

SVSU[®]
BOARD OF CONTROL
MINUTES

DECEMBER 13, 2002



SAGINAW VALLEY STATE UNIVERSITY
BOARD OF CONTROL
DECEMBER 13, 2002
REGULAR FORMAL SESSION
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MINUTES
BOARD OF CONTROL
Regular Formal Session
December 13, 2002
Board of Control Room - Third Floor, Wickes Hall

Present: Akbar
Braun
Cotter
Gilbertson
Law
Sims
Vitito
Yantz

Absent: DiCarlo

Others

Present: L. Beuthin
K. Gregory
E. Hamilton
S. Hocquard
C. Jerome
M. Johnson
D. Martin
R. Maurovich
J. Muladore
C. Ramet
B. Roberts
R. Schneider
C. Schweitzer
M. Shannon
J. Stanley
S. Strobel
R. Thompson
M. Thorns
R. Yien
Press (0)

I. CALL TO ORDER

Chairman Vitito called the meeting to order at 1:39 p.m.

II. PROCEDURAL ITEMS

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

President Gilbertson asked that a resolution to modify the Living Center II project budget be added to the agenda as Action Item 12 and that the video on Endowed Chairs listed under Remarks by the President be deleted.

Hearing no objections, Chairman Vitito declared the agenda approved as revised.

B. Approval of Minutes of October 14, 2002 Regular Formal Session of the Board of Control

It was moved and supported that the minutes of the October 14, 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

Marcia Shannon, President of the Faculty Association, told the Board about the Technology in Teaching Awards, faculty scholarships, workshops on disruption in the classroom, and Curriculum and Policy Committee (CAPC) proposals.

D. Communications and Requests to Appear Before the Board

President Gilbertson read the letter from Governor Engler announcing the appointment of Sandra M. Cotter to the Board of Control, and welcomed Ms. Cotter to the Board. (See Appendix One: Cotter)

President Gilbertson told the Board that Mr. Bob Roberts, sales representative, trainer, and troubleshooter at the Hampden Engineering Corporation in Traverse City, had asked to address the Board.

Mr. Roberts discussed concerns he had regarding the bid process for heat transfer equipment purchased by the University in November of 2002. He stated that next week he would provide more details in writing.

Chairman Vitito noted that the Board would review and respond to his written report.

III. ACTION ITEMS

1) Resolution to Grant Undergraduate and Graduate Degrees

RES-1518 **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 approve the awarding of undergraduate and graduate degrees at the December 13, 2002 Commencement as certified by the faculty and the Registrar.

President Gilbertson stated that 469 students would be graduating this semester, that approximately 380 would be present at the ceremony this evening, and that Dr. Kenneth Wahl, who was previously the Dean of the College of Education, would give the Commencement Address.

The motion was APPROVED unanimously.

2) Resolution to Approve Faculty Sabbaticals for 2003-2004

RES-1519 **It was moved and supported that the following resolution be adopted:**

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

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

NOW, THEREFORE, BE IT RESOLVED, That the following faculty members be granted sabbatical leaves as specified below for the academic year of 2003-2004.

| | | |
|------------------------------|-----------------------------|----------------------------|
| Dr. Jesse Donahue | Political Science | Winter 2004 |
| Dr. Eric Gardner | English | Fall/Winter 2003-04 |
| Dr. Jane Girdham | Music | Winter 2004 |
| Dr. Judith Kerman | English | Fall/Winter 2003-04 |
| Dr. Jeffrey Koperski | Philosophy | Fall 2003 |
| Dr. Richard Leininger | Marketing | Fall 2003 |
| Dr. Jonathan Leonard | Elec & Comp Engr | Summers 2003-2005 |
| Dr. Gretchen Owocki | Teacher Education | Fall/Winter 2003-04 |
| Dr. Surender Reddy | Mgt/Marketing | Fall 2003 |
| Dr. Steven Sepanski | Math Sciences | Fall/Winter 2003-04 |
| Dr. Erik Trump | Political Science | Fall 2003 |
| Dr. Jill Wetmore | Law/Finance | Fall/Winter 2003-04 |

President Gilbertson told the Board the candidates for sabbatical leave had gone through an elaborate process whereby eligible faculty submit applications with proposed projects to the Professional Practices Committee (PPC). They are reviewed by their respective deans, the Vice President for Academic Affairs, and the President. They are then reviewed by the Academic, Student Affairs and Personnel Committee before being recommended to the Board of Control.

The motion was APPROVED unanimously.

- 3) Resolution to Modify the General Fund Operating Budget for Fiscal Year 2002-2003

RES-1520 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The Board of Control adopted on June 10, 2002 the General Fund Operating Budget for fiscal year 2002-2003; and

WHEREAS, Subsequent to that date, the University has revised its revenue estimate to reflect a State Executive Order appropriation reduction as well as additional tuition revenue from fall semester credit hours in excess of budget; and

WHEREAS, Allocations for expenditures involving compensation, services, supplies and equipment have also been adjusted to recognize various changes;

NOW, THEREFORE, BE IT RESOLVED, That the attached budget summary indicating a recommended revised base budget be adopted for fiscal year 2002-2003. (See Appendix Two: General Fund Budget)

President Gilbertson told the Board that the General Fund Operating Budget for Fiscal Year 2002-2003 had been modified to reflect a 2 percent (or \$550,000) reduction in state appropriations. The University will meet budget by utilizing available undesignated funds and larger-than-budgeted tuition income. However, there is reason for concern about the budget for Fiscal Year 2003-2004.

The motion was APPROVED unanimously.

- 4) Resolution to Approve Fiscal Year 2004 State Appropriation Request

RES-1521 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The fiscal year 2004 Budget Development Request required to be provided to the Michigan Department of Management and Budget must be approved by the Board of Control;

NOW, THEREFORE, BE IT RESOLVED, That the attached Budget Development Request for Saginaw Valley State University for fiscal year 2004 be approved as submitted to the State of Michigan. (See Appendix Three: Budget Request)

President Gilbertson reviewed the Budget Development Request submitted to the State of Michigan for the 2004 fiscal year. He noted that SVSU had requested that its FY2004 funding level

be raised to the agreed-upon minimum floor funding level of \$4,600 per fiscal year equated student as established in the FY2003 higher education appropriation bill. This year's funding level is at \$4,130, which is significantly under that floor.

The motion was APPROVED unanimously.

5) Resolution to Approve Fiscal Year 2004 Capital Outlay Budget Request

RES-1522 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The Capital Outlay Budget Request for FY2004 indicates University priorities for capital projects; and

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

NOW, THEREFORE, BE IT RESOLVED, That the attached Capital Outlay Budget Request for Saginaw Valley State University for fiscal year 2004 be approved as submitted to the State of Michigan. (See Appendix Four: Capital Outlay)

President Gilbertson told the Board that the University's priorities had not changed and that no major capital expenditures were expected for the next few years. The mean class size remains below the Board's target figure of 24 students per class.

The motion was APPROVED unanimously.

6) Resolution to Approve Line of Credit with Standard Federal Bank

RES-1523 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The Administration has been working with officials of Standard Federal Bank to continue the University's line of credit with a maximum principal amount not to exceed \$3,500,000;

NOW, THEREFORE, BE IT RESOLVED, That the Saginaw Valley State University Board of Control adopt the attached resolution titled "Resolution to Authorize the Borrowing of Funds to Meet Temporary Cash Flow Deficits," which approves the line of credit with Standard Federal Bank through December 31, 2003. (See Appendix Five: Credit)

President Gilbertson noted that it was advisable to continue this line of credit, although it has not been used since the early 1980's. There is no cost implication for the University, but annual approval by the Board of Control is required.

The motion was APPROVED unanimously.

- 7) Resolution to Approve Auxiliary Services-Bonded Facilities Student Housing Rental Rates for FY2004

RES-1524 **It was moved and supported that the following resolution be adopted:**

WHEREAS, Occupancy levels, revenues and operating expenses have been projected for the Auxiliary Services-Bonded Facilities system;

NOW, THEREFORE, BE IT RESOLVED, That for fiscal year 2004 student housing rental rates for Apartments, First-Year Suites, Living Center and University Village per the attached schedule be approved. (See Appendix Six: Auxiliary Services)

President Gilbertson told the Board that the auxiliary services consist basically of bookstore operations, dining operations, residence halls and parking.

James G. Muladore, Vice President for Administration and Business Affairs, reviewed the proposed increases for rental rates for the University's apartments, First-Year Suites, Living Center and University Village. He also noted that Living Center II is on schedule for completion by the Fall of 2003.

The motion was APPROVED unanimously.

- 8) Resolution to Approve Confirmation of Board Members for Previously Authorized Charter Schools

RES-1525 **It was moved and supported that the attached resolution be adopted. (See Appendix Seven: Charter Schools)**

Dr. Ronald G. Schneider, Director of School and University Partnerships, stated that candidates for three-year positions for Charter School Boards are brought to the Board of Control for approval each June and December. Criminal record checks have been done, and the candidates have been screened for conflicts of interest and to insure that they will be participating members of the various Charter School Boards.

The motion was APPROVED unanimously.

- 9) Resolution to Name the Regional Education Center Auditorium "The Alan W. Ott Auditorium"

RES-1526 It was moved and supported that the following resolution be adopted:

WHEREAS, The exemplary commitment of Mr. Alan W. Ott to Saginaw Valley State University has been demonstrated by his vital assistance in procuring funding for University projects and improvements; and

WHEREAS, Mr. Ott faithfully served on the Saginaw Valley State University Foundation Board of Directors for eight years and has been accorded the status of Honorary Director; and

WHEREAS, Mr. Ott has demonstrated outstanding community leadership in both business and philanthropy, leading the formation of Chemical Financial Corporation and innovating new banking practices, serving as a former director of the United Way of Midland and trustee of several other community organizations; and

WHEREAS, The Saginaw Valley State University Board of Control wishes to honor Mr. Ott for his generosity of advice, counsel, personal time and resources in the cause of achieving the mission of the institution;

NOW, THEREFORE, BE IT RESOLVED, That the auditorium located in the Regional Education Center shall be known as "The Alan W. Ott Auditorium."

President Gilbertson told the Board that Mr. Ott has been enormously helpful to the University in a multitude of ways throughout its history and that he couldn't think of anyone more deserving of this honor.

The motion was APPROVED unanimously.

10) Resolution to Approve Planning and Design of the Main Campus Entrance

RES-1527 **It was moved and supported that the following resolution be adopted:**

WHEREAS, The Michigan Department of Transportation will begin construction in 2003 of a four-lane boulevard on the west front of campus to replace the existing M-84 roadway; and

WHEREAS, Saginaw Valley State University supports this project and by previous Board resolution has authorized the transfer of 16 acres of University property to the State to accommodate the roadway project; and

WHEREAS, SVSU's College Drive at the main entrance on M-84 will require reconstruction as a result of the M-84 expansion;

NOW, THEREFORE, BE IT RESOLVED, That the President and/or the Vice President for Administration and Business Affairs be authorized to enter into contracts for the planning and design of the University's main campus entryway, including installation of new signage and development of storm water retention ponds at the M-84 and College Drive intersection. The planning and design budget hereby authorized is \$150,000.

President Gilbertson told the Board that the widening of M-84 will require the replacement of the current sign in front of the University. This will occur at approximately the same time as the 40th anniversary of SVSU, presenting opportunities to raise the funds to build a first-rate entrance to the campus. The administration will come back to the Board at a later time with more details and a proposed funding plan. Resolution 1527 would approve only the expenditure of up to \$150,000 on the architectural aspects of the design for the entrance.

The motion was APPROVED unanimously.

11) Resolution to Modify the Student Center and Ryder Center Fitness Facility Addition Project Budget

RES-1528 **It was moved and supported that the following resolution be adopted:**

WHEREAS, Board Resolution #1474 approved October 8, 2001 authorized the construction and financing of the Student Center and the Ryder Center Fitness Facility Addition with a preliminary and estimated project budget of \$8,200,000; and

WHEREAS, Subsequent to that date, building design and specifications have been completed;

NOW, THEREFORE, BE IT RESOLVED, That the President and/or Vice President for Administration and Business Affairs be authorized to enter into contracts for the construction of the facilities with a total project budget not to exceed \$10,250,000.

President Gilbertson noted that the Board had originally given approval of \$8 million for this project, but several factors have caused the costs to rise. Attempts were made to find ways to cut costs, but none made sense long-term for the quality of the project.

The motion was APPROVED unanimously.

12) Resolution to Modify the Living Center II Project Budget

RES-1529 It was moved and supported that the following resolution be adopted:

WHEREAS, Board Resolution #1506 approved July 17, 2002 authorized the construction and financing of the Living Center II student housing project; and

WHEREAS, Subsequent to that date, building design and specifications have been completed;

NOW, THEREFORE, BE IT RESOLVED, That the President and/or Vice President for Administration and Business Affairs be authorized to enter into contracts for the construction of the Living Center II with a total project budget not to exceed \$9,900,000.

President Gilbertson reminded the Board that in July of 2002 they had authorized the President or the Vice President for Administration and Business Affairs to enter into contracts to construct the Living Center II Project in an amount not to exceed \$9 million. For several reasons, the project has been fast-tracked, and there have been a number of code changes that have resulted in unanticipated costs. This increase would place some additional debt service funding on the

auxiliary budget, which has sufficient capacity to handle it.

Mr. Muladore noted the Auxiliary Budget approved by the Board earlier in today's meeting contains a line item for debt service which includes the debt service for the Living Center II project at the \$9.9 million level.

The motion was APPROVED unanimously.

IV. INFORMATION AND DISCUSSION ITEMS

13) Staff Member of the Month

Kris Gregory, Staff Member of the Month for December, was presented to the Board. (See Appendix Eight: Gregory)

14) ECS Report

The Board received the attached Employment & Compensation Services (ECS) Report. (See Appendix Nine: ECS Report)

V. OTHER ITEMS FOR CONSIDERATION OR ACTION

15) Motion to Move to Informal Session to Discuss Personnel Evaluations

BM-980 **It was moved and supported that the Board move to Informal Session to Discuss Personnel Evaluations**

The motion was APPROVED unanimously.

The Board moved to Informal Session at 2:28 p.m.

16) Motion to Reconvene in Formal Session

BM-981 **It was moved and supported that the Board Reconvene in Formal Session**

The motion was APPROVED unanimously.

The Board reconvened in Formal Session at 4:08 p.m.

17) Resolution to Approve Administrative Staff Compensation

RES-1530 **It was moved and supported that the following resolution be adopted:**

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

WHEREAS, The Board has received and accepted favorable performance evaluations from the President for Eugene J. Hamilton, Vice President for Public Affairs; Robert L. Maurovich, Vice President for Student Services and Enrollment Management; James G. Muladore, Vice President for Administration and Business Affairs; and for Robert S. P. Yien, Vice President for Academic Affairs;

NOW, THEREFORE BE IT RESOLVED, That the President's and Vice Presidents' base salaries for the 2003 calendar be set as follows:

| | |
|----------------------------|------------------|
| Eric R. Gilbertson | \$167,670 |
| Eugene J. Hamilton | \$111,360 |
| Robert L. Maurovich | \$123,165 |
| James G. Muladore | \$122,130 |
| Robert S.P. Yien | \$144,615 |

The motion was APPROVED unanimously.

VI. REMARKS BY THE PRESIDENT

President Gilbertson thanked the Board for their confidence and support over the past year.

VII. ADJOURNMENT

16) Motion to Adjourn

BM-982 **It was moved and supported that the meeting be adjourned.**

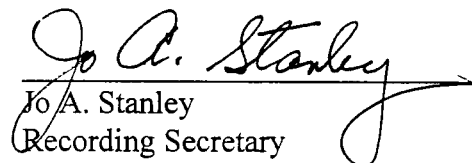
The motion was APPROVED unanimously.

The meeting was adjourned at 4:15 p.m.

Respectfully submitted:

Robert J. Vitito
Chairman

D. Brian Law
Secretary



Jo A. Stanley
Recording Secretary



STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

JOHN ENGLER
GOVERNOR

October 18, 2002

Dr. Eric R. Gilbertson, President
Saginaw Valley State University
7400 Bay Road
University Center, MI 48710

University Center, MI 48710

Dear Dr. Gilbertson:

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

Saginaw Valley State University Board of Control

Ms. Sandra M. Cotter, 974 Rosewood Avenue, East Lansing, Michigan 48823, county of Ingham, as a member representing the general public, succeeding Mr. Robert H. Walpole of Traverse City, who has resigned, for a term expiring on July 21, 2005.

Sincerely,

A handwritten signature in black ink, appearing to read "John Engler".

John Engler
Governor

JE/mc/appts

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

SAGINAW VALLEY STATE UNIVERSITY
GENERAL FUND BUDGET SUMMARY
FY2002-2003

Modified Budget

| | FY03 Original | FY03 Modified (12/12/02) | Net Change | |
|---------------------------------------|------------------|-----------------------------|-------------|--------|
| | | | \$ | % |
| <u>RESOURCES</u> | | | | |
| State Appropriation | \$27,393,300 | \$26,843,300 | (\$550,000) | (2.00) |
| Tuition and Fees | 34,130,000 | 34,405,000 | 275,000 | 0.81 |
| Miscellaneous | 1,873,000 | 1,873,000 | 0 | 0.00 |
| Total Resources | 63,396,300 | 63,121,300 | (275,000) | (0.43) |
| <u>EXPENDITURE ALLOCATIONS</u> | | | | |
| Compensation | 43,594,000 | 43,467,000 | (127,000) | (0.29) |
| Supplies, Materials & Services | 15,163,000 | 15,260,000 | 97,000 | 0.06 |
| Capital Expenditures | 4,639,300 | 4,394,300 | (245,000) | (5.28) |
| Total Expenditures | 63,396,300 | 63,121,300 | (275,000) | (0.43) |
| Revenues Over/(Under) Expenditures | \$0 | \$0 | \$0 | |



**Saginaw Valley
State University.**

(989) 964-4000 • From Midland: 695-5325
7400 Bay Road • University Center, MI 48710

Eric R. Gilbertson, President
(989) 964-4041 fax: (989) 790-1314
erg@svsu.edu

October 17, 2002

Mr. Don Gilmer
State Budget Director
Office of Education and Infrastructure
George W. Romney Building, 6th Floor
111 S. Capitol Avenue
Lansing, Michigan 48923

Dear Mr. Gilmer:

It is my pleasure to present to you Saginaw Valley State University's fiscal year 2004 budget development request. The University is well aware of the condition of the State's economy and resulting economic constraints that are anticipated for next year. SVSU, therefore, does not request an inflationary increase but does request that its FY2004 funding level be raised to the agreed-upon minimum floor funding level of \$4,600 per fiscal year equated student as established in the FY2003 higher education appropriation bill. As you are aware, the institution's funding level this year is at \$4,130 – significantly under the floor.

The critical issues identified in last year's request which impact the development of our operating budget – enrollment growth, declining state support relative to our total budget, technology investments and deferred maintenance – remain.

SVSU's support of the State's policy of encouraging affordable and accessible higher education opportunities for Michigan students is evident by reviewing our enrollment history. The University has realized growth in 39 of its 40 years of existence. This current fall semester credit hours increased 3.7% from the prior year, and headcount enrollment was up 2.8% to 9,189 students. (To place this enrollment level in context, SVSU's fall semester 1992 enrollment was 6,869 students.) We anticipate steady growth to continue unabated into the future.

SVSU is allocated in fiscal year 2003 less appropriation per fiscal year equated student than all other state universities in Michigan, with the exception of one university. SVSU's tuition and fee cost is the lowest in the Michigan public university system. As a result, the University does not have a sufficient resource base from which to hire sufficient additional faculty or provide other required services necessitated by growth. Without additional resources to support growth, there is ultimately a limitation on both the number of students who can attend SVSU and the availability of desired classes.

The University has invested significant resources in academic technology initiatives and upgrades. SVSU students are also contributing to this investment by payment of a technology fee. We expect a continuation of investment in this area into the foreseeable future. Likewise, the University is working diligently to allocate resources for deferred maintenance. This will become a more critical funding issue as campus facilities and infrastructure ages.

In your budget letter, you have asked us to comment on cost containment measures implemented by the University. SVSU's operating expenditures are less per fiscal year equated student (2000 data) than any of the other state universities. We believe that this low expenditure level per student is a more telling indicator of cost containment and a credible productivity measure as well. Although we have implemented cost containment measures over the years, the University's low resource base and resulting low expenditure levels have not allowed nor justified significant cost reduction efforts.

We believe that although SVSU operates efficiently within the constraints of a low resource base, much could be accomplished with a funding level more equivalent to our peers. We remain committed to tuition restraint but contend that the growth of Saginaw Valley State University has not been recognized in the appropriation process. As indicated at the beginning of this letter, we believe that funding fairness supports increasing SVSU's appropriation to the established floor funding level of \$4,600 per student. Appropriation funding at this level will greatly assist SVSU to provide access to high quality academic programs at a reasonable cost to the students it serves.

Sincerely,



Eric R. Gilbertson
President

ERG/GM/mjc

Attachment

PROGRAM OUTCOMES FOR UNIVERSITIES

Institution: Saginaw Valley State University

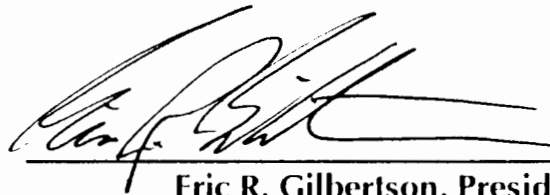
| Outcome Goals | FY01 Actual | FY02 Actual | FY03 Estimated | FY04 Goal |
|--|-------------------|-------------------|--------------------|--------------------|
| 1. End fiscal year with unreserved fund balance: | | | | |
| a) General Fund balance (amount in thousands) | 904,000 | 1,041,000 | 1,072,000 | 1,104,000 |
| b) Balance as a percent of General Fund expenditures | 1.6% | 2.0% | 2.0% | 2.0% |
| c) Current Fund balance (amount in thousands) | 7,402,000 | 8,058,000 | 8,299,000 | 8,548,000 |
| d) Balance as a percent of Current Fund expenditures | 10.0% | 11.0% | 11.0% | 11.0% |
| 2. Maintain or Improve percentage of graduates who find jobs (one year placement rate for students using institution's placement services) | Not Available | 67% | 72% | 77% |
| 3. Maintain or improve baccalaureate graduation rates: | 1994-95 Cohort | 1995-96 Cohort | 1996-97* Cohort | 1997-98* Cohort |
| a) Four year graduation rate - actual | 39 - 5.9% | 58 - 7.7% | 34 - 4.34% | 35 - 4.01% |
| b) Five year graduation rate - actual/estimated | 134 - 20.1% | 194 - 25.8% | 147 - 18.25% | 177 - 20.29% |
| c) Six year graduation rate - actual/estimated | 207 - 31.1% | 256 - 34.1% | 230 - 29.34% | 85 - 30.73% |
| * Based upon revised retention computation rate. | | | | |
| Date Completed <u>October 25, 2002</u> Phone Number <u>(989) 964-4045</u> Contact Person <u>#1 - James G. Muladpre</u> E-Mail Address <u>jgm@svsu.edu</u> <u>#2 & #3 - Robert L. Maurovich, (989) 964-4287, rlm@svsu.edu</u> | | | | |

Saginaw Valley State University

University Center, Michigan

Capital Outlay Request

2004

A handwritten signature in black ink, appearing to read "Eric R. Gilbertson", is written over a horizontal line.

Eric R. Gilbertson, President

October 25, 2002

I Mission Statement

MISSION: The University produces value for the Region, State and Society by preparing highly qualified graduates who contribute to the betterment of a culturally diverse world and by providing intellectual and cultural opportunities that enrich the lives of people.

VISION: Saginaw Valley State University will provide academic and professional programs and services for its students at the highest levels of quality and value, and be recognized as among the finest teaching universities in the United States. Our graduates will rise to key positions in economic, political, cultural and civic leadership and will distinguish themselves and our University through their accomplishments and service. Our University will also be the premier cultural and intellectual center and resource for the schools, governments, businesses and people of the East-Central Region of Michigan.

II Instructional Programming

Degree Listing

Bachelor of Applied Studies
Bachelor of Arts
Bachelor of Fine Arts
Bachelor of Science
Bachelor of Business Administration
Bachelor of Professional Accountancy
Bachelor of Science in Electrical Engineering
Bachelor of Science in Mechanical Engineering
Bachelor of Science in Nursing
Bachelor of Social Work
Master of Arts/Communication and Multimedia
Master of Arts/Leadership and Public Administration
Master of Education
Master of Arts in Teaching
Master of Business Administration
Master of Science in Nursing
Master of Science/Technological Processes
Education Specialist

With the completion of Instructional Facility No. 4 (IF-4) in 2003-2004, Saginaw Valley State University should have adequate classroom and office space on its campus for current academic programs and major academic initiatives except for a facility to support technology initiatives. However, it is anticipated that the University will become the center of this region of the state for educational and business training activities. A total of no fewer than one-third of the counties in the state of Michigan will look to the University for educational opportunities and for business training services. The University has a comprehensive academic and capital plan to prepare itself for this broader role in the region.

As far as anticipated need for space and space-related staffing for the comprehensive plan, the emphasis should be on:

- Space available to the faculty and students for access to campus computing facilities on a 24-hour basis.
- Space for faculty to work with external groups for the development of joint projects.

The next building that would require state funding, Instructional Facility No. 5 (IF-5), should be a classroom building designed to accommodate distance-learning/computer-assisted instruction. If instructional programming is to become more interdependent with technology, a building commonly accessible to faculty and students of various backgrounds will be fundamentally important to the University.

III Staffing and Enrollment

Full and Part Time Enrollment by College

Fall Semester 2002

| <u>College</u> | <u>Full Time</u> | <u>Part Time</u> | <u>Total</u> |
|---|------------------|------------------|--------------|
| College of Arts & Behavioral Sciences | 979 | 463 | 1,442 |
| College of Business & Management | 560 | 269 | 829 |
| College of Education | 2,397 | 1,810 | 4,207 |
| College of Science, Engineering & Technology | 731 | 362 | 1,093 |
| Crystal M. Lange College of Nursing & Health Sciences | 302 | 150 | 452 |
| Others | | | |
| Non-Degree | 57 | 182 | 239 |
| Undeclared | 749 | 178 | 927 |
| Totals | 5,775 | 3,414 | 9,189 |

The University anticipates an annual headcount enrollment growth of three percent each year during the next five years. Based on a headcount enrollment for the Fall Semester of 2002 of 9,189 students, the projected enrollment for each of the next five years would be:

| | |
|--------------------|--------|
| Fall Semester 2003 | 9,464 |
| Fall Semester 2004 | 9,748 |
| Fall Semester 2005 | 10,040 |
| Fall Semester 2006 | 10,341 |
| Fall Semester 2007 | 10,651 |

The University has achieved moderately high enrollment growth during the past five years at both the undergraduate and graduate levels. The enrollment from Fall Semester 1998 through the Fall Semester of 2002 has increased by 1,135 students which represents a fourteen percent increase.

| | |
|--------------------|-------|
| Fall Semester 1998 | 8,054 |
| Fall Semester 1999 | 8,383 |
| Fall Semester 2000 | 8,622 |
| Fall Semester 2001 | 8,936 |
| Fall Semester 2002 | 9,189 |

This increase in enrollment has placed a demand on University resources in terms of staffing and facilities. In addition, this growth has been most pronounced at the graduate level and among several of the undergraduate programs of study (e.g., Education). Consequently, the University has experienced one of its most prolific periods of expansion with the addition of new faculty and staff positions and the construction of new buildings on the campus.

Off Campus Sites

Official Fall 2002 enrollment is 9,189. Of that total, 1,415 students access all or part of their enrollment through the off-campus sites. These include:

| | |
|---|--------------|
| Cass City | 196 |
| St. Clair Community College | 195 |
| Macomb Graduate Education | 950 |
| Graduate Education Professional Development | <u>74</u> |
| Total | <u>1,415</u> |

Faculty/Staff Student Credit Hour Ratio

Fall Semester 2002

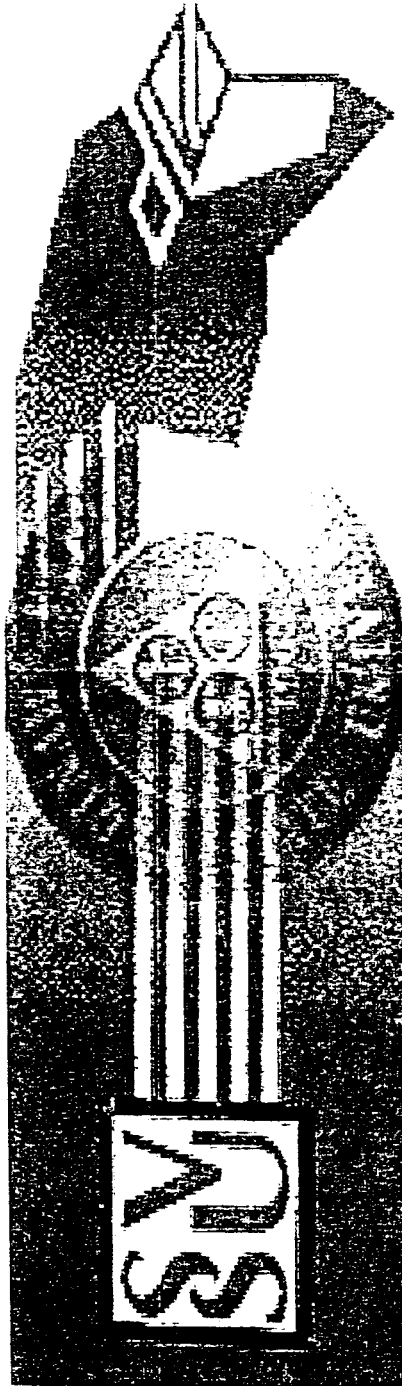
| | <u>FTE</u> | <u>Credit Hours</u> | <u>Ratio: CH/FTE</u> |
|--|------------|---------------------|----------------------|
| College of Arts & Behavioral Sciences | | | |
| Faculty | 123 | 41,403 | 336 |
| Administrative/Secretarial | 8.0 | | 5,175 |
| College of Business & Management | | | |
| Faculty | 24.7 | 8,255 | 334 |
| Administrative/Secretarial | 6.0 | | 1,376 |
| College of Education | | | |
| Faculty | 68.8 | 17,611 | 274 |
| Administrative/Secretarial | 19.5 | | 903 |
| College of Science, Engineering & Technology | | | |
| Faculty | 76.7 | 21,978 | 287 |
| Administrative/Secretarial | 12.5 | | 1,758 |
| Crystal M. Lange College of Nursing & Health Services | | | |
| Faculty | 14.6 | 2,238 | 153 |
| Administrative/Secretarial | 6.0 | | 373 |

Average Class Size

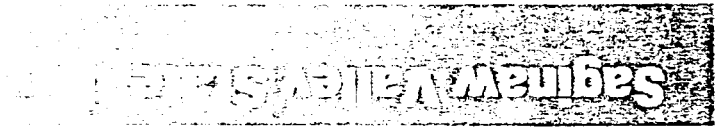
| Semester | # of Students/Class |
|-----------|---------------------|
| Fall 2002 | 22.4 |

The University intends to maintain the above ratio into future years.

IV
Facility Assessment



**Facilities Assessment and
Deferred Maintenance Capital Planning Report**
November 2000



V Implementation Plan

**Saginaw Valley State University
5 Year Capital Outlay Plan**

| | Project Period | Project Cost Estimate | Funding Sources | | | |
|--|-------------------|-----------------------------|-----------------|----------------------|--------------------|---------------|
| | | | General Fund | State of Michigan | Self Supporting | Other |
| Academic and Other Facilities | | | | | | |
| Instructional Facility No. 4: College of Education | 2001-2003 | 40,000,000 | \$ 10,000,000 | \$ 30,000,000 | | |
| Instructional Facility No. 5: Campus Technology Center | 2003-2006 | 50,000,000 | | 50,000,000 | | |
| Student Recreation | 2001-2003 | 2,500,000 | | | | \$ 2,600,000 |
| Student Center | 2002-2003 | 7,300,000 | | | | 7,300,000 |
| College of Education Space @ Macomb | 2001-2003 | 3,500,000 | 3,500,000 | | | |
| Arbury Fine Arts Expansion | 2001-2003 | 2,400,000 | | | | 2,400,000 |
| Marshall Fredericks Museum | | | | | | |
| Major Maintenance & Renovation | | | | | | |
| Campuswide Classroom Update for Media & Data | 2002-2006 | 1,000,000 | 1,000,000 | | | |
| General Large Maintenance Projects & Campus Upgrades | 2002-2006 | 1,000,000 | 800,000 | | \$ 200,000 | |
| Admin. Services Building Renovation | 2003-2005 | 700,000 | 700,000 | | | |
| Arbury Fine Arts - New Roof | 2002 | 150,000 | 150,000 | | | |
| Back up Generators - Arbury, Doan & Living Center | 2002-2004 | 500,000 | 500,000 | | | |
| Ryder Center - New Roof | 2003-2007 | 600,000 | 600,000 | | | |
| Campus Entrance Renovation | 2002-2003 | 1,000,000 | 1,000,000 | | | |
| Campus Infrastructure | | | | | | |
| Roadway and Parking Renovation | 2002-2006 | 450,000 | | | 250,000 | 200,000 |
| Parking Expansion | 2002-2006 | 1,000,000 | | | 1,000,000 | |
| Student Housing | | | | | | |
| Great Lakes Residence Hall - New Roof | 2003 | 140,000 | | | 140,000 | |
| Living Center II | 2002-2003 | 8,000,000 | | | 8,000,000 | |
| Other | | | | | | |
| Student Memorial | 2004 | 200,000 | 100,000 | | | 100,000 |
| | | \$ 120,440,000 | \$ 18,350,000 | \$ 80,000,000 | \$ 9,590,000 | \$ 12,600,000 |

Implementation Plan

SAGINAW VALLEY STATE UNIVERSITY
 FY 2002 CAPITAL OUTLAY PROJECT REQUEST
 INSTRUCTIONAL FACILITY NO 4:
 COLLEGE OF EDUCATION, LIBRARY EXPANSION AND ASSOCIATED RENOVATIONS
 Priority Rank #1
 Project Total Cost: \$40,000 (Dollars in Thousands)

| | | | |
|--|-----|---|-------|
| <i>Does Authorization for this Project exist in any Public Act?</i> | Yes | x | No |
| <i>Is the Project for Instructional Purposes?</i> | Yes | x | No |
| <i>Is the Project a Renovation or New Construction?</i> | Ren | x | New x |
| <i>Are Professionally Developed Program Statement and/or Schematics available?</i> | Yes | x | No |
| <i>Are Required Match Resources currently available?</i> | Yes | x | No |

A. Project Description Narrative

The majority of the Instructional Facility Number 4 Project will be the construction of a new building for the College of Education. This facility will house classrooms, teaching and computer laboratories, faculty offices, administrative offices and a regional teacher resource center. The project will also provide a much needed expansion and renovation of the University's library. The Library Expansion was proposed for our last funded "Capital Outlay" project, but this work was eliminated due to budget constraints.

The total new gross square feet will be approximately 125,000 square feet for the College of Education and 30,000 square feet for the Library Expansion with an average cost of \$180 per square foot. Estimated annual operating costs of new space is approximately \$400,000.

Renovation of the vacated spaces left behind by the College of Education offices will entail approximately 24,000 square feet at \$40 per square foot. Fees, furniture and equipment costs will bring the total costs for Instructional Facility No. 4 to \$40,000,000.

**SAGINAW VALLEY STATE UNIVERSITY
FY 2002 CAPITAL OUTLAY PROJECT REQUEST
INSTRUCTIONAL FACILITY NO 4:
COLLEGE OF EDUCATION LIBRARY EXPANSION AND ASSOCIATED RENOVATIONS**

B. Programmatic Benefit to Institution

The College of Education is the University's fastest growing program. In the past five years on-campus undergraduate student enrollment has risen 56%. The graduate student enrollment has risen 160%.

Currently the faculty and administrative offices for the College of Education are located in an administrative building on the edge of campus. The faculty are remote from classrooms and student activity areas making student/faculty interaction outside the classroom difficult.

In addition, student enrollment growth at the College and at the University, in general, has put increasing demands on classroom and laboratory facilities. The College of Education will benefit greatly from the construction of expanded facilities for their operations. The new classroom and laboratory capacity will also help alleviate classroom shortages and scheduling difficulties campuswide.

The University library now encompasses 83,047 gross sq. ft. and is able to house a maximum collection of approximately 100,000 books. Both the size of the library and the book collection are far smaller than what is normal for our student population. When the library was designed in the early 1980's the student population was approximately 4,850 students. Today the number of student attending classes is nearly 8,700.

All traditional operations of the library have been impacted by lack of space. However, the rapid growth of electronic learning media has placed additional technological and capacity burdens that cannot be accommodated by the current facility. Expansion to the library and updating of the current facility is an important part of this project.

**SAGINAW VALLEY STATE UNIVERSITY
FY 2002 CAPITAL OUTLAY PROJECT REQUEST
INSTRUCTIONAL FACILITY NO 4:
COLLEGE OF EDUCATION LIBRARY EXPANSION AND ASSOCIATED RENOVATIONS**

C. Economic Benefit to the State of Michigan

The College of Education at Saginaw Valley State University is a major source of new teachers for the K12 school system in the east central portions of Michigan and beyond. Additionally, the College is the major source of continuing education for certified teachers in our region.

Adequate facilities to teach "best practices" for our children's future teachers is very important to the State of Michigan. A proper education for our state's future leaders and work force is an essential ingredient in the economic well being of the State.

This project will assist the University in fulfilling its mission of providing educational services to the people of this region and the state and to establish mutually beneficial relationships with research and technology enterprises, and to be a resource for promotion of education and business in the area.

D. Match Resources

University capital provided by General Revenue Bonds and/or other unrestricted funds.

FY 2002 Capital Outlay Project Request
Instructional Facility No. 4:
College of Education, Library Expansion and Associated Renovations

| <u>Description</u> | <u>G.S.F.</u> | <u>Dollars</u> |
|--|----------------|---------------------|
| New College of Education | | |
| Classrooms 22 @ 1,750 S.F. = | 38,500 | \$4,900,000 |
| Faculty/Staff Offices | 22,800 | 4,100,000 |
| Computer Labs 2 @ 2,500 S.F. = | 5,000 | 1,000,000 |
| Auditorium | 12,500 | 3,700,000 |
| Regional Teacher Resource Center | 23,000 | 3,800,000 |
| Dean's Suite | 2,400 | 380,000 |
| Reception/Copy | 400 | 70,000 |
| Administrative Offices | 7,600 | 1,200,000 |
| Student Study Area/Food Service/ Conference Rooms | 5,000 | 800,000 |
| Library Expansion | 30,000 | 4,550,000 |
| Library Renovation | | 1,000,000 |
| Administrative Services Building Renovation | | 1,000,000 |
| Site Work | | 3,00,000 |
| Furniture & Equipment | | 5,000,000 |
| Architect & Misc. Fees | | 2,500,000 |
| Project Contingency and SOM Fees | | 3,000,000 |
| Totals | 147,200 | \$40,000,000 |

Appendix Four: Capital Outlay



Line Item Construction Program Summary

Saginaw Valley State University

| <u>Rank</u> | <u>Project Description</u> | <u>Gross Square Feet</u> | <u>Total Project Cost</u> | <u>State Funds</u> | <u>State Funds Expended to Date</u> | <u>Estimated Construction Start</u> | <u>Estimated Construction Complete</u> | <u>Status</u> |
|-------------|--|----------------------------------|-------------------------------|------------------------|---|---|--|---------------|
| 1 | Instructional Facility #4 College of Education Library Expansion & Associated Renovations | 147,200 | \$40,000,000 | \$30,000,000 | -- | Aug-01 | Aug-03 | E |
| 2 | Instructional Facility #5 Technology Training Center | 150,000 | \$50,000,000 | \$50,000,000 | -- | Apr-03 | Aug-05 | A |

Codes for Status Column:

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

RESOLUTION TO AUTHORIZE 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 \$3,500,000.00 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 \$3,500,000.00 may be borrowed from Standard Federal Bank N.A., 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, including provisions 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 \$3,500,000.00 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 December 31, 2003. Interest, if fully tax-exempt, shall accrue on the sums outstanding, at the interest rate equal to not more than 80% of the 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, or, if the Agreement so provides, in the event the Note cannot be designated as a "qualified tax-exempt obligation") and, if fully taxable, at the rate to be established in Agreement, but not in excess of the 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 shall be defined in the Agreement in a manner generally consistent with the definition contained in a certain Trust Agreement dated January 1, 2001 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 \$3,500,000.00 to the Bank and to request the Bank to make advances under the Agreement and Note in amounts not to exceed at any time outstanding \$3,500,000.00, 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
Room & Board Rates, Apartment and
Student Housing Rental Rates
FY 2003-2004

| First Year Suites - Academic Year Rates | |
|--|----------|
| Traditional Declining Balance | \$ 5,645 |
| Thrifty Declining Balance | 5,295 |
| Declining Balance Plus | 6,100 |
| Extra Charge for Single Room | 1,120 |

| Living Center I & II - Academic Year Rates | |
|---|----------|
| Efficiencies-Double/Triple | \$ 3,530 |
| Apartments-2 Bedrooms | 4,955 |
| Apartments-4/5 Bedroom | 3,915 |
| Extra Charge for Single Room | 1,530 |

| University Village - Academic Year Rates | |
|---|----------|
| Single Occupancy Units | \$ 4,535 |
| Townhouses | 3,910 |

| Apartments - Academic Year Rates | |
|---|----------|
| 1986 Construction | |
| Double | \$ 3,530 |
| Family | 5,860 |
| 1996-97 Construction | |
| Single | 3,915 |

Note: Rates include all utilities except long distance telephone.

Saginaw Valley State University RESOLUTION

*To Approve Confirmation of Board Members
for Previously Authorized Charter Schools*

December 13, 2002

WHEREAS, the Saginaw Valley State University Board of Control, the school's authorizing agent, requires that University Chartered Schools Board of Directors have a minimum of five members and a maximum of nine members; and

WHEREAS, individual Charter Schools have a desire to replace Board members who have submitted their resignation; and

WHEREAS, certain Charter Schools have a desire to have parents of students represented on their Board of Directors;

WHEREAS, certain Charter Schools desire to reappoint a board member whose term of office has expired;

NOW, THEREFORE, BE IT RESOLVED, that the individuals listed below be appointed by the Saginaw Valley State University Board of Control as new members of the Board of Directors of the following Charter Schools.

Chandler Park Academy, Detroit

| | | |
|-------------------|-------------|------------------------|
| Phares A. Noel II | Appointment | Term: 1/1/03 - 6/30/05 |
|-------------------|-------------|------------------------|

Mr. Noel holds a Bachelors Degree in Electrical Engineering and a Masters Degree in Computer Engineering from WSU. He also serves as an academic advisor for curriculum development at Wayne County Community College. Mr. Noel brings extensive management skills and an educational background to the Academy board.

Detroit Community High School, Detroit

| | | |
|--------------|-------------|------------------------|
| John Zettner | Appointment | Term: 1/1/03 - 6/30/05 |
|--------------|-------------|------------------------|

Mr. Zettner currently works as Building and Grounds Manager at the Detroit Waldorf School. He brings knowledge and working experience of building maintenance and facilities issues to the Academy board. A pertinent appointment for future physical space planning.

Fred Janney Appointment Term: 1/1/03 - 6/30/04

Mr. Janney earned his MA in Clinical Psychology from Wichita State University. He currently works with Huron Valley Center as a State Prison Psychologist. Mr. Janney authored the pamphlet *Self Development in the Penitentiary* and developed voluntary psycho-educational classes for prisoners pursuing self-development. He brings expertise in human development, educational intervention, communication skills, and group dynamics to the Academy board.

Bill Moran Appointment Term: 1/1/03 - 6/30/05

Mr. Moran earned his Bachelors Degree from John Carroll University and his Masters Degree in Education from Marygrove College. He currently works in the School of Education at the University of Michigan as a Field Supervisor for Student Teachers. Mr. Moran brings over 40 years of teaching and educational administration experience to the Academy board.

HEART Academy, Detroit

Deborah Jones Appointment Term: 1/1/03 - 6/30/05

The Board of Directors is looking to fill the open position with a parent of a current student of the Academy. Ms. Jones is the parent of a current 9th grade student at HEART Academy. She currently works for SBC Ameritech in a managerial position. Ms. Jones brings interpersonal, decision-making, and problems solving skills to the Academy board.

Merritt Academy, New Haven

Bill Oddo Appointment Term: 1/1/03 - 6/30/04

Mr. Oddo will be a parent representative of the board, his son attends Merritt Academy. He is interested in being a part of the growth of the school and feels he can bring honest and objective opinions to the Academy board.

Northwest Academy, Charlevoix

David Whale Appointment Term: 1/1/03 - 6/30/04

Dr. Whale earned his BS in Education from Northern Michigan University and his MA and Doctorate in Educational Administration from Roosevelt University in Chicago. He is presently employed by Central Michigan University as Associate Professor in the Educational Leadership

Department. Dr. Whale brings extensive educational leadership skills to the Academy board.

David Holland Appointment Term: 1/1/03 - 6/30/04

Mr. Holland earned his Bachelor of Music Education from Indiana University and his Master of Fine Arts Degree from Ohio University. He is currently employed by Interlochen Center for the Arts as a violist. Mr. Holland brings artistic and education vision to the Academy board.

Pontiac Academy for Excellence, Pontiac

Karen Fulkerson Appointment Term: 1/1/03 - 6/30/04

Ms. Fulkerson brings 24 years of experience working at Oakland ISD in Public Information, Research and Testing, Human Resources, and most recently Community Relations. Her experiences have led to a network of community and business resources. Ms. Fulkerson has a passion for the type of program offered at Pontiac Academy for Excellence and is committed to building an awareness of the program within the community.

Winans Academy of Performing Arts, Detroit

Karen Guydon Appointment Term: 1/1/03 - 6/30/04

Ms. Guydon received her Bachelors Degree from Michigan State University in English and her Masters Degree from Wayne State University in Guidance and Counseling. She currently works in the Detroit Public Schools as a Guidance Support Services Curriculum Leader/Curriculum Coordinator at Randolph Career and Technical Center. Ms. Guydon brings extensive experience in working with young people of all ages, as well as educators, parents, community members and business/industry educational partners to the Academy board.

Beverly Thomas Appointment Term: 1/1/03 - 6/30/05

Ms. Thomas earned her BS from Wayne State University in Music Education and her MA from the University of Michigan in Organ Performance. Ms. Thomas is a retired educator in the Detroit Public Schools. She brings skills in management, creative planning, writing, and curriculum planning to the Academy board.

Staff Member

OF THE MONTH

Kris Gregory

Assistant to the Vice President

Academic Affairs

December 2002

Few of SVSU's students know Kris Gregory's name; however, many are familiar with her voice. Gregory is the recorded voice that takes callers through the telephone registration process. While it's not the most intensive of her responsibilities, she said she enjoyed the recording process.

Gregory, assistant to the vice president for academic affairs, celebrated her 15th anniversary with SVSU on Dec. 14.

"I remember the date because it was so close to the holidays that I worked a week and then had two weeks off," she recalled.

One of Gregory's main responsibilities entails assigning rooms for every class taught on campus each semester. Her task is not easy, considering the University's enrollment growth.

To further complicate matters, many classes have specific space requirements, or a seemingly large enough classroom is suddenly too small when more than the anticipated number of students signed up. That often calls for last-minute shifts during the first week or two of classes.

Gregory notes that all room assignments once were done manually; but now, since there are more than 1,300 classes, class scheduling software

makes the process much easier. This past summer, Gregory traveled to Portland, Oreg., to learn the new scheduling software, Resource 25, which, she said, "coordinates class scheduling with conference and event scheduling."

Another major task for Gregory involves working with the Curriculum and Academic Policies Committee (CAPC) in the preparation of SVSU's course description catalog. She gathers all proposals approved by CAPC and ratified by the faculty and notes where they should be inserted in the catalog before passing text along for publication. Gregory said she finds "CAPC really interesting, and enjoys learning about all the new curriculum changes."

In addition to CAPC, Gregory is a member of the General Education, Commencement, and Catalog committees, and part of the negotiation team for faculty contracts.

"I like being involved in many things and having varied tasks," she said with a smile.

Although her assignments can be quite demanding, Gregory said the support she receives from other staff makes her job enjoyable.

"One of the favorite parts of my job is the people; I work with a great team," she said.

In her spare time, of which there appears to be little, Gregory boasts that she is one of the rare people who like Michigan winters: "I love to ski." She also enjoys reading the John Grisham courtroom dramas during the summer on her boat while her husband fishes.

When Gregory isn't on the slopes or the water, she and her husband cheer on the horse racers and attend the Kentucky Derby each year. Gregory lives in Midland with her husband, Earl, and two cats.



Current Positions Filled

August 2002 – November 2002

ADMINISTRATIVE/PROFESSIONAL

Craig Aimar – Hired as an Assistant Director of Admissions (new). Mr. Aimar earned his Bachelor of Arts Degree in History from Saginaw Valley State University in 2001. Prior to joining SVSU, Mr. Aimar was a Building Supervisor and Fitness Trainer for the Saginaw YMCA. Mr. Aimar was also a student teacher for Saginaw Arthur Hill High School.

Danyelle Freeman – Hired as an IT Training Specialist/Student Technology Center Coordinator (new). Ms. Freeman earned her Bachelor's Degree from the University of Texas at San Antonio in 1991. Prior to joining SVSU, Ms. Freeman was an Instructional Designer and Project Manager for Strategic Interactive in Lansing, Michigan.

Burnett Kelly – Hired as an Executive in Residence (new). Dr. Kelly earned his Juris Doctor from Detroit College of Law in 1974. Prior to joining SVSU, Dr. Kelly worked as Corporate Vice President and Chief Human Resources Officer for Dow Chemical Corporation in Midland, Michigan.

Mary Anne Kowaleski – Hired as an Accountant (replacement). Ms. Kowaleski earned her Bachelor's Degree in Business Administration from Northwood University in 2001. Prior to joining SVSU, Ms. Kowaleski worked as an Accountant for the Bay-Arenac Intermediate School District in Bay City, Michigan.

Londia Langston – Hired as a Certification Advisor, College of Education (new). Ms. Langston earned her Master of Arts Degree from Saginaw Valley State University in 1979. Prior to joining SVSU, Ms. Langston worked as an Associate Superintendent of State and Federal Programs for the Buena Vista School District.

Thomas Latuszek, Jr. - Hired as an Electronic Resources/Serials Catalog Librarian (new). Mr. Latuszek earned his Master of Library and Information Sciences from Wayne State University in 2001 and a Master's Degree in English from Wayne State University in 1999. Prior to joining SVSU, Mr. Latuszek worked as a Library Clerk Senior for Wayne State University.

Jeannie Lorenger - Hired as an ESL Specialist (replacement). Ms. Lorenger earned a Master's Degree from Eastern Michigan University, Teaching English to Speakers of Other Languages. Ms. Lorenger earned a second Master's Degree in German Language and Literature from Wayne State University. Prior to joining SVSU, Ms. Lorenger worked as a Coordinator and Instructor of English as a Second Language at Wayne State University in Detroit, Michigan.

David Lutenski - Hired as an Assistant Director of Grants Development, Sponsored & Academic Programs (new). Mr. Lutenski earned his Master's Degree in Education Administration from Central Michigan University in 1980. Prior to joining SVSU, Mr. Lutenski worked as Manager of Federal Programs for the Saginaw City School District.

Jacqueline Matuszak - Hired as an Assistant Athletic Trainer (replacement). Ms. Matuszak earned her Master's Degree in Developmental Kinesiology from Bowling Green State University in 2002. Prior to joining SVSU, Ms. Matuszak was a Graduate Assistant Athletic Trainer at Ohio Northern University in Ada, Ohio.

Dean Papas - Hired as Head Men's Soccer Coach (Replacement). Prior to joining SVSU, Mr. Papas was Head Boys and Girls Soccer Coach at Flushing High School. He also, is owner of Pap Inc., Flint, MI.

Vera McCulloh-Pratt - Hired as an Accountant (new). Ms. McCulloh-Pratt earned her Bachelor's Degree from Saginaw Valley State University in 1996 and is currently pursuing her Master's Degree from Saginaw Valley State University. Prior to joining SVSU, Ms. McCulloh-Pratt worked as an Accounting Supervisor for the Saginaw Eaton Credit Union.

Charlene Rathburn - Hired as Director of the Marshall Fredericks Museum (replacement). Ms. Rathburn earned her Master's Degree from the University of Texas at Austin in 1985. Prior to joining SVSU, Ms. Rathburn was the Curator of Exhibitions and Collections at the Grace Museum in Abilene, Texas.

Stephanie Siegreen - Hired as a Financial Aid Advisor (replacement). Ms. Siegreen earned her Bachelor's Degree in Business Administration from Saginaw Valley State University in 1997. Prior to joining SVSU, Ms. Siegreen was a Marketing Coordinator for Saginaw Future Inc.

Burris Smith - Hired as a Quality/Curriculum Specialist (new). Mr. Smith earned his Master's Degree in Business Administration from Michigan State University in 1966. Prior to joining SVSU, Mr. Smith worked as the Assistant Superintendent for Instruction and Strategic Planning, School District of the City of Saginaw.

Jamie Teddy - Hired as a Police Officer (replacement). Ms. Teddy earned a Bachelor's Degree in Criminal Justice from Ferris State University in 1999. Prior to joining SVSU, Ms. Teddy worked for the Gaylord Police Department as a Police Officer.

Mamie Thorns - Hired as Special Assistant to the President for Diversity Programs (replacement). Dr. Thorns earned her Doctorate of Education from Wayne State University in 2001. Prior to joining SVSU, Dr. Thorns was the Interim Assistant Vice President for Institutional Diversity at Central Michigan University.

Suzette Zimmerman - Hired as an Administrative Secretary for the Foundation Office (replacement). Ms. Zimmerman earned her Bachelor's Degree from Northern Michigan University in 1982. Prior to this position, Ms. Zimmerman worked in the Secretarial/Clerical Pool here at SVSU.