

SVSU®

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**BOARD OF CONTROL  
MINUTES**

**MAY 10, 2002**



SAGINAW VALLEY STATE UNIVERSITY  
BOARD OF CONTROL  
MAY 10, 2002  
REGULAR FORMAL SESSION  
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MINUTES  
BOARD OF CONTROL  
Regular Formal Session  
May 10, 2002  
1:30 p.m.

Board of Control Room – Wickes Hall Third Floor

Present: Akbar  
Braun  
DiCarlo  
Gilbertson  
Sims  
Vitito  
Walpole  
Yantz

Absent: Law

Others

Present: S. Barbus  
L. Beuthin  
D. Dawson  
G. Hamilton  
S. Hocquard  
C. Jerome  
M. Johnson  
S. Johnson  
D. Martin  
R. Maurovich  
J. Muladore  
C. Munger  
C. Ramet  
A. Reittenbach  
J. Romine  
R. Schneider  
M. Shannon  
J. Stanley  
T. Stantz  
R. Thompson  
K. Wahl  
R. Yien  
Press (0)

I. CALL TO ORDER

Chairman Vitito called the meeting to order at 1:30 p.m. with Trustees Braun, DiCarlo, Sims, Walpole and Yantz present.

II. PROCEDURAL ITEMS

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

Chairman Vitito asked for additions to or deletions from the agenda. Hearing none, he declared the agenda approved as distributed.

B. **Approval of Minutes of March 11, 2002 Regular Formal Session of the Board of Control**

**It was moved and supported that the minutes of the March 11, 2002 regular formal session of the Board of Control be approved.**

The minutes were unanimously APPROVED as written.

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

Professor Marcia Shannon, President-Elect of the Faculty Association, told the Board she hoped they would become better acquainted with the individual members of the faculty over the course of the next year, and that one way to do that was to highlight some of their accomplishments.

She noted that Ranjana Dutta, Assistant Professor of Psychology, had won the Landee Award for Excellence in Teaching. The Earl L. Warwick Award for Excellence in Research was shared by Al Bracciano, Professor of Occupational Therapy, and Gretchen Owocki, Associate Professor of Teacher Education. The House Award for Faculty Impact was awarded to Suzie Emond, Professor of Teacher Education, and the Reuben Daniels Community Service Award was given to Merlyn

Mondol, Professor of Psychology, who is retiring after a long and successful career at the University, and who will be greatly missed.

Professor Shannon reviewed the faculty who had received Fulbright Awards and those who had had the opportunity to travel and teach abroad. She observed that these experiences are good for the faculty and their students, and they bring a great deal of recognition to the campus.

(Trustee Akbar joined the meeting at 1:34 p.m.)

Professor Shannon invited the Board to the Faculty Association Banquet on October 25<sup>th</sup>, at which time they could meet many of the faculty and get to know each other better.

#### **D. Communications and Requests to Appear Before the Board**

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

Richard P. Thompson, Dean of Student Affairs, introduced Matthew Johnson, the new President of the Student Association. He noted that Matt had just completed his third year at Saginaw Valley State University. Last year he was a Student Representative and chaired a number of very important committees, as well as being very involved with Student Life programs.

### **III. ACTION ITEMS**

- 1) Resolution to Grant Undergraduate and Graduate Degrees

RES-1491 **It was moved and supported that the following resolution be adopted:**

**WHEREAS, Saginaw Valley State University is granted the authority to confer undergraduate and graduate degrees as outlined in Section 5 of Public and Local Acts of Michigan 1965; and**

**WHEREAS, Operating Policy 3.101 Article III 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 approves the awarding of undergraduate and graduate degrees at the May 11, 2002 Commencement as certified by the faculty and Registrar.**

President Gilbertson told the Board that nearly 550 graduates will participate in the ceremony tomorrow. He noted that this May's graduating class will be slightly smaller than last year's because a third commencement has been added, which will be held in August. Because of overcrowding at recent commencements, it was necessary to either modify the ceremony, limit the number of guests the graduates could bring, or add another ceremony. The decision was made to add another ceremony.

The motion was APPROVED unanimously.

2) Resolution to Grant Honorary Degree to Mr. Frank P. Popoff

RES-1492     **It was moved and supported that the following resolution be adopted:**

**WHEREAS, Frank P. Popoff retired from The Dow Chemical Company following a distinguished career of over forty-one years, culminating in his serving as Chief Executive Officer from 1987 through 1995 and Chairman from 1992 through 2000; and**

**WHEREAS, Mr. Popoff has served with distinction and dedication in an extraordinary number of leadership positions throughout the community and State; and**

**WHEREAS, Mr. Popoff is a director of the American Express Company, Chemical Financial Corporation, Michigan Molecular Institute, Qwest Communications International, Inc., ShinEtsu Chemical Company Limited, United Technologies Corporation, the Herbert H. and Grace A. Dow Foundation and the Indiana University Foundation, and is Director Emeritus of The Dow Chemical Company; and**

**WHEREAS, Mr. Popoff has received numerous awards and honors including the Societe de Chimie Industrielle's International Palladium Medal recognizing his superior contributions to the world chemical industry, and the Rene Dubos Environmental Award recognizing his actions toward developing significant strategies for dealing with the social and humanistic aspects of environmental problems; and**

**WHEREAS, Mr. Popoff has been a longtime supporter of numerous initiatives at Saginaw Valley State University:**

**NOW, THEREFORE BE IT RESOLVED, That the Board of Control of Saginaw Valley State University approves the granting of the Honorary Doctor of Laws degree to Mr. Frank P. Popoff to be presented at the May 11, 2002 Commencement.**

President Gilbertson stated: "I believe the Board members know, or certainly know of, Frank Popoff. We'll say a lot more about him at the graduation ceremony tomorrow, so we'll defer public comment on this, but we're enormously proud to be able to honor him."

The motion was APPROVED unanimously.

3) Resolution to Approve Faculty Promotions, July 1, 2002

RES-1493 **It was moved and supported that the following resolution be adopted:**

**WHEREAS, Promotions to various academic ranks represent formal and traditional recognition of faculty accomplishments;**

**NOW, THEREFORE, BE IT RESOLVED, That the following faculty members be granted promotions to the ranks specified, effective July 1, 2002:**

**Rank of Associate Professor**

**M. Patricia Cavanaugh  
Jesse Donahue  
Robert Drew  
Ranjana Dutta  
Dawn Hinton  
Scott Julian  
Jeffrey Koperski  
Gretchen Owocki  
Erik Trump**

**English  
Political Science  
Communication  
Psychology  
Sociology  
Management  
Philosophy  
Teacher Education  
Humanities**

**Rank of Professor**

**Jerry Baker  
Mary Hedberg  
Carol Wolfe  
Stephen Yanca**

**Educational Leadership  
History  
Teacher Education  
Social Work**

Dr. Robert S.P. Yien, Vice President for Academic Affairs, told the Board that faculty members who are eligible for promotion must apply to be reviewed. A total of 17 faculty were eligible for promotion to the rank of Associate Professor. Ten applied, and nine are being recommended. A total of 14 faculty members were eligible for promotion to the rank of Professor. Four applied and four are being recommended. Those being promoted to the rank of Associate Professor will receive a raise of \$2,000. Those being promoted to the rank of full Professor will receive a raise of \$2,500.

President Gilbertson noted that the candidates had gone through a lengthy and involved process whereby they were reviewed by their respective departments and deans as well as the Professional Practices Committee (PPC). They were then reviewed by the Vice President for Academic Affairs, who recommended them to the President.

The motion was APPROVED unanimously.

- 4) Resolution to Thank Shaun Johnson and the Elected Representatives for their Services as Student Association Members

RES-1494     **It was moved and supported that the following resolution be adopted:**

**WHEREAS, Student Association President Shaun Johnson and the elected representatives listed below served students and the University with dedication during the 2001-2002 academic year;**

**Megan Burgess  
Courtney DeFrance  
Matthew Johnson  
Kristopher Kelly  
Kate McBride  
Jason Messing**

**Tiana Meyers  
Chris Renna  
Aaron Schellie  
Jason Schnell  
Kami Stevens  
Nic Taylor**



**NOW, THEREFORE, BE IT RESOLVED, That the Board of Control of Saginaw Valley State University formally expresses its appreciation to Shaun Johnson and the representatives for their dedicated service on behalf of the University and its student body.**

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

Dean Thompson stated: "Certainly a university experience is about a great deal of teaching and learning, but it's particularly gratifying to watch students come in as freshmen and grow and prosper in terms of leadership and caring deeply about the University. Shaun is one of those individuals. He has been very active outside of the classroom in the Student Association, the Sigma Pi fraternity, and many other Campus Life programs. He has clearly made a difference in terms of the Campus Life experience for all SVSU students. He has been a very good ambassador for his constituency, the students. We appreciate that, we thank him for caring so deeply about the University, and we wish him well as he walks across the stage tomorrow and graduates. Shaun is going to get right back into academia, working toward a law degree. I want to congratulate him publicly and thank him for his good work over the last five years."

Mr. Johnson replied: "I'd just like to say how much I appreciated working with all of you over the last year. Just getting to know people who are professionally everything I would love to be some day was an amazing experience. Hopefully, if everything goes according to plan, I'll be back in Saginaw in a few years so I can give back to the community that gave me so much."

The motion was APPROVED unanimously.

- 5) Resolution to Congratulate Matthew Johnson and Representatives of the Student Association on their Election

RES-1495     **It was moved and supported that the following resolution be adopted:**

**WHEREAS, The Student Association represents the formal structure for student participation in the affairs of the University; and**

**WHEREAS, The individuals listed below were recently elected by vote of their fellow students to assume leadership positions in the Student Association for 2002-2003;**

**President:**

**Matthew Johnson**

**Representatives:**

**Essam Al-Masalmeh**

**Jeff Bacholzky**

**David Bennett**

**Emily Bryce**

**Wayne Hofmann**

**Andrea Manning**

**Tiana Meyers**

**Jordan Nowotny**

**Papita Padmanabhan**

**Kami Stevens**

**Melissa Traub**

**Jason White**

**Danica Willis**

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

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

Matt Johnson, President of the Student Association, stated: "One of our biggest strengths coming into this year . . . is that we have a lot of diversity in our group. We have members from the Greek community, First Year Board, and the International Students Club."

Mr. Johnson introduced Representatives Danica Willis, Essam Al-Masalmeh, Melissa Traub, and Jordan Nowotny, who is also the Speaker of the House for the upcoming year. He noted that they were looking forward to working with the Board and the University.

The motion was APPROVED unanimously.

- 6) Report of Nominating Committee and Resolution to Elect Officers of the Board of Control

RES-1496 **It was moved and supported that the following resolution be adopted:**

**WHEREAS, The Saginaw Valley State University Board of Control Bylaws stipulate that a Nominating Committee shall be appointed by the Board to recommend candidates for each office;**

**NOW, THEREFORE, BE IT RESOLVED, That the Nominating Committee of Ruth A. Braun, Robert H. Walpole and Sally Stegeman DiCarlo submit for election the following slate of officers of the Saginaw Valley State University Board of Control for 2002-2003.**

<b>Chair</b>	<b>Robert J. Vitito</b>
<b>Vice Chair</b>	<b>Linda L. Sims</b>
<b>Secretary</b>	<b>D. Brian Law</b>
<b>Treasurer</b>	<b>Jerome L. Yantz</b>

Trustee Braun thanked Trustees Walpole and DiCarlo for serving on the Nominating Committee. She noted the Committee had followed past practice and would like to recommend the current slate of officers for a second year.

Chairman Vitito asked for further discussion. Hearing none, he called for the vote.

The motion was APPROVED unanimously.

- 7) Resolution to Authorize the Establishment of a Public School Academy (Merritt Academy)

RES-1497 **It was moved and supported that the attached resolution be adopted.**  
(See Appendix One: Merritt)

President Gilbertson reminded the Board there is a statutory cap on the number of public school academies that can be chartered by public universities in the State. If one of the public school academies goes out of business or otherwise withdraws, its charter then becomes a loose charter, and

the institution that issued that charter has the first right of opportunity to reissue it to another applicant. One of SVSU's academies surrendered its charter and ceased doing business approximately a year ago. SVSU entered into a competitive process and requested proposals, nine of which were submitted. A review and screening process has taken place and Merritt Academy was selected.

Dr. Ronald Schneider, Director of School & University Partnerships, told the Board that Merritt Academy is located in New Haven, Michigan. They are hoping to open with between 200-300 students and eventually to build to approximately 500 students. They will open as a K-5 school and intend to build to a K-12.

Dr. Schneider introduced John Romine of the Romine Group, the management company for the charter. Mr. Romine noted that he had been in the education business his entire career, had been in the charter school movement since it began, and had helped several groups start charters and manage their schools.

President Gilbertson stated: "I asked Chairman Vitito to allow me to work with a special subcommittee of this Board – comprised of Trustees Law, Braun, and Yantz – to review the final applications. One of the criteria the Board had set for consideration was looking at charter school opportunities which enabled SVSU to embrace and participate in the development of these schools and to foster a closer relationship with them.

"There were two finalists who seemed to pose the best opportunities for collaboration with our College of Education. One was the Bay City Public Schools, and we are very pleased that we

worked out a different relationship with them. As it turned out, we can do things beyond merely the chartering of a particular school, so we have been involved in discussions with them about deepening that relationship and formalizing the partnership.

“The other finalist was Merritt Academy, which is located rather close to our Macomb Center, which is currently under construction.”

The motion was APPROVED unanimously.

8) Motion to Establish Board of Control Calendar for 2002-2003

BM-969 **It was moved and supported that the attached Board of Control Calendar for 2002-2003 be adopted.** (See Appendix Two: Calendar)

President Gilbertson noted that the August 16<sup>th</sup> Board meeting will be held on the same day as the new Commencement.

The motion was APPROVED unanimously.

#### IV. INFORMATION AND DISCUSSION ITEMS

##### 9) **Staff Members of the Month**

Anne Reittenbach, Staff Member of the Month for April, and Trisha Stantz, Staff Member of the Month for May, were presented to the Board. (See Appendix Three: Reittenbach, and Appendix Four: Stantz)

##### 10) **Board Committee Assignments**

Chairman Vitito announced the Board committee assignments. Trustees Akbar, Braun, DiCarlo and Walpole will serve on the Academic, Student Affairs and Personnel Committee.

Trustees Law, Sims, Yantz and Vitito will serve on the Business, Finance, Audit and Facilities Committee.

V. REMARKS BY THE PRESIDENT

President Gilbertson asked Stephen Hocquard, Director of Engineering Services, to update the Board on construction on campus.

Mr. Hocquard reported that the interior work in the Library is progressing. Steel for the fourth floor is being installed. For safety reasons, the Library will be closed most of the month of May while this work is being done. Most of the work has been bid and the project is within budget.

Construction is underway on the Regional Education Center. The steel structure will be completed by May 21<sup>st</sup>. Concrete floors are being poured, and the masonry, electrical and plumbing work has started. Most of the work has been bid and the project is within budget.

The Marshall M. Fredericks Museum Expansion project is under construction. The steel work is complete, floors are poured and masonry work is ongoing. Most of the work has been bid and the project is within budget.

The Macomb Regional Education Center work has been bid and is within budget. Site work and foundation work are being done. The plan is to complete construction by November, 2002.

Site clearing has begun on the Student Center and the Fitness Center. Bids for utility and earthwork are due, and this work should start within two weeks. The bids for steelwork and foundation will be sent out shortly and will be received the first week of June. Plans have been pared down to essential program elements as recent estimates show the project may run over budget,

because the bidding climate is not quite as good as it was a few months ago. It is hoped that the Fitness Center will be completed by Christmas of next year, and that the Student Center will be completed by August, 2003.

The Science West project (the old Science Building) has been completed except for a few final touches. Biology and Physics are moving back into the facility.

The Pine Grove Apartments, which were built in 1986-87, are being remodeled.

President Gilbertson reviewed the status of faculty hiring. He noted that 26 new faculty will be coming on line for the fall. The Board will receive a comprehensive report at an upcoming meeting. A document listing other current positions filled is attached. (See Appendix Five: Positions Filled)

## VII. ADJOURNMENT

- 11) Motion to Adjourn Formal Session and to Move to Informal Session to Discuss Negotiations with Employee Organization

BM-970      **It was moved and supported that the Formal Session be adjourned and that the Board move to Informal Session to discuss negotiations with an employee organization.**

The motion was APPROVED unanimously.

The meeting was adjourned at 2:09 p.m.

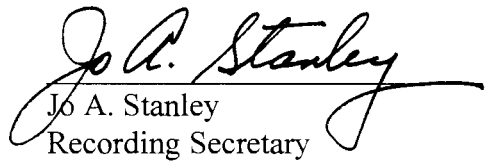
Respectfully submitted:

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Robert J. Vitito  
Chairman

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D. Brian Law  
Secretary



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Jo A. Stanley  
Recording Secretary



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

**Merritt 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 Merritt 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 Merritt 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 Merritt Academy.

Tom Denewith  
Bill LaFranca  
Marlena Gutierrez  
Jacqueline Moore  
Katherine Knott

RESOLVED FURTHER, That all members of the Board of Directors of Merritt 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 Merritt 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 Merritt Academy is not in operation by the 2002-2003 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 Merritt Academy (a public school academy) and the Saginaw Valley State University Board of Control (authorizing body).

<b>Tom Denewith</b>	Mr. Denewith earned his B.A. from St. Bernard College and his MA from Michigan State University. He is currently working with North Central Association as a regional representative and Wayne State University as an adjunct professor. Mr. Denewith brings 33 years of educational experience and strong communication skills to the Academy board.
<b>Bill LaFranca</b>	Mr. LaFranca currently works with Allstate Insurance Company as an agent in New Baltimore. His 36 years of running a business will be an asset to the Academy board. Mr. LaFranca is active in his community, is a strong family man, and cares about the education of young people.
<b>Marlena Gutierrez</b>	Ms. Gutierrez currently works for both Vergil J. Bradley (Property Management) and Daystar/Falcon Acoustical as the office manager. Ms. Gutierrez brings strong people skills, property management and construction background, and excellent customer service skills to the Academy board.
<b>Jacqueline Moore</b>	Ms. Moore is retired from General Motors Corporation where she worked in payroll services. Ms. Moore brings payroll and finance background, strong interpersonal skills, and supervision and leadership abilities to the Academy board.
<b>Katherine Knott</b>	Ms. Knott earned her BS in Elementary Education and Child Development from Michigan State University. She is currently working with Huron Academy in Sterling Heights as a teacher. Ms. Knott brings extensive educational experience and strong interpersonal skills to the Academy board.

## CHARTER APPLICATION SUMMARY DATA

Title Merritt AcademyGrade Level: K-12 Approximate Enrollment: 200Location: New Haven, MichiganContact Applicant: Robert Bogrette1324 New Life Lane, Rochester Hills, Michigan 48038

### MISSION

Merritt Academy will provide an education in which each student's physical, mental, and social gifts and talents are developed to their fullest potential. Students will be prepared to live lives of success through the practice of excellence in academics, character, and service to others.

### BRIEF DESCRIPTION OF PROGRAM

Merritt Academy will focus on the creation of a quality academic program for students. During the first year of operation, the following programs will be considered and implemented in a timely fashion:

- Before/after school programs
- Parent-sponsored clubs
- Tutorial programs if needed
- Computer training for parents
- Development of a parent/teacher organization
- Referral programs for students in need of counseling, social work, or other non-special education services
- Implementation of curriculum based on the Michigan Curriculum Frameworks
- Development of a collaborative relationship with SVSU in the area of curriculum development and implementation and staff training.

Estimated State Aid Revenue: \$1,340,000 (based on year one enrollment of 200)Estimated SVSU Revenue: \$40,200 (year one)

2002-2003

## REGULAR FORMAL SESSIONS AND COMMITTEE MEETINGS SCHEDULE

## SAGINAW VALLEY STATE UNIVERSITY - BOARD OF CONTROL

University Center, Michigan 48710

Phone: (989)964-4042 or from Midland 695-5325

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Regular Formal Sessions will be held in the Board of Control Room, Third Floor, Wickes Hall

Day	Date	Type of Meeting	Time
Friday	August 16, 2002	Regular Formal Session	1:30 p.m.
Friday	August 16, 2002	Commencement	7:30 p.m.
Monday	September 9, 2002	Committees	1:30 p.m.
Monday	October 14, 2002	Regular Formal Session	1:30 p.m.
Monday	November 11, 2002	Committees	1:30 p.m.
Friday	December 13, 2002	Regular Formal Session	1:30 p.m.
Friday	December 13, 2002	Commencement	7:30 p.m.
Monday	February 10, 2003	Regular Formal Session	1:30 p.m.
Monday	March 10, 2003	Regular Formal Session	1:30 p.m.
Monday	April 14, 2003	Committees	1:30 p.m.
Friday	May 9, 2003	Regular Formal Session	1:30 p.m.
Saturday	May 10, 2003	Commencement	1:30 p.m.
Monday	June 9, 2003	Regular Formal Session	1:30 p.m.

# Staff Member

## OF THE MONTH

**Anne  
Reittenbach**

**Administrative  
Secretary**

**College of  
Education**

**April 2002**

After accepting a transfer from the Admissions Office to the College of Education, Anne Reittenbach was asked to do something she dreaded.

"I was offered an opportunity to attend a conference in Washington, D.C.," said Reittenbach, who joined the clerical staff in the College in September 1996. "But I have a fear of flying, and I wasn't sure if I really wanted to go."

Obviously, she survived the flight, and the information Reittenbach brought back from the conference contributed to the reaccreditation effort for the College of Education.

"I went to the conference to learn about the new standards that had been released by NCATE (National Council for Accreditation of Teacher Education)," said Reittenbach. "At the conference, there was a guest speaker who talked about developing an 'electronic document room' for NCATE visits.

"I'd had it in the back of my mind that it would really be nice to have a website for the College of Education, and attending this conference made it clear that it was time to create one," Reittenbach said.

After returning from the national conference, Reittenbach made a visit to Lansing to learn more about the periodic review process at the state level.

"They also touched on the benefits of having documents available online for the accreditation process," she said. Since SVSU was preparing for reaccreditation at the state and national levels, Reittenbach accepted responsibility for developing a website that would be used by review teams from NCATE, the state of Michigan, and also by SVSU faculty and students.

"The reviewers were very complimentary of our site, and thought

it was well conceived and easy to navigate," Reittenbach said. "In fact, the state asked if it could use our website as a model for other institutions to follow. I felt very good about that because I worked very hard to create it."

Reittenbach indicated that she learned how to use Dreamweaver to develop the website, which can be viewed at: [www.svsu.edu/coe/periodicreview](http://www.svsu.edu/coe/periodicreview).

In addition to maintaining and updating the College's website, Reittenbach also assists with admission and certification functions. She provides clerical support for the programs offered in Macomb and St. Clair counties.

Prior to her assignment in the College of Education, Reittenbach worked for 17 years in SVSU's Admissions Office.

"For the last seven of my 17 years in admissions, I was the office manager for the department," she said. "My office at times seemed like the hub of all activity for the department. I developed reports, trained other clerical staff, and supervised as many as 12 student workers."

Away from the office, Reittenbach enjoys reading and cross-stitching.



# Staff Member

## OF THE MONTH

**Trisha  
Stantz**

**Assistant  
Director**

**Scholarships  
and Student  
Financial Aid**

**May 2002**

Lady Luck was with Trisha Stantz not long ago when she won nearly \$1,000 playing the slot machines at a casino.

"I usually never win anything too big," smiled Stantz. "But winning just one time keeps me coming back."

Stantz also found herself coming back to SVSU to start her career after completing a baccalaureate degree a few years ago.

"I worked in this office for more than three years while I was a student," she said. "I worked in the verification area, which prepared me for the job I have now."

Today one of her primary responsibilities as assistant director in the office is to oversee the "DFS" (Date File Started) process.

"There's a lot of things that need to be analyzed before students can be 'packaged' with their awards," Stantz explained. "The DFS process includes checking that a student is admitted and has submitted all the proper documentation."

Stantz estimates she currently is processing 5,000 financial aid applications from students who want to attend SVSU next fall. She said more than 3,000 award letters already have been sent to students.

In addition, Stantz said she devotes much of her attention to Pell Grant

applications and Michigan-based scholarships and grants.

"We usually award \$3 million in Pell Grants to 1,800 students every year," Stantz said. "Awards this year can range from \$400 to \$4,000 per student."

"It's my job to confirm that our records match the federal government's, and that every award letter that goes out with a Pell Grant matches the number of credits that the student is taking."

Stantz emphasized that her office is responsible for keeping up to date on many, many regulations that regularly change.

"There's more rules and regulations in financial aid than most people think," Stantz said. "And the constant changes often cause confusion for students; however, it's our goal to make it less confusing for students to obtain financial assistance through our office."

Stantz added that a third of all financial aid applications are randomly selected for verification by the federal government.

"That means we need to request those students' tax documents and other income statements that may have been used when filling out the application. Then, after we receive those documents, we have to make sure all of it coincides with the information on the forms that were submitted to the government."

Stantz noted that records for students currently attending SVSU are kept on file in an "active" store room, while another 10,000 inactive student files also are maintained until a five-year deadline passes.

Generally, two months will pass from the moment the student initially submits a completed application to the date that award letters will be mailed.

"That's why we always encourage students to apply early so we can have everything in place when tuition bills are mailed in July," Stantz said.



## Current Positions Filled

February 2002 - April 2002

### ADMINISTRATIVE PROFESSIONAL

**Doug Dawson** – Hired as Director of Staff Relations (new). Mr. Dawson earned his Bachelor of Science Degree in Chemical Engineering from Iowa State University in 1967. Prior to joining SVSU, he worked for Dow Corning Corporation in Midland, Michigan as Global Director of Organizational Effectiveness and Performance Management. Most recently, Mr. Dawson provided consulting services at SVSU in the area of Human Resources and acted as Interim Director of Staff Relations.

**William Gleason** – Hired as Help Desk Analyst (replacement). Mr. Gleason is currently attending Saginaw Valley State University and anticipates graduating in December 2002 with a Bachelor of Science Degree in Computer Information Systems. Prior to this position, Mr. Gleason was employed as a student employee in IT Services.

**Nicholas Momrik** – Hired as Help Desk Analyst (replacement). Mr. Momrik is currently attending Saginaw Valley State University and anticipates graduating in May 2002 with a Bachelor's Degree in Computer Science. Prior to this position, Mr. Momrick was employed as a student employee in IT Services.

**Lawrence Porte** – Hired as Education Leadership/Threat Management Specialist (new). Mr. Porte earned his Master of Arts Degree from Saginaw Valley State University in 1991. Prior to joining SVSU, Mr. Porte was a Security Consultant for Kerby, Bailey and Associates. He was also an adjunct professor at SVSU in 1993.

**Jeffrey Roberts** – Hired as Facilities Production Manager (replacement). Mr. Roberts earned a Bachelor of Arts Degree in Telecommunications with an emphasis on Media Arts, Business from Michigan State University in 1997. Prior to joining SVSU, Mr. Roberts was Technical Operations Manager at Charter Communications, Saginaw, Michigan.

**Eric Woerner** – Hired as College of Education, Web Programmer/Analyst (new). Mr. Woerner earned a Bachelor of Science Degree from Ferris State University in 1998. Prior to joining SVSU, Mr. Woerner was a Software Developer at Analysts International, Inc./Sequoia Diversified, Auburn Hills, Michigan.