

SVSU®

**BOARD OF CONTROL
MINUTES**

DECEMBER 12, 1997



RES-1297 RESOLUTION TO APPROVE FIRST AMENDMENT TO
LEASE AND FIRST AMENDMENT TO MODULAR UNIT
LEASE WITH THE CONSORTIUM FOR INTERNATIONAL
EARTH SCIENCE INFORMATION NETWORK (CIESIN)
APPROVED 10

RES-1298 RESOLUTION TO APPROVE M.A.T. - NATURAL
SCIENCE TEACHING
APPROVED 11

BM-901 MOTION TO MOVE TO EXECUTIVE SESSION TO
DISCUSS PERSONNEL EVALUATIONS
APPROVED 13

RES-1299 RESOLUTION TO APPROVE ADMINISTRATIVE
STAFF COMPENSATION
APPROVED 14

BM-902 MOTION TO ADJOURN
APPROVED 14

MINUTES
BOARD OF CONTROL
Regular Meeting
2:30 p.m.
Board of Control Room - Wickes Hall

Present: Gilbertson
 Kelly
 Law
 Roberts
 Vitito
 Walpole

Absent: Braun
 Escobedo
 Rush

Others

Present: D. Bachand
 D. Irish
 C. Jerome
 C. Lange
 R. Maurovich
 C. Maxwell
 D. McCloy
 S. Moll
 J. Muladore
 R. Payne
 W. Rathkamp
 E. Sparapani
 J. Stanley
 M. Strain
 R. Thompson
 J. Woodcock
 R. Yien
 Press (3)

I. CALL TO ORDER

Chairperson Walpole called the meeting to order at 2:30 p.m.

II. PROCEDURAL ITEMS

A. **Approval of Agenda and Additions to and Deletions from Agenda**

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

The agenda was unanimously APPROVED as distributed.

B. **Approval of October 13, 1997 Regular Meeting Minutes of the Board of Control**

It was moved and supported that the minutes of the October 13, 1997 regular meeting be approved.

The minutes were unanimously APPROVED as written.

C. **Recognition of the Official Representative of the Faculty Association**

Professor Ervin F. Sparapani, President of the SVSU Faculty Association, discussed the subjects outlined in Appendix One. (See Appendix One: Sparapani)

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 Grant Baccalaureate and Master's Degrees

RES-1288 **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 3.101 Article II 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 December 12, 1997 Commencement as certified by the faculty and Registrar.

The motion was APPROVED unanimously.

2) Resolution to Approve Faculty Sabbaticals for 1998-99

RES-1289 **It was moved and supported that the following resolution be adopted:**

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

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

NOW, THEREFORE, BE IT RESOLVED, THAT the following faculty members be granted sabbatical leaves as specified below for the academic year of 1998-1999.

Bender, Jeanne	Nursing	Fall/Winter (half pay)
Bridges, Jennifer	Physical Education	Fall/Winter (full pay)
Cannon, Sally	English	Fall/Winter (half pay)
Cheek, Robert	Management	Fall/Winter (half pay)
Gewerth, Kenneth	Criminal Justice	Winter, 1999
Harmon, Mary	English	Winter, 1999
Jeziarski, John	History	Summers, 1998, 1999, 2000
Lawrence, Stephen	Chemistry	Winter, 1999
Petersen, Eric	History	Winter, 1999
Peterson, Gerald	Psychology	Fall, 1998
Rayfield, David	Philosophy	Fall, 1998
Renna, Thomas	History	Fall, 1998
Sarkar, Sam	Economics	Winter, 1999
Wolff, Janice	English	Winter, 1999

Dr. Robert S.P. Yien, Vice President for Academic Affairs, told the Board that to be eligible for sabbatical, full-time faculty members have to teach six consecutive years. Three kinds of sabbatical arrangements are available: 1) one semester leave (either fall or winter) with full base salary; 2) partial teaching during fall or winter semesters, with full-pay; 3) three-summers off,

during which time the faculty member is eligible for full-pay.

The motion was APPROVED unanimously.

3) Resolution to Approve Faculty Tenure, July 1, 1998

RES-1290 It was moved and supported that the following resolution be adopted:

WHEREAS, Faculty tenure provides continuous employment of a faculty member for 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 by the Administration for continuous appointment henceforth,

NOW, THEREFORE, BE IT RESOLVED, That the following faculty members be granted tenure, as provided by the terms of the SVSU-Faculty Association agreement, effective July 1, 1998.

Dr. Alfred Bracciano	Occupational Therapy
Dr. Jane Girdham	Music
Dr. Mary Hedberg	History
Dr. Karen Klundt	Sociology
Ms. Janet Nagayda	Occupational Therapy
Dr. Karen Selby	Teacher Education
Ms. Marcia Shannon	Nursing

Dr. Yien told the Board that tenure requires five years of consecutive full-time service.

Eligible faculty members go through a review process with the departments, deans and Professional Practices Committee (PPC). No increase in salary base is involved.

The motion was APPROVED unanimously.

4) Resolution to Reappoint Auditors for Fiscal Year 1997-98

RES-1291 It was moved and supported that the following resolution be adopted:

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

WHEREAS, The Finance and Audit Committee has considered the reappointment of

**Andrews Hooper & Pavlik, P.L.C., for the 1997-98 fiscal year,
NOW, THEREFORE, BE IT RESOLVED, That the CPA firm of Andrews Hooper &
Pavlik, P.L.C., be reappointed to conduct the financial audit for the 1997-98 fiscal year.**

Jerry Woodcock, Vice President for Administration and Business Affairs, told the Board the Finance and Audit Committee had reviewed an audit proposal from Andrews Hooper & Pavlik. He noted the firm had been doing a very good job for the University and was being recommended for reappointment to conduct the financial audit for the 1997-98 fiscal year.

Trustee Vitito stated: "This firm is becoming almost a specialist in auditing universities. I think they have picked up a couple of university accounts recently, so this gives them even more depth, and we're pleased to see them expand their business in university auditing. This gives us some assurance that we have a good firm."

Mr. Woodcock noted the firm had also acquired considerable work with governmental agencies.

The motion was APPROVED unanimously.

5) Resolution to Approve Fiscal Year 1998-99 State Appropriation Request

RES-1292 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The fiscal year 1998-99 Budget Development Request required to be provided to the Michigan Department of Management and Budget must be approved by the Board of Control,

NOW, THEREFORE, BE IT RESOLVED, That the attached Budget Development Request for Saginaw Valley State University for fiscal year 1998-99 is approved as submitted.
(See Appendix Two: Appropriation)

President Gilbertson stated: "I would like to generally address this resolution and the subsequent one. This is the first stage of our annual round of discussions with the State about both

capital and operating funds. This request goes to the State Office of Budget and Management, the Governor's principal staff office for the Governor's Capital and Operating Budgets. Obviously, whatever develops will not be what we have asked for -- I want to make that clear. But we're asked to give them our best judgment as to what this institution needs -- what is in the best interests of this institution to help us serve the mission which we have been assigned by the State.

"Briefly, what we have asked for in our Operating Appropriation Request is twofold. We have asked that the State again recognize some of the funding discrepancies between the various institutions and try to mitigate the differences between the per-student funding by raising the level of the floor of the base appropriation per student. We've asked this year that the floor be increased by about 3%. Again, as one of those institutions on the floor that receives the bare minimum state funding per student, we believe this will help narrow the gap between institutions with larger appropriations per student than the rest of us.

"We also have asked for an across-the-board inflationary increase of 3% on top of that -- 3% being roughly tantamount to the Consumer Price Index (CPI), or at least the CPI as it relates to our needs as an institution.

"This is also the first step on the Capital Outlay Budget. We have again asked for some long-standing Capital Budget requests. The first is Instructional Facility #3. This is a project that is now in the planning stage. The appropriation has already been made for this, but it obviously remains our top priority until construction is completed.

"The second priority . . . is an extension of our Heating and Cooling Loop. This is a utility

consolidation project for purposes of more effective and efficient utility systems.

“The third priority is an Infrastructure Improvement Project dealing with a whole range of roads, wiring and other kinds of issues.

“The final request is basically for additional support for storage and receiving -- not glamorous projects, not things that show up and look wonderful -- but things which we see as important longer-term capital needs of the institution.

“Again, this is the first stage in the round of discussions with the Governor on our Operating Budget Request. The Governor will submit his budget to the Legislature sometime in February for the Legislative hearings. There are miles to go before any kind of State budget is developed, but this is the first step. On the capital budget, this is a way of reaffirming our existing priorities and giving the State some early notice of what we see as our longer-term priority needs for capital development.”

Resolution 1292 was APPROVED unanimously.

6) Resolution to Approve 1998-99 Capital Outlay Budget Request

RES-1293 It was moved and supported that the following resolution be adopted:

WHEREAS, The Capital Outlay Budget Request for 1998-99 indicates University priorities for capital projects; and

WHEREAS, This request must be approved by the Board of Control;

NOW, THEREFORE, BE IT RESOLVED, That the attached Capital Outlay Budget Request for Saginaw Valley State University for fiscal year 1998-99 be approved as submitted to the State of Michigan. (See Appendix Three: Capital Outlay)

Chairman Walpole asked for questions or comments. Hearing none, he called for the vote.

The motion was APPROVED unanimously.

7) Resolution to Modify General Fund Operating Budget for Fiscal Year 1997-98

RES-1294 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The Board of Control adopted on June 9, 1997, the General Fund Operating Budget for fiscal year 1997-98, and

WHEREAS, Subsequent to that date the University has revised its revenue and expenditure estimates to reflect changes to various revenue categories and expenditure allocations required for compensation, services, supplies, and equipment;

NOW, THEREFORE, BE IT RESOLVED, That the attached schedule indicating a recommended revised base budget be adopted for fiscal year 1997-98. (See Appendix Four: Operating Budget)

President Gilbertson stated: "This is your first glimpse back at the budget you enacted last June for the current fiscal year -- the year that began July 1, 1997 and takes us through June 30, 1998. When you adopted that budget we had made a number of projections, one of which was related to our principal source of revenue, the appropriation from the State of Michigan. We asked you to approve that budget, based on our projection at that point and prior to the time the Legislature had acted. We included in the earlier budget proposal an estimate of what we thought enrollment would be and an estimate of what we expected in terms of other income. We came relatively close, but there was enough of a gap that we thought it ought to come back to you for action to approve these revisions.

"Overall we are asking for a revision recognizing an increase in projected income of approximately 1.52%. There are different pieces to that, all of which are good news. The first was an appropriation from the State that was about .9% larger than we had projected for budget purposes.

"Enrollment growth was approximately 2% above our original projections. In addition, some of this growth occurred in graduate programs at the higher tuition rate. There were also a number

of miscellaneous sources of income, such as interest, which were somewhat higher than we had originally projected. The bottom line is about a 1.52% increase in revenue, most of which has been allocated to the capital account, which is essentially a holding pattern. We do not plan to spend this money this year, but will use it . . . in preparation of next year's budget."

The motion was APPROVED unanimously.

8) Resolution to Reconcile the 1996-97 General Fund Operating Budget to Actual Revenue and Expenditure Patterns

RES-1295 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The audited financial statements for the 1996-97 fiscal year are completed, and

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

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control receive this report and approve variances in revenue and spending patterns from the fiscal year 1996-97 General Fund Operating Budget. (See Appendix Five: General Fund)

President Gilbertson stated: "This is your final action on the budget you first adopted in May of 1996. This resolution essentially is needed to close the books on last year's budget -- the year that ended on June 30, 1997. Obviously it takes some time for all the revenue accounts to play out and to account for all of our expenditures and transfers. The bottom line is that we finished the year \$65,907 on the positive side. That's good news. We can also put that in the context of a very significant budget -- about \$41 million -- that's a very thin margin. It was a good year, and the resources were managed well by Jerry Woodcock, Jim Muladore (Controller/Assistant Vice President of Administration and Business Affairs) and their staffs."

Chairman Walpole congratulated President Gilbertson, Mr. Woodcock and their staffs on a very well-managed budget.

The motion was APPROVED unanimously.

9) Resolution to Approve Auxiliary Services-Bonded Facilities Operating Budget for 1997-98

RES-1296 **It was moved and supported that the following resolution be adopted:**

WHEREAS, Revenues and expenditures have been forecasted including adequate provisions for debt service and contributions to reserves,

NOW, THEREFORE, BE IT RESOLVED, That the attached Operating Budget be adopted for the 1997-98 fiscal year, and

BE IT FURTHER RESOLVED, That the Administration is authorized to make capital expenditures as considered appropriate from the Repair and Replacement Reserve with the understanding that a minimum of \$200,000 is to be retained in the Reserve Account as of June 30, 1998. (See Appendix Six: Auxiliary Services)

President Gilbertson told the Board the University has two major budgets: the General Operating Budget, on which it had just taken action; and the Auxiliaries Budget. Auxiliaries are essentially funded like a subsidiary organization to the University. The principal components are Housing and Food Services, the apartments, the Bookstore and parking operations. These are budgets for components of the organization that are operated and expected basically to carry their own finances, separate and apart from the overall operation of the institution.

Mr. Woodcock added: "Another term that is often used to describe this is self-liquidating. In effect this is the arm of the institution for which we have borrowed money, often through bonding, to construct the facilities. . . .The revenues from these facilities must cover not only the annual operating expenses, but must also provide the money to take care of the interest and to service the

debt on the loans.”

Chairman Walpole asked for questions or comments. Hearing none, he called for the vote.

The motion was APPROVED unanimously.

10) Resolution to Approve First Amendment to Lease and First Amendment to Modular Unit Lease with the Consortium for International Earth Science Information Network (CIESIN)

RES-1297 **It was moved and supported that the following resolution be adopted:**

WHEREAS, CIESIN has requested to extend leases of facilities they occupy on the SVSU campus;

NOW, THEREFORE, BE IT RESOLVED, That the President and/or the Vice President for Administration and Business Affairs are authorized to sign the lease agreements on behalf of the Board of Control titled “First Amendment to Lease” and “First Amendment to Modular Unit Lease,” which have been prepared in consultation with University counsel.

Mr. Woodcock told the Board the initial lease with CIESIN was in effect through September 30, 1997, with an option to extend the lease for one additional year. About 18 months ago, CIESIN indicated they would like to extend it beyond that period of time. . . . This resolution would extend the lease through September 30, 1998, with an option for an additional year through 1999.

CIESIN has also been leasing a couple of modular units located behind the Administrative Services Building for additional storage space and as a library area. This resolution would also extend the lease on those modular units.

President Gilbertson noted: “CIESIN’s mission and the nature of its work have changed, so that it can best carry out its work elsewhere. This doesn’t diminish the pride we ought to have in being part of the creation of a first-rate scientific organization.”

The motion was APPROVED unanimously.

11) Resolution to Approve M.A.T. - Natural Science Teaching

RES-1298 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The President and the Executive Director of the Center for Mathematics and Science Education, the Dean of the College of Science, Engineering and Technology and the Dean of the College of Education recommend the creation of the Master of Natural Science Teaching Program; and

WHEREAS, The program is designed for teaching professionals who wish to update and increase their science and/or mathematics competency in order to enhance the educational needs of students; and

WHEREAS, This graduate program will provide education and professional development growth for teachers at the elementary, middle and secondary levels; and

WHEREAS, This proposed program has received approval through the SVSU curriculum ratification process;

NOW, THEREFORE, BE IT RESOLVED, That the Saginaw Valley State University Board of Control give formal approval of the Master of Natural Science Teaching Program.

President Gilbertson stated: "We regard this as a very significant step. You have heard in the past from Dr. Walter Rathkamp, Executive Director of our Math/Science Center, about some of the work of that Center. For a number of years it has been doing some heralded (and, unfortunately, too many unheralded) good things out there working to increase and improve the quality of Math and Science instruction in the K-12 schools. Walt has done some terrific work in this regard, obtaining grants and awards. This action would build a degree program around some of the things that the Math/Science Center has done -- a degree program we think would be one of the really distinctive programs at SVSU and one we expect to see develop its distinctive qualities and its recognition. This program has come through the normal review and ratification processes, and we bring it to you now for final action, as this Board has final authority on all degree programs."

Dr. Rathkamp told the Board the Master of Natural Science Teaching Degree is a spin-off of the Master of Arts in Teaching Degree. It is designed to give area teachers a new option for professional growth that will allow them to increase their competence in Mathematics, Science and/or technology content. It supports all the national and state reform efforts in education that are being recommended by national leaders and support organizations. The program will be highly individualized to meet the needs of practicing teachers. It will take advantage of available capacity in existing courses for the majority of the program. It will require the development of a minimum of new courses while at the same time encouraging the faculty to develop new courses at the graduate level. This will give faculty an opportunity to develop classes in their own areas of research interest and may lead to their own professional growth. K-12 teachers will be able to obtain a general (Math, Science, Technology), a Science Emphasis or a Mathematics Emphasis degree at one of three levels (Elementary, Middle Grades, Secondary).

Dr. Rathkamp added: "Realistically, I think there will probably be 50-75 students enrolled in this program on a part-time basis during the year, and I perceive within five years we'll have about 25 graduates each year, if not more. . . . The program has already been approved by the faculty, the courses have all been approved, the literature and the policies have all been approved, so as soon as it has been approved by the Board of Control we can begin to solicit applications."

The motion was APPROVED unanimously.

IV. INFORMATION AND DISCUSSION ITEMS

12) **Human Resources Report**

President Gilbertson reviewed the attached Human Resources Report. (See Appendix Seven: Human Resources) Professor Donald J. Bachand, new Dean of the College of Arts and Behavioral Sciences, was presented to the Board.

13) **Staff Members of the Month**

Dale Irish, Staff Member of the Month for November, and Marc Strain, Staff Member of the Month for December, were introduced to the Board. (See Appendix Eight: Irish, and Appendix Nine: Strain)

V. **REMARKS BY THE PRESIDENT**

President Gilbertson stated: “We started the semester with high hopes and almost all of them have been realized, with the very healthy enrollment picture and 15 new colleagues. It’s a measure of how well we’re doing and how high our expectations for ourselves as an institution are when we were a little disappointed with a 9-2 record in football this fall.”

VI. **OTHER ITEMS FOR CONSIDERATION OR ACTION**

14) **Motion to Move to Executive Session to Discuss Personnel Evaluations**

BM-901 **It was moved and supported that the Board move to Executive Session to discuss personnel evaluations.**

Kelly	yes
Law	yes
Roberts	yes
Vitito	yes
Walpole	yes

The motion was APPROVED unanimously.

The Board moved to Executive Session at 3:30 p.m. and reconvened in Public Session at 4:36 p.m.

15) Resolution to Approve Administrative Staff Compensation

RES-1299 **It was moved and supported that the following resolution be adopted:**

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

WHEREAS, The Board has received and accepted favorable performance evaluations from the President for Jerry A. Woodcock, Vice President for Administration and Business Affairs, Robert S.P. Yien, Vice President for Academic Affairs, and for Robert Maurovich, Vice President for Student Services and Enrollment Management;

NOW, THEREFORE, BE IT RESOLVED, That the President's and Vice Presidents' base salaries for the 1998 calendar year be set as follows:

Jerry Woodcock	\$113,022
Robert Yien	113,022
Robert Maurovich	95,944
Eric Gilbertson	133,500

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

The motion was APPROVED unanimously.

VII. ADJOURNMENT

16) Motion to Adjourn

BM-902 **It was moved and supported that the meeting be adjourned.**

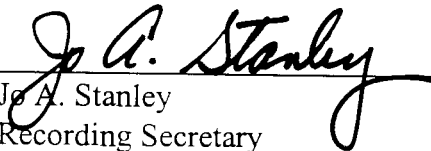
The motion was APPROVED unanimously.

The meeting was adjourned at 4:37 p.m.

Respectfully submitted:

Robert H. Walpole
Chairman

D. Brian Law
Secretary


Jo A. Stanley
Recording Secretary

**Remarks to the Board of Control
Friday, December 12, 1997**

"Stopping at the Crossroads"

1. Greetings from the faculty
2. A time of year for reflection -- Stopping at the Crossroads
 - a. Birth/Death
 - b. Grandfather
 1. Stuffed Rocker & Stool
 2. Rights
 - a. Own land, vote, free education
 - b. Do not forget
 - c.. Elliott Eisner - Educational Connoisseurs
3. Stopping at the Crossroads - Making decisions
 - a. Graduation - - 300 to 500 new graduates
 - b. Faculty Tenure and Sabbatical.
 1. Evaluation Teams (31 teams/80+ faculty)
 2. Departmental and P.P.C. Review
 - c. Twenty Faculty Search Committees
4. Faculty try to be connoisseurs of learning and educate for connoisseurship.

Educational connoisseurship is the ability to appreciate what one has encountered. There is no necessary relationship, though, between appreciating something and liking it. To appreciate the qualities of wine, a book, an education, a job, a nation, someone's position on an issue, or anything means to experience the qualities that constitute each and to understand something about them. It also includes making judgements about their value. One can appreciate the weakness of an argument, a

teacher, or a poem as well as their strengths. Nothing in connoisseurship as a form of appreciation **requires** that our judgements be positive. What is required (or desired) is that our experience be complex, subtle, and informed.

5. We are all here for a purpose, which, I believe is to help each other become connoisseurs. As we pursue that purpose, we may not like everybody we encounter, we may not agree on everything (or anything for that matter), but we can appreciate the quality of each other's strengths and weaknesses. I didn't know it then, but I believe that my grandfather was preparing me to be a connoisseur.
6. I say to you, as my grandfather said to me, "Do not forget."
7. Thank you, and enjoy the holidays.



Eric R. Gilbertson, President

November 6, 1997

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Mr. Glen Preston
Financial Analyst
Office of Education and Infrastructure
Department of Management & Budget
P. O. Box 30026
Lansing, Michigan 48909

Dear Mr Preston:

This letter presents Saginaw Valley State University's FY99 Budget Development Request which seeks a 6.0% increase in state appropriation for ongoing operations. This increase represents a 3% adjustment in the current level of the per-student floor amount from \$4,290 to \$4,418 and a 3% inflationary adjustment applied to the resulting revised base appropriation. We would like to provide you with our views into some of the more significant issues which impact SVSU's operating budget and ability to provide educational services to the University's service region.

Foremost is the University's support of the per-student funding floor. As we have stated in previous years, there continue to be gross inequities in the funding levels for the Michigan public universities. The funding floor concept was first introduced in FY97 and continued into FY98. However, the adjustment in the amount of funding in FY98 from \$4,150 to \$4,290 per fiscal year equated student has not changed the funding disparities between the universities with historically high bases and those with woefully low ones.

In order to maintain the integrity of the floor funding concept, the floor must be increased each year by at least the percentage which is to be applied across the board to all fifteen universities. For the upcoming year, those universities identified as operating below the new floor should then receive adjustments which would bring them to the \$4,418 level before any across the board increases are applied. In this way, the funding disparities will be somewhat mitigated and there will be at least some movement toward greater equity.

Saginaw Valley State University has a demonstrable history of steady enrollment growth. During this decade student headcount has increased by 27%, to 7,527 students. This growth has placed pressures on our budget whereby most incremental revenues are absorbed by the cost of new faculty positions. During this same period of time the University added 38 faculty positions, an increase of 24%. We plan to add at least another eight positions in FY99.

The University also has absorbed into its operating budget operational costs associated with the new West Complex facility. This building opened in January, 1997, and requires an annual operating budget for maintenance and utilities of over \$700,000 annually, a significant commitment given a total institutional annual operating budget of \$42 million.

Mr. Glen Preston
November 6, 1997
Page Two

Saginaw Valley State University will begin construction of a \$25 million academic classroom building within two years. By terms of the state capital appropriation, the University will be required to contribute 25% of the cost of this construction which will be funded through the issuance of bonds. Unlike some larger institutions, this university has no significant capital reserves or other sources of funds for this match and will be required to borrow \$6.25 million. Annual debt service and operational expenditures for maintenance and utilities will be approximately \$600,000 once the building opens.

The ability of this institution to generate sufficient new tuition and fee revenue to handle new major budgetary items such as those noted above in addition to inflationary increases in existing programs is limited due to our low tuition revenue base. Saginaw Valley State University has exercised restraint with tuition rate increases over the years and as a result our tuition is the third least expensive in comparison to the other state universities in Michigan. We plan to increase FY99 tuition at an inflationary rate of approximately 3%. Coupled with expected growth in credit hours of 2%, Saginaw Valley State University will realize additional tuition revenue of approximately \$900,000 in FY99. Expenditure outlays for ongoing programs, new faculty positions and building related operational costs and debt service will increase by approximately \$2,300,000.

Saginaw Valley State University requests, therefore, that this resulting gap be satisfied with a 3% adjustment of the per-student funding floor and a corresponding moderate inflationary adjustment to state appropriation of 3%. This level of increase recognizes institutional growth and the issue of funding disparities.

Also attached is the Saginaw Valley State University Capital Outlay Request for FY99.

Sincerely,

A handwritten signature in dark ink, appearing to read "Eric R. Gilbertson", with a stylized, flowing script.

Eric R. Gilbertson

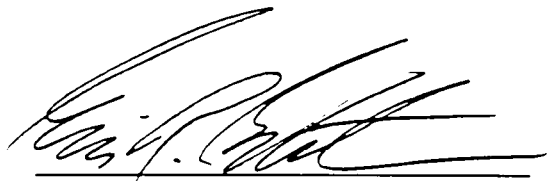
Attachment

SAGINAW VALLEY STATE UNIVERSITY

University Center, Michigan

CAPITAL OUTLAY REQUEST

1998 - 1999



Eric R. Gilbertson
President

November 6, 1997

Date

DEPARTMENT OR INSTITUTION:

Rank	Project Title	Gross Square Feet	(\$000's)		State Funds To Date	Estimated Construction Start	Estimated Construction Complete	Status
			Total Project Cost	State Funds				
1	Instructional Facility No. 3	70.0	\$25,000.0	\$18,750.0	--	4-99	4-2001	B
2	Heating, Cooling Loop & Control Extension Project	--	4,200.0	3,150.0	--	4-99	10-99	A
3	Infrastructure Improvement Project	--	2,500.0	1,875.0	--	4-99	10-99	A
4	Receiving/Grounds Building	16.0	1,000.0	750.0	--	4-99	12-99	A

TOTAL \$32,700.0 \$24,525.0

Codes for Status Column:

- A = Not Yet Authorized
- B = Planning - Program Statement
- C = Schematic/Preliminary Plans
- D = Final Design
- E = Under Construction

1999
Budget Request
Narrative

Programming and Planning

Instructional Facility No. 3

See Accompanying DMB
Attachment 1 - Program Revision Request

Heating, Cooling Loop and Control Extension Project

“

Receiving/Grounds Building

“

Infrastructure Improvement Project

“

DEPARTMENT OF MANAGEMENT AND BUDGET
Priority Ranking Form

Appendix Three:
Capital Outlay

DEPARTMENT OR INSTITUTION: Saginaw Valley State University

FISCAL YEAR: 1999

Rank	Name of Project	(\$000's) Total Project Cost	Status
1	Instructional Facility No. 3	\$25,000.0	B
2	Heating, Cooling Loop & Control Extension Project	4,200.0	A
3	Infrastructure Improvement Project	2,500.0	A
4	Receiving/Grounds Building	1,000.0	A

TOTAL \$32,700.0

Codes for Status Column:

A = Not Yet Authorized
B = Planning - Program Statement
C = Schematic/Preliminary Plans
D = Final Design
E = Under Construction

STATE OF MICHIGAN, DEPARTMENT OF MANAGEMENT AND BUDGET
CAPITAL OUTLAY REQUEST FORM FOR FISCAL YEAR 1999

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INSTITUTION: SAGINAW VALLEY STATE UNIVERSITY

Rank of PRR 1
Project Title Instructional Facility No. 3
Character of Request: Planning X
Renultorization Purchase
New Construction X Renovation
Gross Square Feet 70,000
Estimated FY Complete 2001

Total Project Cost \$ 25,000
(\$000's)
State Funds 1st Year \$ 18,750
State Funds Future \$ 0
Other Funds \$ 6,250
Estimated Annual Operating Cost \$ 0

JUSTIFICATION: FOLLOW CAPITAL OUTLAY MANUAL FORMAT
Instructional Facility #3

Statement of problem

The construction of Instructional Facility #2 in 1986 provided a science building with various special purpose laboratories, a library and a classroom/office building for which a program statement was developed in 1980.

New operational requirements, a large increase in utilization of computers, computer technology and information technologies in different formats requires renovations of the library and science building. As a result of these changes and steadily increasing enrollment of students the University has developed a severe shortage of general purpose classrooms, computer laboratories and does not now have the ability to deal with modern informational technology demands.

Description of Project

The funds requested are for planning and construction of a new building, (approximately 70,000 sq. ft.), with general purpose classrooms with multimedia capabilities in addition to high-tech equipment, laboratories and support facilities.

Renovation of a portion of our library and science buildings, which would allow for accommodation of modern information technologies and for transition to the proposed new structure, is also part of the proposed project.

A total number of 1,800 student stations and approximately fifty office stations are included.

STATE OF MICHIGAN, DEPARTMENT OF MANAGEMENT AND BUDGET
CAPITAL OUTLAY REQUEST FORM FOR FISCAL YEAR 1999

INSTITUTION: SAGINAW VALLEY STATE UNIVERSITY

Rank of PRR 2Project Title Heating, Cooling Loop & Control ExtensionCharacter of Request: Planning x

Reauthorization Purchase

New Construction x Renovation xGross Square Feet NAEstimated FY Complete 1999Page 5 of 7

(\$000's)

Total Project Cost \$ 4,200State Funds 1st Year \$ 3,150State Funds Future \$ 0Other Funds \$ 1,050Estimated Annual Operating Cost \$ NA

JUSTIFICATION: FOLLOW CAPITAL OUTLAY MANUAL FORMAT

Heating, Cooling Loop and Control Extension ProjectStatement of problem

Ryder Center and Instructional Facility #3 are not connected to the campuswide chilled water loop and there are a number of buildings on campus that lack heating boiler redundancy. Connection of these buildings to the loop will allow the University to use the campus chillers to their maximum efficiencies, thus saving operating dollars. Heating, ventilating and air conditioning control systems in older sections of campus have direct digital control (DDC) to main pieces of equipment only. They do not penetrate to individual rooms and terminal units. This forces us to send manpower directly to the individual rooms to troubleshoot problems and make adjustments. This is very labor intensive compared to newer buildings with total DDC where adjustments and troubleshooting can be done from a central location. The University runs a very labor efficient physical plant operation and this would utilize the manpower we have to its greatest efficiency.

Description of Project

The funds requested are for planning and construction of an additional chiller at Ryder Center (Existing space is available for this equipment), and for the extension of the campus chilled water loop to this location. Instructional Facility #3 (IF3) is to be adjacent to this loop extension and it is the intent of the University to connect to IF3 to the loop during its construction. The project also includes providing redundant heating boilers for Pioneer Hall, Tranquil Hall, Great Lakes Hall, Fine Arts, IF2 and IF3. The Pioneer, IF2 and IF3 heating systems would be combined and served from one location in IF3.

The control portion of the project would include replacement of field panels and extension of DDC to individual rooms and room sensors. This would include Ryder Center, Pioneer Hall, IF2, Wickes Hall, Fine Arts, Doan Center, 66-68, and the Administrative Services Bldg.

STATE OF MICHIGAN, DEPARTMENT OF MANAGEMENT AND BUDGET
CAPITAL OUTLAY REQUEST FORM FOR FISCAL YEAR 1999Page 6 of 7

INSTITUTION: SAGINAW VALLEY STATE UNIVERSITY

Rank of PRR 3
 Project Title Infrastructure Improvement
 Character of Request: Planning x Purchase
 Reauthorization Renovation
 New Construction x NA
 Gross Square Feet
 Estimated FY Complete 1999

Total Project Cost	\$ <u>2,500</u>
State Funds 1st Year	\$ <u>1,875</u>
State Funds Future	\$ <u>0</u>
Other Funds	\$ <u>625</u>
Estimated Annual Operating Cost	\$ <u>NA</u>

JUSTIFICATION: FOLLOW CAPITAL OUTLAY MANUAL FORMAT

Infrastructure Improvement Project

Statement of problem

The University strives to maintain high safety standards throughout campus. There are a number of infrastructure improvements that would greatly enhance campus safety: 1. Water pressure for fire fighting does not meet current standards on north campus due to a long section of six inch dead end main. 2. Walkers and joggers use campus roadways due to a lack of alternative walks and trails. SVSU is primarily a commuter campus with approximately 90% of the student population driving to campus daily. Vehicle traffic is higher than a more traditional campus. 3. Buildings and parking lots constructed since the original retaining ponds were built on campus in 1987 necessitates the need for additional storm water retention area. SVSU is built on an old lake bed approximately twelve feet above the level of Saginaw Bay in an area prone to high water.

Description of Project

The funds requested are for planning and construction of 1. A new water connection to the Municipal system on the north end of campus. This will provide added pressure and volume for firefighting. It will also be a second connection into the municipal which will provide water in case of an interruption of the original connection. 2. A system of trails and lighted walks to eliminate concurrent use of roads by pedestrians and vehicles. 3. Additional retention ponds to compensate for construction over the past decade and help prevent flooding. 4. Completion of streetlighting and boulevard construction on College Drive at the main Bay Road entry to campus.

STATE OF MICHIGAN, DEPARTMENT OF MANAGEMENT AND BUDGET
CAPITAL OUTLAY REQUEST FORM FOR FISCAL YEAR 1999

INSTITUTION: SAGINAW VALLEY STATE UNIVERSITY

Rank of PRR: 4
Project Title: Receiving/Grounds Building
Character of Request: Planning ☒ Purchase
Reauthorization: ☒ New Construction ☒ Renovation
Gross Square Feet: 16,000
Estimated FY Complete: 1999

Total Project Cost (\$000's)	\$ 1,000
State Funds 1st Year	\$ 750
State Funds Future	\$ 0
Other Funds	\$ 250
Estimated Annual Operating Cost \$	0

JUSTIFICATION: FOLLOW CAPITAL OUTLAY MANUAL FORMAT

Receiving/Grounds Building Project

Statement of problem

The SVSU receiving area and general storage space is severely undersized. Large shipments quickly fill the available storage space. Overflow is scattered around campus into whatever space is available. Teaching Labs, maintenance shops, mechanical rooms and unleated metal buildings with dirt floors are all being used for storage. It is difficult to manage and inventory goods efficiently. There is also a pressing need for a loading dock at receiving. The receiving area is located in what was the original cafeteria for the University directly off a staff parking lot. Staff vehicles and delivery traffic mix and there is no turn around and back up space available for large deliveries.

The grounds shop is also severely undersized. Equipment and vehicles that should be stored inside are left outside due to lack of space.

Description of project

The funds requested are for planning and construction of a 16,000 square foot heated building to house both the grounds and receiving operations of the University in the vicinity of Tower Drive which is the main service entrance.

SAGINAW VALLEY STATE UNIVERSITY
GENERAL FUND OPERATING BUDGET
FY98 Revised

BUDGET SUMMARY

	Original BASE FY98	Revised BASE FY98	NET CHANGE \$	NET CHANGE %
REVENUES:				
Appropriation	\$22,120,000	\$22,316,580	\$196,580	0.89
Tuition & Fees	18,193,000	18,608,000	415,000	2.28
Miscellaneous	1,624,000	1,650,000	26,000	1.60
	41,937,000	42,574,580	637,580	1.52
EXPENDITURE ALLOCATIONS:				
Compensation	30,521,000	30,583,148	62,148	0.20
Supplies, Materials, & Services	10,464,000	10,839,332	375,332	3.59
Capital	952,000	1,152,100	200,100	21.02
	41,937,000	42,574,580	637,580	1.52
Revenue Over/(Under) Expenditures	\$0	\$0	\$0	

SAGINAW VALLEY STATE UNIVERSITY
GENERAL FUND BUDGET SUMMARY
FISCAL YEAR 1996-97

REVENUES	BUDGET	ACTUAL REVENUES AND EXPENDITURES JUNE 30, 1997	BUDGET VARIANCE
State Appropriation	\$21,372,416	\$21,372,416	\$0
Tuition and Fees	17,625,000	17,646,889	21,889
Other Revenues			
Indirect Cost Recoveries	\$370,000	\$381,934	
Investment Income	275,000	394,451	
Departmental/Other	920,000	944,811	
TOTAL REVENUES	1,565,000	1,721,197	156,197
	40,562,416	40,740,502	178,086
EXPENDITURE ALLOCATIONS			
Compensation	28,577,978	28,660,907	82,929
Supplies, Materials & Services	10,174,644	11,427,871	1,253,227
Capital Expenditures	1,809,794	585,817	(1,223,977)
TOTAL EXPENDITURES	40,562,416	40,674,595	112,179
Resources Over/(Under) Expenditure Allocations	\$0	65,907	\$65,907
FUND BALANCE, Beginning of year		569,474	
FUND BALANCE, End of year		635,381	
Less: Amount Obligated by Prior Year Contractual Commitments		(99,054)	
UNRESTRICTED FUND BALANCE		\$536,327	

SAGINAW VALLEY STATE UNIVERSITY
 AUXILIARY SERVICES BONDED FACILITIES
 SUMMARY OPERATING BUDGET I
 FY 1997-98

RE-SOURCES	BUDGET 96-97	BUDGET 97-98
OPERATING INCOME:		
Auxiliary Housing & Food Service	\$185,696	\$232,439
Auxiliary Apartments	214,746	184,826
Auxiliary New Apartments	118,456	184,832
Auxiliary Bookstore	193,100	210,500
Auxiliary Parking Operations	130,048	111,840
	842,045	924,438
OTHER INCOME:		
GSF - Facility Debt Service Fee	75,000	75,000
Investment Income	125,000	135,000
HUD Debt Service Grant	10,002	10,002
	210,002	220,002
Operating Margin before Debt Service	1,052,047	1,144,440
DEBT SERVICE		
General Revenue Bonds, Series '96	98,950	128,950
General Revenue Bonds, Series '93	546,585	685,753
General Revenue Bonds, Series '93 - Parking	18,447	0
Parking Internally Financed	104,000	0
General Revenue Note, Series '97	0	121,295
General Revenue Note, Series '95	0	41,715
	767,982	977,713
Net Operating Margin	\$284,065	\$166,727

Appendix Six:
 Auxiliary Services

Current Positions Filled

December 1997

ADMINISTRATIVE/PROFESSIONAL

Cheryl D. Burtrum - Hired as a part-time temporary Reference Librarian in the Zahnow Library (replacement). Ms. Burtrum earned a Bachelor degree in Criminal Justice from SVSU in 1994. Currently, Ms. Burtrum is completing requirements toward a Masters in Library and Information Science from Wayne State University. Prior to joining SVSU, Ms. Burtrum worked for the Bridgeport Township Library as a Library Assistant.

Dr. Donald L. Knight - Hired as Manager for Continuing Education Sales and Marketing (new). Dr. Knight earned an M.A. in Marketing from Michigan State University in 1979 and a Ph.D. in Business Administration from California Coast University in 1978. Prior to joining SVSU, Dr. Knight held the position of Eastern Regional Marketing Representative for Central Michigan University.

Amy S. Ryan - Hired as an Accountant in the Office of the Controller (replacement). Ms. Ryan received a Bachelor of Science in Business Administration from Central Michigan University in 1993, and she is a Certified Public Accountant. Prior to joining SVSU, Ms. Ryan worked as Staff Auditor for the Office of the Auditor General.

Alice M. Sias - Hired as a part-time temporary Reference Librarian in the Zahnow Library (replacement). Ms. Sias earned a B.A. in English and Art from Alma College in 1963. Ms. Sias also earned an M.A. in Library Science from the University of Michigan in 1967. Ms. Sias also received an M.A. from Central Michigan University in 1992.

Monika Sciba - Hired as Assistant Registrar for Student Services and Enrollment Management (replacement). Ms. Sciba received a B.A. from University of Colorado in 1983. Prior to joining SVSU, Ms. Sciba worked as an Administrative Assistant for CIESIN.

James P. Schmidt - Hired as a part-time Electronic Communication Specialist for Information Services (replacement). Mr. Schmidt has been a student employee for the past two years in the Computer Services department for SVSU as he completes requirements toward his Bachelor's Degree in Computer Information Systems.

Robert J. Van Pelt - Hired as Custodial Operations Manager for the Physical Plant (replacement). Mr. Van Pelt received a degree in Bachelor of Business Administration from SVSU in 1993. Prior to joining SVSU, Mr. Van Pelt was Building Services Supervisor for Central Michigan University.

Kimberly K. Wate - Hired as English Language Program Specialist for the English Language Program (new). Ms. Wate holds a B.A. degree in Mass Communications from the Moody Bible Institute, Chicago, Illinois and and M.A. degree in TEFL/Intercultural Studies from Columbia International University in 1994. Ms. Wate has been an adjunct instructor for the ESL program for SVSU since 1996.

Mark E. White - Hired as Network Analyst for Computer Services (new). Mr. White earned a Bachelor of Science from Central Michigan University in Computer Science in 1989. Prior to joining SVSU, Mr. White worked for Electronic Data Systems as a Communications Service Technician.

FACULTY

Charlotte A. Amaro - Hired as one-year temporary Assistant Professor for Communication and Theatre (new). Dr. Amaro received an M.A. from Central Michigan University in 1993 and a Ph.D. from Wayne State University in 1997. Most recently, Ms. Amaro worked as an Adjunct faculty member for SVSU and previously worked at Mid Michigan Community College as part of the adjunct faculty.

Dr. Eric S. Gardner - Hired as Assistant Professor of English for the College of Arts & Behavioral Sciences (new). Dr. Gardner earned a B.A. in English in 1989 from Illinois Wesleyan University, and an A.M. in English from the University of Illinois at Urbana-Champaign. In 1996 Dr. Gardner completed requirements for his Ph.D. in English from University of Illinois at Urbana-Champaign. Dr. Gardner was hired as a temporary Assistant Professor of English in 1996 for Saginaw Valley State University.

James G. Royle - Hired as a one-year temporary Visiting Professor for Teacher Education . Mr. Royle earned an A.B. in Sociology, Psychology from Albion College in 1963, and an M.A. from Ohio State University in 1965. Mr. Royle had been Director for Millet Learning Center since 1978. Mr. Royle has also been an adjunct instructor for SVSU periodically since 1967.

Deborah Schneider - Hired as a one-semester temporary Instructor for Communications/Theatre (replacement). Ms. Schneider earned a Bachelor of Science in Office Services from Central Michigan University and an M.A. in Speech Communication from Bowling Green State University. Ms. Schneider has been a Consultant for Great Lakes College. Ms. Schneider has also been an adjunct instructor for SVSU since 1987.



STAFF MEMBER

OF THE MONTH

**Dale
Irish**

**Director,
Business
and
Auxiliary
Services**

**November
1997**

It's not easy being a "Packer Backer" on a campus that clearly supports the Detroit Lions — now considered "Hometown Heroes" after their summer training camp. But one can't help but shrug that off when they discover Dale Irish, director of Business & Auxiliary Services, is a HUGE Cardinal fan.

As a matter of fact, Irish has been called "The Voice of the Cardinals." For all 17 of his years here at SVSU, Irish has been the public address announcer for the men's basketball team. In 1991, he also began announcing the women's basketball games.

As a kid, Irish said he wanted to be a sports announcer on the radio. He would listen to the Milwaukee Braves baseball games from his childhood home in Wisconsin and imagine himself on the mike.

Anyone who has ever spoken with Irish knows he loves sports — particularly basketball. However, he doesn't watch much professional basketball and his viewing of pro football is limited to the Green Bay Packers.

"I'd rather come to an SVSU football or basketball game," Irish said "Here, the athletes really want to play sports.

"When college sports started in the early 1900s, this is how the founders envisioned it to be."

Irish remains a spectator for basketball, but has played golf since he was 12 years old. He also has a really competitive nature — particularly when it comes to duplicate bridge. Irish said he spends most of his Saturdays throughout the year playing in tournaments, which means 56 hands of bridge in one day.

Here at SVSU, Irish credits his personal job success not to his competitive nature, but to the people with whom he works.

"My success here has been because of the good people I can count on who work for me."

Irish is responsible for nine areas of campus: Purchasing, Graphics Center, the Bookstore, Mailroom, Campus Dining, Central Stores and Receiving, student computer labs, telephones, and insurance risk management.

"I like this job because it is so many things," he said. "You handle it all the best you can — it's a lot of problem solving."

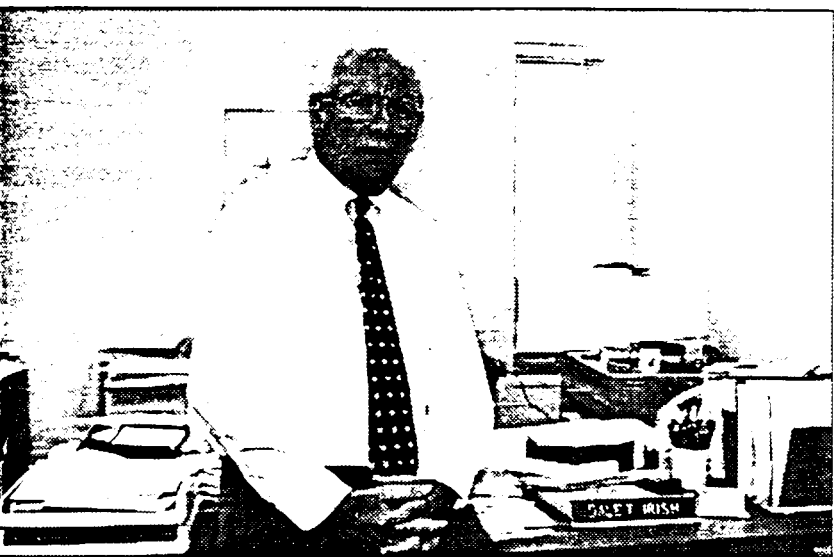
Irish has seen six buildings go up on campus and has been the man behind the phones, furniture and other equipment for each of those structures.

He also was the man behind the acquisitions needed after the Wickes Annex fire in 1985. Irish handled that claim and credits the vendors for taking off their "corporate hats" and responding to the University's needs.

Irish said he likes this role as the man behind the scenes.

"I'm just someone here, behind the scenes, helping the institution succeed."

Irish and his wife, Nancy, have two sons and live in Saginaw Township. Kevin, 25, is a graduate of SVSU and teaches high school in Jackson. Darren is a senior finance major here. Nancy teaches at Nouvel High School.





STAFF MEMBER

OF THE MONTH

**Marc
Strain**

**Public
Safety
Officer**

**December
1997**

Marc Strain has seen a lot in his 10 years as a police officer with the Department of Public Safety. And one thing he has seen is students taking more responsibility for their actions — particularly where it concerns drinking and driving.

"I'm really amazed," Strain said. "Even at big parties off-campus, students have designated drivers. We're starting to see people taking responsibility on their own."

Strain said this responsibility is due in no small part to the actions of programs such as *Mothers Against Drunk Driving* and *Students Against Drunk Driving*.

The awareness also is part of the thrust behind Public Safety-driven initiatives such as CHEERS — Coordinated Help with Education Experience and Resources for Students — and the Student Association program, Student Action Team.

The CHEERS program is run by students of SVSU's nursing program and facilitated by Public Safety, which also provides training. The group helps dorm students handle any

difficulty they may experience adjusting to college life, including personal issues, employment and financial aid. CHEERS was an outgrowth of Public Safety's Community Policing efforts started by Strain's colleague, Beth Rusch.

Strain said the students are the reason he became an officer at SVSU. He said he enjoys working with the 18 to 25-year-olds and the variety in his day. "Every situation is different," he said.

However, Strain added, there is a downside to his job.

"The bad part is seeing people at their worst. The good thing is seeing their lives improve because I put them in touch with someone who could help."

Strain said he enjoys watching the students develop during the four to five years they are on campus.

"It's nice to see them come in shy, timid seniors in high school, and blossom and leave as educated, mature, confident members of society."

"My job is to do anything here to help make their careers successful here."

While crime on campus, in general, has gone up, Strain said, the percentage increase is less than anticipated. For instance, he said drug-related calls are down considerably from the '70s and '80s.

When Strain isn't helping students on campus, he enjoys playing golf and camping with his wife, Tina.

