walt Whitman express our esse:

You shall possess the origin of all poems,  
You shall possess the good of the Earth and the Sun -- there are  
millions of suns left --  
You shall no longer take things at second or third hand, nor look  
through the eyes of the dead nor feed on specters in books,  
You shall not look through my eyes either, nor take things from me,  
You shall listen to all sides and filter them from yourself.

D. Communications and Requests to Appear Before the Board

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

III. ACTION ITEMS

1) Resolution to Approve Honorary Degrees for Henry J. Klykylo, Jack M. Ryder and Joyce K. Woods

RES-990 It was moved and supported that the following resolution be adopted:

WHEREAS, Henry J. Klykylo was appointed to the Saginaw Valley State University Board of Control in 1984 and served until August of 1991; and

WHEREAS, His service on the Board for nearly eight years was characterized by thoughtful observations and helpful advice regarding Board matters; and

WHEREAS, Mr. Klykylo's concern for the growth and development of the University was apparent by his constructive and unselfish contributions to Saginaw Valley State University; and

WHEREAS, His dedication and valuable service to the University included faithful attendance at Board meetings and committees, including the SVSU Foundation Board of Directors as well as holding the office of Treasurer and Vice Chairman of the Board; and

WHEREAS, Mr. Klykylo has been a lifelong resident of Michigan whose successful career has been associated with agriculture on the family farm near Pinconning; and

WHEREAS, Mr. Klykylo has served with distinction in a variety of civic organizations, NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University approve the granting of the Honorary Doctor of Laws degree to Henry J. Klykylo, to be presented at the May 2, 1992 Commencement.

\* \* \*

WHEREAS, Dr. Jack McBride Ryder became the second president of Saginaw Valley State University in November of 1974, and served in that capacity until July of 1989; and

WHEREAS, Dr. Ryder's service to the University was extraordinary and exemplary for a period of fifteen years; and

WHEREAS, Under Dr. Ryder's administration, the University more than doubled its enrollment and expanded its facilities to include the following new buildings: The Maurice E. Brown Hall, Melvin J. Zahnow Library, the Science Building, and the Ryder Health and Physical Education Center; and

WHEREAS, Dr. Ryder led a successful fundraising campaign to raise private gifts for the construction of Pioneer Hall, Morley Track and Field, the Arbury Fine Arts Center, the Marshall M. Fredericks Sculpture Gallery and the Harvey Randall Wickes Memorial Stadium; and

WHEREAS, Dr. Ryder played a major role in the development of SVSU's program of international exchange, in the establishment and operation of the Business and Industrial Development Institute and in the development of the Valley Library Consortium; and

WHEREAS, Under Dr. Ryder's pioneering spirit and leadership, the institution received University status which was approved by the Legislature and signed into law on November 4, 1987; and,

WHEREAS, Dr. Ryder has served the University with distinction and dedication, both as President and as a member of the Saginaw Valley State University faculty in the Department of Educational Leadership and Services,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University approve the granting of the Honorary Doctor of Laws degree to Dr. Jack M. Ryder, to be presented at the May 2, 1992 Commencement.

\* \* \*

WHEREAS, Joyce K. Woods had served with distinction on the Saginaw Valley State University Board of Control from 1983 to 1991; and

WHEREAS, As a member of the Board, she served as Chairperson and held offices of Secretary and Vice Chairperson during her tenure; and

WHEREAS, Her dedicated and faithful service on the Board included service on Board committees, the Presidential Search Committee, SVSU Foundation Board and the Michigan Association of Governing Boards; and

WHEREAS, Her concern for and love of young people has resulted in a long career in public education in Saginaw Schools where she has taught students in grades three through six at eight elementary schools; and

WHEREAS, She has been an enthusiastic emissary for international education; and

WHEREAS, Her civic involvement has included volunteering her time to numerous boards and activities, while being a strong advocate for education; and

WHEREAS, Mrs. Woods has been an enthusiastic and innovative participant on the Board who cared deeply about the University and its continued success,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University approve the granting of the Honorary Doctor of Humanities degree to Joyce K. Woods, to be presented at the May 2, 1992 Commencement.

President Gilbertson stated: "We are honoring two past members of this Board in appreciation of their thoughtful service and many contributions to the University, as well as Jack Ryder, whose leadership to the University has brought us so far."

The motion was APPROVED unanimously.

2) Resolution to Grant Baccalaureate and Master's Degrees

RES-991 It was moved and supported that the following resolution be adopted:

WHEREAS, Saginaw Valley State University is granted the authority to confer Baccalaureate and Master's Degrees as outlined in Section 5 of Public and Local Acts of Michigan - 1965; and

WHEREAS, Operating policy 3.0-3 of the Board reserves to the Board the authority to grant degrees;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University approve the awarding of Baccalaureate and Master's Degrees at the May 2, 1992 Commencement as certified by the faculty and Registrar.

President Gilbertson told the Board that this was one of the nicest acts the Board performs twice each year.

The motion was APPROVED unanimously.

3) Resolution to Congratulate Scott Fales and Other Members of Student Government on their Election

RES-992 It was moved and supported that the following resolution be adopted:

WHEREAS, Student Government is a most important aspect of student life at Saginaw Valley State University; and

WHEREAS, Student Government represents the major formalized structure for student participation in the affairs of the University; and

WHEREAS, The individuals involved in Student Government commit significant time and energy to the work; and

WHEREAS, The following individuals were recently elected by vote of their fellow students to assume leadership positions in Student Government:

President	Scott Fales
Vice President	Johnathan Pope
Treasurer	David Youngstrom
Senators	Monica Felston
	John Haberland
	Michael Hart
	Karen Ignasinski
	Sheri Kelso



Gilbert Neri  
Danielle Rahn  
Kim Robinson  
Robin Samyn  
Jennifer Turner  
Larabeth Wise  
Mike Wisnewski

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University offers its congratulations and best wishes to the aforementioned leaders on their election to office; and

BE IT FURTHER RESOLVED, That the Board conveys its pledge to work with these leaders toward the betterment of Saginaw Valley State University.

President Gilbertson told the Board: "This was a clean, hard fought campaign. Scott has been a long-standing member of Student Government and an outstanding Student Senator. It was a campaign with substantive ideas, and we look forward to working with Scott and the other members of Student Government."

The motion was APPROVED unanimously.

4) Resolution to Thank Garvin Carrington-Matthews and Gregory Lopez-Norling for their Service as Student Government President and Vice President Respectively

RES-993 It was moved and supported that the following resolution be adopted:

WHEREAS, Garvin Carrington-Matthews and Gregory Lopez-Norling have consistently demonstrated outstanding leadership qualities through their involvement in various student life programs at the University; and

WHEREAS, Garvin and Greg's leadership roles began as Student Government Senators by vote of their fellow students in 1989-90, followed by two consecutive terms as President and Vice President, respectively, in 1990-91 and 1991-92; and

WHEREAS, In their Student Government Roles, Garvin and Greg have served the students and the University most favorably,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University formally expresses its appreciation to Garvin Carrington-Matthews and Gregory Lopez-Norling for their dedicated service on behalf of the University and its student body.

BE IT FURTHER RESOLVED, That the Board conveys its best wishes to both for continued academic and future professional success.

President Gilbertson stated: "The Board sees some of what Student Government does through its President's participation in these meetings. Certainly you have seen the thoughtfulness and the real serious interest in the affairs of the University that Garvin has brought to this table and that Greg has brought to other discussions with you as a Board. That's only the tip of what they have done. Both Garvin and Greg have worked tirelessly this last year, and in my judgement they have been very successful -- not just in representing the interests of Student Government, but also in promoting the interests of the University. They set some clear goals. They wanted to increase awareness of cultural diversity on the campus. They wanted to raise our level of discussions on campus about cultural and political and other intellectual matters. So they sponsored events and lectures....and made some extremely important contributions to the life of this campus, not just for their fellow students, but for all of us. We have been very lucky as an institution to have such responsible and thoughtful Student Government leadership. We are now losing two of those thoughtful and responsible leaders, and I want to thank them personally on behalf of the University."

Chairperson Ward thanked Garvin and Greg on behalf of the Board and wished them the best in the future.

The motion was APPROVED unanimously.

5) Resolution to Elect Officers of the Board of Control for 1992-93

RES-994 It was moved and supported that the following resolution be adopted:

WHEREAS, The Saginaw Valley State University Board of Control bylaws stipulate that a nominating committee shall be appointed by the Board to recommend candidates for each office; and

WHEREAS, The committee has considered the ability, the availability and the individual interests of members in the selection process,

NOW, THEREFORE, BE IT RESOLVED, That the nominating committee of Ruth Braun and Terry Clark submit for election the following slate of officers of the SVSU Board of Control for 1992-93:

<u>Treasurer:</u>	<u>Charles B. Curtiss</u>
<u>Secretary:</u>	<u>Gerald Hornsby</u>
<u>Vice Chairman:</u>	<u>Elva Revilla</u>
<u>Chairperson:</u>	<u>George E. Ward</u>

Trustee Braun presented the above named slate of officers on behalf of the Nominating Committee. Chairperson Ward asked for further nominations. There were none.

The motion was APPROVED unanimously.

6) Resolution to Approve Room and Board Rates, Apartment Rates and Miscellaneous Room and Board Rates for Academic Year 1992-93

RES-995 It was moved and supported that the attached resolution be adopted:  
(See Appendix One: Rates.)

President Gilbertson told the Board that the rates proposed represent approximately a 4 percent increase over the current year's rates. This is roughly equivalent to the rate of inflation.

Chairperson Ward stated: "This matter was discussed at some length in the Finance Committee meeting. We felt we took a very conservative line. We thought we could have

justified even a bigger increase; however, we are sensitive to the times and the conditions of the economy. Therefore, we have done our best to hold the line as much as possible."

Chairperson Ward asked for comments or questions. There were none.

The motion was APPROVED unanimously.

7) Resolution to Approve Faculty Promotions, July 1, 1992

RES-996 It was moved that supported that the following resolution be adopted:

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

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

NOW, THEREFORE, BE IT RESOLVED, That the following faculty members be granted promotions to the ranks specified, effective July 1, 1992:

Rank of Assistant Professor

Ms. Elizabeth Roe

Nursing

Rank of Associate Professor

Dr. Stephen Barbus

Education

Dr. Sally Edgerton

Education

Mr. Charles Garrison

Computer Science

Rank of Professor

Dr. Rosalie Troester

English

President Gilbertson described the criteria utilized in determining faculty promotions. He added: "I think we can be very proud of the rigorous process by which the faculty and Deans....evaluate the performance of their colleagues, so that what comes to you for approval is a filtered list of all those who are eligible. These are people whom we

recommend to you now, after the Professional Practices Committee recommended them to us. We feel that they are truly deserving of promotion."

Chairperson Ward asked for questions or comments. There were none.

The motion was APPROVED unanimously.

8) Resolution to Approve Faculty Tenure, July 1, 1992

RES-997 It was moved and supported that the following resolution be adopted:

WHEREAS, Faculty tenure provides continuous employment of a faculty member of at least a basic two-semester appointment during each fiscal year, and

WHEREAS, Tenure status is achieved when a faculty member is recommended by the Professional Practices Committee and is recommended by the Administration for continuous appointment henceforth,

NOW, THEREFORE, BE IT RESOLVED, That the following faculty members be granted tenure, effective July 1, 1992:

Dr. Garry Johns

Mr. Hideki Kihata

Dr. Matthew Margres

Dr. Paul Munn

Dr. Joseph Ofori-Dankwa

Dr. Steven Sherlock

Dr. Dee Storey

Dr. James Sullivan

Mathematical Sciences

Art

Psychology

English

Management

Sociology

Education

English

President Gilbertson told the Board: "Tenure is a signal of an increased permanence in the relationship between a faculty member and the institution. These faculty have come through a process similar to the promotion process. They have proven themselves to their colleagues on the Professional Practices Committee and to their Deans, the Academic Vice President and myself as people the University would do well to keep. So on that basis, we recommend them to you."

Chairperson Ward asked for questions or comments. There were none.

The motion was APPROVED unanimously.

9) Resolution to Approve Goals Through 1996-97 and Objectives for 1992-93

RES-998 It was moved and supported that the following resolution be adopted:

WHEREAS, Board of Control Policy 3.0.3, Item #1 states that the Board of Control reserves unto itself authorization to annually adopt or reaffirm the mission, goals, objectives and priorities of the institution; and

WHEREAS, The Board has reviewed and modified proposed goals and objectives, NOW, THEREFORE, BE IT RESOLVED, That the Board of Control approve institutional goals through 1996-97 and associated objectives for 1992-93. (See Appendix Two: Goals.)

President Gilbertson stated that the Board of Control Bylaws require an annual update of the goals and objectives of the University. This has not been done in the last couple of years. The attached document is an update of the action taken a few years ago. The goals and objectives have previously been discussed in committee. The first priority is to enhance the quality of our academic programs. Goal number two is to achieve an appropriate enrollment/resource balance, which permits student body growth within the limits of our available resources. Goal number three is to improve and expand the University's service to a wider diversity of peoples.

President Gilbertson added: "Most of these goals are, in essence -- at least it would seem -- longer-term goals. The objectives are perhaps stated differently and there are some new ones, but many of them were objectives several years ago. Many of them have come through the process of campus-wide discussion, which gave birth to our Planning Task Force Report. A few of them are simply included because of circumstance: One of our objectives

for the coming year is to find a new Dean for the College of Education, occasioned by the vacancy in that office....The reason for adopting these goals and objectives annually is to constitute the first step in the development of our budget. As we come back to you, possibly as early as our June meeting, with a recommended budget for the coming year, we will be relating the elements of that budget to these goals and objectives. So think of this as not only an annual exercise to remind ourselves of where we are going, but also as the first step in the development of a budget for the coming year."

When asked for comments by the Board, Professor Corser stated that he had reviewed the goals and objectives and found them worthy.

Garvin Carrington-Matthews stated: "I think for the most part they are very worthy goals. I do have some concerns regarding the first objective of Goal number Three, (Continue support for existing programs for the recruitment of minority students, including the Wade McCree Incentive Program, the SVSU/Delta Partnership Program, and the M/3/PEP Program). Those are grant funded programs, and we know how difficult the state's fiscal situation is. These grants could go up in smoke at a moment's notice, and I don't know if money from the University's General Fund would be available to support them as time goes on. I have worked in some of these programs, and they are very important to the institution. I do hope that the University finds some support to continue these programs beyond the grant funded support that we have been given from the Department of Education."

Mr. Carrington-Matthews also stated that he felt it was important to stress the need

for international understanding, as covered in Goal number five.

Chairperson Ward asked for additional questions or comments. There were none.

The resolution was APPROVED unanimously.

10) Resolution to Approve Revised Bylaws and Policies of the Board of Control

RES-999 It was moved and supported that the following resolution be adopted:

WHEREAS, Board of Control Policy 3.0-3, Item #24 states that the Saginaw Valley State University Board of Control reserves authorization to adopt and modify the Board of Control Bylaws and Policies Manual; and

WHEREAS, The Board has made substantive revisions to the existing Board bylaws and policies;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University give formal approval to the revised bylaws and policies. (See Appendix Three: Bylaws)

Chairperson Ward stated that the Board had been in the process of revising the Bylaws for the past several months, having gone through a number of revisions.

President Gilbertson noted that this matter had occupied the Board for almost an entire weekend during the Board Retreat in January. Chairperson Ward and Trustee Hornsby and many others have spent a great deal of time on this revision. He added: "Beyond that, these Bylaws....reflect some of the more enlightened and thoughtful provisions that I have seen for institutional governance. Mr. Curtiss had a great deal to do with their birth and those early discussions. What we have done here is largely to do with a changed form....and to update some of the basic concepts....that were contained in these Bylaws -- concepts that have served the institution very well over its history."

Chairperson Ward noted that repetitious language was eliminated, as well as gender-



biased terms. No major changes were made in the substance of the document. The changes that were made were important, but mainly cosmetic.

Chairperson Ward asked for comments. Trustee Rush stated that the process of reviewing the Bylaws had been an outstanding learning experience, and that the Retreat had been extremely rewarding to him as a new Board member in that it gave him a chance to get to know the other Board members and to learn the Board's policies and the history of the institution. He felt that the document was very well written: however, he thought that Number small two on Page 20 of the Bylaws was inconsistent with Page 14, which specifically requires five affirmative votes, instead of three, as stated in Item Number small two on page 20.

11) Motion to Amend Revised Bylaws and Policies of the Board of Control

BM-810 Trustee Rush moved that Item Number small two on Page 20 of the Bylaws be amended to read "Unless otherwise provided a majority vote requires at least five affirmative votes." Trustee Revilla supported the motion.

Trustee Roberts told the Board that she thought that this change had to do with the fact that sometimes a Board of Control member leaves -- which reduces the size of the Board -- and that the provision that "Unless otherwise provided a majority vote comprised of at least three affirmative votes is required" was meant to deal with that situation.

Chairperson Ward replied: "But doesn't seven on page 14 as written cover whether we have a Board of eight or a Board of seven or a Board of six? It says the Board of Control can take action only on an affirmative vote of a majority of all its members whether or not some are absent from the meeting. Let's assume we have two vacancies through

resignation or death, so we have six people. All that says is normally five are required; it doesn't say that five are required if we only have six Board members. In that case, it would only be four. I don't think small two at the bottom of Page 20 would necessarily contribute much. I may be missing something, but it seems to me that Trustee Rush may be correct.... When Item seven on Page 14 says that normally five affirmative votes are taken, that assumes we're at full strength. But I don't think there would be any reason to believe that that would control if, for whatever reason, we were down to six."

Trustee Roberts noted: "I'm not arguing the point, and I certainly understand the logic, but the language in Item eight on Page 14 speaks to a majority of the membership normally being five unless reduced under six. But it then doesn't tell you what a majority will be, and little two under Voting on Page 20 tells you what the majority vote will be, unless otherwise provided."

Chairperson Ward replied, "Let's take a hypothetical figure. What if we have a Board that shrinks down to five, or four, or three....I think what the provision we're looking at on Page 20 indicates is that we could never do anything with just two votes."

Trustee Rush added: "It seems to me that number two on Page 20 seems to jive with number 7 on Page 14. They have to do with what it takes to take a Board action. I'm willing to table this minor point, clean it up and argue it some other time. It's very minor, and the document is perfect otherwise. The only reason I mentioned it is because it was the only thing I could find that didn't fit....It seemed like a duplication, or possibly an ambiguity."

Mr. Curtiss stated: "The provision on Page 20 was inserted originally when we

considered the quorum was a majority of the members, and the three was meant to deal with the required number of affirmative votes in the quorum. The intent of putting in the last paragraph of small two on Page 20 was to deal with abstentions. Now that we've turned it around and said that the affirmative vote of five people is required, then the section on Page 20 is less significant. I'm not going to say that it's wrong....but it was in there to deal with abstentions, not reduced sizes of the Board initially."

Chairperson Ward replied: "I'm coming to the view we can safely do away with subpart two on Page 20. I think seven says it all. You're right. It does say the affirmative vote, so abstentions wouldn't count. It would have to be the affirmative vote of the majority of the then membership of the Board."

Trustee Revilla stated: "I think Trustee Roberts' point is well taken and needs to be studied further. It doesn't matter if we vote for it now or later, but I think that there are some situations in which this could apply."

Trustee Rush REMOVED his motion from the table.

Trustee Rush asked that a clear statement be shown on each page of the document indicating the date it was adopted, and that the date of any subsequent changes also be shown under the date of the original adoption.

The motion to approve the revised Bylaws was APPROVED unanimously.

12) Resolution to Receive and Accept the Federal Awards Audit for Fiscal Year 1990-91

RES-1000     It was moved and supported that the following resolution be adopted:

WHEREAS, SVSU is required to have performed an audit of federal awards in accordance with provisions of the Single Audit Act of 1984, Circular A-133 issued by the U.S. Office of Management and Budget, and

WHEREAS, This audit for the 1990-91 fiscal year as performed by Ernst & Young was reviewed by the Finance and Audit Committee of the Board, and

WHEREAS, The Committee recommends that it be submitted to the Board of Control for receipt and acceptance,

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

Chairperson Ward noted that the Finance Committee had studied this matter at some length at its last meeting, and that the point of the audit was to review how the institution is handling federal grant monies. The University came out very well in the audit.

Mr. Jerry A. Woodcock, Vice President for Administration and Business Affairs, stated that a copy of this document will be placed in Zahnnow Library.

The motion was APPROVED unanimously.

13)     Motion to Establish Board of Control Calendar for 1992-93

BM-811     It was moved and supported that the Board establish the attached Board of Control Calendar for 1992-93: (See Appendix Four: Calendar)

In response to a question from the Board, Chairperson Ward stated that it has not yet been decided which Board meeting will be held off-campus.

The motion was APPROVED unanimously.

14)     Resolution to Thank Nancy G. Edmunds for her Service as a Member of the Board of Control

RES-1000     It was moved and supported that the following resolution be adopted:

WHEREAS, Nancy G. Edmunds was appointed to the Board of Control of Saginaw Valley State University in January of 1991 and served until January of 1992; and

WHEREAS, Her service on the Board was characterized by thoughtful insight and a deep concern for higher education; and

WHEREAS, Nancy contributed immensely to the deliberations of the SVSU Board of Control and the discharge of their responsibilities; and

WHEREAS, Nancy was appointed by President Bush to a seat on the Federal District Court for the Eastern District of Michigan;

NOW, THEREFORE, BE IT RESOLVED, That the members of the Board of Control of Saginaw Valley State University express deep appreciation to Judge Nancy G. Edmunds and extend their best wishes to her for a long and satisfying judicial career.

Chairperson Ward stated: "I think the resolution speaks for itself. We know what an excellent lawyer Nancy is and how highly she is regarded in the legal community in Detroit....We enjoyed having Nancy here with us, and I'm sorry that her stay was so short."

The motion was APPROVED unanimously.

#### IV. INFORMATION AND DISCUSSION ITEMS

##### 15) Staff Member of the Month

Mr. Hosie B. Seawood, Staff Member of the Month for April, was presented to the Board. (See Appendix Five: Seawood.)

#### V. REMARKS BY THE PRESIDENT

President Gilbertson distributed copies of two new publications. "Interchange" is a publication about teaching which is written and published by teachers on campus, and "Literacy Link" is put out by the English Department. He stated: "I'm really proud of this kind of intellectual interchange going on here on campus."

Enrollments for the fall semester are approximately 6 percent ahead of where we were a year ago. Indications are that the rate of returning students is very strong. It will

be difficult to balance growing enrollments with available resources.

It appears that the budget for this current year (which is nearly over) will not be cut. The Governor's recommendation for next year is that higher education be protected, but that no increase in funding will be available to us. This will cause some stress on our resources and other sources of funding. It will be a difficult year to balance the budget.

President Gilbertson concluded: "Our discussions with CIESIN are going forward. We remain committed to building a strong CIESIN here in this region. Obviously, many of the people in the area were surprised by Congressman Traxler's announcement yesterday. Certainly his sponsorship of CIESIN and his long career of support for Saginaw Valley State University, dating back to its very beginning, has been a source of strength for us, for which we are deeply appreciative. His retirement is certainly a loss to CIESIN and to SVSU as well, but it is by no means the end of CIESIN -- it simply means the rest of us will have to work harder to make CIESIN succeed. We remain pledged to do that."

President Gilbertson introduced Mr. Lee Heywood Pelton, the new Director of International Programs.

## VI. OTHER MATTERS FOR CONSIDERATION

16) Board Motion to Move to Executive Session to Discuss Possible Real Estate Transaction and Personnel Evaluation

BM-812 It was moved and supported that the Board move to Executive Session to discuss a possible real estate transaction and personnel evaluation.

The motion was APPROVED unanimously.

The Board moved to Executive Session at 2:35 p.m.

17) Board Motion to Reconvene in Public Session.

BM-813 It was moved and supported that the Board reconvene in Public Session.

The motion was APPROVED unanimously.

The Board reconvened in Public Session at 5:30 p.m.

VII. ADJOURNMENT

18) Board Motion to Adjourn

BM-814 It was moved and supported that the meeting be adjourned.

The motion was APPROVED unanimously.

Chairperson Ward adjourned the meeting at 5:31 p.m.

Respectfully Submitted:

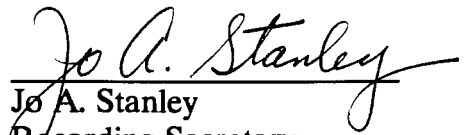
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George E. Ward  
Chairperson

---

Gerald Hornsby  
Secretary

---

  
Jo A. Stanley  
Recording Secretary

RESOLUTION TO APPROVE ROOM AND BOARD RATES,  
APARTMENT RATES, AND MISCELLANEOUS ROOM AND BOARD RATES  
ACADEMIC YEAR 1992-93

WHEREAS, occupancy levels, miscellaneous revenues, and operating expenses have been projected for the Auxiliary Services-bonded facilities system;

NOW, THEREFORE, BE IT RESOLVED, that effective for the 1992-93 Fall semester, the academic year room and board contract rates will be as follows:

	Meals Per Week		
	21	15*	14**
Room and Board	\$3,525	\$3,425	\$3,475
Resident Hall Association	10	10	10
Total Academic Year Contract	<u>\$3,535</u>	<u>\$3,435</u>	<u>\$3,485</u>
Extra charge for single room	<u>\$425</u>	<u>\$425</u>	<u>\$425</u>

BE IT FURTHER RESOLVED, that Pine Grove Apartment rental rates and miscellaneous room and board rates per the attached documents be approved effective August 24, 1992 unless otherwise indicated.

\* Three meals per day, Monday through Friday.

\*\* Lunch and dinner only, seven days per week.



SAGINAW VALLEY STATE UNIVERSITY  
MISCELLANEOUS ROOM AND BOARD RATES  
Effective August 24, 1992  
(Unless otherwise indicated)

	<u>1991-92</u>	<u>1992-93</u>
<u>Academic Sessions (Housing Only)</u>		
Spring and Summer Sessions		
Double bedroom occupancy (2 per bedroom)	\$44.50/week	\$46.25/wee.
Single bedroom occupancy (1 per bedroom)	\$60.00/week	\$62.50/wee.
Guest Rooms (Housing Only, except freshman orientation)		
Double bedroom occupancy (2 per bedroom)	\$10.00/night	\$10.00/nigh
Single bedroom occupancy (1 per bedroom)	\$13.50/night	\$14.00/nigh
Freshman Orientation <sup>a</sup>		
Room (one night only)	\$ 6.75/night	\$ 7.00/nigh
Board (two partial days, refreshments, snacks)	\$25.50	\$26.50
Internal Sponsored Activities (Paid from University Funds)		
Minimum of two nights		
Room	\$ 5.15/night	\$ 5.25/nigh
Board	negotiable	negotiable

Conferences

	<u>1991-92</u>			<u>1992-93</u>		
Conference Count	Room Rates	Board Rates	Total <sup>b</sup>	Room Rates	Board Rates	Total <sup>b</sup>
1-49	10.00	n/a	\$10.00	9.50	n/a	9.50
50-99	9.50	14.00	\$23.50	9.00	14.50	23.50
100 and above	9.25	13.50	\$22.75	8.25	14.00	22.25

Single Rooms (space permitting)	\$13.50	\$14.00
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Board Only Contracts

<u>Meal Plan</u>	<u>Cost Per Semester</u>	
	<u>1991-92</u>	<u>1992-93</u>
21	1000.00	1040.00
15	950.00	990.00
14	980.00	1020.00

a  
If the orientation format changes,  
the administration is authorized  
to adjust the charges accordingly.

b  
Rate may vary according to  
services and selections desired  
number of persons involved, and  
the length of the activity.

SAGINAW VALLEY STATE UNIVERSITY  
APARTMENT RENTAL RATES

ACADEMIC YEAR RATES (Effective August 24, 1992)

<u>Classification</u>	<u>Monthly Rate*</u>	
	<u>1991-92</u>	<u>1992-93</u>
Family	\$420	\$430
Individual (SVSU retains the right to rent to four individuals per apartment)	\$175/person	\$180/person

The following arrangements may be offered at the option of  
Saginaw Valley State University:

One (1) individual per bedroom	\$285	\$295
Faculty/Staff	\$420	\$430

SUMMER/GUEST RATES (effective August 24, 1992)

<u>Classification</u>	<u>Weekly Rate**</u>
SVSU Student - Contract	\$65.00/person, 2 persons/bedroom \$95.00/person, 1 person /bedroom
SVSU Student - Family Contract	\$135.00

Guest

Individual	\$ 80.00/person, 2 persons/bedroom \$115.00/person, 1 person /bedroom
Family	\$140.00

Special group rates may be negotiated with the approval of the  
Director of Business and Auxiliary Services.

\* Includes water and sewer. Heat, lights and telephone to be  
paid by occupants.

\*\* Includes utilities, except telephone.

**RESOLUTION: SAGINAW VALLEY STATE UNIVERSITY  
GOALS THROUGH 1996-7 AND OBJECTIVES FOR 1992-3**

Resolved, that the Board of Control re-affirms the University's Mission Statement and approves the following long-term goals and associated objectives for the 1992-3 fiscal year:

**Goal 1: Enhance the quality of the University's academic programs.**

Objective 1 for 1992-3: Promote and support efforts and activities designed to assess and improve student performance and academic standards, including specific efforts to develop a writing assessment program.

Objective 2 for 1992-3: Promote and support efforts and activities designed to improve the quality of teaching and learning within the University.

Objective 3 for 1992-3: Promote and seek support for enhanced cultural and intellectual activities and events on campus.

Objective 4 for 1992-3: Seek support for faculty and staff research and professional development activities.

**Goal 2: Achieve an appropriate enrollment/resource balance which permits student body growth within the limits of available resources.**

Objective 1 for 1992-3: Continue efforts to increase full-time faculty staffing in those disciplines most affected by recent enrollment growth, particularly English, Psychology and Education.

Objective 2 for 1992-3: Continue efforts to achieve greater efficiency in use of resources, including promoting enrollment growth in underenrolled courses and programs, completing implementation of a new Management Information System and the reallocation of staffing as may be appropriate.

Objective 3 for 1992-3: Continue to promote overall institutional enrollment growth at a moderate rate.

**Goal 3: Improve and expand the University's service to a wider diversity of peoples.**

Objective 1 for 1992-3: Continue support for existing programs for the recruitment of minority students, including the Wade McCree Incentive Program, the SVSU/Delta Partnership Program, and the M/3/PEP Program.

Objective 2 for 1992-3: Treat each faculty or staff position vacancy as an opportunity to increase the number of faculty and staff who bring diverse

ideas and backgrounds to the campus.

Objective 3 for 1992-3: Continue efforts to increase and enhance multi-cultural programming on campus and in the service region.

Objective 4 for 1992-3: Continue efforts to draw advice and support from the minority communities, including the Minority Advisory Committee and the Bilingual/Bicultural Advisory Committee.

Goal 4: Increase direct assistance and support to K-12 schools.

Objective 1 for 1992-3: Continue to improve programs leading to the initial preparation of teachers and professional development of practicing professionals in education.

Objective 2 for 1992-3: Recruit new Dean for College of Education.

Objective 3 for 1992-3: Respond to school district requests provided faculty expertise, faculty time, and external funding are available.

Objective 4 for 1992-3: Support and promote special efforts to involve regional school personnel in CIESIN and other grant-supported programs.

Goal 5: Improve and expand International programming and related educational opportunities.

Objective 1 for 1992-3: Review and consolidate existing exchange programs and then design new and innovative opportunities for students, faculty and staff to study and travel abroad.

Objective 2 for 1992-3: Promote the development of new or redesigned academic courses for the University's General Education Program.

Objective 3 for 1992-3: Improve services and support for international students recruited to study at SVSU.

Goal 6: Improve SVSU's public service and applied research activities.

Objective 1 for 1992-3: Review uses of Research Excellence Fund support and design system for maximizing its impact.

Objective 2 for 1992-3: Continue support for specific projects designed to assist regional governments and nonprofit organizations to deal with social, educational and economic problems and opportunities.

Goal 7: Develop or improve academic and public service programs to meet the needs of the University's service region, as resources permit.

Objective 1 for 1992-3: Initiate new baccalaureate degree programs in Occupational Therapy and Applied Sciences.

Objective 2 for 1992-3: Assist in the development of a site for the CIESIN permanent headquarters.

Goal 8: Preserve and expand the University's physical plant and capital equipment to support programs and other needs of students and the service region.

Objective 1 for 1992-3: Secure construction funding for the proposed Business and Professional Development Center.

Objective 2 for 1992-3: Increase permanent budget support for equipment improvement and replacement and for Library acquisitions.

Objective 3 for 1992-3: Develop long-term planning priorities for further uses of campus land.

Goal 9: Encourage the development of initiatives and proposals in furtherance of these goals and objectives from units within the University's Colleges and administrative structure.

DRAFT #5

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## Article I - THE UNIVERSITY

### 1.100 UNIVERSITY MISSION

Saginaw Valley State University was founded in 1963 to meet higher education needs in east-central Michigan. The primary mission of SVSU is to promote the intellectual and personal growth of students. A highly-qualified faculty, most of whom hold terminal degrees, teach in both day and evening classes. Classes are designed to be relatively small. Support services and co-curricular offerings are planned to meet the needs of both residential and commuting students. Periodic program review is used to monitor the quality and the impact of formal and informal learning opportunities. The University offers a comprehensive array of traditional baccalaureate degrees. The same general education requirements support all of the undergraduate curricula. Master's Degrees also are granted in fields for which there is substantial regional demand.

Approximately one-half of SVSU's students are in the traditional age range; the others are older students, most of whom are preparing for occupational advancement or leadership roles in their community. Nearly ninety percent of all students are commuters; many combine part-time study with full-time or part-time employment. The resident students live in convenient apartment-like dormitory suites or housekeeping apartments.

As an important part of its mission, the University fosters research and creative activities. The goals of the research program are to extend knowledge, inspire superior teaching, and contribute to the intellectual life and social well-being of the region.

Community service is another element of the University mission. SVSU sponsors continuing education courses, conferences, workshops and technology transfer efforts. Cultural events, many campus activities, and the University library are open to the public. The library serves as the administrative center of a regional consortium formed to encourage resource-sharing. SVSU faculty and staff cooperate with area businesses and civic organizations in ways that contribute to the economic and cultural vitality of the region.

Two commitments are common to the instructional, research and community service components of the University mission. First, SVSU actively cooperates with area community colleges to assure broad access to education and efficient use of resources. Second, SVSU is dedicated to helping students and area citizens acquire the knowledge and skills they need to function effectively in the increasingly interdependent nations of the world.

### **1.101 ESTABLISHMENT OF THE UNIVERSITY**

Saginaw Valley State University is established pursuant to the Constitution and Laws of Michigan, the pertinent provisions of which are contained in Appendix A to Article 1, which the Secretary to the Board of Control shall keep current.

1.102      **PERTINENT STATE LAW PROVISIONS,**  
**APPENDIX A TO ARTICLE 1**

Const 1963, Article 8 § 6

[I]Institutions of higher education established by law having authority to grant baccalaureate degrees shall each be governed by a board of control which shall be a body corporate. The board shall have general supervision of the institution and the control and direction of all expenditures from the institution's funds. It shall, as often as necessary, elect a president of the institution under its supervision, (who) shall be the principal executive officer of the institution and be ex-officio a member of the board without the right to vote. The board may elect one of its members or may designate the president, to preside at board meetings. Each board of control shall consist of eight members who shall hold office for terms of eight years, not more than two of which shall expire in the same year, and who shall be appointed by the governor by and with the advice and consent of the senate. Vacancies shall be filled in like manner.

MCL 390.711 **ESTABLISHMENT, EQUALITY OF ACCESS, VESTING OF**  
**CONTROL**

(1) There is established a state institution of higher education known as Saginaw Valley State University to be located in a 3-county area comprising the counties of Bay, Midland, and Saginaw. The institution shall be maintained by the state and its facilities shall be made equally available and upon the same basis to all qualified residents of this state. The

conduct of its affairs and control of its property shall be vested in a board of control, the members of which shall constitute a body corporate.

(2) In addition to any other powers granted by law, the board has all of the following powers:

- (a) General supervision of the university.
- (b) Control and direction of all expenditures from the university's funds.
- (c) The right to sue and be sued.
- (d) Adoption of a seal and altering a seal.

(3) As used in this act, "board" means the board of control of Saginaw Valley State University.

#### MCL 390.712 ESTABLISHMENT OF THE BOARD OF CONTROL

There is established a "board of control", to consist of 8 members to be appointed by the governor with the advice and consent of the senate for terms of 8 years, except of the members first appointed 2 shall serve for 2 years, 2 for 4 years, 2 for 6 years and 2 for 8 years. The president of the institution shall be ex officio a member of the board without the right to vote.

**MCL 390.713 OFFICERS OF THE BOARD OF CONTROL**

The board of control may elect 1 of its members or may designate the president to preside at board meetings. The board shall elect from its membership a secretary, a treasurer and such other officers as it deems necessary. Officers shall serve terms of 1 year and until their successors shall have been elected and qualified. Before permitting the treasurer to enter upon the duties of ... office, the board shall require ... (a) bond to the people of this state with such sureties and in such sum not less than the amount of money likely to be in (the treasurer's) possession as the board may designate. No officer shall have the power to incur obligations or to dispose of the board's property or funds, except in pursuance of a vote of the board.

**BOARD OF CONTROL POWERS**

(1) A majority of the membership of the board shall form a quorum for the transaction of business. The business which the board of control may perform shall be conducted in compliance with the open meetings act, ... Public notice of the time, date, and place of the meeting shall be given in the manner required by (such act).

(2) The board by majority vote of its membership may enact or amend rules and bylaws for the conduct of the board's business and for the government of the institution; fix tuition and other fees and charges; appoint or remove personnel as the interests of the institution

and the generally accepted principles of academic tenure permit or require; determine the compensation to be paid for services and materials; confer degrees and grant diplomas as are usually conferred or granted by similar institutions; receive, hold, and manage any gift, grant, bequest, or devise of funds or property, real or personal, absolutely or in trust; promote the purposes of the university; enter into agreements, not inconsistent with this act, as may be desirable in the conduct of the board's affairs; and in behalf of the state, lease or dispose of property which comes into the board's possession, if the board does not violate a condition or trust to which the property may be subject. The board may exercise all powers customarily exercised by the governing board of a college or university and the enumeration of the powers in this section shall not be considered to exclude powers not expressly excluded by law.

(3) For purposes of determining the membership of the Board of Control, each member shall continue to serve until his or her successor is appointed by the Governor and duly qualified, even if the stated term of such member shall have expired. In the event of the death or resignation of a member, the membership of the Board of Control shall be reduced by such deceased or withdrawing member, until such position has again been filled by a successor appointed by the Governor and duly qualified.

MCL 390.715 SVSU PUBLIC SAFETY DEPARTMENT

- (1) The board may establish a public safety department and prescribe the powers and duties of the public safety department and prescribe the conditions of employment of its public safety officers. The public safety officers shall be peace officers of this state and shall have the authority of police officers under the Michigan vehicle code....The public safety officers shall be vested with the same powers and authority as deputy sheriffs in the county where property of the board is situated, and shall enforce state law and the rules and ordinances of the university.
- (2) The jurisdiction of public safety officers shall be limited to the property of the university and public property running through or adjacent to the university.
- (3) The public safety officers shall be required to meet the training standards of the Michigan Law Enforcement Officers Training Council Act of 1965....

#### MCL 390.716 LIMITATIONS ON BORROWING POWER

Section 6. The Board shall not borrow money on its general faith and credit, nor create any liens upon its property. With the approval of the legislature the board may borrow money to be used to acquire land or to acquire or erect buildings, or to alter, equip, or maintain them, to be used as dormitories, student centers, stadiums, athletic fields, gymnasiums, auditoriums, and other related activities, and it shall obligate itself for the repayment of the money, together with interest, solely out of the fund derived from rentals or other income from the use and operation of the property so acquired, or from special



fees and charges required to be paid by the students if the board considers the students to be benefitted; and may pledge all or a part of the fund as security for the loan.

## **ARTICLE II - BY LAWS**

### **2.100 MEETINGS OF THE BOARD**

- (1) **Regular Meetings.** Regular meetings of the Board shall be held as scheduled by the Board.
  
- (2) **Schedule of Regular Board Meetings.** Unless otherwise provided by action of the Board of Control at least one month in advance, the Board shall meet in regular session on the second Monday of August, September, October, November, December, February, March, April, May, and June. For the month(s) of University Commencement, the Board shall meet on the day of or day preceding commencement.
  
- (3) **Special Meetings.** Special meetings of the Board may be called by the chairperson, the president or three members of the Board. Notice of special meetings shall be given all Board members not less than two days in advance. Advance notice may be waived if all members of the Board agree. Notice for a special meeting shall specify the time, place and agenda of the meeting.
  
- (4) **Agenda.** The Board of Control shall conduct its business according to a prepared and previously distributed agenda developed by the president and the chairperson. Any member of the Board may request of the president or of the chairperson that an item be included on the agenda.

(5) General Parliamentary Rules. Except as otherwise provided, Robert's Rules of Order shall govern the conduct of business at regular and special meetings of the Board.

(6) Membership of the Board of Control shall be eight except in the event of the death or resignation of one or more members, when the membership shall be reduced until a successor is appointed. A resignation shall be effective when the Chairperson of the Board receives a written communication from a member indicating an intention to resign and a request to the Governor that a replacement be appointed.

(7) The Board of Control can take action only on the affirmative vote of a majority of all its members whether or not some of the members are absent from the meeting. Normally five affirmative votes are required to take action.

(8) A quorum will consist of a majority of the membership of the Board, normally five members, unless the membership is reduced as provided for in Section (6) above.

## 2.101 OFFICERS OF THE BOARD

- (1) Officers. The Board of Control shall elect, from its voting membership, a Chairperson, a Vice Chairperson, a Secretary, and a Treasurer.
- (2) Term of Office. Officers of the Board will take office the first day of July after election by the Board and will hold office for a term of one year or until a successor is elected.
- (3) Removal from Office. An officer of the Board may be removed from office by vote of a majority of the members of the Board.
- (4) Chairperson. The Chairperson shall preside at all meetings of the Board of Control, manage the business of the Board, appoint the membership of the standing and special committees established by the Board, and be an ex officio member of all such committees. The Chairperson may participate in discussions and vote, but may not introduce motions.
- (5) Vice Chairperson. The Vice Chairperson shall perform the powers and duties of the Chairperson during the Chairperson's absence and such other duties and functions as are delegated by the Chairperson or the Board.

(6) Secretary. The Secretary shall have Board minutes taken, certify such minutes, be custodian of the corporate seal to be used at the direction of the Board of Control.

(7) Treasurer. The Treasurer shall have general charge, under the direction of the Board, of the financial affairs of the University and have an annual reporting made to the Board of all monies or property received and held and of all disbursements made from each of the University funds.

(8) Election of Board Officers.

(i) Officers shall be elected at the May meeting of the Board. If a vacancy occurs in any office, an election shall be held within 90 days to fill the vacancy.

(ii) The Board shall appoint a nominating committee to recommend candidates for each office. The committee should consider the ability, availability and individual interests of members when nominating members for an office.

(iii) Nominations may also be made from the floor.

(iv) An office holder may be re-elected for an unlimited number of terms; however, the Board intends that every member have the opportunity to serve as an officer of the Board.

## **2.102 PRESIDENT OF THE UNIVERSITY**

(1) **Election and Role of the President.** The President shall be elected by the affirmative vote of at least five (5) members of the Board, be the chief executive officer of the University and an ex officio, non-voting member of the Board of Control, and may be terminated by the affirmative vote of at least five (5) members of the Board.

(2) **Functions.** The President shall be responsible for all functions of the University, be the official medium of communication between the Board and University faculty, staff and students, implement policies of the Board, and have authority to issue directives and executive orders not in contravention with law or the Board's By Laws and policies.

## 2.103 COMMITTEES OF THE BOARD

- (1) Standing Committees. The Board may establish standing committees from among its members to advise the administration concerning matters within the authority of the Board.
- (2) Special Committees. The Board may establish special committees to advise the Board or the administration concerning a specific matter within the authority of the Board. Membership of special committees must include one or more members of the Board.
- (3) Limitation of Committee Authority. Committees are advisory in nature and are not empowered to deliberate toward, or make, policy decisions unless specifically directed to do so by action of the Board of Control. Should such authorization be given, the business of the committee will be conducted in compliance with the state Open Meetings Act.
- (4) Presently Established Standing Committees.
  - (i) Standing Committees of the Board are:
    - a. Personnel Committee
    - b. Finance and Audit Committee
    - c. Academic and Student Affairs Committee
    - d. Business and Facilities Committee
  - (ii) The Personnel and Finance and Audit Committees will meet for the purpose of advising the President on related matters. The Academic and Student Affairs Committee and the Business and Facilities Committee will meet for the purpose of advising the President on related matters.

(iii) The Chairperson of the Board shall appoint less than a quorum of the Board to be members of either the Personnel Committee or the Finance and Audit Committee. Members of the Personnel Committee will also serve on the Academic and Student Affairs Committee. Members of the Finance and Audit Committee will also serve on the Business and Facilities Committee. The President shall appoint one or more Vice Presidents to staff each of these committees. The Board chairperson may establish a planned rotation of membership to each committee, or may appoint membership at discretion.

(iv) Committee meetings will be conducted informally; no votes will be taken and Robert's Rules of Order Revised will not apply. Any Board member, the President or Vice President may request that an item be placed on the list of items for discussion of committee meetings. The Vice President assigned to staff the committee shall be responsible for the list of items to be discussed at closed and open meetings.

(v) The administration is encouraged to seek the advice of the appropriate committee on issues and proposals to be presented to the Board of Control for action.



## 2.104 MISCELLANEOUS

(1) Student Representative. The Student Government President may sit at the table as an observer at all open meetings of the Board and be permitted to speak and participate in discussion with the Board on any issue.

(2) Execution of Instruments. All deeds, contracts, bonds, notes or other instruments authorized by the Board of Control shall be validly executed if signed by the Chairperson or the President and Secretary or the Treasurer, or by such other person as the Board of Control may designate.

(3) Fiscal Year. The fiscal year of the institution is July 1 to June 30.

(4) Voting.

(i) Action by the Board of Control may be by general consent, voice vote, or by roll-call. The method of voting shall be determined by the Board Chairperson, except that a roll-call vote shall be taken at the request of any member of the Board.

(ii) Unless otherwise provided, a majority vote comprised of at least 3 affirmative votes is required for approval of a Board action.

(5) Indemnification. The Board of Control shall indemnify any person against expenses (including attorney's fees), judgements, fines and amounts paid in settlement actually and reasonably incurred by reason of the fact that he or she is or was a member of the Board or an officer, employee or agent of the Board, if such person acted in good faith and in a manner reasonably believed to be in or not opposed to the best interests of the Board of Control, and, with respect to any criminal action or proceeding, without reasonable cause to believe his or her conduct was unlawful. An adverse disposition shall not, of itself, create a presumption that the person did not act in accordance with the above-described standards.

(6) Conflict of Interest. A Board member shall avoid participating in decision-making processes involving a conflict or an apparent conflict between a personal interest of the member and an interest of the University. A Board member may not vote on any issue involving a conflict of interest but may participate in the discussion of such an issue if requested by members of the Board.

(i) Fiduciary Responsibility. Members of the Board of Control serve a public interest role and thus all decisions of the Board are to be made solely on the basis of the best interests of the University and the public good.

(ii) Disclosure. If the Board must consider any transaction for the University which involves; a Board member, his/her spouse, a member of either family; or an organization with which the member of the Board is affiliated, that Board member shall, at

the first knowledge of the transaction, publicly disclose the general nature of the interest or involvement.

In addition, an annual written disclosure is required of Board members concerning all relationships and business affiliations of which he or she has knowledge that reasonably could give rise to conflict of interest involving the University. For the purpose of this policy, affiliation exists if the Board member, or a member of his or her family:

- a. Is an officer, director, trustee, partner, employee or agent of such organization; or
- b. Is actual or beneficial owner of more than 5 percent of the voting stock or is classified as a control person of such an organization; or
- c. Has any other direct or indirect dealings with such organization from which he or she is materially benefitted.

Annual disclosures required under this policy must be sent to the managing partner responsible for the external audit for the University, who together with the University counsel, shall be responsible for the administration of this policy.

(iii) Restraint on Participation. Board members who have declared or have been found to have conflict of interest in any matter before the Board shall refrain from participating in consideration of the proposed transaction, unless for special reasons the

Board or the administration requests information or interpretation from the person or persons involved. The person or persons involved may not vote on such matters.

Any Board member who is uncertain about whether a conflict of interest exists, may request the Board to determine the issue; the Board shall resolve the question by majority vote. The question of potential conflict may be referred to counsel for an opinion prior to the Board's vote.

(iv) Nepotism. No person may be employed, other than from student employment funds, who is related by blood or marriage to a member of the Board of Control of Saginaw Valley State University.

a. In the event of marriage between University employees creating a relationship not in accord with this policy, one of the persons affected must resign by the end of the fiscal year or within six months from the date the relationship was established, whichever is the greater period. If the individuals do not make a decision, the Board of Control retains the right to make this decision.

b. Scholarships, grants, and awards to students do not constitute employment within the meaning of this policy.

c. A person recommending, or considering the acceptance of, an appointment to a staff, faculty, or other position who has reason to believe that a relationship by blood

or marriage of the kind described exists or may exist, is to report the facts to the Personnel and Affirmative Action offices so that a determination may be made prior to the actual appointment.

(v) As used in this policy, "related", "relative", and "family" mean the following types of relationships:

By Blood: Parent, child, grandparent, grandchild, brother, sister, half-sister, half-brother, uncle, aunt, nephew, niece, first cousin.

By Marriage: Spouse, step-parent, step-child, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, uncle, aunt, nephew, niece.

(7) Amendments. These bylaws may be amended by a majority vote of the membership at any Regular Meeting or any Special Meeting called for such purpose if the proposed changes have been submitted in writing to members of the Board at least 28 days prior to the meeting.

2.105 QUESTIONNAIREAPPENDIX B TO ARTICLE 2CONFLICT OF INTEREST QUESTIONNAIRE

Ernst & Young  
 Suite 1100  
 101 N. Washington  
 Saginaw, Michigan 48607

Dear \_\_\_\_\_:

I am submitting the following information regarding Saginaw Valley State University's "Policy on Conflict of Interest and Related Party Transactions."

1. \_\_\_\_\_  
 Name
2. \_\_\_\_\_  
 Office Held (Member, Board of Control, V.P. for Business Affairs, etc.)
3. ☐ I am  
☐ I am not  
 an officer or director of any corporation, financial institution, or business with which Saginaw Valley State University has business dealings.

If I have answered that I am an officer or director to the above question, I am attaching a list of the names of such corporation or business, the office held, and the approximate dollar-amount of business involved with the University last year.

- To the best of my knowledge,
4. ☐ I do or a member of my family has  
☐ I do not nor does any member of my family have  
 a financial interest in, or receive any remuneration or income from, any business organization with which Saginaw Valley State University has business dealings.

If I have answered that I do or a member of my family does have a financial interest in such business organizations, I am attaching a list of the names of the business

organizations in which such interest is held and the nature and amount of each such financial interest, remuneration or income.

To the best of my knowledge,

5. ☐ I did or a member of my family did  
☐ I did not nor did any member of my family  
 receive, during the past twelve months, any gifts or loans from any source from which Saginaw Valley State University buys goods or services or with which Saginaw Valley State University has significant business dealings.

If I have answered that I did or a member of my family did receive such gifts or loans, I have included a list inclusive of the approximate value of said gift or loan.

6. I have received and read the "Policy on Conflict of Interest and Related Party Transactions" approved by the Board of Control on \_\_\_\_\_, and I am in compliance with the policy except as specifically set forth on the attached form(s).

Very truly yours,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **ARTICLE III - POLICIES OF THE BOARD OF CONTROL**

#### **3.100 BOARD FUNCTIONS**

Without in any way limiting the generality of the Board's functions as prescribed by law, the Board's functions include:

1. Interpret the needs of the community and the state which are to be served by the University.
2. Select, retain and terminate the President.
3. Advise the President on the selection and performance of the Vice Presidents and the Secretary to the Board of Control.
4. Assure financial responsibility for all University funds.
5. Assure that the University operates within its mission in pursuit of its annual goals.
6. Support the President's efforts to secure private, corporate, state and federal funds.



7. Preserve the capital investment of the University.
8. Preserve academic freedom.
9. Serve as the final appeal body except in those cases where the final appeal has been otherwise delegated.
10. In cooperation with the faculty, satisfy itself that the quality of education at the University is consistent with the institution's mission.

### **3.101 SEPARATION AND DELEGATION/RESERVATION OF FUNCTIONS**

The Board of Control delegates the authority to conduct all University business to the President except that the Board reserves authority for the following:

1. Annually in March adopt or reaffirm the University's mission and adopt goals and priorities of the institution for the next three (3) years. Plans for attainment of institutional goals and objectives shall be reviewed with the Board when a fiscal year budget is presented for Board approval.
2. Establish or discontinue academic schools or colleges.
3. Adopt or discontinue degree programs and academic majors.
4. Approve academic standards of admissions and graduation requirements.
5. Adopt or discontinue intercollegiate athletic programs.
6. Approve the promotion of faculty members.
7. Approve the tenuring of faculty members.

8. Approve sabbatical leaves and leaves of absence.
9. Approve application for regional or program specific accreditation.
10. Establish the compensation for the President and the Vice Presidents.
11. Adopt the operating and capital outlay budget requests submitted to the State.
12. Adopt an annual budget plan of expenditures and revenues for the General Fund and for Auxiliary Services-Bonded Facilities.
13. Define resident and non-resident classifications to be used in assessing tuition.
14. Establish tuition, fees and room and board rates.
15. Accept private, state and federal grants and gifts which would affect University priorities or require substantial matching funds or commitment of future University funds.
16. Approve all contracts, including employment contracts and collective bargaining agreements, except for those contracts that are within such contract

authority of University personnel as may have been established by Board resolution.

17. Appoint the University auditing firm and the University general legal counsel.
18. Accept the annual audit of University accounts.
19. Establish investment policies.
20. Authorize University property and facilities leases for a term exceeding one year.
21. Authorize the sale of real property.
22. Approve capital projects estimated to cost more than \$100,000.
23. Periodically evaluate the performance and functioning of the Office of the President and the Board of Control.
24. Adopt and modify the Board of Control By Laws and Policies Manual.
25. Adopt the SVSU Student Judicial Code.

26. Adopt the Student Government Constitution and the amendments thereto.
27. Name facilities and memorials.
28. Approve facility program statements.
29. Approve the awarding of degrees.
30. Approve the awarding of honorary degrees to persons nominated by the President.

## Section 3.102

**RESPONSIBILITIES OF INDIVIDUAL BOARD MEMBERS**

Members of the Board of Control can take action only as a body. The Board does expect, however, that each of its members will:

1. Regularly attend, and actively participate in, each of the Board meetings and meetings of Committees to which they are assigned.
2. Participate in the Commencement Ceremony.
3. Identify potential and private corporate contributors to the University and/or the Foundation.
4. Attend, at the President's request, legislative hearings.
5. Prepare for each Board and Committee meeting, reviewing all supporting materials prior to the meeting.
6. Support decisions of the Board and the President's efforts to carry out those decisions.

7. Question and evaluate administrative proposals as recommended by the President to assure that decisions serve the interests of the community, state and students and that they are compatible with the mission and goals of the institution.
8. Make decisions for the best interests of the University as a whole, avoiding the promotion of a special interest or interest group which is not in concert with the interests of the entire University.
9. Exercise discretion in requesting information from the administration, focusing on information which is needed for informed decisions or for representing the University as a knowledgeable Board member.
10. Convey the concerns of the University to members of Congress, legislators, the Governor and state agencies, in cooperation with the President.
11. Protect the autonomy and integrity of the University from intrusions and pressures which the Board deems to be inappropriate.
12. Listen to the community and convey the concerns and needs of the community to the Board, as follows:

- A. Board members contacted by a student, by a member of the full-time or part-time faculty or staff, or by others regarding University business should:
- a. Listen and discuss to gain understanding, but avoid appearing to make commitments on behalf of the University.
  - b. Convey the concern to the President or to the appropriate Executive Office when the Board member deems such action appropriate. Ascertain what efforts have been made to resolve the problem by the administration.
  - c. If the issue is not satisfactorily resolved, the member should, ask the Chairperson of the Board to discuss the concern with the President; request that the appropriate committee of the Board request action by the President; may ask the Board to request the President to respond.
  - d. In a case of a student concern, recommend that the student contact the faculty member regarding concerns related to a class. If satisfaction is not obtained, the student should contact the Dean or Director of the appropriate area or, if outside the area of a Dean or Director, a specific member of the President's Staff.



**3.103 SECRETARY TO THE BOARD OF CONTROL**

The President shall, with the concurrence of the Board, designate a member of the Administrative staff as Secretary to the Board of Control who shall report to the President and, among other assignments, assist the President regarding Board functions and serve the Board of Control in a staff role.

**FUNCTIONS:**

1. Coordinate distribution of materials to the Board members.
2. Coordinate the preparation of documents and special studies as requested by the Board.
3. Advise the Board on parliamentary procedure and on adherence to state law, and Board By Laws and Policies.
4. Develop and maintain a record of Board action and advise the Board when a pending action modifies or rescinds a previous action of the Board.

5. **Maintain the Board of Control By Laws and Policies.** Codify resolutions of the Board with continuing effect. Keep the content of the Appendices contained in the Manual continuously current.
6. **Maintain the Board of Control historical documents.**
7. **Coordinate and assist with the orientation of new Board members.**
8. **Coordinate Board educational activities, retreats and conference attendance.**
9. **Monitor pertinent legislation and state regulations which affect the functioning of the Board of Control.**
10. **Materials to be considered at a meeting of the Board of Control should be mailed or distributed not less than seven days prior to the scheduled meeting and should include:**
  - a. **Meeting agenda.**
  - b. **Minutes of the prior meeting, if not distributed earlier.**
  - c. **Proposed resolutions.**
  - d. **Support documents for agenda items.**

**and be distributed to:**

  - a. **All Board of Control Members**
  - b. **University Administrative Council**

- c. Student Government President
- d. President of Faculty Association
- e. Director of Information Services

11. Materials to be considered at a meeting of the Personnel Committee and the Finance and Audit Committee should be distributed to all the members of the Board of Control, the President, and designated members of the staff, no less than five working days prior to the meeting and include:

- a. List of items for discussion
- b. Notes of the prior meeting, if not distributed earlier
- c. Other informational and support material as deemed appropriate by a Vice President

The list of items for discussion for the Academic and Student Affairs Committee and the Business and Facilities Committee are to be posted not less than five working days prior to the meeting. Materials to be considered at the meeting should be distributed not less than five working days prior to the meeting and include:

- a. List of items for discussion
- b. Notes of the prior meeting, if not distributed earlier
- c. Other information and support material as deemed appropriate by a Vice President

and will be distributed to:

- a. All Board of Control members
- b. University Administrative Council
- c. Student Government President
- d. President of Faculty Association
- e. Director of Information Services

**3.104 APPEARANCES BEFORE THE BOARD OF CONTROL**

The Board will provide an opportunity for students, staff and the public to speak to the Board during regular and special meetings of the Board of Control.

1. Individuals or groups who desire to speak to the Board are asked to submit a written request to the President's Office at least ten days before a Board meeting. Requests not submitted at least ten days before the Board meeting shall be submitted to the Secretary of the Board prior to the Board meeting.
2. Any request to speak to the Board shall include the name of the individual, the organization represented (if any), and the topic to be addressed.
3. A presentation may not exceed five minutes.
4. If the request is related to a Board agenda item, the individual will be asked to speak when the agenda item is introduced, prior to Board discussion of that item. For other requests, the speaker shall be recognized at the agenda item, "Other."
5. If two or more individuals are to speak on a topic, they must speak consecutively. Each individual's presentation will be limited to five minutes.

The Chairperson may halt a presentation which repeats points already presented.

### 3.105 AGENDA FOR MEETINGS

1. The agenda for regular meetings will be prepared by the President and the Chairperson in accordance with the Board By Laws and Policies; items will be listed in the following format:
  - I. CALL TO ORDER
  - II. PROCEDURAL ITEMS
    - A. Approval of agenda and additions and deletions to agenda
    - B. Approval of minutes of the previous Board meeting
    - C. Recognition of the official representative of the Faculty Association
    - D. Communications and requests to appear before the Board
  - III. ACTION ITEMS
  - IV. INFORMATION AND DISCUSSION ITEMS
  - V. REMARKS BY THE PRESIDENT
  - VI. OTHER ITEMS FOR CONSIDERATION
  - VII. ADJOURNMENT
2. The agenda for a special meeting and the discussion by the Board, staff, and the public shall be limited to the special purposes for which the meeting was called. The special meeting agenda shall be formatted as follows:
  - I. CALL TO ORDER
  - II. ACTION ITEMS

### III. INFORMATION AND DISCUSSION ITEMS

### IV. ADJOURNMENT

The agenda and accompanying documents are to be distributed and posted no later than 24 hours prior to a special Board meeting.

### **3.106 MEETING MINUTES**

1. The minutes of all Board meetings shall be submitted for approval at the next regular meeting of the Board of Control.
2. Proposed minutes are to be distributed to:
  - a. All Board of Control Members
  - b. University Administrative Council
  - c. Library
  - d. Student Government President
  - e. President of Faculty Association
  - f. Director of Information Services
3. Proposed minutes are to be available for public inspection in the library or the Office of the President no less than eight working days after the Board meeting.
4. Approved minutes are to be available for public inspection in the library or in the Office of the President in accordance with the Open Meeting Act.
5. Copies of the minutes are to be available, upon request, to members of the staff and student body and to the public at a reasonable charge.



### 3.107 EVALUATION OF THE PRESIDENT

The Board shall arrange for evaluation of the Office of the President. The format for evaluating the President shall be consistent with the President's contract, with such goals as the Board established for the year, and shall include as follows:

(1) The review process will be structured around those functional areas of the University's work in which the President is expected to provide leadership. In broad terms, these include the following:

- A. Academic programs
  - \* Leadership
  - \* Improvement
- B. Resource management
  - \* Financial management
  - \* Facilities and equipment
- C. Resource development/funding
  - \* Public support
  - \* Private support
- D. Community/Public relations
- E. Institutional planning and evaluation
- F. Organizational leadership
- G. President/Board working effectiveness

This list may be augmented or modified by the Board and President for the coming year, including the identification of specific categories or sub-categories for special consideration in the new year ahead.

(2) The President will be asked to submit a brief (approximately three pages) report identifying important accomplishments or problems from the previous year in each of these functional categories. In a separate section of this report, the President will also identify certain specific plans or objectives in these categories for the coming year.

(3) The Board of Control will meet with the President in Executive Session to discuss the President's report and any issues -- suggestions, comments, observations, criticisms -- that might arise from this report or Board members' other information or observations about these and related matters. It is the intent of the Board and the President that this discussion will be open and candid, with particular attention to the identification of any problems or concerns noted by Board members.

It is also the intent of both the Board and the President that this discussion will provide the Board with an overview of the President's plans for the coming year and an opportunity to comment on these, and that the discussion will also provide the President with the Board's best advice and direction as to both the institution's plans and the President's performance.

(4) Following the discussion between the Board of Control and the President the Board will meet again in Executive Session, without the President present, to reflect on its discussion with the President and to ensure that the Board has adequately expressed its views to the President on these and related matters. If necessary, following this discussion by the Board the President will be invited to join the meeting again for further discussion.

- (5) A memorandum summarizing these discussions will be prepared by the Chair of the Board and, following review by the Board, will be sent to the President for inclusion in the President's personnel file.

**3.108 BOARD MEMBERS' CONTACTS WITH THE UNIVERSITY'S COUNSEL**

Members of the Board may discuss University-related business with attorneys retained by the University when directed to do so by the Board or requested to do so by the President or the Chairperson.

A member may discuss issues related to personal responsibilities, liabilities and the role of members of the Board of Control with attorneys retained by the University. The member shall notify the Vice President for Administration and Business Affairs of such contact and indicate the amount of time devoted to that contact.

**3.109 EXPENDITURE REIMBURSEMENTS FOR BOARD MEMBERS**

1. Board members will be reimbursed for actual and reasonable expenses related to Board and Board committee meetings, and for other University events to which the member is invited as a member of the Board.
2. The actual and reasonable expenses for a Board member's spouse will be reimbursed when, at the discretion of the President, the spouse's participation at an in-state meeting or event will be of benefit to the University.
3. Board members will be reimbursed for actual and reasonable expenses related to attendance at conferences sponsored by an organization of which the Board of Control is a member and at other conferences for which attendance has been authorized by the Board.
4. Actual and reasonable out-of-pocket expenses, except travel cost, for a Board member's spouse will be reimbursed when, at the discretion of the President, the spouse's participation at an out-of-state meeting or event will be of benefit to the University.
5. Reimbursement for the use of personal vehicles shall be at the current University rate for administrative personnel.

6. Reimbursement requests may be reviewed by the Treasurer of the Board to determine whether expenses are actual, reasonable, and appropriate.
7. Any disputes between a Board member and the Treasurer, or the President regarding reimbursable expenses will be resolved by the Board.

**3.110 ADOPTION AND AMENDMENT OF BOARD POLICIES**

The adoption and amendment of Board Policies shall require an affirmative vote of five (5) members of the Board of Control and must have been submitted in writing to members of the Board at least 28 days prior to the meeting.

**3.111 PUBLIC NOTICE OF BOARD MEETINGS**

Public notice for Board of Control meetings shall be given as required by the State of Michigan's Open Meetings Act, the pertinent provisions of which are contained in Appendix C to Article 3.



**3.112 PERTINENT PROVISIONS OF STATE OPEN MEETINGS ACT, APPENDIX C TO ARTICLE 3.**

**MCL 15.264 Public Notice**

The following provisions shall apply with respect to public notice of meetings:

- (a) A public notice shall always contain the name of the public body to which the notice applies, its telephone number if one exists, and its address.
- (b) A public notice for a public body shall always be posted at its principal office and any other locations considered appropriate by the public body. Cable television may also be utilized for purposes of posting public notice.
- (c) If a public body is ... part of an institution of higher education ... a public notice shall also be posted in the ... principal office of ... the institution of higher education....

**MCL 15.265 Regular, Rescheduled, Special and Recessed Meetings**

- (1) A meeting of a public body shall not be held unless public notice is given as provided in this section by a person designated by the public body.
- (2) For regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings.

- (3) If there is a change in the schedule of regular meetings of a public body, there shall be posted within 3 days after the meeting at which the change is made, a public notice stating the new dates, times, and places of its regular meetings.
- (4) Except as provided in this subsection or in subsection (6) for a rescheduled regular or a special meeting of a public body, a public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting. The requirement of 18-hour notice shall not apply to special meetings of subcommittees of a public body....
- (5) A meeting of a public body which is recessed for more than 36 hours shall be reconvened only after public notice, which is equivalent to that required under subsection (4), has been posted....Nothing in this section shall bar a public body from meeting in emergency session in the event of a severe and imminent threat to the health, safety, or welfare of the public when 2/3 of the members serving on the body decide that delay would be detrimental to efforts to lessen or respond to the threat.
- (6) A meeting of a public body may only take place in a residential dwelling if a nonresidential building within the boundary of the local governmental unit or school system is not available without cost to the public body. For a meeting of a public body which is held in a residential dwelling, notice of the meeting shall be published as a display advertisement in a newspaper of general circulation in the city or township in which the meeting is to be held. The notice shall be published not less than 2 days before the day on

which the meeting is held, and shall state the date, time, and place of the meeting. The notice, which shall be at the bottom of the display advertisement and which shall be set off in a conspicuous manner, shall include the following language: "This meeting is open to all members of the public under Michigan's Open Meetings Act".

#### MCL 15.266 Requests for Copies of Notice

- (1) Upon the written request of an individual, organization, firm, or corporation, and upon the requesting party's payment of a yearly fee of not more than the reasonable estimated cost for printing and postage of such notices, a public body shall send to the requesting party by first class mail a copy of any notice required to be posted pursuant to section 5(2) to (5).
- (2) Upon written request, a public body, at the same time a public notice of a meeting is posted pursuant to section 5, shall provide a copy of the public notice of that meeting to any newspaper published in the state and to any radio and television station located in the state free of charge.

#### MCL 15.267 Vote and Minutes for Closed Sessions

- (1) A 2/3 roll call vote of members elected or appointed and serving shall be required to call a closed session, except for the closed sessions permitted under section 8(a), (b), (c), and (g).

The roll call vote and the purpose or purposes for calling the closed session shall be entered into the minutes of the meeting at which the vote is taken.

(2) A separate set of minutes shall be taken by the clerk or the designated secretary of the public body at the closed session. These minutes shall be retained by the clerk of the public body, shall not be available to the public, and shall only be disclosed if required by a civil action filed under section 10, 11, or 13. These minutes may be destroyed 1 year and 1 day after approval of the minutes of the regular meeting at which the closed session was approved.

#### MCL 15.268 Purposes of Closed Sessions

A public body may meet in a closed session only for the following purposes:

(a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.

A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered thereafter only in open sessions.

(b) To consider the dismissal, suspension, or disciplining of a student if the public body is part of the ... institution of higher education which the student is attending, and if the student or the student's parent or guardian requests a closed hearing.

- (c) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
- (d) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
- (e) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
- (f) To review the specific contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to this act.
- (g) Partisan caucuses of members of the state legislature.
- (h) To consider material exempt from discussion or disclosure by state or federal statute.

MCL 15.269 Availability of Minutes and Records

- (1) Each public body shall keep minutes of each meeting showing the date, time, place, members present, members absent, any decision made at a meeting open to the public and the purpose or purposes for which a closed session is held. The minutes shall include all roll call votes taken at the meeting. Corrections in the minutes shall be made not later than the next meeting after the meeting to which the minutes refer. Corrected minutes shall be available no later than the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction.
- (2) Minutes shall be public records open to public inspection and shall be available at the address designated on posted public notices pursuant to section 4. Copies of the minutes shall be available to the public at the reasonable estimated cost for printing and copying.
- (3) Proposed minutes shall be available for public inspection not more than 8 business days after the meeting to which the minutes refer. Approved minutes shall be available for public inspection not later than 5 business days after the meeting at which the minutes are approved by the public body.

1992-93

## REGULAR AND COMMITTEE MEETING SCHEDULE

## SAGINAW VALLEY STATE UNIVERSITY - BOARD OF CONTROL

University Center, Michigan 48710

Phone: (517 790-4000 or from Midland (517) 695-5325

.....

Place of meeting unless otherwise noted: Board of Control Room, Wickes Hall  
Committee meeting locations will be announced.

DAY	DATE	TYPE OF MEETING	TIME
Monday	August 17, 1992	Regular	1:30 p.m.
Monday	September 14, 1992	Committees	1:30 p.m.
Monday	October 12, 1992	Regular	1:30 p.m.
Monday	November 9, 1992	Committees	1:30 p.m.
Friday	December 18, 1992	Regular	1:30 p.m.
Friday	December 18, 1992	Commencement	7:00 p.m.
Monday	February 8, 1993	Regular	1:30 p.m.
Monday	March 8, 1993	Regular	1:30 p.m.
Monday	April 12, 1993	Committees	1:30 p.m.
Friday	May 7, 1993	Regular	1:30 p.m.
Saturday	May 8, 1993	Commencement	1:30 p.m.
Monday	June 14, 1993	Regular	1:30 p.m.

Note: The site and date of the off-campus regular Board meeting will be determined at a later date.



# STAFF MEMBER

OF THE MONTH

**Hosie B.  
Seawood**

**Custodian,  
Physical Plant**

**April 1992**

Hosie Seawood is surprised he was named Staff Member of the Month, "just for doing my job."

While Seawood may feel that he only has done what is expected of him, others find his attendance record and conscientious performance exemplary. What's more, he is noted for cooperating cheerfully with faculty, staff and students.

A second shift employee, Seawood frequently can be seen traversing the halls from Pioneer through the loop to Wickes. He is praised for his care in keeping his assigned areas in top-notch condition.

Those areas have grown significantly in the 14 years that Seawood has been an SVSU employee. He joined the Physical Plant staff in 1977, before Pioneer Hall was constructed.



Like others who came in that time period, he has seen buildings sprout around campus as the University developed.

Seawood's shift puts him in contact with the bustle of evening class activity. "He is a familiar face in the afternoons and evenings with a ready smile and friendly greeting for the campus community," his nomination states. He's also known for his quick wit and welcome words of advice.

"Maybe I should stop giving advice," Seawood smiles. But after reflecting a moment, he adds that perhaps the advice might be good for somebody.

The thing he enjoys most about his job is contact with people, he says. "I appreciate having my job."

While Seawood is modest about focussing attention on himself or his work, he is quick to share his feelings about his family. "My family is my life," he says simply.

He is proud of his wife, Jeannie, who is a student at SVSU. She is majoring in social work, switching from her earlier career in nursing.

A son, Michael Solgate, is employed at the Millet Learning Center. "He takes children on field trips, and other things," Seawood says.

A daughter, Ayanna Solgate, is in her second year at Michigan State University.