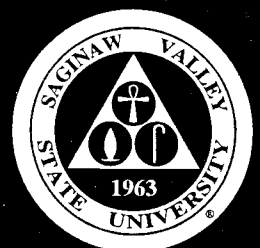


SVSU®

**BOARD OF CONTROL
MINUTES**

OCTOBER 4, 1999



SAGINAW VALLEY STATE UNIVERSITY
BOARD OF CONTROL
October 4, 1999

RES-1376	RESOLUTION TO ACCEPT U.S. DEPARTMENT OF EDUCATION GRANT, <i>Preparing Tomorrow's Teachers to Use Technology</i> APPROVED	2
RES-1377	RESOLUTION TO ACCEPT U.S. DEPARTMENT OF EDUCATION GRANT, <i>Partnership Grant for Improving Teacher Quality Project</i> APPROVED	3
RES-1378	RESOLUTION TO RECEIVE AND ACCEPT THE ANNUAL FINANCIAL AUDIT AND THE FEDERAL AWARDS AUDIT FOR FISCAL YEAR 1998-1999 APPROVED	6
RES-1379	RESOLUTION TO APPROVE LINE OF CREDIT WITH MICHIGAN NATIONAL BANK APPROVED	6
RES-1380	RESOLUTION TO APPROVE AUXILIARY SERVICES-BONDED FACILITIES OPERATING BUDGET FOR 1999-2000 APPROVED	7
RES-1381	RESOLUTION TO RECONCILE THE 1998-1999 GENERAL FUND BUDGET TO ACTUAL REVENUE AND EXPENDITURE PATTERNS APPROVED	8
RES-1382	RESOLUTION TO MODIFY THE GENERAL FUND OPERATING BUDGET FOR FY1999-2000 DEFERRED	9
RES-1383	RESOLUTION TO ADOPT REVISIONS TO THE APPLICATION AND POLICY STATEMENT FOR PUBLIC SCHOOL ACADEMIES APPROVED	9

MINUTES
BOARD OF CONTROL
Regular Meeting
1:30 p.m.
Board of Control Room - Wickes Hall

Present: Braun
Gilbertson
Kelly
Law
Rush
Vitito

Absent: Escobedo
Sims
Walpole

Others

Present: S. Barbus
M. Barnett
C. Easley
L. Engel
C. Graham
M. Harmon
C. Jerome
W. Kitter
T. Kullgren
C. Looney
H. Matula
R. Maurovich
J. Muladore
R. Payne
W. Rathkamp
E. Sparapani
J. Stanley
S. Strobel
R. Thompson
K. Wahl
J. Willertz
J. Woodcock
R. Yien
N. Zivich
Press (2)

I. CALL TO ORDER

Chairman Kelly called the meeting to order at 1:38 p.m.

II. PROCEDURAL ITEMS

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

President Gilbertson asked that Item Seven (Resolution to Modify the General Fund Operating Budget) be deferred.

Hearing no objection, Chairman Kelly declared the agenda APPROVED as revised.

B. Approval of Minutes of August 16, 1999 Regular Meeting of the Board of Control

The minutes were unanimously APPROVED as written.

C. Recognition of the Official Representative of the Faculty Association

Professor Ervin Sparapani, President of the Faculty Association, told the Board it was an especially busy time of the year for the faculty and the University. A General Education proposal is "in the works"; many faculty have applied for sabbaticals or promotions; many will be reviewed for tenure; preparations are being made for accreditation visits; the 2000-2001 class schedules are being prepared.

Fifty-eight evaluation teams, each consisting of three faculty members, are evaluating new faculty on a tenure line of appointment. Almost all of the University's 212 full-time faculty are either serving on a team or being evaluated.

The new Faculty Association Contract will officially be signed on October 8th.

The Fall Faculty Awards Banquet will be held on October 15th. This year one person will

receive the Faculty Service Award. There will be co-recipients of the Faculty Scholarship Award. The recipients of the Faculty Association Scholarship will also be recognized.

The Chrysallis Scholarship, which was established two years ago in recognition of the University's former Chrysallis Office, will be awarded for the first time to a non-traditional student.

President Gilbertson stated: "The Faculty Association Scholarship and the Chrysallis Scholarship are funded by the private donations of faculty to the SVSU Foundation for those purposes – for which we're very grateful."

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 Accept U.S. Department of Education Grant, *Preparing Tomorrow's Teachers to Use Technology*

RES-1376 It was moved and supported that the following resolution be adopted:

WHEREAS, The College of Education has submitted a proposal to the U.S. Department of Education to establish a center for education technology as part of the Teacher Education program, and

WHEREAS, The U.S. Department of Education approved the proposal for the College of Education to begin its capacity building with a grant of \$173,837 for the period of September 1, 1999 to August 30, 2000,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University accept the Grant and its related stipulation of preparing tomorrow's teachers to use technology.

Dr. Marianne Barnett, Interim Director of Sponsored Programs and the principal grant author, told the Board this is a capacity building grant which gives the University the opportunity to pilot

the program this year and to apply for a subsequent larger two-year grant. It will enable our content faculty (Education faculty) to work with a technology instructor, a graduate assistant, and a Master K-12 teacher, learning to fuse technology into classroom content.

The motion was APPROVED unanimously.

2) Resolution to Accept U.S. Department of Education Grant, *Partnership Grant for Improving Teacher Quality Project*

RES-1377 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The College of Education has been known for a quality teacher education program and its graduates are well received among the K-12 schools in the region and beyond, and

WHEREAS, The University submitted a proposal to the U.S. Department of Education in response to its request for proposals to enhance teacher quality in the 21st Century, and

WHEREAS, The proposal was chosen by the Secretary of Education in early September to be among the twenty-five grantees for Title II: Partnership Grants to Improve Teacher Quality with nearly \$1.8 million per year renewal for a total of five years,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University accept the Grant and its related stipulations in the Title II Teacher Quality Enhancement Program.

Dr. Robert S. P. Yien, Vice President for Academic Affairs, told the Board this grant will give SVSU nearly \$1.8 million per year for five years. SVSU was among 250 institutions submitting first proposals: eighty survived the first cut and SVSU was one of only 25 chosen by the U.S. Department of Education.

Dr. Barnett noted that the grants will include a development team of SVSU faculty from the Colleges of Education, Arts & Behavioral Sciences, and Science, Engineering & Technology, 15 regional intermediate school districts in the east-central region of Michigan, 12 charter schools, the

Detroit City Empowerment Zone, Clare County and Flint Enterprise Communities, and local businesses. The scope of the project will encompass 1,200 university pre-service teachers, 47,000 current teachers, 366,000 students, and high need schools in 147 school districts.

The Project's goals are to (1) revamp undergraduate teacher preparation in core content and methods courses to model best teaching practices and incorporate technology and practical examples which demonstrate application to K-12 classroom; (2) provide sustained clinical and mentoring resources for continual professional growth to enable area K-12 teachers to meet national and state standards for student achievement; (3) initiate leadership development opportunities for area K-12 educators and administrators; and (4) implement an alternative teacher certification process.

The Project's objectives include the development of:

- 1) Teams comprising University education and content faculty, K-12 master teachers, and graduate assistants, with consultation of local business leaders, who will develop courses, model best practices, and serve as resources for colleagues.
- 2) Application labs for core content and education classes which integrate technology and provide future teachers with inquiry-based examples of application of content models in K-12 classroom.
- 3) Teacher in-services taught by University faculty and K-12 master teachers, including sustained follow up in classrooms to integrate best practices and technology.
- 4) New teacher workshops conducted by University faculty and K-12 master teachers

that team new teachers with mentor teachers and University faculty.

- 5) Support resources, such as application manuals, videotapes, websites, etc., for use in K-12 classrooms and schools.
- 6) Graduate assistants who are knowledgeable about the development, instruction, and evaluation of best practice teaching, and committed to teaching and mentoring in diverse settings, including high need local educational agencies.
- 7) New models for leadership institutes, taught by University faculty and K-12 administrators and teacher-leaders, for potential K-12 administrators and leaders who serve as models and mentors and assume a variety of leadership positions in schools.
- 8) An alternative teacher certification program.

Dr. Yien noted the University had received tremendous support from Congressmen Jim Barcia and Dale Kildee.

President Gilbertson added: "This is the largest and most important federal grant in our institution's history. It works wonderfully well with the strength of our existing set of contacts with numerous schools and the splendid and still growing reputation of our College of Education, as well as linking other departments across the institution with the preparation of teachers. It has been a priority of Secretary of Education Riley ever since he assumed office to impress upon colleges and universities that teacher preparation is not just the job of Colleges of Education, but the whole institution. And this grant certainly helps us to create those linkages that in the end will result in

better teachers and better schools and a better education for all of our kids. We're very, very proud to have this grant, and very appreciative of the team that has worked so very hard on this."

The motion was APPROVED unanimously.

3) Resolution to Receive and Accept the Annual Financial Audit and the Federal Awards Audit for Fiscal Year 1998-1999

RES-1378 It was moved and supported that the following resolution be adopted:

WHEREAS, Both University financial statements and the audit of federal awards in accordance with provisions of the Single Audit Act of 1984 for the 1998-99 fiscal year, as audited by Andrews Hooper & Pavlik, P.L.C., were reviewed by the Finance and Audit Committee of the Board; and,

WHEREAS, The Administration recommends that they 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 audits as submitted.

Trustee Law told the Board the Finance and Audit Committee had found the audit to be a very clean one. The auditors spoke very highly of the University's systems and staff.

Trustee Vitito stated: "I have a great deal of confidence when the auditors give us a report of this type – it has a lot of depth and meaning to it. This one is very clean – they didn't find any exceptions or any concerns whatsoever."

The motion was APPROVED unanimously.

4) Resolution to Approve Line of Credit with Michigan National Bank

RES-1379 It was moved and supported that the following resolution be adopted:

WHEREAS, The Administration has been working with officials of Michigan National Bank to continue the University's line of credit with a maximum principal amount not to

exceed \$2,500,000;

NOW, THEREFORE, BE IT RESOLVED, That the Saginaw Valley State University Board of Control adopt the attached resolution titled “Resolution of the Board of Control of Saginaw Valley State University Authorizing the Borrowing of Funds to Meet Temporary Cash Flow Deficits,” which approves the line of credit with Michigan National Bank through October 31, 2001. (See Appendix One: Credit)

President Gilbertson noted this is an annual action of the Board. This line of credit is maintained only as a precaution against cash flow problems which might occur during the course of the year. The administration does not anticipate needing to use it.

The motion was APPROVED unanimously.

5) Resolution to Approve Auxiliary Services-Bonded Facilities Operating Budget for FY1999-2000

RES-1380 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 1999-2000 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, 2000. (See Appendix Two: Auxiliary)

President Gilbertson told the Board most University operations fall under the General Fund budget, which pays most of the institution’s salaries and operating costs. The University also operates a number of activities – including the residence halls, food services, bookstore and parking lot operations – which are intended to be self-supporting and remain separate from the General Fund. Resolution 1380 asks for the Board’s approval of that Auxiliary Services Budget.

James G. Muladore, Assistant Vice President for Administration and Business Affairs and Controller, noted that the Auxiliary System is currently in a state of transition to a larger on-campus housing capacity. During this year of transition the Auxiliary System's financial performance will exceed normal expectations since full debt service does not begin until next fiscal year. Therefore, it is anticipated that approximately \$1 million will be contributed to reserves at the end of the fiscal year from system net income.

The motion was APPROVED unanimously.

6) Resolution to Reconcile the 1998-1999 General Fund Budget to Actual Revenue and Expenditure Patterns

RES-1381 It was moved and supported that the following resolution be adopted:

WHEREAS, The audited financial statements for the 1998-99 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 1998-99 General Fund Operating Budget. (See Appendix Three: Reconcile)

President Gilbertson stated: "This is the last action we will take on the General Fund Budget for the year that ended June 30, 1999. It takes some time at the close of the year to reconcile the budget – to take the actual numbers and post them against the Board-approved budget. Obviously, expenditures will vary during the course of the year. Revenues vary somewhat directly in response to our enrollment experience. This resolution would reconcile and then close the year's budget for

the 1998-99 fiscal year.”

Mr. Muladore told the Board the University ended the fiscal year with a positive variance of approximately \$239,000 in revenues, which is about one-half of one percent of the total budget. This relatively immaterial variance occurred from tuition and fees and investment income in excess of what had been anticipated. There were numerous areas on the expenditure side of the budget that were either over or under budget, resulting in an end of the year surplus (net revenue in excess of expenditures) of \$120,000. That amount was added to the year-end fund balance, which is carried forward. The fund balance is now \$987,000, which is not yet quite at the level desirable for a university of SVSU’s size.

The motion was APPROVED unanimously.

7) Resolution to Modify the General Fund Operating Budget for FY1999-2000

RES-1382 The motion to modify the General Fund Operating Budget for FY 1999-2000 was DEFERRED.

8) Resolution to Adopt Revisions to the Application and Policy Statement for Public School Academies

RES-1383 It was moved and supported that the following resolution be adopted:

WHEREAS, Under the provisions of Act 362 of Public Acts of 1993 (the “Act”), the Board of Control of Saginaw Valley State University (SVSU) is authorized to consider applications for and to enter into contracts for the creation and operation of public school academies; and

WHEREAS, The Board of Control previously adopted an Application and Policy Statement for Public School Academies (the “Application” and “Policy Statement”) to outline the criteria and procedures for the administration of its responsibilities under the Act; and

WHEREAS, The Board of Control has adopted the Ad Hoc Public School Academy Committee Report (5-20-99); and

WHEREAS, The Board of Control desires to amend the Application and Policy Statement for Public School Academies to ensure conformity with the Ad Hoc Public School Academy Committee Report;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University adopts the proposed revisions to the Application and Policy Statement for Public School Academies. (See Appendix Four: Revisions)

Dr. Larry Engel, Director of School & University Partnerships, told the Board the Application & Policy Statement for Public School Academies had been revised to ensure compliance with the Ad Hoc Committee's Report of May 20, 1999. The additional information is in capital letters on Page One of the document.

Dr. Engel added: "We have three public school systems that are interested in working with us on charters. This is something that we were really looking forward to out of the Ad Hoc Committee process."

The motion was APPROVED unanimously.

9) Resolution to Re-Authorize the Establishment of Pontiac Academy

RES-1384 **It was moved and supported that the attached resolution be adopted:** (See Appendix Five: Pontiac Academy)

Dr. Engel noted that Pontiac Academy had been authorized by the Board earlier in the year, but had been unable to meet its construction deadlines. Since it would be a very valuable addition to SVSU's current group of charter schools, he recommended Pontiac Academy for re-authorization, contingent upon its being in operation by the Fall of 2000.

The motion was APPROVED unanimously.

10) Resolution to Re-Authorize the Establishment of SABIS International School of Springfield

RES-1385 **It was moved and supported that the attached resolution be adopted:**
(See Appendix Six: SABIS)

Dr. Engel told the Board the SABIS School had also been unable to meet its construction deadlines. SABIS is an international company which has schools all over the world, and SVSU is very interested in working with them.

Dr. Engel recommended re-authorization of the SABIS School.

The motion was APPROVED unanimously.

IV. INFORMATION AND DISCUSSION ITEMS

11) **Staff Member of the Month**

Norma Zivich, Staff Member of the Month for September, was presented to the Board. (See Appendix Seven: Zivich)

12) **Human Resources Report**

President Gilbertson reviewed the attached Human Resources Report. (See Appendix Eight: Human Resources.)

13) **Enrollment Report**

Chris Looney, Registrar, reviewed the attached Enrollment Report. (See Appendix Nine: Enrollment)

V. REMARKS BY THE PRESIDENT

President Gilbertson asked Heather Matula, President of the Student Association, to make a few comments.

Ms. Matula discussed the Student Association Fall Picnic for students, faculty and staff; allocation requests from student clubs and associations; the Quiz Bowl; Diversity Day; various student concerns; the Junction; Student Association members serving on several University committees; and Homecoming week events and activities.

President Gilbertson invited the Board to the upcoming Wickson/Nickless Lectureship and the Second Annual Rush Lecture. He displayed several books recently published by SVSU faculty members. He noted that in the midst of everything else SVSU has faculty who are very serious about their scholarship and very productive with nationally recognized publishers – the mark of a mature institution and people doing first-rate work.

Negotiations with the Support Staff Association will take place over the next few months.

VI. OTHER ITEMS FOR CONSIDERATION OR ACTION

There were no other items for consideration or action.

VII. ADJOURNMENT

14) Motion to Adjourn

BM-923 **It was moved and supported that the meeting be adjourned.**

The motion was APPROVED unanimously.

BOARD OF CONTROL
Regular Meeting

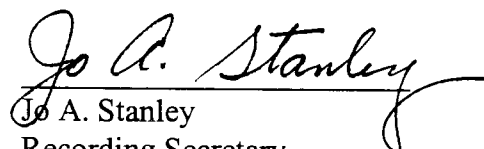
October 4, 1999

The meeting was adjourned at 2:35 p.m.

Respectfully submitted:

Burnett S. Kelly
Chairman

D. Brian Law
Secretary



Jo A. Stanley
Recording Secretary

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

WHEREAS, the Board of Control of Saginaw Valley State University (the "Board"), in the exercise of its constitutional duties has determined that it is necessary and expedient to provide for the borrowing of monies in amounts not to exceed \$2,500,000.00 at any time outstanding on terms set forth herein and in the Agreement (hereinafter defined) for the purpose of providing necessary funds to meet temporary cash flow deficits, and

WHEREAS, it will be necessary for the Board to enter into a Loan Agreement (the "Agreement") whereby the sum of up to \$2,500,000.00 may be borrowed from Michigan National Bank, a national banking association (the "Bank") on a "line-of-credit" basis, which Loan Agreement shall be substantially in the form of previous Loan Agreements executed for similar purposes (except that the Agreement may provide for interest on drawings to be established on either a tax-exempt or taxable basis, and if tax-exempt, on either a "qualified tax-exempt obligation" basis or on a non-qualified basis);

NOW, THEREFORE, BE IT RESOLVED, That the Board may borrow for such purposes the sum of not to exceed \$2,500,000.00 from the Bank upon the terms and conditions to be more fully set forth in the Agreement, and in evidence thereof issue and deliver its note therefore as described in the Agreement (the "Note"). Advances under the Agreement shall be made at the request of the Board's authorized agents, and shall be repayable at any time by the Board, but not later than October 31, 2001. Interest, if fully tax-exempt, and eligible for status as a qualified tax-exempt obligations shall accrue on the sums outstanding, at the interest rate equal to not more than 80% of the MNB Prime Rate, as shall be defined in the Agreement (subject to increase in case of adverse federal tax treatment of the interest on the Note) and, if fully taxable, or if not eligible for qualified tax-exempt obligation status at the rate to be established in Agreement, but not in excess of the MNB Prime Rate plus one-half percent per annum, and shall be payable monthly, all as shall be provided in the Agreement. Principal and interest due under the Agreement and Note are payable from and secured by a first lien on the General Revenues of the Board (as defined in a certain Trust Indenture dated May 15, 1993) between the Board and Michigan National Bank, as trustee. The first lien on the General Revenues established by this Resolution and the Agreement shall be on a parity basis with the first lien thereon established as security for certain outstanding debt of the Board.

BE IT FURTHER RESOLVED, That the President of Saginaw Valley State University, or the Vice President for Administration and Business Affairs of Saginaw Valley State University be and each of them are hereby authorized, empowered, and directed in the name of the Board and as its corporate act and deed to execute and enter into the Agreement and a Note in the amount of \$2,500,000.00 to the Bank and to cause to be impressed thereon the seal of the Board and to request the Bank to make advances under the Agreement and Note in amounts not to exceed at any time outstanding \$2,500,000.00, and to execute and deliver any documents or certificates in connection therewith, and

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

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

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

**SAGINAW VALLEY STATE UNIVERSITY
AUXILIARY SERVICES-BONDED FACILITIES
SUMMARY OPERATING BUDGET
FY 1999-00**

	BUDGET 98-99	BUDGET 99-00
RESOURCES		
OPERATING INCOME:		
Auxiliary - Housing & Food Service	\$272,430	\$678,985
Auxiliary - Apartments	208,209	184,438
Auxiliary - New Apartments	200,499	177,584
Auxiliary - Living Center	0	506,854
Auxiliary - Bookstore	225,500	279,000
Auxiliary - Parking Operations	108,267	82,073
	<u>1,014,904</u>	<u>1,908,933</u>
OTHER INCOME:		
GSF - Facility Debt Service Fee	75,000	75,000
Investment Income	140,000	140,000
HUD Debt Service Grant	10,002	10,002
	<u>225,002</u>	<u>225,002</u>
Operating Margin before Debt Service	<u>1,239,906</u>	<u>2,133,935</u>
DEBT SERVICE		
General Revenue Bonds, Series '98	945,720	971,305 (a)
Capital Projects 1999 (b)	0	126,000
	<u>945,720</u>	<u>1,097,305</u>
NET OPERATING MARGIN	<u>\$294,186</u>	<u>\$1,036,630 (c)</u>

- (a) Net of capitalized interest, \$337,695.
 (b) 7 year payback commencing FY 00.
 (c) Net operating margin would be \$105,935 with full debt service.

SAGINAW VALLEY STATE UNIVERSITY
AUXILIARY SERVICES-BONDED FACILITIES
SUMMARY OF RESERVES
FY 1998-99 & 1999-00

RESERVE DESCRIPTION	ACTUAL 1998-99		PROJECTED 1999-00	
	BALANCE 7/01/98	ADDITIONS DEDUCTIONS	BALANCE 06/30/99	ADDITIONS DEDUCTIONS
Operating	\$644,514	\$65,709	\$710,223	\$266,878
Repair & Replacement	759,211	246,526	971,722	294,752
Future Facility Development	39,001	60,999	100,000	400,000
Debt Service Reserve, Series '98	600,000	0	600,000	
Parking Operations	25,000	25,000	50,000	75,000
	<u>\$2,067,726</u>	<u>\$398,234</u>	<u>\$2,431,945</u>	<u>\$1,036,630</u>
		<u>(\$34,015)</u>		<u>(\$578,000)</u>
				<u>\$2,890,575</u>

(1) Miscellaneous	\$75,000
Campus Network	50,000
Fujitsu	37,000
Pine Grove Residing	150,000
Laundry Readers	11,000
Catering Equipment	55,000
Capital Projects '99	200,000
	<u>\$578,000</u>

Appendix Two: Auxiliary

SAGINAW VALLEY STATE UNIVERSITY
GENERAL FUND BUDGET SUMMARY
FY 1999

Appendix Three: Reconcile

	Board Approved November 1998			Revised February 1999 Base		
	Budget	Actual 6/30/99	Variances (Over) Under	Budget	Actual 6/30/99	Variances (Over) Under
<u>REVENUES</u>						
State Appropriation	\$23,076,264	\$23,076,264	\$0	\$23,076,264	\$23,076,264	\$0
Tuition and Fees	20,400,000	20,782,103	382,103	20,700,000	20,782,103	82,103
Miscellaneous	1,340,000	1,497,039	157,039	1,340,000	1,497,039	157,039
Total Revenues	44,816,264	45,355,406	539,142	45,116,264	45,355,406	239,142
<u>EXPENDITURE ALLOCATIONS</u>						
Compensation	33,231,029	31,363,969	1,867,060	33,376,121	31,363,969	2,012,152
Supplies, Materials & Services	10,077,635	13,107,044	(3,029,409)	10,207,543	13,107,044	(2,899,501)
Capital Expenditures	1,507,600	763,840	743,760	1,532,600	763,840	768,760
Total Expenditures	44,816,264	45,234,853	(418,589)	45,116,264	45,234,853	(118,589)
Revenues Over/(Under) Expenditures	\$0	120,553	\$120,553	\$0	120,553	\$120,553
Fund Balance, Beginning of Year		866,486			866,486	
Fund Balance, End of Year		\$987,039			\$987,039	

SAGINAW VALLEY STATE UNIVERSITY

Policy Statement on Public School Academies

I. Purposes

Under the provisions of 1993 Public Act 362 the Board of Control of Saginaw Valley State University ("Board") is authorized to enter into contracts for the creation of Public School Academies (PSA). It is the purpose of this policy to set forth criteria and procedures for the administration of the SVSU Board's responsibilities under that law. However, they are intended as guidelines only and the validity of a contract shall not be affected because of a departure from one or more of these criteria or procedures in approving the charter.

The SVSU Board will consider the approval of contracts for PSAs in order to provide elementary and secondary students with enhanced opportunities to achieve the objectives of Article 8 of Michigan's Constitution. By assisting in the development of such educational institutions, SVSU may make significant contributions to the variety and quality of educational programs available to public school pupils as well as create models for exemplary educational practices and parental involvement. The Board may approve such contracts where the likelihood is shown that proposed PSAs can and will meet educational needs of those who are presently inadequately served by offering a quality educational program which is both responsive to those needs, and which has the means and resources necessary to accomplish its educational goals.

II. Application Process

THE SCHOOL/UNIVERSITY PARTNERSHIP OFFICE WILL USE A TWO-FOLD PROCESS FOR IDENTIFYING POTENTIAL PSA'S TO CHARTER INCLUDING INITIATIVES TO PLANT SEEDS FOR POTENTIAL NEW ACADEMIES AND TO SEEK PARTNERS IN FORMING NEW PSA'S. THE RFP PROCESS IS DESIGNED TO ENCOURAGE REQUESTS FOR THE PROPOSALS IDENTIFYING A SPECIFIC TYPE OF PSA THAT SVSU IS INTERESTED IN CHARTERING. EACH RFP WILL BE REVIEWED BY THE SCHOOL/UNIVERSITY PARTNERSHIPS OFFICE AND A DETERMINATION WILL BE MADE TO CONTINUE A COLLECTIVE EFFORT WITH THOSE PROPOSALS THAT MEET UNIVERSITY REQUIREMENTS. THE OPTION ALWAYS EXISTS FOR THOSE NOT SUCCESSFUL IN THIS PHASE TO SUBMIT APPLICATIONS THROUGH THE NORMAL APPLICATION PROCESS. THE OPEN APPLICATION PROCESS WILL BE TO ACCEPT PROPOSALS FOR ALL INTERESTED INDIVIDUALS AND GROUPS WHICH MAY HAVE A UNIQUE IDEA FOR DEVELOPING A PSA.

Individuals or organizations seeking to enter into a contract with the SVSU Board for the creation and operation of a PSA must submit an application on SVSU Board approved forms which shall include the following items of information:

- A. All those items indicated in M.C.L. 380.502(3). (See Rules & Regulations.)

- B. Documentation that students are presently inadequately served, and how their educational needs are to be met by the proposed PSA.
- C. A description of any unique or special educational or service features of the proposed PSA which would give it particular qualitative dimensions not otherwise available to students.
- D. A description of programs or efforts the PSA will undertake to assure that it will attract and meet the needs of a culturally, economically and ethnically diverse student body.
- E. A description of the qualifications and backgrounds of all teaching and administrative professionals (Administrative professionals must have demonstrated experience and expertise in administration, teaching, or related activities. They must also have course work or experience in school law, school personnel, and curriculum) employed by the proposed PSA, and a description of the qualifications and backgrounds of all proposed members of the Board of Directors of any PSA applicant. Including applications for "criminal checks" for all staff and board members and documentation requesting "unprofessional conduct checks" for all employees.
- F. A copy of the deed of conveyance or lease of the PSA school building.
- G. A copy of financial planning documents describing the proposed academy's operating budget and capital needs and resources for a five-year period.
- H. A detailed document indicating responses to the following areas: 1) leadership, 2) information and analysis, 3) strategic planning, 4) human resource development and management, 5) educational and business process management, 6) school performance results, 7) student focus and student stakeholder satisfaction.
- I. A copy of any and all publications, brochures, advertisements or other promotional literature used to recruit students, raise money or otherwise represent the proposed PSA to the public.
- J. Copies of any documents or other materials submitted to obtain approval or accreditation from any governmental or private certifying or accrediting agencies, and a copy of any and all responses obtained from any such agency.
- K. Additional and supplemental information or documents may also be requested by the SVSU Board on a case-by-case basis.
- L. A one-time non-refundable application fee of \$500 shall be submitted at the time of application. Applicants which appear to offer educational programs that are consistent with the purposes of this policy will be considered candidates for Public School Academy status. Such candidates will be required to pay an additional non-refundable \$500 evaluation fee prior to program review. If the board of control ultimately approves the appointment for the PSA, the application fee and evaluation fee will be refunded to the applicant by means of a credit against the administrative fee referenced at paragraph IV(e) of this policy statement. In no event shall the combined total of compensation, expenses and fees paid by a PSA to the SVSU board exceed 3% of the total school aid received by the PSA in the school year in which the compensation, fees, or expenses are charged.

III. Evaluation Process

Applications will be evaluated by the SVSU Board on a competitive basis, taking into consideration the resources available for the proposed PSA, the population to be served by the proposed PSA, and the educational goals to be achieved by the proposed PSA (see M.C.L. 380.503(1)). (See Rules & Regulations.) It is the intent of the SVSU Board to retain the services of an independent, consultant-evaluator to review and evaluate the applicant and advise the SVSU Board as to the needs, plans, goals and resources of the applicant. Individuals shall be selected as a consultant-evaluator on the basis of

their background and expertise in the field of K-12 education and the operation and evaluation of K-12 schools. (See Independent Review.)

It is expected, but not assured, that the process of evaluating applications will require from 60-120 days from date of receipt. The SVSU Board will consider the evaluation report together with the contents of the application in a timely manner as part of its normal committee and Board meeting agenda.

IV. Operation and Oversight of Public School Academies

Any contract issued to a PSA shall contain the following provisions:

- A. Provisions addressing all those items set forth in M.C.L. 380.503(4) and (5). (See Rules & Regulations.)
- B. The term of the initial contract, not to exceed five years, with the possibility but without the assurance of renewal.
- C. An assurance by the Board of Directors of the PSA that the school is and will remain in compliance with all applicable state, federal and local laws, including but not limited to those indicated in the Appendix to this Policy (to be renewed annually).
- D. A requirement that the PSA will submit to both scheduled and unplanned review visits by consultant-evaluators appointed by the SVSU Board.
- E. A provision that the SVSU Board will retain 3% of the per pupil State funding to the PSA as compensation for administrative costs it incurs for its oversight functions and service as fiscal agent.
- F. A requirement that a public school academy will submit to the SVSU Board an audit report conducted by a certified public accounting firm to be selected by the SVSU Board. Such reports must be received on an annual basis, and not more than 90 days following the completion of the public school academy's fiscal year.
- G. A provision that the PSA will not have or maintain any affiliation with a church or other religious organization which would disqualify it under the State or federal constitution from receiving public support.
- H. A provision that the PSA will not operate at a site or for age and grade ranges other than those described in its original application, and that it will maintain current certifications, accreditations or other approvals from public and private agencies which were in place at the time of application.
- I. An assurance from the PSA that it shall furnish to the SVSU Board such proofs at such intervals as the SVSU Board may reasonably request of the PSA's continuing compliance with all applicable laws and with the continuing truth of each and every representation made in its application to and subsequent contract with the SVSU Board. Such provision shall further provide that if the PSA ceases to comply with any provision of law or any such representation, or any such representation ceases to be true, the PSA shall promptly notify the failure of the representation to the SVSU Board.
- J. A provision requiring the PSA to undertake and sustain good faith efforts to attract and serve a student body that is culturally, economically and ethnically diverse.
- K. A provision requiring that the PSA will hold SVSU, its Trustees, officers, employees and agents harmless with effect to any claims asserted because of an act or failure to act of the PSA, its officers, employees, agents, pupils or the representatives of them and shall further have SVSU named as a co-endorsee on general liability insurance coverage in an amount not less than \$1,000,000 each occurrence, \$2,000,000 aggregate. The charter school must also provide

automobile liability in the amount of \$1,000,000, workers compensation at the statutory limits, school leaders (K-12 Errors & Omissions) in the amount of \$1,000,000 each occurrence/aggregate, Employee Dishonesty \$500,000, and Employee Crime in the amount of \$10,000.

- L. A provision providing that the PSA recognizes and agrees to the grounds provided for revocation of its contract as set forth in M.C.L. 380.507 (See Rules & Regulations) and in the contract granted by the SVSU Board. The decision of an authorizing body to revoke a contract under this section is solely within the discretion of the authorizing body, is final, and is not subject to review by a court or any state agency. An authorizing body that revokes a contract under this section is not liable for that action to the public school academy, public school academy corporation, a pupil of the public school academy, the parent or guardian of a public school academy, or any other person.
- M. Normally schools should have a minimum enrollment of 50 students for elementary and 100 students for secondary. Exceptions may be made for compelling reasons.

V. Boards of Directors of Public School Academies

Because any PSA becomes, in effect, a fully-funded public school, those responsible for the governance of the PSA must be fully accountable to the public. Further, opportunity must be provided to the public for participation in the selection of those responsible for the governance of such public institutions.

The following criteria and provisions shall be applicable to the Boards of Directors of any PSA subject to a contract with the SVSU Board:

- 1. The PSA Boards shall be comprised of not fewer than five persons, selected on the basis of their commitment to and interest and experience in public education. Individuals shall serve for a term of not more than three years, and the terms of PSA Board members shall be staggered to provide continuity and stability in PSA Board membership.
- 2. Public notice shall be given by the PSA of vacancies on its Board of Directors, and an opportunity shall be provided for interested individuals to apply for appointment to any such Board. The PSA will submit two names for each vacancy that exists on the Board of Directors after the initial board has been installed.
- 3. The SVSU Board shall approve appointments to the PSA Board of Directors.
- 4. At the time of any expired term or other vacancy on a PSA's Board of Directors, the then-serving Directors shall review applicants for such vacancies and recommend to the SVSU Board persons for appointment.
- 5. The SVSU Board reserves the authority to remove any person from membership on a PSA Board at its sole discretion for cause.

Saginaw Valley State University Office of School/University Partnerships Request for Proposal

Charter Public School Academy

Introduction

Under the provision of 1993 Public Act 362, the Board of Control of Saginaw Valley State University is authorized to enter into contracts for the creation of Public School Academies (PSA). It is the purpose of this Request for Proposal to set forth criteria and procedures for developing applications for specific types of Academies of interest to the University.

The Saginaw Valley State University Board of Control will consider the approval of contracts for PSAs in order to provide elementary and secondary students with enhanced opportunities to achieve the objectives of Article 8 of Michigan's Constitution. By assisting in the development of such educational institutions, Saginaw Valley State University may make significant contributions to the variety and quality of educational programs available to public school pupils as well as create models for exemplary educational practices and parental involvement.

Types of Charter Public School Academies Being Sought

The Office of School/University Partnerships at Saginaw Valley State University is interested in collaboratively developing applications for three specific types of Charter Public School Academies. They are:

- K-12 Charter Public School Academy emphasizing innovative programs in math, science, and technology.
- K-12 Charter Public School Academy employing unique and non-traditional delivery systems of instruction.
- K-12 Charter Public School Academy involving three or more institutions within a community and/or region in a coordinated and collaborative integration of a total school program.

Individuals or organizations interested in being considered for proceeding with development of an application for a PSA should submit a proposal not to exceed three typewritten pages by October 29, 1999, to:

Dr. Larry Engel, Director of School/University Partnerships
College of Education E-112
Saginaw Valley State University
7400 Bay Road
University Center, MI 48710
Phone: (517) 249-4623 – Fax: (517) 249-4636
Email: engel@svsu.edu

Each proposal must address the following objectives and specifically answer how the proposal will meet each objective.

Objectives

Each Charter Public School Academy sponsored by Saginaw Valley State University must further the following objectives.

- **Provide exemplary practices for replication by other public schools**
SVSU Public School Academies through the School/University Partnership Office will provide a network to disseminate exemplary practices ready for replication to interested K-12 schools.
- **Provide a laboratory for preparation of student teachers**
SVSU Public School Academies through the School/University Partnership Office will provide opportunities for the preparation and training of student teachers in partnership with the College of Education.

In addition, it is desirable for each Charter Public School Academy to promote a synergy with various academic programs of the University. SVSU Public School Academies through the School/University Partnership Office will establish and maintain a close, cooperative, and integrated relationships with various academic programs at the University that will result in unique program opportunities that would lend themselves to the development of mutually beneficial PSAs.

The evaluation criteria that follows incorporates these important objectives that the University has established for its Chartered Public School Academies. Care should be taken to thoroughly address each objective in your proposal.

Evaluation Criteria

Staff of the Office of School/University Partnerships using the criteria below will evaluate the proposals.

1. Does the proposal further one of the three areas of interest to the University?
2. Does the proposal serve a need or address a problem not presently met by the local public school in the proposed geographical area to be served?
3. Does the proposal provide for exemplary practices that can be replicated by other public schools?
4. Does the proposal provide for the preparation of student teachers?
5. Does the proposal promote a synergy with various academic programs of the University?

Interviews will be scheduled with those individuals and/or organizations submitting proposals of interest to the staff. Successful proposals will then move into the application process. The Office of School/University Partnerships will provide assistance in completing the application.

**RESOLUTION TO RE-AUTHORIZE THE ESTABLISHMENT
OF A PUBLIC SCHOOL ACADEMY**

Pontiac Academy

WHEREAS, the Michigan Legislature has provided for the establishment of public school academies as part of the Michigan public school system by enacting Act No. 362 of the Public Acts of 1993 and Act No. 416 of the Public Acts of 1994; and

WHEREAS, Act No. 416 of the Public Acts of 1994 is now in effect; and

WHEREAS, According to this legislation, the Saginaw Valley State University Board of Control, as the governing body of a state public university, is an authorizing body empowered to issue contracts to organize and operate public school academies; and

WHEREAS, The Michigan legislature has mandated that public school academy contracts be issued on a competitive basis taking into consideration the resources available for the proposed public school academy, the population to be served by the proposed public school academy; and the educational goals to be achieved by the proposed public school academy; and

WHEREAS, The Michigan legislature has mandated that public school academies organized under Act No. 416 of the Public Acts of 1994 achieve certain specific educational purposes; and

WHEREAS, The Saginaw Valley State University Board of Control having received an application for organizing the proposed Pontiac Academy as a public school academy and having reviewed the application according to the provisions set forth by the Michigan Legislature;

NOW, THEREFORE, BE IT RESOLVED, That the Saginaw Valley State University Board of Control declares, subject to the conditions set forth below, that:

1. It will issue a contract to organize and operate the Pontiac Academy as a public school academy upon the application submitted under Section 512 of 1994 PA 416.
2. It approves the following members of the Board of Directors of Pontiac Academy.

Mary H. Williams
Raymond O. Seay
Kerry Malczewski
Irene L. Lukes
Parent of Student (to be selected)

RESOLVED FURTHER, That all members of the Board of Directors of Pontiac Academy must file an acceptance of office with Saginaw Valley State University, and must take the oath of office required by 1994 PA 416;

RESOLVED FURTHER, That the Articles of Incorporation of the Pontiac Academy in the form previously submitted to this Board of Control are approved, and shall be adopted and filed in accordance with law in substantially that form.

3. Conditions

The effectiveness or the continued effectiveness of this Resolution are subject to these conditions:

- a. An opinion of University legal counsel to the effect that contract documents have been agreed upon which are consistent with the purpose of the public school academies statutes; that when executed, contract documents will be binding on both parties in accordance with their tenor; and that in the opinion of University counsel, adequate provisions are included to immunize or indemnify the University, its directors, officers, employees and agents to the extent that prudence and reasonable business practice would require from all claims of liability arising from the University's contractual relationship with the public school academy or the operation of the public school academy;
 - b. An opinion of professional staff of the University to the effect that the contract documents, the proposed plan of operation, and the methods for holding the public school academy accountable for educational outcomes are consistent with the Policy Statement on Public School Academies adopted by the University Board on November 14 1994 and subsequently amended, unless in the case of departures from such Policy Statement, if any, the staff recommends that each such departure be agreed to, and state reason in support.
 - c. An opinion of the professional staff of the University that the applicant meets all of the financial, personnel and facility requirements necessary to open and operate an effective Public School Academy.
 - d. This Resolution and any contract entered into under it shall be null and void if Pontiac Academy is not in operation by the 2000-2001 school year fall membership count day.
4. Upon receipt by the University Board of the opinions mentioned in 3 (a) and (b) above and subject to 3 (c) above, the Chair of the Board of Control of Saginaw Valley State University may execute a public school academy contract and related documents between Pontiac Academy (a public school academy) and the Saginaw Valley State University Board of Control (authorizing body).

- Mary H. Williams** Ms. Williams earned her B.S. in Business Education/Economics from Alabama State University. She received her Certified Municipal Clerk status in 1989. Mary is currently the City Clerk of Pontiac. Ms. Williams brings excellent managerial and organization skills to the academy board.
- Raymond O. Seay** Mr. Seay earned his B.S. in Marketing from Ferris State University in Big Rapids, Michigan. Mr. Seay presently is employed at Seay Medical Sales, Ltd. where he is a sales representative. Mr. Seay will bring open market business perspectives to the academy board.
- Kerry Malczewski** Ms. Malczewski earned her Masters degree in Business Management three years ago with honors. She has experience in running three child care centers and has gone through the National Association for the Education of Young Children accreditation process twice. Kerry is currently manager of Americare Systems, Inc. (Elder and Child Care Consultants).
- Irene L. Lukes** Ms. Lukes and her husband own and operate Bill's Floorcovering in Waterford, Michigan, where she is responsible for selling, ordering, scheduling jobs, and maintaining finances. Ms. Lukes has been a member of the Pontiac/Waterford community her entire life. She brings business management and parenting skills to the Pontiac Board.

**RESOLUTION TO RE-AUTHORIZE THE ESTABLISHMENT
OF A PUBLIC SCHOOL ACADEMY**

SABIS International School of Springfield

WHEREAS, the Michigan Legislature has provided for the establishment of public school academies as part of the Michigan public school system by enacting Act No. 362 of the Public Acts of 1993 and Act No. 416 of the Public Acts of 1994; and

WHEREAS, Act No. 416 of the Public Acts of 1994 is now in effect; and

WHEREAS, According to this legislation, the Saginaw Valley State University Board of Control, as the governing body of a state public university, is an authorizing body empowered to issue contracts to organize and operate public school academies; and

WHEREAS, The Michigan legislature has mandated that public school academy contracts be issued on a competitive basis taking into consideration the resources available for the proposed public school academy, the population to be served by the proposed public school academy; and the educational goals to be achieved by the proposed public school academy; and

WHEREAS, The Michigan legislature has mandated that public school academies organized under Act No. 416 of the Public Acts of 1994 achieve certain specific educational purposes; and

WHEREAS, The Saginaw Valley State University Board of Control having received an application for organizing the proposed SABIS International School of Springfield as a public school academy and having reviewed the application according to the provisions set forth by the Michigan Legislature;

NOW, THEREFORE, BE IT RESOLVED, That the Saginaw Valley State University Board of Control declares, subject to the conditions set forth below, that:

1. It will issue a contract to organize and operate the SABIS International School of Springfield as a public school academy upon the application submitted under Section 512 of 1994 PA 416.
2. It approves the following members of the Board of Directors of SABIS International School of Springfield.

Bernice T. Singh
T.J. Walters
Robert Olson-Butler
Etheleen Neubaum
Rev. Lynn W. Wagner
Vipim Singh

RESOLVED FURTHER, That all members of the Board of Directors of SABIS International School of Springfield must file an acceptance of office with Saginaw Valley State University, and must take the oath of office required by 1994 PA 416;

RESOLVED FURTHER, That the Articles of Incorporation of the SABIS International School of Springfield in the form previously submitted to this Board of Control are approved, and shall be adopted and filed in accordance with law in substantially that form.

3. Conditions

The effectiveness or the continued effectiveness of this Resolution are subject to these conditions:

- a. An opinion of University legal counsel to the effect that contract documents have been agreed upon which are consistent with the purpose of the public school academies statutes; that when executed, contract documents will be binding on both parties in accordance with their tenor; and that in the opinion of University counsel, adequate provisions are included to immunize or indemnify the University, its directors, officers, employees and agents to the extent that prudence and reasonable business practice would require from all claims of liability arising from the University's contractual relationship with the public school academy or the operation of the public school academy;
 - b. An opinion of professional staff of the University to the effect that the contract documents, the proposed plan of operation, and the methods for holding the public school academy accountable for educational outcomes are consistent with the Policy Statement on Public School Academies adopted by the University Board on November 14 1994 and subsequently amended, unless in the case of departures from such Policy Statement, if any, the staff recommends that each such departure be agreed to, and state reason in support.
 - c. An opinion of the professional staff of the University that the applicant meets all of the financial, personnel and facility requirements necessary to open and operate an effective Public School Academy.
 - d. This Resolution and any contract entered into under it shall be null and void if SABIS International School of Springfield is not in operation by the 2000-2001 school year fall membership count day.
4. Upon receipt by the University Board of the opinions mentioned in 3 (a) and (b) above and subject to 3 (c) above, the Chair of the Board of Control of Saginaw Valley State University may execute a public school academy contract and related documents between SABIS International School of Springfield (a public school academy) and the Saginaw Valley State University Board of Control (authorizing body).

- Bernice T. Singh** Ms. Singh is a graduate of Pennfield High School in Battle Creek, Michigan. She has received a certificate in both horticulture and floriculture from Calhoun Vocational Center. Ms. Singh is currently employed by the United States Postal Service in Battle Creek, Michigan, as a temporary rural carrier and owns two businesses, EZ Quick Mart/The Video Game Store and Sunshine Carpet Cleaning and Dyeing Company.
- Etheleen Neubaum** Ms. Neubaum is currently employed at Home Health Professionals, Inc. where she works as the Assistant to Accounting Manager in the Human Resources Department. Ms. Neubaum enjoys working with the public and brings administrative and creative skills to the academy board.
- Rev. Lynn Wagner** Rev. Wagner earned his B.S. at Western Michigan University and his Master of Divinity and Master of Christian Education from Garrett-Evangelical Seminary. Rev. Wagner brings administrative, listening, and verbal skills to the academy board.
- Vipim Singh** Mr. Singh currently owns and operates E-Z QuickMart, Sunshine Apartments, and Sunshine Carpet Cleaning & Dyeing Company. Mr. Singh is a licensed attorney from Madhaya Pradesh High Court Bar Association in India. He plans on continuing his education to receive a Masters of Human Resource Development from Siena Heights University.
- T. J. Walters** Mr. Walters is retired after 43 years of service with the Veterans Administration Nursing Service of Battle Creek, Michigan. He also served in the United States Army. Mr. Walters is an active member of his community.
- Robert Olsen-Butler** Mr. Olson-Butler earned his B.A. from Spring Arbor College and his Master of Social Work from Western Michigan University. He is currently employed by Starr Commonwealth of Battle Creek, Michigan, where he is a "Families First" therapist. Mr. Olson-Butler brings special skills in social work with a concentration in the area of Interpersonal Practice.

Staff Member

OF THE MONTH

Norma Gase Zivich

Director, Annual
Giving and
Development
Communications

September 1999

Norma Gase Zivich enjoys the variety that comes with her position in the SVSU Foundation, so much so that she has devoted 20 years to the University.

"There's satisfaction in knowing I helped raise \$350,000 during an annual fund campaign, but the real satisfaction comes from the feedback I receive from people," Zivich said.

She emphasized her contact with donors makes her efforts meaningful.

"I've met some really terrific people who have been so nice to work with," Zivich said. Recently, she coordinated the dedication of an engraved marble bench that was donated by the family of Harold Wilber, who originally owned the property on which Ryder Center sits.

"The Wilbers were just so appreciative of everything I did for them, and that's what makes doing this job so worthwhile."

In addition to the people, Zivich also enjoys the diverse responsibilities of her job. As director of annual giving, Zivich heads the Annual Fund campaign that brought in \$350,000 in contributions during the past year. Zivich organizes a committee of 100 community volunteers who assist in soliciting funds for scholarships

and other programs at the University. Zivich prepares content for the *Report of Annual Giving*, which lists the names of individual donors and organizations that support SVSU.

Zivich also works with the Association for the Advancement of SVSU (AASVSU), handling communications and arranging events and receptions throughout the year. She has organized a number of dedications and ground-breakings, including ceremonies for the Julia Stacey Edwards Bell Tower, Instructional Facility No. 3, the Crystal M. Lange College of Nursing and Health Sciences, and wall plaques for The Campaign for Distinction.

Commencement ceremonies likely would not come off as smoothly without Zivich working hard behind the scenes to make the event enjoyable for the graduates and their families.

"It's very challenging to coordinate an event that involves 4,000 people," she noted. "My biggest concern is that the script will not be missing any pages and that, no matter what, it's available on the day of the ceremony."

Away from the office, Zivich is researching her family history, dating back to the Revolutionary War.

"It started when I wanted to join the D.A.R. (Daughters of the American Revolution), and started tracing my ancestry back to that era," she said.

Her investigation turned up three ancestors, including Nicholas Danforth, who also was one of 16 founders of Harvard University in Boston. According to Zivich, Danforth was born in England in 1589, came to Cambridge, Mass., in 1634 and died in 1638. Her other family ties include Capt. William Stevens, who served in the Revolutionary War from 1776 to 1780, and Capt. Timothy Lull, who served in the French & Indian War from 1755 to 1760.

Zivich and her husband, Matt, professor of art at SVSU, are looking forward to Valentine's Day, which is the due date for their first grandchild. The mother is Norma's daughter, Michelle.



Current Positions Filled

August 1999 – September 1999

ADMINISTRATIVE/PROFESSIONAL

David R. Branson – Hired as Microcomputer Analyst (new). Mr. Branson earned his Bachelor of Science Degree from Northern Michigan University in 1997. Prior to joining SVSU, Mr. Branson worked as a Financial Consultant for Hantz Financial Services.

Sedrick J. Robinson – Hired as Assistant Football Coach (replacement). Mr. Robinson attended Kentucky Wesleyan College and studied Criminal Justice.

FACULTY

Hasan A. Al-Halees – Hired as Lecturer of Mathematics (replacement). Mr. Al-Halees earned his Master's Degree from the University of Toledo in 1995. In August 1999, Mr. Al-Halees was expected to earn his Ph.D from Central Michigan University. Prior to joining SVSU, Mr. Al-Halees worked as a Doctoral Teaching Assistant at Central Michigan University.

Donald W. Earley – Hired as Assistant Professor of Occupational Therapy (new). Mr. Earley earned his Master of Arts Degree from Central Michigan University in 1993. Mr. Earley is working towards his second Master's Degree at Michigan State University as well as pursuing his Ph.D. at Walden University. Prior to joining SVSU, Mr. Earley worked as an Adjunct Faculty member at SVSU, as well as Assistant Professor in the Occupational Therapy Program for the University of Findlay.

Christopher J. Giroux – Hired as Lecturer of English (new). Mr. Giroux earned his Master of Arts Degree in English with a concentration in writing from Wayne State University in 1997. Prior to joining SVSU, Mr. Giroux worked as an Adjunct English Instructor at Henry Ford Community College.

Brian Lewis – Hired as Instructor of English (replacement). Mr. Lewis earned his Master of Arts Degree from Wayne State University in 1993. Mr. Lewis is currently pursuing his Ph.D. from Michigan State University. Prior to joining SVSU, Mr. Lewis served at various universities and colleges in southeast Michigan as an Adjunct Instructor of English.

Liesel L. Litzenburger – Hired as Instructor of English (new). Ms. Litzenburger earned her Master of Fine Arts Degree from Western Michigan University in 1993. Prior to joining SVSU, Ms. Litzenburger worked as a Lecturer for the Department of English Language and Literature at the University of Michigan.

Molleen Zanger – Hired as Instructor of English (replacement). Ms. Zanger earned her Master of Fine Arts Degree in English/creative writing – playwriting from Western Michigan University in 1997. Prior to accepting this position, Ms. Zanger served as an Adjunct Faculty member at various area colleges, including SVSU.

Fall Semester Enrollment Comparisons

	FALL 1998 Number (% total)	FALL 1999 Number (% total)	CHANGE Number		%
Students	8,054	8,383	+	329	+ 4.08%
Credit Hours	77,105	80,643	+	3,538	+ 4.59%
Average Load	9.57 credits	9.62 credits	+	0.05	+ 0.48%
Men	3,060 (37.99%)	3,191 (38.07%)	+	131	+ 4.28%
Women	4,994 (62.01%)	5,162 (61.58%)	+	168	+ 3.36%
Full-Time Equiv.	5,082	5,320	+	238	+ 4.68%
ON Campus *	7,231 (89.78%)	7,427 (88.60%)	+	196	+ 2.71%
OFF Cass City	121 (1.50%)	127 (1.51%)	+	6	+ 4.96%
OFF Macomb	603 (7.49%)	644 (7.68%)	+	41	+ 6.80%
OFF Int'l MBA	32 (0.40%)	0 (0.00%)	-	32	- 100.00%
OFF Other UG	17 (0.21%)	50 (0.60%)	+	33	+ 194.12%
OFF Other GR	9 (0.11%)	18 (0.21%)	+	9	+ 100.00%
Apartments	200 (2.48%)	190 (2.27%)	-	10	- 5.00%
Residence Halls	442 (5.49%)	726 (8.66%)	+	284	+ 64.25%
Commuters	7,412 (92.03%)	7,467 (89.07%)	+	55	+ 0.74%
Age 25 +	3,771 (46.82%)	3,754 (44.78%)	-	17	- 0.45%
Under age 25	4,283 (53.18%)	4,629 (55.22%)	+	346	+ 8.08%
Average age	27 years	27 years			
Native Amer.	49 (0.63%)	44 (0.55%)	-	5	- 10.20%
Asian Amer.	56 (0.73%)	62 (0.77%)	+	6	+ 10.71%
African Amer.	461 (5.97%)	481 (6.01%)	+	20	+ 4.34%
Hispanic	236 (3.06%)	216 (2.70%)	-	20	- 8.47%
White	6,860 (88.83%)	7,105 (88.80%)	+	245	+ 3.57%
Multiracial	61 (0.79%)	93 (1.16%)	+	32	+ 52.46%
International	228	256	+	28	+ 12.28%
Unknown	103	126	+	23	+ 22.33%
Saginaw	2,573 (31.95%)	2,596 (30.97%)	+	23	+ 0.89%
Bay	1,225 (15.21%)	1,230 (14.67%)	+	5	+ 0.41%
Midland	499 (6.20%)	526 (6.27%)	+	27	+ 5.41%
Tuscola	647 (8.03%)	657 (7.84%)	+	10	+ 1.55%
Genesee	470 (5.84%)	493 (5.88%)	+	23	+ 4.89%
Huron	299 (3.71%)	285 (3.40%)	-	14	- 4.68%
Macomb	458 (5.69%)	498 (5.94%)	+	40	+ 8.73%
Oakland	214 (2.66%)	258 (3.08%)	+	44	+ 20.56%
Wayne	98 (1.22%)	114 (1.36%)	+	16	+ 16.33%
Other Michigan	1,279 (15.88%)	1,402 (16.72%)	+	123	+ 9.62%
Other U.S.	64 (0.79%)	68 (0.81%)	+	4	+ 6.25%
International	228 (2.83%)	256 (3.05%)	+	28	+ 12.28%

* may be enrolled at more than one location

Fall 1999 Semester Student Enrollments

	Undergrad degree #	%	Grad degree #	%	Non-degree & Tchr Cert #	%	All Students #	%
STUDENTS	6,125	(73.06%)	1,512	(18.04%)	746	(8.90%)	8,383	
CREDITS	70,040	(86.85%)	6,443	(7.99%)	4,160	(5.16%)	80,643	
AVERAGE LOAD	11.44 cr.		4.26 cr.		5.58 cr.		9.62 cr.	
Men	2,533	(41.36%)	432	(28.57%)	226	(30.29%)	3,191	(38.07%)
Women	3,562	(58.16%)	1,080	(71.43%)	520	(69.71%)	5,162	(61.58%)
Age 25 +	1,754	(28.64%)	1,430	(94.58%)	570	(76.41%)	3,754	(44.78%)
Under age 25	4,371	(71.36%)	82	(5.42%)	176	(23.59%)	4,629	(55.22%)
Average age	24 years		34 years		33 years		27 years	

ETHNIC

Native-Am.	39	(0.66%)	3	(0.21%)	2	(0.30%)	44	(0.55%)
Asian-Am.	47	(0.79%)	8	(0.56%)	7	(1.06%)	62	(0.77%)
African-Am.	402	(6.79%)	58	(4.09%)	21	(3.18%)	481	(6.01%)
Hispanic	178	(3.01%)	24	(1.69%)	14	(2.12%)	216	(2.70%)
White	5,171	(87.30%)	1,322	(93.30%)	612	(92.59%)	7,105	(88.80%)
Multiracial	86	(1.45%)	2	(0.14%)	5	(0.76%)	93	(1.16%)
International	106		66		58		230	
Canadian	26		0		0		26	
Unknown	70		29		27		126	

RESIDENCE - County, State, Country

Saginaw	2,056	(33.57%)	343	(22.69%)	197	(26.41%)	2,596	(30.97%)
Bay	933	(15.23%)	188	(12.43%)	109	(14.61%)	1,230	(14.67%)
Midland	373	(6.09%)	79	(5.22%)	74	(9.92%)	526	(6.27%)
Tuscola	546	(8.91%)	57	(3.77%)	54	(7.24%)	657	(7.84%)
Genesee	381	(6.22%)	74	(4.89%)	38	(5.09%)	493	(5.88%)
Huron	238	(3.89%)	23	(1.52%)	24	(3.22%)	285	(3.40%)
Macomb	51	(0.83%)	386	(25.53%)	61	(8.18%)	498	(5.94%)
Oakland	126	(2.06%)	104	(6.88%)	28	(3.75%)	258	(3.08%)
Wayne	85	(1.39%)	21	(1.39%)	8	(1.07%)	114	(1.36%)
Other MI	1,140	(18.61%)	170	(11.24%)	92	(12.33%)	1,402	(16.72%)
Other U.S.	64	(1.04%)	1	(0.07%)	3	(0.40%)	68	(0.81%)
International	132	(2.16%)	66	(4.37%)	58	(7.77%)	256	(3.05%)

STUDENT MAJORS BY COLLEGE

Arts-Behv Sci	1,384	(22.60%)	147	(9.72%)
Business	713	(11.64%)	109	(7.21%)
Education	1,683	(27.48%)	1,152	(76.19%)
Nursing-A.H.	511	(8.34%)	66	(4.37%)
Sci-Engr-Tech	1,100	(17.96%)	38	(2.51%)
Undeclared	734	(11.98%)		

NON-DEGREE TYPE

466	Teacher Certification
70	Post-Baccalaureate
88	Guests
59	High School Students
20	Exploring the University
43	ESL

OFF CAMPUS

STUDENTS

CREDITS

AVERAGE LOAD

Cass City	127	(15.14%)	688	(19.55%)	5.42 cr.
Macomb ISD	644	(76.76%)	2,472	(70.23%)	3.84 cr.
Other GR	18	(2.15%)	54	(1.53%)	3.00 cr.
Other UG	50	(5.96%)	306	(8.69%)	6.12 cr.