

EASTERN MICHIGAN UNIVERSITY

Board of Regents

201 Welch Hall

(734) 487-2410

Tuesday, April 3, 2001

- 8:00 a.m. Student Affairs Committee Meeting
205 Welch Hall
- 8:00 a.m. Faculty Affairs Committee Meeting
201 Welch Hall
- 9:00 a.m. Educational Policies Committee Meeting
205 Welch Hall
- 10:30 a.m. Finance Committee Meeting
201 Welch Hall
- 12:00 p.m. Regular Board Meeting - Communication Section
201 Welch Hall
- 12:30 p.m. Adjourn for lunch
204 Welch Hall
- 1:30 p.m. Reconvene Regular Board Meeting
201 Welch Hall

• **AGENDA**

Call to Order
Roll Call Attendance
Tab A - Communications
Lunch

Reconvene Regular Board Meeting
Call to Order
Roll Call Attendance

Tab B – Resolutions

Men's Swimming and Diving – Mid-American Conference
Men's Indoor Track and Field – Mid-American Conference
Hanna Palamaa – Indoor Track & Field All-American
Customer Service Awareness Week
Vision Project Student Volunteers

Tab C - Minutes of January 16, 2001, Regular Board Meeting

Tab D - President's Report

Tab E - Executive Summary

CONSENT AGENDA

- Section 1 REPORT: Treasurer's Report (FC)
- Section 2 REPORT: Internal Audit (FC)
- Section 3 REPORT: Grants/Contracts (FC)
- Section 4 REPORT: Construction Projects Progress (FC)
- Section 5 REPORT: Accounts Receivable (FC)
- Section 6 REPORT: Interim Budget Status (FC)
- Section 7 REPORT: Facilities Assessment (FC)
- Section 8 Staff Appointments (EPC)
- Section 9 Separations/Retirements (EPC)
- Section 10 Emeritus Faculty Status (EPC)
- Section 11 Faculty Appointments (EPC)

REGULAR AGENDA

Student Affairs Committee

- Section 12 Monthly Report and Minutes (SAC)

Educational Policies Committee:

- Section 13 Monthly Report and Minutes (EPC)
- Section 14 Approval of Charter School Board Members (EPC)
- Section 15 Reissuance of Charter School – Commonwealth Community Development Academy (EPC)
- Section 16 Opening of Term and Official Record Dates For the 2001-2002 Fiscal Year (EPC)
- Section 17 Ph.D. in Technology (EPC)

Faculty Affairs Committee:

- Section 18 Monthly Report and Minutes (FAC)

Finance Committee:

- Section 19 Monthly Report (FC)
- Section 20 RESOLUTION: Bond Authorization Refinance Existing Debt (FC)
- Section 21 Equipment Capitalization Rate (FC)
- Section 22 Interim Report – University House (FC)
- Section 23 2002-03 General Fund Scholarships, Awards and Grants (FC)
- Section 24 2001 –02 Graduate Assistant Stipend Adjustment And Tuition Budget Funding Ratio (FC)
- Section 25 Lease Agreement – Nextel Communications (FC)

New Business:

- Section 26 Commencement Speaker and Honorary Degree Recipient (EPC)

RESOLUTION

Men's Swimming and Diving - Mid-American Conference Champions

WHEREAS, the Men's Swimming and Diving Team won its 21st Mid-American Conference Championship in the last 25 years March 3, 2001, defeating second place Miami University 888 points to 794 points; and

WHEREAS, Eastern Michigan won four individual events and two relays, including Bryson Tan in the 100 and 200-yard breaststroke; Kevin Doak in the 100-yard backstroke (Miami pool record time of 48.83 seconds); Keith Falk in the 1650-yard freestyle; Chris Olszewski in the 200-yard backstroke; Kevin Doak, Bryson Tan, Drew Chorney and Dave Vanlier in the 200-yard medley relay; and Jeff Luhn, Bryson Tan, Ryan Meekins and Dave Vanlier in the 400-yard freestyle relay; and

WHEREAS, Bryson Tan, Kevin Doak, Keith Falk, Chris Olszewski, Justin Breitigam, John Bartlett and Jeff Luhn were named first-team all-conference, and Chad Nienhuis and Matt Swanton were named second team all-conference; and

WHEREAS, Bryson Tan broke the EMU, Mid-American Conference and Miami pool record in the 100-yard breaststroke with a time of 54.33 seconds, automatically qualifying for the NCAA Swimming and Diving Championships; broke the pool record in the 200-yard breaststroke with a time of 2 minutes, 2/10 second; swam on the MAC champion 200-yard medley relay and 400-yard freestyle relay teams; and was named Senior of the Year and Swimmer of the Year;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates the Men's Swimming and Diving Team, Head Coach Peter Linn, Assistant Coach Loren Smith and Swimmer of the Year Bryson Tan and commends them for the honor and distinction they have brought themselves and Eastern Michigan University.

April 3, 2001

RESOLUTION

Men's Indoor Track and Field - Mid-American Conference Champions

WHEREAS, the Eastern Michigan University Men's Track and Field Team won its sixth straight Mid-American Conference Indoor Championship February 24, 2001, defeating second place Central Michigan University 168.5 points to 87 points; and

WHEREAS, Eastern Michigan has won all six indoor championships since the meet was sanctioned officially; and

WHEREAS, Eastern Michigan University won six individual events and one relay, including Aaron Bartee in the 3,000 and 5,000 meters; Jalilu Mayo in the 60-meter hurdles in a meet record of 7.81 seconds; Okechukwu Ezuiua in the shot put; Nduka Awazie in the 400-meters; Neil Kirk in the one-mile in a meet record time of 4 minutes, 9.11 seconds; and the 4 by 400-meter relay team of Antwon Morton, Sterling Roberts, Jalilu Mayo and Nduka Awazie in a CMU fieldhouse record time of 3 minutes, 15.2 seconds; and

WHEREAS, Head Coach Brad Fairchild was named Coach of the Year in his first year as head coach; and

WHEREAS, Jalilu Mayo was named Most Valuable Meet Performer; and

WHEREAS, Aaron Bartee was selected for the Most Valuable Performance; and

WHEREAS, Aaron Bartee, Neil Kirk, Jalilu Mayo and Nduka Awazie were named first team All-Mid-American Conference and Harold Reid and Gerald Rasool were named second team All-Mid-American Conference;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates the Men's Track and Field team, Head Coach Brad Fairchild, Assistant Coach John Goodridge, Jalilu Mayo and Aaron Bartee and commends them for the honor and distinction they have brought themselves and Eastern Michigan University.

April 3, 2001

RESOLUTION

Hanna Palamaa - Women's Track and Field All-American

WHEREAS, Hanna Palamaa, a junior from Helsinki, Finland, won the Mid-American Conference pole vault championship with a school, conference and indoor MAC championship record vault of 12 feet, 11.75 inches; and

WHEREAS, Ms. Palamaa competed in the NCAA Indoor Track and Field Championships March 9-10, 2001, placing sixth with a vault of 13 feet, 5.25 inches; and

WHEREAS, Ms. Palamaa earned All-American honors at the NCAA Indoor Track and Field Championships, held in Fayetteville, Arkansas; and

WHEREAS, Ms. Palamaa is the first woman in Eastern Michigan University and Mid-American Conference history to clear 12 feet and 13 feet in the pole vault;

NOW, THEREFORE, BE IT RESOLVED that the Eastern Michigan University Board of Regents hereby congratulates Hanna Palamaa and commends her for the honor and distinction she has brought herself and Eastern Michigan University.

April 3, 2001

RESOLUTION

RECOGNIZING CUSTOMER SERVICE AWARENESS WEEK

WHEREAS, Eastern Michigan University is committed to serving our students and each other, and to delivering quality programs and services to our campus and larger community; and

WHEREAS, Eastern Michigan University recognizes the necessity of working as a team with its efforts focused on the student, having clear communications among staff with students, and continually improving all that it does to create a supportive environment for learning; and

WHEREAS, a University Constituent Services Committee is in place to ensure that strategies are designed and implemented which focus on customer service excellence throughout the University; and

WHEREAS, the Constituent Services Committee has successfully worked within the campus community to heighten the recognition that a student-centered faculty and staff are key to student satisfaction and institutional success; and

WHEREAS, the Constituent Services Committee has developed a Student Employee Handbook and Supervisor's Guide for use by campus departments which utilize student employees, developed and implemented a series of customer service training workshops for professional staff and student employees, established a Mystery Shopper Program, and developed and implemented an annual campus-wide Customer Service Awareness Week; and

WHEREAS, thousands of Eastern Michigan University students, faculty and staff will celebrate Customer Service Awareness Week during April 2 - 6, 2001 by learning new ways to handle challenges, thanking those who provide them with excellent service and making a commitment to do whatever it takes to provide quality service; and

WHEREAS, throughout Customer Service Awareness Week, EMU will honor those individuals who serve our University family by providing professional and caring assistance;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents recognizes Customer Service Awareness Week and congratulates and commends the Constituent Services Committee for their outstanding accomplishments and the recognition they have brought to Eastern Michigan University.

April 3, 2001

RESOLUTION

RECOGNIZING THE VISION PROJECT STUDENT VOLUNTEERS AT EASTERN MICHIGAN UNIVERSITY

WHEREAS Eastern Michigan University, in keeping with its mission statement, recognizes that civic responsibility and concern for societal issues are hallmarks of an educated person, and seeks to demonstrate a commitment to the community and maintain an atmosphere of community partnership through the programs and activities of the VISION Project; and

WHEREAS, VISION students have distinguished themselves and have had significant roles in community service in the state of Michigan and the United States, and have served and sacrificed to advance the well being of thousands of individuals and to address significant societal problems, and

WHEREAS, EMU Students Against Hunger and Homelessness regularly volunteer in local shelters, food banks, soup kitchens, and raise student awareness of the plight of the homeless through hunger banquets and homeless sleep outs, and

WHEREAS, VISION students expanded the Alternative Spring Break program to include an Alternative Winter Break and Alternative Weekends, and annually send over 100 EMU students to provide service in many locations around the nation, bringing positive recognition to the university through these activities and by hosting a national week-long conference to prepare student leaders for this program, called Alternative Break Citizenship School, and

WHEREAS, the EMU One Day Events Program provides an entree into more extensive community service opportunities for hundreds of EMU students, through activities such as the Orientation Community Plunge and Make a Difference Day, introducing students to various agencies in the community such as Safe House, Neighborhood Senior Services, Meals on Wheels, Hope Clinic, and

WHEREAS, VISION adopted the EMU chapter of America Reads, allowing EMU students to regularly tutor Ypsilanti children in four community sites, and

WHEREAS, the EMU Best Buddies program was recognized as the top Best Buddies student organization in the state, and

WHEREAS, the Michigan Campus Compact, the statewide coordinating body for university community service programs, has just recognized six EMU student volunteer coordinators for their outstanding work,

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents recognizes the many contributions made by VISION students to our state and our nation and congratulates and commends the VISION students for their outstanding accomplishments and the recognition they have brought to Eastern Michigan University, and calls upon the campus community to honor these compassionate endeavors by more fully participating in community service activities on behalf of Eastern Michigan University.

April 3, 2001

EASTERN MICHIGAN UNIVERSITY

Board of Regents' Meeting

The preliminary minutes of the January 16, 2001, Board of Regents Meeting.

The Regular Meeting of the Eastern Michigan University Board of Regents was called to order by Chair Incarnati at 12:02 p.m. in Room 201, Welch Hall, on the campus at Ypsilanti, Michigan

Chair Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

Chairman Philip Incarnati
Regent Joseph Antonini
Regent Robert DeMattia
Regent Rosalind Griffin
Regent Michael Morris
Regent William Stephens

The Board member who was absent was:

Regent Jan Brandon

Members of the Administration present were:

President Samuel Kirkpatrick
Vice President Ronald Collins
Vice President Patrick Doyle
Vice President Courtney McAnuff
Vice President Juanita Reid
Interim Vice President Jim Vick

COMMUNICATIONS

Secretary Aymond announced there was one request to address the Board, and, abiding by the Board guidelines, 30 minutes would be allowed for the speaker

Ms. Kylie Crawford, President of the Student Body, spoke of the changes and events that had happened during the past year; the arrival of the new president, funding for certain student services, the faculty strike, increased work hours for students in on-campus jobs, the Porter Building, and Boone Hall. She also described the changes in Student Government with the addition of a First Year Council and a House of Representatives.

She described the issues presently before the student government and questioned the amount of money being directed to the athletic programs.

The Communications portion of the agenda concluded at 12:16 p.m.

The Board recessed for lunch.

The Regular Meeting of the Eastern Michigan University Board of Regents was reconvened at 1:33 p.m. and an attendance roll call was taken.

The Board members present were:

Chair Philip Incarnati
Regent Joseph Antonini
Regent Robert DeMattia
Regent Rosalind Griffin
Regent Michael Morris
Regent William Stephens

The Board member absent was:

Regent Jan Brandon

MINUTES OF THE NOVEMBER 14, 2000, REGULAR BOARD MEETING

Regent DeMattia moved and Regent Stephens seconded to approve the minutes of the November 14, 2000, Regular Meeting of the Board of Regents.

Motion Carried.

PRESIDENT'S REPORT

Eastern Michigan University is in full swing for the new winter semester with more students and a robust set of activities planned for the next several months. Enrollment is up slightly from last winter and we anticipate about a one percent increase in student credit hours; more than last year, but slightly below our forecasted budget. We see evidence that our freshmen and transfer retention initiatives are making progress, with 30 percent fewer FTIAC students and 60 percent fewer transfer students dismissed at the end of the last semester compared to a year ago.

For those students facing financial difficulties, I am pleased to report that we are making excellent progress on an agreement with Sallie Mae Corporation to infuse an additional \$2.4 million annually to several new student loan programs under development, including signature private loans for students with past due obligations, career training loans for continuing education students, an opportunity loan program for students ineligible for other aid programs, loans for international students, and savings to EMU borrowers who make on-time payments.

Our students, working together with the faculty and staff on the Martin Luther King Day Planning Committee, did an excellent job developing and implementing more than 50 campus-wide events over several days, culminating in a rich learning experience during our official student holiday yesterday in memory of Dr. Martin Luther King and his ideals. I am also pleased to report that two new endowed scholarships focused on historically under-represented students recently have been established by Paul Tucker and Ernie and Jeanne Merlanti. This type of private support for students will help fulfill EMU's commitment to access and opportunity.

Expanded services to students are available this semester, as noted by our new full-time professional Greek advisor, Jeremiah Shinn, who is now on board, and as recognized by The Chronicle of Higher Education, our Access Services website has been listed as one of the best in the country for students with disabilities. Special recognition also goes to the EMU Hockey Club which is number one in the country, and to the 22 EMU students who participated in community service activities at a public elementary school in New Orleans as part of Alternative Winter Break.

This year, winter came earlier and in more severe ways than I was led to believe. Special kudos go to the Physical Plant staff who have worked hard to keep campus parking lots and walkways accessible. Our largest new capital project, the expansion of on-campus student housing, continues to be on schedule and under budget despite the weather, and students are now able to learn in an enhanced instructional environment in the two Porter Building "smart classrooms" which are now completed.

We have new opportunities for administrators, faculty and staff to "get smarter" about the environment, opportunities and trends in higher education that have special meaning for our strategic planning process. The Presidential Speaker Series has benefited from sessions on demographic change with Paul Tate, director of the Southeastern Michigan Council of Governments, and on economic development with Doug Rothwell, head of the Michigan Economic Development Corporation. Over the next few weeks, we will spend time with Dr. Jim Votruba, president of Northern Kentucky University and chair of a national taskforce on public engagement by universities, and with professor Vincent Tinto of Syracuse University, who will lead multiple sessions on best practices for student retention, transfer and success.

Our senior leader search activities for a Provost and Vice President for Academic Affairs and a Vice President for Student Affairs are on schedule as the search committees review candidate credentials. You will recall that we conducted a successful search for a new Dean of the College of Technology in record time last fall, and I am pleased to report that Dr. John Dugger has now made the transition from Iowa State University. We also have initiated a search for a Vice President of Advancement and Executive Director of the EMU Foundation to provide new cabinet-level leadership for an organization that will focus on fundraising and alumni affairs on behalf of EMU and will be distinct from the management of our assets and conferencing activities at Eagle Crest. Both University leaders and Foundation trustees share a belief that new approaches are necessary if we are to achieve a higher level of private and public support. To that end, there is a Board agenda item today that authorizes collaborative discussions to develop a joint operating agreement relevant to Eagle Crest Management Corporation and a separate one relevant to the Foundation.

We soon will be engaged in a more robust set of activities in government relations as we enter the state appropriations season. I am pleased to report that alumni will be playing a larger role in our public support initiatives through our new Alumni Legislative Connection Program, which will provide alumni an opportunity to assist the University with legislative issues and ensure that their legislators are informed about EMU and its needs. A cohort of 25 alumni forms the initial class, some of whom received their orientation last week. I have been meeting with regional alumni groups as well, primarily to enhance their knowledge of EMU as we know it today and to strengthen their ties to their alma mater.

We also are reaching out to the immediate community to forge new collaborative arrangements with the city of Ypsilanti. Although University representatives have met periodically over the years with city officials, we will soon take that to a new level by jointly forming several task forces to address topics of mutual concern and to seek new ways of cooperating in such areas as student life, outreach programs, community development, master planning, applied research and signage. The property action item on the agenda today involving the sale of a house the University owns on Cross Street, which will return it to beneficial usage to both EMU students and the city, is just one step in the direction of closer town-gown relations.

I want to note that we have passed an important milestone in EMU's support of the state's program for public charter schools. Gaudior Academy in Inkster, the first charter school authorized by the Board of Regents in 1996 and ranked as one of the most innovative and successful public school academies in Michigan, is the first school to have successfully undergone a comprehensive review to qualify for charter school renewal. The Board previously authorized a five-year contract renewal and I now have finalized that agreement.

Finally, in the philanthropic spirit we know is so essential for our success, I encourage you to mark your calendars and join us for the Beaux Arts Ball on Saturday, February 3, 2001, at the Marriott in support of students and programs in the College of Arts and Sciences.

This new year is off to an excellent start and I appreciate the dedication of the Board and our faculty, staff and students who have made this possible.

TREASURER'S REPORT

Section 1

Regent DeMattia moved and Regent Griffin seconded that the Treasurer's Report for the month of November 2000, be received and placed on file.

Motion Carried.

INTERNAL AUDIT

Section 2

Regent DeMattia moved and Regent Griffin seconded that the Internal Audit report for October 200 through December 2000 be received and placed on file.

Motion Carried.

GRANTS/CONTRACTS

Section 3

Regent DeMattia moved and Regent Griffin seconded that 49 grants and contracts totaling \$3,088,706 for the period 11/01/00 through 12/31/00 be accepted.

Motion Carried.

CONSTRUCTION PROJECTS PROGRESS

Section 4

Regent DeMattia moved and Regent Griffin seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending January 3, 2001.

Motion Carried.

ACCOUNTS RECEIVABLE

Section 5

Regent DeMattia moved and Regent Griffin seconded that the Student Accounts Receivables Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of November 30, 2000 be received and placed on file.

Motion Carried.

2000-01 GENERAL FUND BUDGET STATUS REPORT

Section 6

Regent DeMattia moved and Regent Griffin seconded that the 2000-01 General Fund Budget Status Report for November 30, 2000, be accepted and placed on file.

Motion Carried.

STAFF APPOINTMENTS

Section 7

Regent DeMattia moved and Regent Griffin seconded that Board approve the 41 appointments for the months and dates shown on the following listings.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Dugger, John C.	College of Technology, Dean	AP-14A	Academic Dean	12/01/00	\$118,000	100	W	M	New Hire
Patalan, Susan	Employment & Recruiting	AP-10	Director Employment & Recruiting	12/04/00	\$49,000	100	W	F	New Hire
Smith, Erica	Director, Risk Management	AP-08	Manager, Risk Management and Worker's Compensation	09/24/00	\$36,504	100	W	F	New Hire
Goodridge, John	Intercollegiate Athletics	AC-11	Assistant Coach Men's Track	01/05/01	\$29,000	100	W	M	New Hire
Lange, John	Intercollegiate Athletics	AC-11	Assistant Coach Wrestling	08/28/00	\$26,000	100	W	M	New Hire
Howell, Jerome	University Computing	PT-10	Platform Specialist Senior	12/18/00	\$55,557	100	W	M	New Hire
Gerding, Janet	Health Service Pharmacy	PT-09	Pharmacist	10/17/00	\$27,140	50	W	F	New Hire
Johnson, Susan	University Computing Network & Web Services	PT-09	Web Analyst Programmer II	11/06/00	\$51,610	100	W	F	New Hire
Sisson, Heidi S.	Financial Aid	PT-09	Assistant Director Academic & Athletic Scholarships	11/16/00	\$46,000	100	W	F	New Hire

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Bishop, Robert	University Computing	PT-08	Infrastructure Specialist I	01/02/01	\$37,290	100	W	M	New Hire
Eschtruth, Anne	CEITA	PT-08	Research Associate II	12/06/00	\$38,000	100	W	F	New Hire
Gills, Thomas	Center For Management & Leadership	PT-08	Workplace Education Specialist	10/30/00	\$34,500	100	W	M	New Hire
Kapelanski, Donna	Center For Management & Leadership	PT-08	Workplace Education Specialist	10/23/00	\$39,500	100	W	F	New Hire
Shinn, Jeremiah	Dean of Students	PT-08	Student Services Associate (Greek Affairs)	01/02/01	\$35,000	100	W	M	New Hire
Stokes, Judith	College Of Health & Human Services	PT-08	Administrative Associate II	11/20/00	\$36,500	100	W	F	New Hire
Tocco, Vincent	University Computing	PT-08	Infrastructure Specialist I	10/09/00	\$38,358	100	W	M	New Hire
McFaul, Holly	Children's Institute	PT-07	Program Coordinator Children's Institute	01/02/01	\$30,450	100	W	F	New Hire
Brescol, Joseph	LR&T-Library	PT-06	User Consultant I	11/20/00	\$26,300	100	W	M	New Hire

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Hirshman, Amy	Children's Institute	PT-06	Pre-school Teacher	12/04/00	\$26,300	100	W	F	New Hire
Knight Jr., David	Physical Plant	PT-06	Area Foreperson	11/06/00	\$31,551	100	W	M	New Hire
Vaughn, Karyn	Children's Institute	PT-06	Pre-school Teacher	11/02/00	\$26,500	100	W	F	New Hire
Wellwood, Jessica	Oregon Foster Homes Review	PT-06	Research Assistant II	12/17/00	\$26,300	100	W	F	New Hire
Niles, Judy	Social Work	CS-05	Senior Secretary	10/26/00	\$24,147	100	W	F	New Hire
Raghu, Usha	LR&T-Library	CS-05	Library Assistant III	11/27/00	\$24,147	100	A	F	New Hire
Dorr, Frances	Records & Registration	CS-04	Senior Clerk	12/11/00	\$21,369	100	W	F	New Hire
Lay, Debra	College of Arts & Sciences	CS-04	Secretary II	10/26/00	\$21,369	100	W	F	New Hire
Moody, Tia	Biology	CS-04	Secretary II	10/23/00	\$21,369	100	W	F	New Hire

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Perkins, Tewsda	McKenny Union & Campus Life	CS-04	Secretary II	12/04/00	\$10,685	50	B	F	New Hire
Seldl, Stacey	Children's Institute	CS-04	Secretary II	12/18/00	\$10,685	50	W	F	New Hire
Cejmer, Scott	Physical Plant	FM-21	Motor Vehicle & Equipment Mechanic	12/18/00	\$42,141	100	W	M	New Hire
Enciso, Randy	Physical Plant	FM-21	Carpenter	01/08/01	\$42,141	100	H	M	New Hire
Kohne, Michael	Physical Plant	FM-21	Plumber/Maintenance	11/27/00	\$42,141	100	W	M	New Hire
Douglas, Anthony	Dining Services	FM-10	Cook/Stockkeeper	12/19/00	\$17,826	100	W	M	New Hire
Cannon, Sharie	Dining Services	FM-06	Cook	11/20/00	\$27,602	100	W	F	New Hire
Forester, Thea	Physical Plant	FM-06	Custodian	11/05/00	\$16,806	100	W	F	New Hire
Green, Geraldine	McKenny-Custodial Services	FM-06	Custodian	10/27/00	\$16,806	100	B	F	New Hire

DATE: July 16, 2001
 BOARD REPORT FOR: 1/16/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

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 APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS. RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Lund, Daniel	Physical Plant	FM-06	Custodian	12/06/00	\$16,806	100	W	M	New Hire
Rice, Kenneth	McKenny-Custodial Services	FM-06	Custodian	11/01/00	\$16,806	100	W	M	New Hire
Runyon, Nadine	Physical Plant	FM-06	Custodian	12/11/00	\$16,806	100	W	F	New Hire
Woolridge, Robert	Dining Services	FM-06	Pot & Pan Utility	11/20/00	\$20,426	100	B	M	New Hire
White, Tiajuana	Eastern Eateries	FM-95	Fast Food Worker	11/20/00	\$10,400	62.5	B	F	New Hire

SEPARATIONS/RETIREMENTS

Section 8

Regent DeMattia moved and Regent Griffin seconded to approve the 24 separations and retirements for the months and dates shown on the following listings.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Angle, Jim	English Language & Literature	PROF	Professor	06/01/64	01/03/01	\$66,650	100	W	M	Retired
Beginin, Igor	Fine Arts	PROF	Professor	02/02/68	01/11/01	\$66,869	100	W	M	Retired
Crowner, Robert	Management	PROF	Professor	08/30/76	01/03/01	\$78,222	100	W	M	Retired
Haynam, George	Computer Science	PROF	Professor	07/01/86	01/06/01	\$83,208	100	W	M	Retired
Loree, John	Fine Arts	PROF	Professor	09/01/62	01/11/01	\$80,267	100	W	M	Retired
Wisniewski, Lech	Special Education	ASSC	Associate Professor	08/28/91	01/02/01	\$47,647	100	W	M	Other Job
Grow, Wade	Biology	ASST	Assistant Professor	08/26/98	01/01/01	\$43,972	100	W	M	Other Job
Parks, Robert Chester	Intercollegiate Athletics	AC-16	Head Coach Men's Track & Field	12/18/66	01/06/01	\$57,794	100	W	M	Retired
Lombardi, Anthony	Intercollegiate Athletics	AC-12	Assistant Coach Men's Football	12/16/96	12/01/00	\$55,000	100	W	M	Other Job

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRING DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Bartz, Curtis	Continuing Education-Monroe	PT-07	Regional Manager Continuing Education	04/03/98	01/01/01	\$31,864	100	W	M	Other Job
Rocha, Sarah	Financial Aid Office	PT-07	Financial Aid Advisor	01/13/97	11/28/00	\$31,151	100	H	F	Other Job
Sanborn, Karen	Public Information	PT-06	Writer I	05/30/00	11/11/00	\$15,038	50	W	F	Other Job
Selber, Sharon	Assistant VP Marketing & Student Affairs	CS-06	Administrative Secretary	07/28/58	01/01/01	\$37,343	100	W	F	Retired
Chapman, Zepherine	Intercollegiate Athletics	CS-05	Senior Secretary	11/10/86	11/16/00	\$24,237	100	W	F	Retired
Lambo, Dylan	Military Science	CS-05	Senior Secretary	10/30/85	11/05/00	\$25,785	100	B	F	Other Job
Richardson, Lynette	Financial Aid Office	CS-05	Financial Aid Processor	02/20/89	11/28/00	\$24,740	100	B	F	Other Job
Lay, Debra	College of Arts & Sciences	CS-04	Secretary II	10/26/00	11/04/00	\$21,369	100	W	F	Personal
Miller, Donna	Associated Health Professions	CS-04	Secretary II	07/21/97	10/28/00	\$21,369	100	W	F	Leaving Area

DATE: July 16, 2001
 BOARD REPORT FOR: 1/16/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS, RETIREMENTS

PAGE 3
 RETIREMENTS/
 SEPARATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Cicillini, Vincent	Academic Advising	CS-03	Clerk	07/20/98	09/27/00	\$19,247	100	W	M	Other Job
Hansen, John	Grounds, Walks & Roadways	FM-21	Motor Vehicle & Equipment Mechanic	08/25/97	09/30/00	\$20,103	50	W	M	Other Job
Pepin, Gerald	Physical Plant	FM-21	Electrician	10/30/00	11/23/00	\$42,141	100	W	M	Other Job
Johnson, Ron	McKenny Union Custodial Services	FM-10	Custodian/Housekeeper, Group Leader	11/09/81	12/02/00	\$28,683	100	B	M	Deceased
Brenes, Jose	Physical Plant	FM-06	Custodian	08/06/00	11/07/00	\$16,806	100	H	M	Other Job
Lazuka, Raymond	Dining Services	FM-06	Pot & Pan Utility	10/02/00	10/24/00	\$16,806	100	W	M	Quit With Out Notice

EMERITUS FACULTY STATUS

Section 9

Regent DeMattia moved and Regent Griffin seconded to grant Emeritus Faculty Status to:

JERRY R. WILLIAMSON

Associate Professor, Department of Chemistry from 1967 – 2000

(33 years)

Ph D University of Iowa

M S University of Iowa

B A University of Illinois

Motion Carried.

STUDENT AFFAIRS COMMITTEE

Section 10

Regent Stephens moved and Regent Griffin seconded that the Board accept the Student Affairs Committee agenda for January 16, 2001, and the Minutes of November 16, 2000.

Motion Carried.

FINANCE COMMITTEE

Section 11

Regent DeMattia moved and Regent Morris seconded that the agenda for January 16, 2001, and the Minutes of November 16, 2000 be received and placed on file.

Motion Carried.

**SALE OF PROPERTY – 605 W. CROSS STREET
YPSILANTI, MI**

Section 12

Regent DeMattia moved and Regent Antonini seconded that the Board approve the sale of property located at 605 West Cross Street, Ypsilanti, MI for a purchase price of \$192,000.

Motion Carried.

**AUTHORIZATION TO PROCEED – RENEGOTIATION
OF THE JOINT OPERATING AGREEMENTS BETWEEN
EMU, THE EMU FOUNDATION AND THE EAGLE
CREST MANAGEMENT CORPORATION**

Section 13

Regent DeMattia moved and Regent Morris seconded to authorize the University to proceed with the negotiation of the Joint Operating Agreements between Eastern Michigan University, the Eastern Michigan University Foundation and Eagle Crest Management Corporation.

Motion Carried.

EDUCATIONAL POLICIES COMMITTEE

Section 14

Regent Antonini moved and Regent Griffin seconded that the Educational Policies Committee agenda for January 16, 2001, and the Minutes of the November 14, 2000, meeting be received and placed on file.

Motion Carried.

POLICY REVISION: ALCOHOL AND DRUG POLICY

Section 15

Regent Antonini moved and Regent Griffin seconded the recommendation to the Board to amend the alcohol and drug policy to include a title modification, to add a statement related to Parental Notification, to clarify the purpose and responsibility for the Biennial Review, and to add a statement related to alcohol marketing on campus.

Motion Carried.

FACULTY AFFAIRS COMMITTEE

Section 16

Regent Griffin moved and Regent DeMattia seconded that the Faculty Affairs Committee agenda for January 16, 2001, and the Minutes of the November 14, 2000, meeting be received and placed on file.

Motion Carried.

ELECTION OF BOARD OFFICERS

Section 17

ELECTION OF CHAIR

Regent DeMattia moved and Regent Griffin seconded that in accordance with the Board of Regents Bylaws, Article IV, Section 4.01, that the Board of Regents elect Regent Philip A. Incarnati as Chair of the Board of Regents.

Motion Carried.

ELECTION OF VICE CHAIR

Regent Stephens moved and Regent Morris seconded that in accordance with the Board of Regents Bylaws, Article IV, Section 4.02, the Board of Regents Elect Regent Rosalind E. Griffin as Vice Chair of the Board of Regents.

Motion Carried.

APPOINTMENT OF BOARD TREASURER

Regent Stephens moved and Regent Morris seconded that in accordance with the Board of Regents Bylaws, Article IV, Section 4.07, the Board of Regents appoint Patrick Doyle as Treasurer to the Board of Regents.

Motion Carried.

APPOINTMENT OF THE SECRETARY OF THE BOARD

Regent DeMattia moved and Regent Griffin seconded that in accordance with the Board of Regents Bylaws, Article IV, Section 4.05, the Board of Regents appoint Dana Aymond as Secretary to the Board of Regents.

Motion Carried.

APPOINTMENT OF THE INTERNAL AUDITOR

Regent Incarnati moved and Regent DeMattia seconded that in accordance with the Board of Regents Bylaws, Article IV, Section 4.12, the Board of Regents appoint the firm of Andrews, Hooper & Pavlik as Internal Auditors.

Motion Carried.

Chairman Philip Incarnati announced the official Board of Regents meetings dates for the year 2001 as:

January 16, 2001
April 3, 2001
June 19, 2001
September 25, 2001
November 13, 2001

MEETING ADJOURNED

Regent Incarnati moved and Regent DeMattia seconded that the Regular Meeting of the Board of Regents be adjourned at 1:56 p.m. the next meeting of the Board of Regents will be April 3, 2001 in Room 201, Welch Hall.

Motion Carried.

Respectfully submitted,

Dana C. Aymond
Secretary to the Board of Regents

COMMUNICATIONS SECTION

ORAL REPORT TO BE MADE BY THE PRESIDENT

EXECUTIVE SUMMARY

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

DATE:

April 3, 2001

EXECUTIVE SUMMARY

SECTION 1 - REPORT: TREASURER'S REPORT

It is recommended that the Treasurer's Report for the month of February 2001 be received and placed on file.

As of February 28, 2001, cash and investments totaled \$66,209,980.04 and were invested to return a total annualized return of 7.93%. The short-term investment fund yield was 5.69% compared to the 3-month Treasury Bill at 5.48%. The intermediate-term investment fund total return is 6.71% (10.06% annualized) compared to the Merrill Lynch 1-3 year Treasury index at 6.67% (10.01% annualized). Cash and investments (excluding bond proceeds) as of February 28, 2001 increased by \$2,197,985 compared to February 2000.

Fiscal Implications: Investment income is expected to meet budget.

SECTION 2 - REPORT: INTERNAL AUDIT

It is recommended that the Board receive and place on file the Internal Audit report for the period December 2000 through March 2001.

The reports for the Ticket Sales audit, the Snow Health Center audit and the Charter Schools audit have been issued. These reports include findings and corresponding recommendations that could improve controls.

Enclosed is the internal audit schedule through September 2001.

A report on the status of recommendations made from the previous Cash Disbursements audit completed in December 2000.

Fiscal Implications: It is expected that 2000-01 expended resources will be within approved budget limitations.

SECTION 3 - REPORT: GRANTS/CONTRACTS

It is recommended that the Board accept 69 grants and contracts totaling \$2,900,458 for the period 1/01/01 through 2/28/01.

One-hundred % sponsor-funded grants and contracts in the amount of \$2,278,702 were awarded to the University during the above period. Grants/contracts that required EMU cost-sharing and/or in-kind contributions totaled \$621,756.

Fiscal Implications: This action approves University matching funds in the amount of \$19,800 as cash contributions for projects awarded in the above period for a fiscal year-to-date total of \$198,723 against a base budget of \$240,296.

SECTION 4 - REPORT: CONSTRUCTION PROJECTS PROGRESS

It is recommended that the Board receive and place on file the Construction Projects Progress Report for the period ending March 7, 2001.

The New Student Housing project remains on schedule for August 1, 2001 occupancy.

Preparation is underway to continue the stadium track replacement project. And planning is underway for additional parking south of the new student project. Sidewalk repair and replacement is also being planned.

Fiscal Implications: Expenditures and contracted obligations entered into to date do not exceed the budgets of the approved projects.

SECTION 5 - REPORT: ACCOUNTS RECEIVABLE

It is recommended that the Student Accounts Receivables Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of February 28, 2001 be received and placed on file.

The Student Accounts Receivable Ratio Analysis balance is \$9,677,000 or 10.13% of revenue compared to \$9,042,000 (10.01%) as of February 28, 2000. This is a .12% increase.

Also included in a supplemental Accounts Receivable report that was requested by the Board. This report included mission, policy, practices and data upon which optimum accounts receivable management is pursued.

Fiscal Implications: Receivables are on target to reach the established goal.

SECTION 6 – REPORT: 2000-01 GENERAL FUND BUDGET STATUS

It is recommended that the Board receive and place on file the 2000-01 General Fund Budget Status Report.

Enrollments and Tuition revenues and the impact of the AAUP contract plus the recognition of \$1.8 million in unfounded commitments were resolved in a budget reallocation plan submitted to the Finance Committee on February 13, 2001.

Fiscal Implications: Year-to-date revenues and expenditures are consistent with the revised budget plan, saving the pending outcome of the negotiations with the lecturers.

SECTION 7 – REPORT: FACILITIES ASSESSMENT

It is recommended that the Board accept and place on file this report.

Upon completion of the facilities assessment, the results reflect that 71% of the University buildings rank Good(57%) or Fair(14) and 29% are marked poor. Please note that 64% of the space ranked poor belongs to the Pray-Harrold, Mark Jefferson and Strong buildings. These are included in the #1 capital outlay priority for the past three years.

Fiscal Implications: Increased state capital outlay support and increased University support is needed to prevent accelerated deterioration of facilities.

SECTION 8 – STAFF APPOINTMENTS

It is recommended that the Board approve 34 staff appointments. 20 (59%) are female, 10 (29%) are African American, 3 (9%) are Hispanic, and 1(3%) is American Indian.

Fiscal Implications: The salaries are part of the 2000-2001 budget.

SECTION 9 - SEPARATIONS/RETIREMENTS

It is recommended that the Board approve 40 separations and retirements for the dates listed. Of the 40, 21 (53%) are female, 7 (18%) are African American.

Fiscal Implications: None.

SECTION 10 - EMERITUS FACULTY STATUS

Not ready at the time of printing.

SECTION 11 - STUDENT AFFAIRS COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Student Affairs Committee Agenda for April 3, 2001 and the Minutes of January 16, 2001 be received and placed on file.

Fiscal Implications: None.

SECTION 12 – EDUCATIONAL POLICIES COMMITTEE

It is recommended that the Working Agenda for April 3, 2001, and the minutes for the January 16, 2001 Finance Committee meeting be received and placed on file.

Fiscal Implications:

SECTION 13 – APPROVAL OF CHARTER SCHOOL BOARD MEMBERS

It is recommended that the Board appoint Pamela Antrice McGhee to a 3-year term on the Board of Hope Academy; A’Kena Long to a 3-year term on the Great Lakes Academy; and Theresa Slater and Deborah ward to 3-years term on the Board of Grand Blanc Academy.

Fiscal Implications: None.

**SECTION 14 – REISSUANCE OF CHARTER SCHOOL – COMMONWEALTH
COMMUNITY DEVELOPMENT ACADEMY**

It is recommended that the Board reissue the charter with Commonwealth Community Development Academy in Detroit.

Fiscal Implications: None.

SECTION 15 – OPENING OF TERM AND OFFICIAL RECORD DATES FOR 2001-02

Not ready at the time of printing.

SECTION 16 – PH.D. IN TECHNOLOGY

Not ready at the time of printing.

SECTION 17 – FACULTY AFFAIRS COMMITTEE REPORT AND MINUTES

Not ready at the time of printing.

SECTION 18 - FINANCE COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Working Agenda for April 3, 2001 and the minutes for the January 16, 2001 Finance Committee meeting be received and placed on file.

Fiscal Implications: The fiscal impact of the actions taken are in the appropriate sections and the Board minutes.

SECTION 19 – RESOLUTION: BOND AUTHORIZATION REFINANCE EXISTING DEBT

It is recommended that the Resolution of the Board Authorizing the Issuance and Delivery of Refunding Bonds and Providing for Other Matters Relating Thereto be approved.

The Resolution authorizes the administration to refinance existing debt, secure bond insurance and letters of credit. It also provides for an interest rate exchange, a pledge of general revenues to support issuance of bonds.

Fiscal Implications: Safeguarded by the attached Resolution, a bond purchase agreement and/or interest rate exchange agreement (swap) will only be executed upon present value (pv) savings in the range of 2% of the outstanding principle of the refunded issue. For the 1992 bonds that amount is \$473,500. For the 1997 bonds, the amount is \$601,200.

SECTION 20 – EQUIPMENT CAPITALIZATION RATE

It is recommended that the Board approve an increase of the University's Capitalization Rate from \$1,000 to \$5,000.

This recommendation was arrived at after discussions with Peter Nestor, Federal Costing Concepts, the internal auditors and PricewaterhouseCoopers.

Fiscal Implications: This change has no budget implications but will have a positive impact on future indirect cost recovery.

SECTION 21 – INTERIM REPORT – UNIVERSITY HOUSE

It is recommended that the Interim Report on the progress of the University House be accepted and the strategy developed to complete the project be approved.

The team of David Schaff (AIA) and Walter M. Menard (Menard Builders, Inc.) were selected to design and build. Neither student tuition nor state appropriations will be used to fund the project.

Fiscal implications: The cost of the project has not been finalized.

SECTION 22 – 2002- 03 GENERAL FUND SCHOLARSHIPS, AWARDS AND GRANTS

It is recommended that the Board approve the 2002-03 General Fund Scholarships, Awards and Grants Proposal for \$8,702,907.

These are merit and need-based awards. The proposal reflects \$141,774 for several merit awards, permission to change the Recognition of Excellence Scholarship to a flat dollar amount and \$28,972 for tuition, room and board increases.

\$39,016 is requested to fund 4 additional women's crew grants-in-aid as planned for the second year of a 5-year phase-in and \$94,565 is to cover tuition, room and board increases.

Five more graduate fellowships for a total of \$20,000 are the second year of a 5-year phase-in plan.

Fiscal Implications: 2002-03 Scholarships, Awards and Grants will be increased by \$324,327 over 2001-02 General Fund base of \$8,333,580. The gross budget of \$8,702,907 includes:

Scholarships, Swards and Grants	\$4,336,581
Athletic Grants-in-Aid	\$3,637,129
Federal and State Matches	\$ 729,197

SECTION 23 – 2001-02 GRADUATE ASSISTANT STIPEND ADJUSTMENT AND TUITION BUDGET FUNDING RATIO

It is recommended that the Board approve a 4% increase in Graduate Assistant stipends beginning with fall 2001. It is also recommended that the department budgets be funded at the second-year stipend amount.

It is recommended that the Board approve a change in tuition budget-funding ratio between in-state and out-of-state tuition. It is recommended that the Board approve a 55/45 ratio which would be more accurate than the previous 60/40.

Fiscal Implications: To implement the recommendations, an increase of \$139,040 for stipends and \$74,960 for tuition ratio changes are requested. \$214,000 has been included in the 2001-02 budget recommended for Board approval.

SECTION 24 – NEXTEL COMMUNICATIONS LEASE AGREEMENT – ROOFTOP

It is recommended that the Board authorize the administration to negotiate with Nextel Communications to lease a wireless antennae site.

The antennae would be on the rooftop of Hill Hall. The agreement is consistent with other previous lease agreements.

Fiscal Implications: Payments would be \$12,000 annually.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 1

DATE:

April 3, 2001

RECOMMENDATION

REPORT: TREASURER'S

ACTION REQUESTED

It is recommended that the Treasurer's Report for the month of February 2001 be received and placed on file.

STAFF SUMMARY

As of February 28, 2001, Cash and Investments totaled \$66,209,980.04 and were invested to return a total annualized return of 7.93%. As summarized below, Eastern's latest investment performance compared favorably to the established benchmarks.

- | | |
|---|---------------------------|
| • Short-Term Investment Fund Yield: | 5.69% |
| • Benchmark: 3-month Treasury Bill: | 5.48% |
| • Intermediate-Term Investment Fund Total Return: | 6.71% (10.06% annualized) |
| • Benchmark: Merrill Lynch 1-3 Year Treasury Index: | 6.67% (10.01% annualized) |

Specifics as to the quality, duration, and other related features of the University's investment portfolio are itemized on page 4 of this report. In general:

- | | |
|---|--|
| • The portfolio has no investments in equities. | • 0% of the portfolio is in variable rate obligations. |
| • The portfolio has no leveraged investments. | • Average weighted credit quality of the portfolio is AA+. |
| • The portfolio has no speculative derivatives. | • Average weighted maturity of the portfolio is approximately 85 days. |
| • 100% of the portfolio is in fixed income obligations. | |

Cash and investments (excluding bond proceeds) as of February 28, 2001 increased by \$2,197,985 when compared to February 2000.

FISCAL IMPLICATIONS

The investment income is expected to meet budget.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
Cash and Investments
February 28, 2001

Cash

	Bank Balance
Comerica Bank	\$1,329,351.69
FirStar Bank	\$1,701.59
Total Cash	\$1,331,053.28

Eagle Crest Cash

Conference Center	16,335.16
Golf Club	260,980.94
Maintenance Reserve	496,433.00
Total Cash	\$773,749.10

	Date Settled	Date Maturing	Total Return YTD (Annualized)	Principal
<u>Investments</u>				
Short Term Investment Funds:				
Dreyfus Institutional Preferred	Daily	Mutual Fund	5.650% *	8,972,142.41
Dimensional Fund Advisors	Monthly	Mutual Fund	5.710% *	13,615,646.77
Intermediate Term Investment Funds:				
Vanguard Short Term Corporate	Monthly	Mutual Fund	11.406%	9,504,105.42
Federated US Government 2-5 Year	Monthly	Mutual Fund	13.230%	9,361,681.41
Agencies:				
Federal Home Loan Bank	08/26/99	07/14/04	6.500%	3,000,000.00
Federal Home Loan Bank	08/30/99	09/01/04	6.210%	3,000,000.00
Federal Home Loan Bank	09/10/99	09/10/04	7.125%	3,000,000.00
Federal Home Loan Mortgage Corp.	10/06/99	10/06/04	6.250%	3,000,000.00
Total Investments				53,453,576.01
Subtotal Cash and Investments				55,558,378.39
<u>General Revenue Bonds Investments</u>				
Dimensional Fund Advisors	Monthly	Mutual Fund	5.710%	1,417,793.74
Dimensional Fund Advisors	Monthly	Mutual Fund	5.710%	9,233,807.91
Subtotal General Revenue Bonds Investments				10,651,601.65
Grand Total: Cash, Investments				66,209,980.04

Net Annualized Yield - Short Term	5.686%
Total Annualized Return - Total Investments	7.929%

* Figure represents net yield.

EASTERN MICHIGAN UNIVERSITY
Summary of Cash/Investments and Bond Investments by Institution
February, 2001

	<u>Amount of EMU</u> <u>Cash/Investment</u>	<u>% Of Total</u> <u>Investment</u>
A. Book Cash Balance	1,331,053	2.40%
B. Eagle Crest Cash Balance	773,749	1.39%
C. Dreyfus Institutional Preferred	8,972,142	16.15%
D. Dimensional Fund Advisors	13,615,647	24.51%
E. Vanguard Short Term Corporate	9,504,105	17.11%
F. Federated US Government 2-5	9,361,681	16.85%
G. Federal Home Loan Bank	3,000,000	5.40%
H. Federal Home Loan Bank	3,000,000	5.40%
I. Federal Home Loan Bank	3,000,000	5.40%
J. Federal Home Loan Mortgage Corp.	<u>3,000,000</u>	<u>5.40%</u>
	<u>55,558,378</u>	<u>100.00%</u>

	<u>Amount of EMU</u> <u>Bond Investment</u>	<u>% Of Total</u> <u>Investment</u>
K. Dimensional Fund Advisors	1,417,793	13.31%
L. Dimensional Fund Advisors	<u>9,233,807</u>	<u>86.69%</u>
	<u>10,651,601</u>	<u>100.00%</u>

Notes:

- C. The Dreyfus Institutional Preferred Money Market Fund invests in a diversified portfolio of high quality, short-term debt securities. The average maturity of the fund approximates 39 days and EMU has access to its funds on a daily basis.
- D./K./L. The Dimensional Fund Advisors Fund invests in high quality corporate and bank debt obligations. The average weighted maturity of the fund is 58 days.
- E. The Vanguard Short Term Corporate Fund invests in investment grade bonds and other fixed income securities. Not more than 30% of the fund assets may be invested in BBB grade securities. The average weighted maturity of the fund is 2.5 years.
- F. The Federated US Government 2-5 Year Fund invests in US Treasury bills, notes and bonds. The average weighted maturity of the fund is 3.43 years.
- G./H./I./J. U.S. Agency Obligations.

**Eastern Michigan University
University Investment Portfolio**

February 2001

	Dreyfus*	DFA	Vanguard	Federated US Govt. 2-5	Net University Holdings	Total
Total Fund Net Assets	\$8,528,925,583	\$749,940,000	\$7,072,718,662	\$605,287,666		
EMU's Investment	\$8,972,142	\$24,267,248	\$9,504,105	\$9,361,681	\$14,104,802	\$66,209,980
% of Total Fund	0.11%	3.24%	0.13%	1.55%		
Fund Inception Date	06/11/97	07/27/83	10/29/82	09/01/91		
Date of Initial EMU Investment	01/20/01	01/18/96	01/18/96	01/22/96		
Average Weighted Maturity	39 days	58 days **	2.5 years	3.43 years		85 days
Book NAV (7/1/00)	1.00	10.15	10.46	10.39		
Market NAV (02/28/01)	1.00	10.23	10.78	10.92		
Liquidity Option	Same Day	Next Day	Next Day	Next Day		
Morningstar Rating	N/A	5 stars	5 stars	4 stars		
3 Year Average Annual Total Return	5.52%	5.67%	6.42%	6.25%		
3 Year Benchmark	5.37%	5.37%	6.30%	6.30%		
Portfolio Mix						
Commercial Paper Notes	29.8%					
Repos				4.4%		
Variables						
Govt. Agency Mort. Backed Sec.	10.8%			27.9%		
Time Deposits						
Direct U.S. Govt. Agencies	43.1%					
C.D.'s						
U.S. Treasury's	16.3%			67.7%		
Other						
Bonds	99.1%					
Cash	0.8%					
Federal Home Loan Bank					\$3,000,000	
Federal Home Loan Bank					\$3,000,000	
Federal Home Loan Bank					\$3,000,000	
Federal Home Loan Mortgage Corp.					\$3,000,000	
Comerica Bank (sweep account)					\$1,329,352	
FirStar Bank					\$1,702	
Eagle Crest Cash					\$773,749	
Average Credit Quality Rating	AAA	AAA	A-1	AAA	AAA	AA+

* Money Market Fund

** Average Duration

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 2

DATE:

April 3, 2001

RECOMMENDATION

REPORT: INTERNAL AUDIT

ACTION REQUESTED

It is recommended that the Internal Auditor's activity report for the period December 2000 through March 2001 be received and placed on file.

STAFF SUMMARY

The report for the Ticket Sales audit, the Snow Health Center audit and the Charter Schools audit have been issued. These reports include findings and corresponding recommendations to improve controls. The recommendations have been discussed with appropriate personnel. In general, management agrees with the recommendations and is proceeding with actions to implement the recommendations. Andrews Hooper & Pavlik is satisfied that management's responses will satisfy the intent of the recommendations.

Enclosed is the internal audit schedule for the period ending September 30, 2001.

In addition, attached is a report prepared by University management on the status of recommendations made from the previous Cash Disbursements audit completed in December 2000. As noted in the report, management found that all recommendations were either fully implemented or substantially in the process of being implemented.

FISCAL IMPLICATIONS

It is expected that fiscal year 2000-2001 expended resources will be within approved budget limitations.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board Approval.

University Executive Officer

Date



ANDREWS HOOPER & PAVLIK P.L.C.
Certified Public Accountants

Date: January 15, 2001

To: President Samuel A. Kirkpatrick

From: Andrews, Hooper & Pavlik, P.L.C.
Internal Audit

Re: AUDIT REPORT
Ticket Sales (including Football, Basketball and Special Events)

Attached is the report for the internal audit review of the Ticket Sales process. Revisions based on discussions with Ms. Cheryl Swanson have been incorporated.

Any questions, comments, or concerns that you may have relative to this report can be directed to Jeff Fineis or Amy Brown at (517) 487-5000.

Your cooperation with this request and assistance and support provided during this audit is appreciated.

Attachment

cc: Board of Regents
Cheryl Swanson

AUDIT REPORT TICKET SALES (Including Football, Basketball and Special Events)

Background

The University has completed the process of converting from a preprinted ticket format to a computerized system that prints and records ticket sales at the time of sale (excluding season tickets). Tickets for the 2000-2001 basketball season and the 2000 football season were issued using the new computerized system. The ticket office also sells tickets for concerts, volleyball games and other events on campus. University students are admitted to athletic events free of charge by showing their student identification at the gate. Student attendance counts are maintained for football tickets per NCAA policy.

Based on our discussion with Josh Logan, Ticket Manager, football season tickets historically account for 4,000 - 4,500 tickets per game and basketball season tickets account for approximately 1,000 – 1,500 tickets per game. Unsold season tickets are sold as reserved tickets prior to game day. Individual general admission tickets are available for sale on or before game day. Season tickets and general admission tickets each carry a \$5 face value for football and a \$10 face value for basketball. Sets of general admission tickets are used for corporate season tickets. Other available tickets include complimentary, press box, athletic director suite, and athletic club suite tickets and are priced accordingly.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls for ticket sales and review proper recording of ticket sale transactions in the ticket office accounting records.

The scope of our procedures included reviewing the ticket sales for two of the University’s five home football games. In addition, we assessed the internal control system for the basketball and volleyball ticket sales, as well as special events. We tested basketball ticket sales, including the day of the game, for the five games selected. Our procedures included an assessment of the controls and procedures for advance sales of season tickets.

Ticket Sales Audit Procedures – All

We reviewed the basic procedures for ticket sales including the process for fulfilling season ticket requests, collecting and recording cash receipts and the issuance of complimentary ticket procedures. Our procedures included determining the number of football and basketball season tickets ordered and received by reviewing the ticket printer’s invoice and comparing it to the ticket receiving report prepared by the ticket office. We also reconciled the number of total season tickets issued to the number recorded as sold. We counted the number of unused season tickets.

We reconciled a sample of daily ticket sales to cash receipts supplied to the Athletic Office by the University Cashier's Office. We selected a sample of ten daily sales amounts. For the ten days selected, we agreed the daily sales to the Financial Records System for the accounts that the Ticket Manager is responsible for, which includes football, basketball, volleyball, concerts and the parking fees associated with these events.

Ticket Sales Audit Procedures - Football

We tested the ticket sales for the following two games: Game 1 (September 2, 2000 EMU vs. UConn), Game 2 (November 11, 2000 EMU vs. Northern Illinois). We reconciled the number of tickets ordered to the number of tickets recorded as sold or issued as complimentary for the two games selected. We counted the number of unused reserved and general admission tickets for the two games selected. We reviewed the ticket request forms for authorization and indication of compliance with NCAA ticket limitations for visiting coaches and prospect admissions for the two games selected.

Ticket Sales Audit Procedures - Basketball, Volleyball and Special Events

We assessed the internal control policies and procedures implemented using the new computerized ticket program. Our assessment covered the areas associated with computer program access, ticket sales and cashier functions, and accounting reconciliations. Our procedures included tests of basketball cash receipts along with a reconciliation of receipts to ticket count, as generated by the ticketing system software. Our sample of daily sales amounts included five basketball game days, two volleyball game days and one special event. We reviewed the ticket request forms for authorization and indication of compliance with NCAA ticket limitations for visiting coaches and prospect admissions for the five basketball games selected.

Conclusion

We believe controls are in place to properly account for tickets for each event. However, we have identified opportunities for strengthening the University's internal controls as they relate to the issuance of complimentary tickets and other areas.

The remainder of this report details work performed and criteria used in supporting our conclusions. We have included a recommendation to management for improving the internal control process for ticket issuance.

We completed our audit fieldwork on January 8, 2001.

This report is intended for the information and use of the Eastern Michigan University Board of Regents and Management and is not intended to be and should not be used by anyone other than these specified users.

Findings and Recommendations

Football Ticket Sales

Finding

More season tickets were available for sale in the ticketing system than were actually counted. Josh Logan, the Ticket Manager, believes that this is due to complimentary tickets being given out and the Select Ticketing System not being updated at that time.

Following is a summary of the football season ticket reconciliation:

FOOTBALL SEASON TICKET RECONCILIATION

Total tickets available for sale	3,435
Less: Number of tickets unsold	1,955
Number of complimentary and sold tickets	<u>1,448</u>
Total number of tickets accounted for	<u>3,403</u>
Difference	<u>32</u>

Recommendation

We recommend that tickets should not be given out unless it has been entered into the Select Ticketing System.

Management's Response

We agree. Procedures currently dictate that no tickets are to be distributed unless entered in the Select Ticketing System. As a part of recent management staffing changes in the Ticket Office, responsible personnel have been reminded of the importance of this procedure. An ongoing training program will be established by May 1, 2001 to continue to reinforce departmental control procedures.

Finding

For the September 2, 2000 football game against the University of Connecticut, the amount of credit card sales on the cash receipt voucher (\$1,043.50) does not match the amount on the daily summary (\$976.50). No exceptions were noted for the other nine days selected for testing.

Recommendation

We recommend that a daily reconciliation be done of the cash receipt voucher and the daily summary.

Management's Response

We agree. As discussed with the University Cashier's Office, any discrepancies between the ticketing report and cash receipt vouchers will be noted (handwritten) on the voucher and/or ticketing report. All discrepancies will be explained by these notations.

Finding

For the September 2, 2000 football game against the University of Connecticut, the number of unsold tickets returned by the sellers and the number on the seller ticket reconciliation sheet do not match for the reserved and the adult general admission tickets. No exceptions were noted for the other nine days selected for testing.

Recommendation

We recommend that a daily reconciliation be done for the number of tickets returned.

Management's Response

We agree. Procedures currently mandate that ticket reconciliations occur on a daily basis. As a part of recent management staffing changes in the Ticket Office, responsible personnel have been reminded of the importance of this procedure. An ongoing training program will be established by May 1, 2001 to continue to reinforce departmental control procedures. A periodic review by a higher level of management will also be implemented.

Basketball Ticket Sales

Finding

More season tickets were counted than were actually available in the ticketing system. Per discussion with Josh Logan, the Ticket Manager, the entire difference is due to season tickets not being given to the recipients that should have been.

Following is a summary of the basketball season ticket reconciliation:

BASKETBALL SEASON TICKET RECONCILIATION

Total tickets available for sale	1,235
Less: Number of tickets unsold	336
Number of complimentary and sold tickets	909
Total number of tickets accounted for	<u>1,245</u>
Number of sold tickets still held by Ticket Office	<u>10</u>

Recommendation

We recommend that when the tickets are recorded as sold in the Select Ticketing System, they are pulled from the ticket stock and sent to the recipient.

Management's Response

We agree. Procedures currently mandate that tickets are to be recorded when pulled. As a part of recent management staffing changes in the Ticket Office, responsible personnel have been reminded of the importance this procedure. An ongoing training program will be established by May 1, 2001 to continue to reinforce departmental control procedures.

General Ticket Sales

Finding

Based on our discussion with the Ticket Manager, complimentary ticket requests are not always submitted. These requests are required by the Athletic Department Policies and Procedures Manual.

Recommendation

We recommend that the athletic office stress the importance of its policy to require that complimentary ticket requests be completed and forwarded to the ticket office prior to the game.

Management's Response

We agree. Complimentary ticket request forms for NCAA governed requests are submitted and monitored as required. The NCAA does not require monitoring of departmental requests for complimentary tickets, but they are tracked by the ticketing system. Complimentary tickets will no longer be given out without a written request.

Finding

As noted in the prior year's report, the ticket office does not have a printer capable of printing season tickets.

Recommendation

Periodically, the ticket office should consider the cost versus benefit of acquiring a printer capable of printing season tickets. This could reduce the risk associated with maintaining preprinted tickets. It could also help reduce the cost associated with preprinting tickets that are not sold.

Management's Response

A cost/benefit analysis of a new ticket printing procedure will be undertaken to evaluate the merits of onsite ticket printing. If it is determined that the benefits outweigh the costs, a new procedure will be implemented.



ANDREWS HOOPER & PAVLIK P.L.C.
Certified Public Accountants

Date: February 22, 2001

To: Mr. Patrick Doyle
VP of Business and Finance

**Re: AUDIT REPORT
SNOW HEALTH CENTER**

Attached is the report for the internal audit review of the internal control process for the Health Services Clinic and University Pharmacy located in the Snow Health Center. Revisions based on discussions with Ellen Gold, Director of University Health Services, and review of support for compensating controls, have been incorporated.

Any questions, comments, or concerns that you may have relative to this report can be directed to Jeff Fineis or Amy Brown at (517) 487-5000.

Your cooperation with this request and assistance and support provided during this audit is appreciated.

Attachment

cc: Board of Regents
Ellen Gold

Audit Report Snow Health Center

Background

The University Health Services Clinic (the “Clinic”) and the University Pharmacy (the “Pharmacy”) are located in the Snow Health Center. The Clinic and Pharmacy provide a wide range of health services for the students, faculty and staff (and their families), as well as guests of the University. The Clinic has St. Joseph Mercy Hospital Physicians on staff along with University Health Services doctors and nurse practitioners to meet the needs of the patients. The Pharmacy is regulated by the State Board of Pharmacy and the Drug Enforcement Administration and is licensed by the State of Michigan and the Federal Government. The Pharmacy employs three Registered Pharmacists.

The internal audit review of the Clinic and Pharmacy was conducted by first gaining an understanding of the daily operations and how that data is processed. We then selected samples of actual transactions to be reviewed for proper authorization, financial reporting, and use of internal controls.

Clinic

General: The Clinic is a full service licensed health center that accepts walk-ins and scheduled appointments. The Clinic is located in the Snow Health Center and has St. Joseph Mercy Hospital Physicians on staff along with University Health Services doctors and nurse practitioners to meet the needs of the patients. The Clinic is responsible for its own billing and receipting. The Clinic does not accept insurance, except for the student insurance offered by the University. The charges for services offered by the Clinic may be paid in the form of check, cash, payroll deduction, credit card, and student insurance. Students may also bill their student account at the time of service, which is subsequently paid to the Cashier’s Office. The Customer Service representatives (“CSR”) are responsible for scheduling patient appointments, billing and collection of funds, and reconciling the daily activity of the Clinic.

Billing and Receipting: Each patient who uses the Clinic is tracked by an Encounter Form generated by the CSR. This form is numerically controlled and details the services that were performed by the clinician. The CSR generates a bill from the information submitted on the Encounter Form into the Group Practice Management System (“GPMS”) and applies the payment, if any, received from the patient. At the end of the day, the CSR reconciles the cash received to GPMS and places the money and reconciliation in a locked safe. The money is delivered to the cashier’s office each morning. The cashier’s office is responsible for recording the deposit into the Financial Records System (“FRS”). The account receivable is also manually rolled-forward and agreed to GPMS. On a monthly basis, the accounts receivable balance per GPMS and FRS are compared for reasonableness. Only significant differences are being investigated at this time.

Pharmacy

General: The Pharmacy is a full service licensed retail pharmacy. It is located in Snow Health Center and has three Registered Pharmacists and five part-time student employees, who are under the direct supervision of the pharmacists. The Pharmacy provides services to the students, faculty and staff (and their families) and accepts most insurance. The Pharmacy is responsible for most of its own billing and receipting. A pharmacist is present in the Pharmacy at all times during business hours. The Pharmacy is in compliance with the Rules and Regulation set forth by the State Board of Pharmacy and the Drug Enforcement Administration.

Security of Room: The Pharmacy is secured by an alarm system that is linked to the University Police. Each door has a wired alarm and the room has motion detectors that can only be turned off and on inside the Pharmacy by one of the pharmacists. The alarm is turned off each morning and on each evening by the pharmacist after they call the University Police to inform them they are arriving/leaving.

Security of Controlled Substances: The Pharmacy is licensed to sell controlled substances. There is a barrier counter that segregates the over-the-counter drugs from the controlled substances. All schedule II substances are locked in a secured two key drawer safe behind this barrier counter. Only the pharmacists have the keys that can access this safe. The schedule III through V controlled substances are located throughout the Pharmacy behind the barrier counter. The Pharmacy will not distribute controlled substances without proof of identification and doctor signature on the prescription request.

Inventory: The Pharmacy uses a blanket purchase order form to order the pharmaceutical items and all purchases are approved by one of the pharmacists. All schedule II controlled substances require an additional form to be filled out and signed by one of the pharmacists, describing the purchases and quantities of the items ordered. This form is submitted to the Federal Government. The forms are numerically controlled and are kept in a locked drawer. The Pharmacy primarily uses one vendor and the pharmaceutical items are delivered to the Pharmacy by courier. The pharmacists or part-time students check in the pharmaceutical items and enter the new items into the pharmacy's computer system, GPMS. All items are checked against purchase order invoices and adjusted accordingly. The computer system uses a perpetual inventory method to account for its inventory. The Pharmacy receives full credit for all returned items that are returned within a reasonable time. The Pharmacy has an inventory count conducted twice a year by an outside company that is specialized in counting pharmaceutical inventory. One of the staff pharmacists counts all schedule II controlled substances by hand once a year and submits the counted results to the State Board of Pharmacy. The Pharmacy also has an outside company, gather and dispose of all obsolete, expired items on a quarterly basis. The Pharmacy receives partial credit on these items, depending on the terms of the contract.

Receipting and Billing: The Pharmacy receives money daily either by mail (insurance checks) or from walk-ins. The Pharmacy is responsible for its own billing and receipting. The only receipting the Pharmacy is not responsible for is prescriptions filled by Clinic patients during their office visit. These charges are either billed or the payment is collected by the CSR at the end of their visit. All other items billed by the Pharmacy are collected in the form of cash, check, credit card, insurance, or payroll deduction. The students may also bill their student account. All daily activity is reconciled by the Pharmacy Supervisor and is agreed with the information in GPMS. The Pharmacy Supervisor enters the insurance checks received in the mail into GPMS. This is usually done two or three times a month. Once the payments are applied, the checks are included in the daily reconciliation performed by the Pharmacy Supervisor.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls and overall efficiency for the Clinic and Pharmacy.

The scope of our audit included reviewing transactions and procedures specific to the Clinic and Pharmacy.

Conclusion

We concluded that adequate internal controls appear to be in effect over the Clinic and Pharmacy. We did, however, identify opportunities for strengthening the internal control environment in some areas reviewed and improving operating efficiencies. We do not consider these to be significant internal control weaknesses.

The remainder of this report details work performed and criteria used in supporting our conclusions. We have included recommendations to management for improving the internal control process and increasing operating efficiency for cash disbursements.

We completed our audit fieldwork on February 22, 2001.

This report is intended for the information and use of Eastern Michigan University Board of Regents and Management and is not intended to be and should not be used by anyone other than these specified users.

Findings and Recommendations

Finding

A monthly reconciliation is not being performed by the Health Center of the accounts receivable per GPMS to the accounts receivable per FRS. In addition, daily deposits and insurance payments are run through the Cashier's Office but personnel from the Health Center are not verifying that the information is correct.

Recommendation

We recommend that monthly reconciliations of the accounts receivable and the daily deposits be performed to ensure that the balances per GPMS agree to the balances per FRS. This will ensure that the transactions are being recorded in the correct accounts. This reconciliation should be prepared by one person and approved by a second person.

Management's Response

In cooperation with the University's Accounting Department, a monthly accounts receivable reconciliation procedure of GPMS to FRS has been developed and will be completely implemented effective 3/31/01. In addition, the daily deposits and insurance payments are being verified upon the return of the deposit receipt from the Cashier's Office, with final verification taking place when the monthly FRS statements are received and reconciled.

Finding

A log is prepared on a daily basis of all cash receipts received through the mail (for both Pharmacy and Clinic). These checks are then given to the Pharmacy Supervisor and Business Office where the deposits are prepared to be taken to the Cashier's Office. No reconciliation is prepared to ensure that the total of the checks received in the mail is agreed to the total deposit. In addition, these checks are only deposited every couple of weeks and are not restrictively endorsed when received.

Recommendation

We recommend that the Cash Receipts log be reconciled to the Clinic Insurance Checks and Pharmacy Insurance Checks portion of the Receipts, Register Tapes and Deposit Slips envelope, which is taken to the Cashier's Office to ensure that all checks are being received and recorded by the Cashier's Office. In addition, we recommend that all checks be restrictively endorsed upon receipt by the Health Center and deposited in a timely manner.

Management's Response

A procedure is being developed to reconcile the cash receipts log to the deposit slips processed through the Cashier's Office. Any discrepancies will be fully researched and accounted for. Effective immediately checks for Snow Health services will be restrictively endorsed upon receipt and the frequency of deposits will be increased to twice weekly, upon completion of the detailed reconciliation of payments to services.

Finding

During our process of evaluating internal controls we inquired if the Pharmacy had a procedures manual. The Pharmacy Supervisor indicated that the one they have is outdated.

Recommendation

We recommend that the Pharmacy update and maintain their procedures manual. This will enable the Pharmacy to have adequate written documentation of how procedures are performed throughout the Pharmacy.

Management's Response

A new pharmacy procedure manual is in development, both in response to the need to update existing documents to current practices, and in preparation for the self-study phase of accreditation for Snow Health Center. The new manual will be completed by 7/01/01.

Finding

During our review of the inventory control procedures, we noted that the University has an outside company gather and dispose of all obsolete or expired inventory items on a quarterly basis. The Pharmacy staff will pull non-salable inventory off the shelves as they notice it. In addition, the outside company will perform a walk-through of the Pharmacy and remove any remaining non-salable inventory. A list of the items being removed is not provided to the Pharmacy. Without a list of what is being removed, inventory records cannot be properly adjusted in a timely manner.

Recommendation

A list of all obsolete or expired inventory items should be provided to the Pharmacy before they are removed. This will help facilitate the proper maintenance of the Pharmacy's inventory records.

Management's Response

We will request that a final single inventory list of items received for processing by Guaranteed Returns (the outside company) be provided. If this type of report is unavailable, a manual count will be done at the time of pickup by Pharmacy staff.



ANDREWS HOOPER & PAVLIK P.L.C.
Certified Public Accountants

Date: March 5, 2001

To: Mr. Patrick Doyle
VP of Business and Finance

From: Andrews Hooper & Pavlik P.L.C.
Internal Audit

Re: CHARTER SCHOOLS AUDIT

Attached is the report for the internal audit review of the internal control process for the programmatic and financial monitoring of the charter schools granted authorization by Eastern Michigan University. Also, included in the scope of the review and summarized in a separate report for each of the individual schools is information relating to three charter school site visits. Revisions based on discussions with Mr. John Beaghan, University Controller, Mr. Daniel Cooper, Director of Financial Services, and Mr. Joseph Pollack, Director of Charter Schools and review of support for compensating controls have been incorporated.

Any questions, comments, or concerns that you may have relative to this report can be directed to Jeff Fineis or Scot Hoskins at (517) 487-5000.

Your cooperation with this request and assistance and support provided during this audit is appreciated.

Attachment

cc: Board of Regents
Joseph Pollack
John Beaghan
Daniel Cooper

AUDIT REPORT CHARTER SCHOOLS

Background

The Michigan Legislature passed the charter school law, Public Act 362, Part 6 in 1993. The law authorizes public state universities and other educational entities to authorize and license charters for public school academies. In 1998, the Michigan Supreme Court ruled that charter schools were constitutional as expressed in the Michigan School Code. Eastern Michigan University established the Department of Charter Schools in the fall of 1995. During its first year of operation, a University Review Committee was created and charged with the responsibility to review charter school applications and to make recommendations to the Board of Regents to authorize and license public school academies. The University currently has authorized eight public school academies. The EMU Department of Charter Schools assumes oversight responsibility for the public school academies once a charter has been granted.

The oversight responsibilities involve programmatic and financial monitoring of the public school academies. These responsibilities are identified in Article II of Schedule 4 - Oversight Agreement of the Contract to Charter a Public School Academy and Related Documents (the Contract) for each public school academy. The University also has certain fiscal agent responsibilities relating to the collection and remittance of the State School Aid Payments on behalf of the public school academies under charter. These responsibilities are indicated in Article II of Schedule 3 - Fiscal Agent Agreement of the Contract. The University also has to maintain certain records and generate certain reports as part of their fiscal agent responsibility. These requirements are identified in Article V of Schedule 3 - Fiscal Agent Agreement of the Contract.

The Department of Charter Schools primarily performs the programmatic monitoring responsibilities and certain fiscal agent responsibilities. The remaining financial monitoring and fiscal agent responsibilities are performed in the University's Financial Services Department. The following is a brief summary of programmatic, financial and fiscal agent responsibilities for the charter school academies under the University's oversight.

Programmatic

Programmatic monitoring of the charter schools under the University's oversight involves the following broad areas: School Governance, Compliance with Laws and Regulations, Educational Goal Evaluation and the Provision of Technical Assistance Resources.

School Governance

School governance includes the appointment of the charter school board of directors for each public school academy. The University Board of Regents carries out this responsibility. School Governance also involves the training of appointed board members, review of charter school board agendas and minutes, and attendance at Board of Directors' meetings for each public school academy. Personnel of the Department of Charter Schools primarily carry out these responsibilities.

Compliance with Laws and Regulations

The oversight role of the University includes monitoring the public school academies compliance with the State School Code and Federal laws and regulations. It also involves evaluating evidence supporting the certification of the teaching staff and other necessary permits and certificates of compliance to operate as a public school. This oversight responsibility also includes regular school visitations.

Educational Goal Evaluation

This oversight area involves the review of the Annual Education Reports and School Improvement Plans provided by each of the public school academies. It also involves the evaluation of whether the Michigan Educational Assessment Program (MEAP), other standardized tests (Terra Nova), and other assessment programs selected by the public school academies are being properly administered. It includes the evaluation of the educational goals and pupil achievement targets created and set forth in each public school academy contract.

Provision of Technical Assistance Resources

In this area the University primarily attempts to put the public school academies under its direction in touch with the resources needed. This could involve working with the State of Michigan Department of Education, other State agencies or other governmental units. It could also include putting the charter school in touch with an attorney should a potential legal matter be identified or brought to the attention of the University. It may involve the recommendation of other consultants or other resources to help in areas identified during the monitoring process. It also includes the provision of additional training involving University personnel.

Financial

Financial monitoring responsibilities relating to the charter schools under the University's oversight involves review of the following: Quarterly and Annual Financial Reports, Annual Operating Budgets and Amendments, and Leases, Contracts and Insurance Policies. In addition, the University provides training at the school site for individuals involved with financial responsibilities.

Quarterly and Annual Financial Reports

The University has established a checklist of reporting requirements identifying the documents to be forwarded to the Department of Charter Schools and the due dates for submission. The documents include quarterly balance sheets, budget-to-actual operating statements, bank statements and reconciliations, accounts payable and accounts receivable aging schedules and 941 payroll forms. On an annual basis, the University requires the audited financial statements, management letter and Michigan Department of Education Form B. All of these items are sent to the Charter Schools office and the Financial Services Department of the University for their evaluation of various financial and compliance matters.

Annual Operating Budgets and Amendments

The charter schools are required to submit annual operating budgets to the University. A tentative budget is required by June 15th of each year and the final adopted operating budget is required by October 15th. The University performs the evaluation of the budgets to consider compliance with Public Act 621 (Uniform Budgeting and Accounting Act) and the Michigan Department of Education Bulletin 1022 (Michigan School Accounting Manual).

Leases, Contracts and Insurance Policies

The charter schools are required to submit lease and loan agreements, construction/renovation contracts, banking services agreements, insurance policies, grant awards, revised board policies and various other items identified on the Reporting Requirements checklist to the University as timely as possible. The University also requires the notification of all complaints or legal actions brought against the charter schools within 10 days of receipt whether filing is made in a court of law or an administrative agency. The Contracts require prior approval by the University of any loans or leases involving physical facilities of the charter schools.

Fiscal Agent

The University is established as the fiscal agent for the State School Aid, which is passed through the University as part of the charter and licensing process. The University is required to maintain certain records related to the collection and remittance of these funds and annually report the activity within 30 days of August 30th to the charter schools. Remittances to the charter schools are to be made within 10 business days of receipt.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls for the monitoring of the programmatic and financial requirements of the charter schools for which the Department of Charter Schools and Financial Services Department of the University are charged oversight responsibility. We also evaluated the internal controls associated with the requirements of the fiscal agent responsibilities of the Financial Services Department.

The scope of our review included reviewing a sample Contract to Charter a Public School Academy and Related Documents, interviewing and documenting the programmatic monitoring policies and procedures as indicated by EMU's Director of Charter Schools and interviewing and documenting the financial monitoring policies and procedures as indicated by certain personnel of the Financial Services Department. The scope included inquiry and observation of the financial monitoring and fiscal agent procedures relating to the January 20, 2001 State School Aid payment. In addition site visits were made to Gaudior Academy, Great Lakes Academy and Edison-Oakland Academy. The site visits included documentation of the internal controls of their significant accounting systems, testing of the State School Aid, payroll and other significant year-to-date reported balances and other matters established by the University.

Conclusion

We concluded that adequate internal controls appear to be in effect over the University's charter school programmatic and financial oversight monitoring process. We did however, identify opportunities for strengthening the internal control environment in the areas reviewed. We do not consider these to be significant internal control weaknesses.

The remainder of this report details the work performed and criteria used in supporting our conclusions. We have included recommendations to management for improving the internal control process over the programmatic and financial oversight monitoring process.

We completed our audit fieldwork on February 23, 2001.

This report is intended for the information and use of Eastern Michigan University Board of Regents and Management and is not intended to be and should not be used by anyone other than these specified users.

Findings and Recommendations

Quarterly Financial Report Monitoring

Finding

During our testing and evaluation of the December 31, 2000 quarterly reports submitted by the charter schools, we identified the following issues:

- Beginning fund balances for the Gaudior Academy, Edison-Oakland Academy and Great Lakes Academy per the December 31, 2000 quarterly reports did not agree with the fund balances per the June 30, 2000 audited financial statements of the schools.
- On the quarterly balance sheets for the period ended December 31, 2000, certain balances and accruals relating to June 30, 2000 should have been reversed.

Recommendation

The financial monitoring process should include a step to determine that the beginning fund balances per the audited financial statements and the prior year accruals have been properly reversed from the current period activity. This procedure should take place as part of the December 31 quarterly report review to allow the charter schools sufficient time to properly adjust for the audit and subsequent activity relating to the previous school year.

Management's Response

We agree. The schools mentioned had not properly booked the fiscal 2000 adjusting audit entries to their general ledger to bring their system into balance with their audited financial statements. We have communicated this requirement to each of the schools and will monitor their quarterly financial statements for compliance.

Eastern Michigan University Internal Audit Schedule

Andrews Hooper & Pavlik

For Period Ending September 30, 2001

Timing			
Work Pfm'd	Report	Hours	Item
Various	Various	100	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Completed	Nov-00	125	Investments
Completed	Jan-01	50	Conflict of Interest Statements Board of Regents, President & Administrative Professionals 10 & above
Completed	Jan-01	200	Cash Disbursements
Completed	Apr-01	50	Football/Basketball Ticket Sales (including special events) Advance Sales At Game Sales
Completed	Apr-01	100	Charter Schools
Completed	Apr-01	50	Health Center
Apr-01	Jun-01	50	Child Care Center
Apr-01	Jun-01	150	Tuition Audit
May-01	Jun-01	80	University Apartments Cash controls Billing procedures Key controls
Jun-01	Sep-01	195	Dining Services (including satellite operations) Inventory Cash Disbursements
Jul-01	Sep-01	80	Vending operations
Various	Various	170	Special Projects
Various	Various	100	Contingencies
		<u>1,500</u>	

STATUS OF AUDIT RECOMMENDATION

April 3, 2001

Cash Disbursements

Prepared by
Vice President for Business and Finance Office

INTERNAL AUDIT RECOMMENDATION STATUS

Audit Performed: CASH DISBURSEMENTS

Date Completed: December 15, 2000

PURCHASING

Recommendation(s):

1. Human Resources should provide a list of terminated employees to the Purchasing Department on a regular basis so that procurement cards may be cancelled on a timely basis.

Client Response:

Management agrees. A procedure will be written jointly by Human Resources and Purchasing to implement this recommendation.

Implementation Status *Recommendation is in the process of being implemented. A task force has been created to design a procedure that will ensure the proper retrieval of critical items prior to the departure of an employee who ceases employment at the University. A list of critical items, beyond the procurement card alone, has been developed.*

University Computing staff are investigating the use of a secure web site that can serve as the vehicle to disseminate employee separation information to key University personnel. Upon receipt of this information, the appropriate personnel will be responsible for terminating and/or collecting the separating employee's critical items, such as procurement cards, keys, and computer access codes.

A separate web site will be designed to account for internal employment transfers. Both sites will maintain the procedure guidelines and instructions for department managers.

Verification Date: 2/28/01

Audit Performed: CASH DISBURSEMENTS

Date Completed: December 15, 2000

STUDENT BUSINESS SERVICES

Recommendation(s):

1. Loan applications should be signed by a loan officer to indicate approval or denial. Further processing should not be allowed without this signature.

Client Response:

Management agrees. Responsible personnel have been reminded about the importance of this procedure. A new review procedure has been implemented to avoid recurrence.

Implementation Status: *Recommendation implemented. Management reported that all loan apps for the past fiscal year have been reviewed to make sure the needed signature was on the form. Those without signatures were signed and dated. All applications will go through the Loans Manager from now on before they are filed in the student's file. The Loan Manager reviews the entire app to make sure that the application is complete and ready to be filed. Nothing is filed prior to this review.*

Verified signatures were in place and obtained a copy of the new office procedure denoting the above process.

Verification Date: 2/26/01

Audit Performed: CASH DISBURSEMENTS

Date Completed: December 15, 2000

LIBRARY

Recommendation(s):

1. Electronically transmitting orders directly to vendors could result in a more efficient and timely ordering process and reduce the delay in receiving. We recommend that the University consider the cost vs. benefit of implementing an electronic data interface.

Client Response:

The Voyager system is being upgraded in January 2001. The new version has enhanced electronic data interface capabilities. A review of these capabilities and an analysis of the benefit of implementation will be done after the upgraded system is stabilized.

Implementation Status: *Recommendation is in the process of being implemented. Management reported that the electronic ordering capabilities would be available with the new version of the Voyager software, which will be installed during the first week of May. Management had intended to install it in January 2001, but decided to wait until a newer version is released in May 2001 because the initial release had too many bugs. Management is hoping that the bugs will be fixed when they install the latest version in May.*

After a training period, management expects to begin the electronic ordering process with vendors at the beginning of the next fiscal year in June. This process will be limited, however, to those vendors that are capable of accepting electronic orders.

Verification Date: 3/1/01

Audit recommendations verified by: _____
Robert Brackenbury
Assistant to the Vice President for Business & Finance

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 3
DATE: April 3, 2001 .

RECOMMENDATION

REPORT: GRANTS/CONTRACTS

ACTION REQUESTED

It is recommended that 69 grants and contracts totaling \$2,900,458 for the period 1/01/01 through 2/28/01 be accepted.

SUMMARY

One-hundred percent sponsor-funded grants and contracts in the amount of \$2,278,702 were awarded to the University during the period 1/01/01 through 2/28/01. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled \$621,756.

Summary of Grants and Contracts (pp. 2-6)
Grants & Contracts Progress Report (p. 7)
January 2001 Proposal Activity (pp. 8-12)
February 2001 Proposal Activity (pp. 13-19)

FISCAL IMPLICATIONS

This action approves allocating University matching funds in the amount of \$19,800 as cash contributions for projects awarded during the period 1/01/01 through 2/28/01, for a fiscal year-to-date total of \$198,723 against a base budget of \$240,296.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

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Eastern Michigan University
Summary of Grants and Contracts

4/3/2001

(Reported for FY 2001)

100% Sponsored

Title Grantor/Contractor	Director	Administrator	Amount
UAW-Ford NPC Rouge Plants 2001-2002 Contract Year UAW-Ford National Programs Center	Melanie Ferren Elizabeth Gray	Walter DiMantova	\$741,416
Ford Health & Safety Ford Motor Co.	Pamela Hill	Ronald Kerrigan	\$376,953
UAW-Ford New Model Programs Development Center (Pilot) Plant 2000-01: CML UAW-Ford National Programs Center	Melanie Ferren Elizabeth Gray		\$251,128
Detroit Gear & Axle Plant - Skills Center Program UAW - American Axle, 2001-2002 Contract Year UAW-American Axle Manufacturing	Melanie Ferren Elizabeth Gray	Walter DiMantova	\$162,632
Detroit Forge Plant - Skills Center Program UAW - American Axle, 2001-2002 Contract Year UAW-American Axle Manufacturing	Melanie Ferren Elizabeth Gray	Walter DiMantova	\$114,111
School of Police Staff and Command - Eastern Michigan University Michigan Department of State Police	Gerald Lawver	Gerald Lawver	\$92,748
Ideal Steel 99/00 MJC-CML Livingston County	Elizabeth Gray	Kerry Keene	\$74,900
UAW-Ford NPC Carlite Plant 2001-2002 Contract Year UAW-Ford National Programs Center	Melanie Ferren Elizabeth Gray	Walter DiMantova	\$61,291
Eastern Michigan University School of Cybercrime Investigation - EMU Michigan Department of State Police	Gerald Lawver	Gerald Lawver	\$49,961
Bosch BOSCH	Barbara Hopkins	Barbara Hopkins	\$39,050
MDCH-CAFAS Level Care Project - Year 5 Michigan Department of Community Health	V. Kay Hodges	V. Kay Hodges	\$30,000
Ideal Steel 99/00 CO-CML Ideal Steel & Builders Supplies, Inc.	Elizabeth Gray	Kerry Keene	\$25,392
Department of Consumer and Industry Services - Nursing Scholarship Program Michigan Department of Consumer and Industry Services	Regina Williams	Regina Williams	\$20,000
Executive Jet Executive Jet	Barbara Hopkins	Barbara Hopkins	\$19,650
Daimler Chrysler Corporation Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$18,764
Law Enforcement Executive Forum Michigan Department of State Police	Gerald Lawver Charlene Warner	Gerald Lawver	\$15,285
ESRI Contracts for Wayne Co. Technical Support Plan, #003 Environmental Systems Research Institute, Inc	Yichun Xie	Yichun Xie	\$13,500

Title	Director	Administrator	Amount
Grantor/Contractor Quest Air Technologies Quest Air Technologies	Barbara Hopkins	Barbara Hopkins	\$12,025
Herman Miller, Inc Herman Miller Inc.	Barbara Hopkins	Barbara Hopkins	\$10,550
Daimler Chrysler Corporation Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$9,475
Visteon-Chassis Systems Visteon-Chassis Systems	Barbara Hopkins	Barbara Hopkins	\$9,250
Intermet Corporation Intermet Corporation	Barbara Hopkins	Barbara Hopkins	\$8,600
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$7,625
Herman Miller, Inc Herman Miller Inc.	Barbara Hopkins	Barbara Hopkins	\$6,975
Herman Miller, Inc Herman Miller Inc.	Barbara Hopkins	Barbara Hopkins	\$6,650
Baker Electrical Products Baker Electrical Products	Barbara Hopkins	Barbara Hopkins	\$6,525
Fernco, Inc Fernco, Inc.	Barbara Hopkins	Barbara Hopkins	\$6,100
Visteon Automotive Systems Visteon Automotive	Barbara Hopkins	Barbara Hopkins	\$6,075
Herbert E. Orr Company Herbert Orr Company	Barbara Hopkins	Barbara Hopkins	\$6,075
Meridian Automotive Systems Meridian Products Division	Pamela Hill	Ronald Kerrigan	\$6,000
Hayes Lemmerz International Hayes Lemmerz International	Barbara Hopkins	Barbara Hopkins	\$5,525
Schoolcraft College Schoolcraft College	Barbara Hopkins	Barbara Hopkins	\$5,125
Detroit Club Restoration Detroit Club Foundation	Ted Ligibel	Ted Ligibel	\$5,000
Argent Automotive Systems, Inc Argent Automotive Systems, Inc.	Barbara Hopkins	Barbara Hopkins	\$4,675
RayChem Circuit Protection Ray Chem Corporation	Barbara Hopkins	Barbara Hopkins	\$4,375
Getting To Know Jazzistry Ann Arbor Area Community Foundation	Arthur Timko	Arthur Timko	\$3,800
Visteon Corporation Visteon Automotive	Barbara Hopkins	Barbara Hopkins	\$3,775
Collaborative Education Small Contracts Washtenaw Intermediate School District	Carolyn Finch	Donald Staub	\$3,300
Diamond Electric Diamond Electric	Barbara Hopkins	Barbara Hopkins	\$2,875
Visteon Visteon Automotive	Barbara Hopkins	Barbara Hopkins	\$2,775
Visteon Corporation Visteon Automotive	Barbara Hopkins	Barbara Hopkins	\$2,775

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Title	Director	Administrator	Amount
Grantor/Contractor			
Yazaki North America Yazaki N.A.	Barbara Hopkins	Barbara Hopkins	\$2,650
The Musical Tradition of the Eastern European Synagogue - 10 The Bar-Levav Family Foundation	Marilyn Saker Sylvan Kalib	Marilyn Saker	\$2,500
Daimler Chrysler Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$2,500
Oxford Automotive, INC Oxford Automotive	Barbara Hopkins	Barbara Hopkins	\$2,325
Questioning the Media Michigan Campus Compact	Lisa Frankes	Lisa Frankes	\$2,239
Court Valve Company, Inc Court Valve Company, Inc.	Barbara Hopkins	Barbara Hopkins	\$2,000
Court Valve Company, Inc Court Valve Company, Inc.	Barbara Hopkins	Barbara Hopkins	\$2,000
Training for three staff of funding agency, in pattern input and design Canvas Products Company, Detroit	Julie Becker	Julie Becker	\$1,500
Angell and Northside Planning Project Ann Arbor Public Schools	Yichun Xie	Yichun Xie	\$1,400
Pattern Input and Design of Marker RECARO North America, Inc.	Julie Becker	Julie Becker	\$1,350
Training and assistance on pattern input and design Applied Textiles, Grand Rapids	Julie Becker	Julie Becker	\$1,125
Additional engineering change assistance La-Z-Boy	Julie Becker	Julie Becker	\$1,100
Training and Assistance on Pattern Input and Design Beiersdorf-Jobst	Julie Becker	Julie Becker	\$1,000
Training and assistance for staff of funding company, in pattern input and design Continental Industries, Benzonia MI	Julie Becker	Julie Becker	\$1,000
Contract: Training and Assistance on Pattern Input and Design Lloyd Flanders Industries, Inc.	Julie Becker	Julie Becker	\$750
Assessing The Empirical Relationship between Services Rendered and Behavioral and Academic Outcomes Among 7th Graders Michigan Campus Compact	Anthony Adams	Anthony Adams	\$557

57 Grants and Contracts for a total of: \$2,278,702

4.

**Eastern Michigan University
Summary of Grants and Contracts**

4/3/2001

(Reported for FY 2001)

Requiring EMU Matching Funds

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
Improving Teacher Quality Through Partnerships That Connect Teacher Performance to Student Learning Western Kentucky University	Georgea Langer Pat Pokay	Alane Starko	\$89,730	\$1,000	\$174,676	\$265,406
Michigan Early Childhood School Readiness Program - 2000-2001 Initial Michigan Department of Education	Christine Aris	Christine Aris	\$50,342		\$99,000	\$149,342
Infusing Personal Finance into Texas Language Arts and Math Classrooms Chase Manhattan Foundation	Gwen Reichbach	Gwen Reichbach	\$30,538		\$90,000	\$120,538
2001 Summer Institute for the Arts & Sciences Michigan Department of Education	David Gore Judy Sturgis Hill	William Miller	\$27,056	\$7,700	\$81,200	\$115,956
Michigan Family, Career and Community Leaders of America Michigan Department of Career Development	David Wait	David Wait	\$68,481	\$2,000	\$45,000	\$115,481
MSW Child and Family Speciality with Michigan Family Independence Agency Michigan Family Independence Agency (MDSS)	Crystal Mills	Crystal Mills	\$46,480		\$48,510	\$94,990
Comprehensive Regional Assistance Center Satellite - Year 5 Continuation University of Wisconsin-Madison	Phyllis Noda	Phyllis Noda	\$40,489		\$20,000	\$60,489
E-Journalism: An Academic Odyssey in Journalism Michigan Department of Education	David Gore Judy Sturgis Hill	William Miller	\$6,069	\$2,050	\$20,500	\$28,619
E-Commerce: An Academic Odyssey in Business Michigan Department of Education	David Gore Judy Sturgis Hill	William Miller	\$6,069	\$2,050	\$20,500	\$28,619
Development Of New Undergraduate Polymer Chemistry Laboratory Experiments Based On Multi-Angle Laser Light Scattering Dreyfus Foundation, Camille Henry	Donald M. Snyder	Donald M. Snyder	\$1,788	\$5,000	\$10,000	\$16,788
Graduate Assistantship with Ypsilanti Historic District Commission City of Ypsilanti	Ted Ligibel	Ted Ligibel	\$3,640		\$9,870	\$13,510

Title			EMU	EMU		
Funding Agency	Director	Administrator	In-kind	Cash	Sponsor	Total
Promoting Service-Learning and Community Service among Honors College Science and Education Majors	Jose Vites	Jose Vites	\$1,500		\$2,500	\$4,000
Michigan Campus Compact						
	12	Grants/Contracts for a total of:	\$372,182	\$19,800	\$621,756	\$1,013,738

5.

**GRANTS AND CONTRACTS
FY 2001 PROGRESS REPORT**

April 3, 2001

Table I Current Proposal/Award Activity and Prior Year Comparison

	FY00-01 Annual Plan	FY00-01 Plan To Date	FY00-01 Actual To Date	FY00-01 Actual- Plan Variance	FY99-00 Annual Plan	FY99-00 Plan To Date	FY99-00 Actual To Date	FY99-00 Actual- Plan Variance	FY00-01 vs FY99-00 Actual to Date Var.
Number of Proposals	457	305	268	(37)	436	291	274	(17)	(6)
Number of Awards	357	238	215	(23)	302	201	224	23	(9)
Dollar Value of Awards	\$15,100,000	\$10,066,667	\$10,605,114	\$538,447	\$14,500,000	\$9,666,667	\$8,281,845	(\$1,384,822)	\$2,323,269
Matching Funds	\$240,296	\$160,197	\$198,723	\$38,526	\$180,000	\$120,000	\$162,040	\$42,040	\$36,683

Table II Future Budgetary Implications of FY00-01 Awards/Matching Funds

	Dollar Value	Budgeted Expenditures by Fiscal Year		
		FY00-01	FY01-02	FY02-03 FY03-04
FY00-01 Awards to Date	\$10,605,114	\$5,332,308	\$3,657,911	\$1,074,559 \$540,336
FY00-01 Matching Funds to Date	\$198,723	\$117,396	\$49,856	\$29,307 \$2,164

Table III Grant and Contract Expenditures

	FY00-01	FY99-00	FY00-01 vs FY99-00 Variance
Expenditures to Date as of January 31	\$6,594,172	\$6,412,658	\$181,514

Table IV Proposals Pending

	FY00-01	FY99-00	FY00-01 vs FY99-00 Variance
No. of Pending Proposals as of February 28	74	69	5
Dollar Value of Pending Proposals	\$16,025,999	\$7,176,066	\$8,849,933

7.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 3/20/2001
Grant/Contract Activity for January 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010715	Ann Arbor Area Community Foundation	WEMU Radio	Awarded 1/30/2001	\$3,800	\$3,800
20010703	Chase Manhattan Foundation	National Institute for Consumer Education	Awarded 1/23/2001	\$90,000	\$90,000
20010542	Environmental Systems Research Institute, Inc	CEITA	Awarded 1/23/2001	\$13,500	\$13,500
20010410	Michigan Campus Compact	Teacher Education	Awarded 1/24/2001	\$2,239	\$2,239
20010329	Michigan Department of Career Development	Business & Technology Education	Awarded 1/15/2001	\$45,000	\$45,000
20010332	Michigan Department of Education	Interdisciplinary Technology Communication & Theater Arts	Awarded 1/15/2001	\$20,500	\$20,500
20010333	Michigan Department of Education	Interdisciplinary Technology Communication & Theater Arts	Awarded 1/15/2001	\$20,500	\$20,500
20010334	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Awarded 1/23/2001	\$81,200	\$81,200
20010405	Michigan Family Independence Agency (MDSS)	Social Work	Awarded 1/31/2001	\$48,510	\$48,510
20010211	UAW-Ford National Programs Center	Center for Management & Leadership	Awarded 1/15/2001	\$251,128	\$251,128
20010713	UAW-Ford National Programs Center	Center for Management & Leadership	Awarded 1/15/2001	\$61,291	\$61,291
20010620	Washtenaw Intermediate School District	Office of the Dean of Education	Awarded 1/23/2001	\$3,300	\$3,300
20010127	Western Kentucky University	Teacher Education	Awarded 1/15/2001	\$174,676	\$174,676
20010105	National Science Foundation	Biology	Denied 1/3/2001	\$150,896	\$0
20010535	U.S. Small Business Administration	Office of the Dean of Business	Denied 1/12/2001	\$2,730,249	\$0
990714	American Diabetes Association	Chemistry	Pending	\$144,120	\$0
20000705	AOL Foundation	Sociology, Anthropology, and Criminology	Pending	\$6,304	\$0
20010431	City of Jackson, Michigan	Geography & Geology	Pending	\$3,988	\$0
20010601	City of Phoenix	Interdisciplinary Technology	Pending	\$301,604	\$0
20000401	Corner Health Center	ISCFC	Pending	\$4,712	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
990704	Detroit Public Schools	Institute for Diversity in Business Services	Pending	\$6,250	\$0
20010215	Dreyfus Foundation, Camille Henry	Chemistry	Pending	\$16,787	\$0
20001204	Eaton County ISD	Teacher Education	Pending	\$10,000	\$0
990605	Elf Atochem North America, Inc.	Physics & Astronomy	Pending	\$59,062	\$0
20001007	Environmental Protection Agency	CEITA	Pending	\$147,000	\$0
20010510	Environmental Protection Agency	Biology	Pending	\$24,045	\$0
20000102	Fitness Enterprise	HPERD	Pending	\$13,150	\$0
990940	General Electric	Coatings Research Institute	Pending	\$126,681	\$0
20000915	Ideal Steel & Builders Supplies, Inc.	Center for Management & Leadership	Pending	\$25,392	\$0
20010507	Illinois Soybean Promotion Board	Coatings Research Institute	Pending	\$178,855	\$0
20000914	Livingston County	Center for Management & Leadership	Pending	\$76,138	\$0
20010303	March of Dimes Birth Defects Foundation	Biology	Pending	\$136,629	\$0
20010509	Michigan Campus Compact	Sociology, Anthropology and Criminology	Pending	\$557	\$0
20010519	Michigan Department of Career Development	Business & Technology Education	Pending	\$8,913	\$0
20010708	Michigan Department of Consumer and Industry Services	Nursing Education	Pending	\$20,000	\$0
990725	Michigan Department of Education	Business & Technology Education	Pending	\$1,680	\$0
20001201	Michigan Department of Education	Children's Institute	Pending	\$99,000	\$0
20010531	Michigan Department of Natural Resources	Biology	Pending	\$5,352	\$0
20010532	Michigan Department of Natural Resources	Biology	Pending	\$5,571	\$0
20010606	Michigan Department of State	Geography & Geology	Pending	\$31,327	\$0
20010118	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$92,835	\$0
20010121	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$17,122	\$0
20010124	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$48,620	\$0
20010404	Michigan Economic Development Corporation	Coatings Research Institute	Pending	\$148,342	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20001237	Michigan Sea Grant College Program	Biology	Pending	\$40,158	\$0
990611	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$4,659	\$0
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20000222	Mizutani Foundation for Glycoscience	Biology	Pending	\$74,404	\$0
20001273	National Endowment for the Humanities	English Language & Literature	Pending	\$363,721	\$0
20010128	National Endowment for the Humanities	African American Studies	Pending	\$4,000	\$0
20010335	National Endowment for the Humanities	History & Philosophy	Pending	\$69,635	\$0
20000960	National Foundation for Improvement of Education	Teacher Education	Pending	\$1,000	\$0
20000714	National Institute of Justice	ISCFC	Pending	\$275,000	\$0
991106	National Institutes of Health	Chemistry	Pending	\$125,024	\$0
20000353	National Institutes of Health	Social Work Nursing Education	Pending	\$407,033	\$0
20000961	National Institutes of Health	Computer Science	Pending	\$150,265	\$0
20010103	National Institutes of Health	Sociology, Anthropology and Criminology	Pending	\$64,208	\$0
20010616	National Institutes of Health	Physics & Astronomy	Pending	\$58,291	\$0
991002	National Science Foundation	Sociology, Anthropology, and Criminology	Pending	\$6,107	\$0
20000703	National Science Foundation	Biology	Pending	\$224,391	\$0
20001208	National Science Foundation	Biology	Pending	\$198,129	\$0
20001214	National Science Foundation	Chemistry	Pending	\$25,690	\$0
20001243	National Science Foundation	HPERD	Pending	\$49,197	\$0
20010209	National Science Foundation	English Language & Literature	Pending	\$995,456	\$0
20010428	National Science Foundation	Biology Teacher Education	Pending	\$600,435	\$0
20010536	National Science Foundation	Geography & Geology Physics & Astronomy	Pending	\$229,645	\$0
20010618	National Science Foundation	Biology	Pending	\$266,598	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0
20010511	Oregon, State of	Social Work ISCFC	Pending	\$67,646	\$0
20010426	PETROTRIN	Center for Organizational Risk Reduction	Pending	\$1,850,000	\$0
20000713	Purdue University	Psychology	Pending	\$46,626	\$0
990601	Research Corporation	Chemistry	Pending	\$42,518	\$0
20001031	Retirement Research Foundation	Social Work	Pending	\$161,981	\$0
20010109	Spencer Foundation	African American Studies	Pending	\$30,615	\$0
20010104	The American Foundation	History & Philosophy	Pending	\$39,105	\$0
20010217	The Aspen Institute	Social Work Associated Health Professions	Pending	\$25,612	\$0
20010513	U.S. Air force	Coatings Research Institute	Pending	\$4,999,997	\$0
990710	U.S. Army Corps of Engineers	Geography & Geology CEITA	Pending	\$52,762	\$0
20010240	U.S. Department of Defense	Office of the Dean of Education Leadership & Counseling	Pending	\$320,200	\$0
20001129	U.S. Department of Education	Social Work Teacher Education	Pending	\$546,693	\$0
20010501	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$167,892	\$0
20000741	U.S. Department of State	Sociology, Anthropology, and Criminology	Pending	\$3,000	\$0
20010710	UAW-American Axle Manufacturing	Center for Management & Leadership	Pending	\$114,111	\$0
20010711	UAW-American Axle Manufacturing	Center for Management & Leadership	Pending	\$162,632	\$0
20010709	UAW-Delphi	Center for Management & Leadership	Pending	\$211,293	\$0
20010712	UAW-Ford National Programs Center	Center for Management & Leadership	Pending	\$741,416	\$0
20010427	UAW-GM Cadillac, Hamtramck Plant	Center for Management & Leadership	Pending	\$219,905	\$0
991133	University of Michigan	Biology	Pending	\$179,827	\$0
20000814	University of Michigan	ISCFC	Pending	\$14,981	\$0

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Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0
20000710	University of Tulsa	Biology	Pending	\$34,146	\$0
20010515	University of Wisconsin-Madison	Foreign Languages & Bilingual Studies	Pending	\$20,000	\$0
20010512	Wayne County Airport	Interdisciplinary Technology	Pending	\$119,040	\$0
20010239	Wayne County, MI	CEITA	Pending	\$77,320	\$0
20010411	Wayne County, MI	CEITA	Pending	\$27,650	\$0
991217	Ypsilanti Public Housing Commission	ISCFC	Pending	\$203,582	\$0

Quantity of Awards: 13
Sum of Awards: \$815,644

Quantity of Pending: 81
Quantity of Denied: 2

12.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 4/3/2001
Grant/Contract Activity for February 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010816	Ann Arbor Public Schools	CEITA	Awarded 2/14/2001	\$1,400	\$1,400
20010802	Applied Textiles, Grand Rapids	Textiles Research & Training Institute	Awarded 2/14/2001	\$1,125	\$1,125
20010804	Argent Automotive Systems, Inc.	Center for Quality	Awarded 2/14/2001	\$4,675	\$4,675
20010819	Baker Electrical Products	Center for Quality	Awarded 2/19/2001	\$6,525	\$6,525
20010714	Beiersdorf-Jobst	Textiles Research & Training Institute	Awarded 2/28/2001	\$1,000	\$1,000
20010835	BOSCH	Center for Quality	Awarded 2/19/2001	\$39,050	\$39,050
20010719	Canvas Products Company, Detroit	Textiles Research & Training Institute	Awarded 2/28/2001	\$1,500	\$1,500
20010722	City of Ypsilanti	Geography & Geology	Awarded 2/27/2001	\$9,870	\$9,870
20010720	Continental Industries, Benzonia MI	Textiles Research & Training Institute	Awarded 2/28/2001	\$1,000	\$1,000
20010809	Court Valve Company, Inc.	Center for Quality	Awarded 2/14/2001	\$2,000	\$2,000
20010832	Court Valve Company, Inc.	Center for Quality	Awarded 2/19/2001	\$2,000	\$2,000
20010811	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 2/14/2001	\$2,500	\$2,500
20010813	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 2/16/2001	\$18,764	\$18,764
20010814	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 2/14/2001	\$9,475	\$9,475
20010725	Detroit Club Foundation	Geography & Geology	Awarded 2/14/2001	\$5,000	\$5,000
20010808	Diamond Electric	Center for Quality	Awarded 2/14/2001	\$2,875	\$2,875
20010215	Dreyfus Foundation, Camille Henry	Chemistry	Awarded 2/14/2001	\$10,000	\$10,000
20010826	Executive Jet	Center for Quality	Awarded 2/19/2001	\$19,650	\$19,650
20010825	Fernco, Inc.	Center for Quality	Awarded 2/19/2001	\$6,100	\$6,100
20010815	Ford Motor Co.	Center for Organizational Risk Reduction	Awarded 2/16/2001	\$376,953	\$376,953

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010829	Hayes Lemmerz International	Center for Quality	Awarded 2/19/2001	\$5,525	\$5,525
20010831	Herbert Orr Company	Center for Quality	Awarded 2/19/2001	\$6,075	\$6,075
20010805	Herman Miller Inc.	Center for Quality	Awarded 2/14/2001	\$6,975	\$6,975
20010824	Herman Miller Inc.	Center for Quality	Awarded 2/19/2001	\$10,550	\$10,550
20010834	Herman Miller Inc.	Center for Quality	Awarded 2/19/2001	\$6,650	\$6,650
20000915	Ideal Steel & Builders Supplies, Inc.	Center for Management & Leadership	Awarded 2/28/2001	\$25,392	\$25,392
20010821	Intermet Corporation	Center for Quality	Awarded 2/19/2001	\$8,600	\$8,600
20010842	La-Z-Boy	Textiles Research & Training Institute	Awarded 2/28/2001	\$1,100	\$1,100
20000914	Livingston County	Center for Management & Leadership	Awarded 2/28/2001	\$74,900	\$74,900
20010843	Lloyd Flanders Industries, Inc.	Textiles Research & Training Institute	Awarded 2/28/2001	\$750	\$750
20010812	Meridian Products Division	Center for Organizational Risk Reduction	Awarded 2/14/2001	\$6,000	\$6,000
20010508	Michigan Campus Compact	Chemistry	Awarded 2/23/2001	\$2,500	\$2,500
20010509	Michigan Campus Compact	Sociology, Anthropology and Criminology	Awarded 2/27/2001	\$557	\$557
20010301	Michigan Department of Community Health	ISCFC	Awarded 2/7/2001	\$30,000	\$30,000
20010708	Michigan Department of Consumer and Industry Services	Nursing Education	Awarded 2/27/2001	\$20,000	\$20,000
20001201	Michigan Department of Education	Children's Institute	Awarded 2/7/2001	\$99,000	\$99,000
20010118	Michigan Department of State Police	Interdisciplinary Technology	Awarded 2/28/2001	\$92,748	\$92,748
20010121	Michigan Department of State Police	Interdisciplinary Technology	Awarded 2/28/2001	\$15,285	\$15,285
20010124	Michigan Department of State Police	Interdisciplinary Technology	Awarded 2/28/2001	\$49,961	\$49,961
20010822	Midway Products Group, Inc.	Center for Quality	Awarded 2/19/2001	\$7,625	\$7,625
20010818	Oxford Automotive	Center for Quality	Awarded 2/19/2001	\$2,325	\$2,325
20010830	Quest Air Technologies	Center for Quality	Awarded 2/19/2001	\$12,025	\$12,025

13.

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010807	Ray Chem Corporation	Center for Quality	Awarded 2/14/2001	\$4,375	\$4,375
20010801	RECARO North America, Inc.	Textiles Research & Training Institute	Awarded 2/14/2001	\$1,350	\$1,350
20010820	Schoolcraft College	Center for Quality	Awarded 2/19/2001	\$5,125	\$5,125
20010701	The Bar-Levav Family Foundation	Music Music	Awarded 2/7/2001	\$2,500	\$2,500
20010710	UAW-American Axle Manufacturing	Center for Management & Leadership	Awarded 2/28/2001	\$114,111	\$114,111
20010711	UAW-American Axle Manufacturing	Center for Management & Leadership	Awarded 2/28/2001	\$162,632	\$162,632
20010712	UAW-Ford National Programs Center	Center for Management & Leadership	Awarded 2/7/2001	\$741,416	\$741,416
20010515	University of Wisconsin-Madison	Foreign Languages & Bilingual Studies	Awarded 2/7/2001	\$20,000	\$20,000
20010806	Visteon Automotive	Center for Quality	Awarded 2/14/2001	\$3,775	\$3,775
20010810	Visteon Automotive	Center for Quality	Awarded 2/14/2001	\$6,075	\$6,075
20010827	Visteon Automotive	Center for Quality	Awarded 2/19/2001	\$2,775	\$2,775
20010828	Visteon Automotive	Center for Quality	Awarded 2/19/2001	\$2,775	\$2,775
20010823	Visteon-Chassis Systems	Center for Quality	Awarded 2/19/2001	\$9,250	\$9,250
20010833	Yazaki N.A.	Center for Quality	Awarded 2/19/2001	\$2,650	\$2,650
20010428	National Science Foundation	Biology Teacher Education	Denied 2/15/2001	\$600,435	\$0
20010838	PricewaterhouseCoopers Endowment	Accounting	Denied 2/26/2001	\$15,000	\$0
20010240	U.S. Department of Defense	Office of the Dean of Education Leadership & Counseling	Denied 2/26/2001	\$320,200	\$0
990714	American Diabetes Association	Chemistry	Pending	\$144,120	\$0
20000705	AOL Foundation	Sociology, Anthropology, and Criminology	Pending	\$6,304	\$0
20010431	City of Jackson, Michigan	Geography & Geology	Pending	\$3,988	\$0
20010601	City of Phoenix	Interdisciplinary Technology	Pending	\$301,604	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010716	City of Ypsilanti	ISCFC	Pending	\$21,412	\$0
20000401	Corner Health Center	ISCFC	Pending	\$4,712	\$0
990704	Detroit Public Schools	Institute for Diversity in Business Services	Pending	\$6,250	\$0
20001204	Eaton County ISD	Teacher Education	Pending	\$10,000	\$0
990605	Elf Atochem North America, Inc.	Physics & Astronomy	Pending	\$59,062	\$0
20001007	Environmental Protection Agency	CEITA	Pending	\$147,000	\$0
20010510	Environmental Protection Agency	Biology	Pending	\$24,045	\$0
20000102	Fitness Enterprise	HPERD	Pending	\$13,150	\$0
990940	General Electric	Coatings Research Institute	Pending	\$126,681	\$0
20010507	Illinois Soybean Promotion Board	Coatings Research Institute	Pending	\$178,855	\$0
20010303	March of Dimes Birth Defects Foundation	Biology	Pending	\$136,629	\$0
20010706	Michigan Community Service Commission	Special Education	Pending	\$8,000	\$0
20010707	Michigan Community Service Commission	Special Education	Pending	\$43,500	\$0
20010519	Michigan Department of Career Development	Business & Technology Education	Pending	\$8,913	\$0
990725	Michigan Department of Education	Business & Technology Education	Pending	\$1,680	\$0
20010704	Michigan Department of Education	Special Education	Pending	\$230,155	\$0
20010728	Michigan Department of Education	Children's Institute	Pending	\$190,000	\$0
20010531	Michigan Department of Natural Resources	Biology	Pending	\$5,352	\$0
20010532	Michigan Department of Natural Resources	Biology	Pending	\$5,571	\$0
20010606	Michigan Department of State	Geography & Geology	Pending	\$31,327	\$0
20010404	Michigan Economic Development Corporation	Coatings Research Institute	Pending	\$148,342	\$0
20001237	Michigan Sea Grant College Program	Biology	Pending	\$40,158	\$0
990611	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$4,659	\$0
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20000222	Mizutani Foundation for Glycoscience	Biology	Pending	\$74,404	\$0

15.

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20001273	National Endowment for the Humanities	English Language & Literature	Pending	\$363,721	\$0
20010128	National Endowment for the Humanities	African American Studies	Pending	\$4,000	\$0
20010335	National Endowment for the Humanities	History & Philosophy	Pending	\$69,635	\$0
20000960	National Foundation for Improvement of Education	Teacher Education	Pending	\$1,000	\$0
20000714	National Institute of Justice	ISCFC	Pending	\$275,000	\$0
991106	National Institutes of Health	Chemistry	Pending	\$125,024	\$0
20000353	National Institutes of Health	Social Work Nursing Education	Pending	\$407,033	\$0
20000961	National Institutes of Health	Computer Science	Pending	\$150,265	\$0
20010103	National Institutes of Health	Sociology, Anthropology and Criminology	Pending	\$64,208	\$0
20010616	National Institutes of Health	Physics & Astronomy	Pending	\$58,291	\$0
991002	National Science Foundation	Sociology, Anthropology, and Criminology	Pending	\$6,107	\$0
20000703	National Science Foundation	Biology	Pending	\$224,391	\$0
20001208	National Science Foundation	Biology	Pending	\$198,129	\$0
20001214	National Science Foundation	Chemistry	Pending	\$25,690	\$0
20001243	National Science Foundation	HPERD	Pending	\$49,197	\$0
20010209	National Science Foundation	English Language & Literature	Pending	\$995,456	\$0
20010536	National Science Foundation	Geography & Geology Physics & Astronomy	Pending	\$229,645	\$0
20010618	National Science Foundation	Biology	Pending	\$266,598	\$0
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0
20010511	Oregon, State of	Social Work ISCFC	Pending	\$119,796	\$0
20010426	PETROTRIN	Center for Organizational Risk Reduction	Pending	\$1,850,000	\$0
20000713	Purdue University	Psychology	Pending	\$46,626	\$0
990601	Research Corporation	Chemistry	Pending	\$42,518	\$0
20001031	Retirement Research Foundation	Social Work	Pending	\$161,981	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010109	Spencer Foundation	African American Studies	Pending	\$30,615	\$0
20010104	The American Foundation	History & Philosophy	Pending	\$39,105	\$0
20010217	The Aspen Institute	Social Work Associated Health Professions	Pending	\$25,612	\$0
20010513	U.S. Air force	Coatings Research Institute	Pending	\$4,999,997	\$0
990710	U.S. Army Corps of Engineers	Geography & Geology CEITA	Pending	\$52,762	\$0
20001129	U.S. Department of Education	Social Work Teacher Education	Pending	\$546,693	\$0
20010501	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$167,892	\$0
20010702	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$756,980	\$0
20000741	U.S. Department of State	Sociology, Anthropology, and Criminology	Pending	\$3,000	\$0
20010709	UAW-Delphi	Center for Management & Leadership	Pending	\$211,293	\$0
20010427	UAW-GM Cadillac, Hamtramck Plant	Center for Management & Leadership	Pending	\$219,905	\$0
991133	University of Michigan	Biology	Pending	\$179,827	\$0
20000814	University of Michigan	ISFC	Pending	\$14,981	\$0
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0
20000710	University of Tulsa	Biology	Pending	\$34,146	\$0
20010337	Washtenaw County Workforce Development Board	ICARD	Pending	\$98,250	\$0
20010717	Washtenaw County Workforce Development Board	Campus Life Campus Life	Pending	\$20,000	\$0
20010512	Wayne County Airport	Interdisciplinary Technology	Pending	\$119,040	\$0
20010239	Wayne County, MI	CEITA	Pending	\$77,320	\$0
20010411	Wayne County, MI	CEITA	Pending	\$27,650	\$0
991217	Ypsilanti Public Housing Commission	ISFC	Pending	\$203,582	\$0

17.

18.

<u>Proposal #</u>	<u>Funding Agency</u>	<u>EMU Unit</u>	<u>Award Status</u> <u>Date of Action</u>	<u>Amount</u> <u>Requested</u>	<u>Amount</u> <u>Awarded</u>
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Quantity of Awards: 56
Sum of Awards: \$2,084,814

Quantity of Pending: 74
Quantity of Denied: 3

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4

DATE:

April 3, 2001

RECOMMENDATION

REPORT: CONSTRUCTION PROJECTS PROGRESS

ACTION REQUESTED

It is requested that the Board of Regents receive and place on file the Construction Projects Progress Report for the period ending March 7, 2001.

STAFF SUMMARY

The New Student Housing project remains on schedule for the August 1, 2001 occupancy date. Masonry work is continuing on all buildings, and furnishings and equipment ordering are in progress. All contracts have been awarded except fencing and signage. The project remains within budget.

Preparation is underway to continue the stadium track replacement project. Planning is underway for additional parking immediately south of the new student housing project and miscellaneous sidewalk repair and replacement is also being planned.

FISCAL IMPLICATIONS

Expenditures and contracted obligations to date do not exceed the budgets of the approved projects. No future implications are foreseen at this time which would cause project budgets to be exceeded.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
 CONSTRUCTION PROJECTS PROGRESS REPORT
 MARCH 7, 2001

I. PROJECTS IN PROGRESS	BUDGET
<p>HALLE - ADDITIONAL COOLING Account No: 7-74215 Source of Funds: State of Michigan/Facility Fee Design Consultant: Integrated Design Solutions Project Manager: Staff Status: Project awarded to John Green Co. Scheduled Completion: March 2001</p>	300,000
<p>NEW STUDENT HOUSING Account No: 7-77766 Source of Funds: Bond Proceeds \$12,500,000; Housing Reserves \$500,000 Design Consultant: TMP Associates Masonry complete on Bldg. 1, continued on Bldg. 2, 4, 5, 6 & 7 Interior rough-in has begun on all Bldgs. Project is 50% complete. Scheduled Completion: August 2001</p>	13,000,000
<p>OLDS REC/IM POOL PAK VENTILATION UPGRADE Account No: 7-77504 Source of Funds: Special Maint. & Aux. Maint. reserves Design Consultant: Unicom Energy Services, Inc. Project Manager: Staff/Steele Engineering Schedule Completion: March 2001</p>	1,258,599
<p>OLDS REC/IM AIR HANDLER CONTROLS Account No: 7-77506 Source of Funds: GF & Aux. Maintenance reserves Design Consultant: Unicom Project Manager: Staff/Steele Engineering Status: Design completed Project is complete</p>	94,495
<p>PEASE ORGAN REFURBISH AND INSTALL Account No.: 7-77273 Source of funds: unrestricted gifts \$150,000; Acad Affairs \$150,000 Design Consultant: Schoenstein & Co. Project Manager: Staff Project Complete</p>	300,000
<p>STADIUM TRACK REPLACEMENT Account No.: 7-77730 Source of Funds: Facility fund reserves Design Consultant: Staff Project Manager: Staff Status: Existing track removed and grade work is complete. Asphalt base is complete. Project is scheduled to begin May 1, 2001</p>	500,000
<p>SUBSTATION AND LOOP FEEDERS Account No.: 7-77635 Source of funds: University bond proceeds Design Consultant: Commonwealth Associates Project Manager: Staff Second substation transformer ordered - July 1 delivery. Detroit Edison to begin work on 2nd transmission circuit. Contracts for Loop 3 conversion and load transfer tie circuit awarded - completion by May 5. Scheduled Completion: December 2001</p>	5,500,000

EASTERN MICHIGAN UNIVERSITY
CONSTRUCTION PROJECTS PROGRESS REPORT
MARCH 7, 2001

UNIVERSITY APARTMENT RENOVATION 275,000
Account No.: 4-42011; 4-42013; 4-42015; 4-43018
Source of funds: Housing and Dining reserves
Design Consultant: Staff
Project Manager: Staff
Ongoing upgrade and modernization of 40-50 apartments per year.
Status: Implementation upon vacancies throughout the year.
Scheduled Completion: Project is on-going

TOTAL PROJECTS IN PROGRESS **\$ 21,228,094**

PROJECTS ON HOLD 110,000
Jones-Goddard Electrical Upgrades

TOTAL PROJECTS ON HOLD **\$ 110,000**

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 5
DATE:

April 3, 2001

RECOMMENDATION

REPORT: ACCOUNTS RECEIVABLE

ACTION REQUESTED

It is recommended that the Student Accounts Receivables Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of February 28, 2001 be received and placed on file.

STAFF SUMMARY

The Student Accounts Receivable Ratio Analysis reflects that the February 28, 2001 net receivable balance is \$9,677,000 or 10.13 percent of revenue as compared to \$9,042,000 or 10.01 percent of revenue as of February 28, 2000, which is a .12 percent increase. The report also shows a slight increase as compared to the five year average of 9.90 percent. Please note that the modest increase in accounts receivable over last year is almost exclusively in current activity, less than 60 days old.

FISCAL IMPLICATIONS

University student receivables for the reporting periods are on target to reach the established goal of reducing uncollected student receivables to less than one percent of gross student revenue within two years.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer 

Date

Student Accounts Receivable Ratio Analysis

1999-00, 2000-01

(thousands of dollars)

1999-00 2000-01

	1999-00		2000-01		5 Year Average Percent
	Revenue	Net Receivable	Revenue	Net Receivable	
July	\$ 41,179	\$ 34,688	\$ 34,859	\$ 29,663	84.87%
August	45,273	21,873	49,850	23,682	48.57%
September	47,779	16,666	50,210	16,598	34.23%
October	48,864	9,875	51,397	10,924	20.77%
November	51,922	8,384	54,891	9,570	20.64%
December	87,674	11,932	90,906	12,524	17.45%
January	89,813	13,038	94,724	14,592	14.17%
February	90,362	9,042	95,492	9,677	15.40%
March	91,022	6,863			10.13%
April	97,627	11,199			
May	98,549	6,685			
June	98,610	4,268			

Eastern Michigan University
Student Accounts Receivable Reports
For Month Ended February 28, 2001

Aging Report

	Current	60-120 Days	121-180 Days	181-360 Days	Total
Gross Receivable	\$4,060,943	\$3,747,006	\$959,776	\$1,939,680	\$10,707,406
Allowance	103,739	154,457	257,428	514,855	1,030,479
Net Receivable	\$3,957,204	\$3,592,550	\$702,349	\$1,424,825	\$9,676,927
2/28/00 Balance	\$2,743,307	\$4,257,731	\$572,851	\$1,468,428	\$9,042,317

Revenue Summary

	Fiscal Year To Date	Prior Year To Date	Variance
<u>General Fund Revenue</u>			
Tuition & Required Fees	\$73,117,745	\$68,486,465	6.76%
Other Student Fees	2,294,700	2,383,942	-3.74%
Total	75,412,445	70,870,407	6.41%
<u>Other Funds Revenue</u>			
Room & Board	18,418,422	17,831,421	3.29%
Miscellaneous	1,660,700	1,660,639	0.00%
Total	20,079,122	19,492,060	3.01%
Total Revenue	\$95,491,567	\$90,362,468	5.68%

Eastern Michigan University
Student Accounts Receivable
Collection Agency Inventory
For Month Ended February 28, 2001

Agency	Cumulative Inventory @ February 2001	Cumulative Inventory @ February 2000
AssetCare	\$35,838	\$176,489
Credit Bureau of Ypsilanti	1,971,531	1,665,394
Enterprise Recovery	2,197,426	1,696,045
General Revenue Corporation	1,034,586	1,102,379
H. W. Ketchum Collection	1,032,933	1,246,784
Immediate Credit Recovery	96,632	633,472
World Credit, Inc.	151,249	151,249
TOTALS	\$6,520,196	\$6,671,813
Five Year Revenue	\$470,377,434	\$449,985,468
Five Year % of Revenue	1.39%	1.48%

Eastern Michigan University
Collection Agency Comparison

Net Assignments

Agency	Y-T-D February 2001	Y-T-D February 2000
AssetCare	(\$140,074)	(\$1,948)
Credit Bureau of Ypsilanti	246,345	251,139
Enterprise Recovery	179,637	383,987
General Revenue Corporation	(86,240)	227,881
H. W. Ketchum Collection	(61,615)	(111,152)
Immediate Credit Recovery	(306,347)	(54,749)
World Credit, Inc.	-	(509)
TOTALS	(\$168,294)	\$694,648

Recoveries

Agency	Y-T-D February 2001	Y-T-D February 2000
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	91,079	86,312
Enterprise Recovery	161,623	114,129
General Revenue Corporation	159,640	120,935
H. W. Ketchum Collection	54,376	106,645
Immediate Credit Recovery	34,085	70,826
World Credit, Inc.	-	-
TOTALS	\$500,803	\$498,847

Eastern Michigan University
Collection Agency Comparison

Collection Expense

Agency	Y-T-D February 2001	Y-T-D February 2000
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	41,546	38,814
Enterprise Recovery	51,076	36,478
General Revenue Corporation	51,111	36,863
H. W. Ketchum Collection	17,185	42,573
Immediate Credit Recovery	7,687	14,670
World Credit, Inc.	-	-
TOTALS	\$168,605	\$169,398

Eastern Michigan University
Collection Agency Inventory Rollforward
2000-01

Agency	Beginning Inventory January 2001	+February 2001 Assignments	-February 2001 Recoveries	=Ending Inventory February 2001
AssetCare	36,591	(\$753)	\$ -	35,838
Credit Bureau of Ypsilanti	1,903,184	81,179	12,832	1,971,531
Enterprise Recovery	2,210,112	15,087	27,773	2,197,426
General Revenue Corporation	1,160,041	(103,513)	21,940	1,034,588
H. W. Ketchum Collection	1,104,266	(63,028)	8,305	1,032,933
Immediate Credit Recovery	95,840	4,388	3,596	96,632
World Credit, Inc.	151,249	-	-	151,249
TOTALS	\$6,661,282	(\$66,641)	\$74,445	\$6,520,196

1999-00 (Prior Year)

Agency	Beginning Inventory January 2000	+February 2000 Assignments	- February 2000 Recoveries	=Ending Inventory February 2000
AssetCare	\$176,490	\$ -	\$ -	\$176,490
Credit Bureau of Ypsilanti	1,657,412	22,292	\$14,310	1,665,393
Enterprise Recovery	1,625,740	86,468	16,162	1,696,046
General Revenue Corporation	1,148,515	(33,399)	12,737	1,102,379
H. W. Ketchum Collection	1,262,058	(2,563)	12,711	1,246,784
Immediate Credit Recovery	651,123	(4,114)	13,537	633,472
World Credit, Inc.	151,249	-	-	151,249
TOTALS	\$6,672,587	\$68,684	\$69,458	\$6,671,813

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 6
DATE:
April 2, 2001

RECOMMENDATION

2000-01 GENERAL FUND BUDGET STATUS REPORT

ACTION REQUESTED

It is recommended that the 2000-01 General Fund Budget Status Report as of February 28, 2001 be accepted and placed on file.

STAFF SUMMARY

The status report as of November 30, 2000 as presented to the Board of Regents on January 16, 2001 identified two primary issues of concern namely enrollments and tuition revenues, and the budget impact of the AAUP contract as approved in September 2000. These two issues plus the recognition of \$1.8 million in unfunded commitments were resolved in a budget reallocation plan submitted to the Finance Committee on February 13, 2001.

The budget reallocation plan included a reduction in the enrollment estimate of 5,168 student credit hours, or approximately 0.9 percent and a corresponding reduction in tuition revenues. Based upon year-to-date enrollments, the revised enrollment estimate and tuition revenue will be realized.

The budget reallocations have been transacted thereby funding the \$1.8 million in otherwise unfunded commitments. In addition, the budget impact of the AAUP contract has been fully funded.

FISCAL IMPLICATIONS

Year-to-date revenues and expenditures are consistent with the revised budget plan. It is anticipated that a balanced budget will be realized at year-end, save the pending outcome of the negotiations with the lecturers.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University ~~Executive~~ Officer

Date

General Fund Budget Status Report-February 28, 2001

This budget status report overviews revenues and expenditures versus the operating plan as of February 28, 2001.

Summary

Through February, both revenue collections and expenditures continue to accumulate at the planned rate. A realignment of expense authorizations was made during February to address \$1.8 million in unfunded commitments. Reductions in tuition estimates and remaining unfunded commitments result in a net shortfall of \$560,000 which will largely be covered from anticipated fringe benefit cost avoidance.

Enrollments

In conjunction with the 2000-01 general fund budget reallocations of 2/7/01, the 2000-01 enrollment estimate was revised from 545,599 student credit hours (SCH) to 540,431 SCH based upon the Summer and Fall 2000 official record and the current Winter 2001 data, that included 225,448 SCH. As of 3/8/01, Winter 2001 enrollments total 224,632 SCH. There should be little concern regarding meeting the revised plan.

REVENUES

Revenues received to date are consistent with the revised plan. Through the end of this reporting period, \$107.5 million has been recorded versus planned revenue of \$108.2 million.

State Appropriation

The state appropriation is paid in eleven installments starting in October. The revenue received year-to-date is 5/11ths of the appropriated amount. There will be no variance from the legislated appropriation.

Tuition

The combined Summer, Fall and Winter tuition and fee revenues total \$56.5 million or \$92,799 in excess of the revised tuition schedule for those semesters which is based upon the revised enrollment estimate. No variance to plan is anticipated.

Other Revenues

Investment income totals \$806,000 or 84.8% of the revised plan versus the year-to-date plan of \$660,622.

Other student fees are running ahead of plan with \$2.6 million or 75% of plan. Indirect cost recovery has exceeded budget with \$596,000 or 108% of the fiscal year target of \$550,000.

Application fee revenues are consistent with the year-ago pace. Fee revenue totals \$330,600 or 83% of the revised revenue plan versus \$325,000 a year-ago.

Other General Fund revenues are accumulating at planned rates.

Expenditures

The total spending authority of \$169,046,149 includes the allowance for uncollectable tuition and fees as well as carry forward authorizations of \$5.4million. Reallocations of spending authority, addressing unfunded commitments, were made in February and have been incorporated into the spending plan.

General Fund expenditures and transfers total \$103.4 million or 61.2% of the spending authorization. This is consistent with the planned level of \$104.3 million or 61.3%.

Personal Services

Personal service budgets for faculty and staff are centrally controlled. Faculty expense to-date represents 57.8% of the \$52.million spending plan. This is consistent with the operating plan of 58%.

Total expenditures for staff salary to date are \$21.6 million or 60% of budget. Expense to date is slightly below the planned level of \$22.2 million or 61.7%. This variance is due to the number of bi-weekly payrolls posted a year ago.

Gross staff salary savings from vacant positions are consistent with the revised plan expectations. At the end of the February reporting period, 67 general fund staff positions remained unfilled. These vacant positions represent \$2.3 million dollars in salary savings on an annualized basis.

SS&M/Operating Expense

Expenditures for operating supplies, support, travel and equipment are slightly elevated over the planned level. The variance is considered within the range of normal. No problems are anticipated.

Conclusion

Based upon the year-to-date performance versus the revisions incorporated into the budget plan, as embodied in the budget reallocation, it is anticipated that a balanced budget will be realized at year-end, save the pending outcome of the negotiations with the Lecturers.

2/20/2001	EASTERN MICHIGAN UNIVERSITY					
01gfbor02d	2000-2001 GENERAL FUND BUDGET STATUS REPORT					
	JULY-FEBRUARY(Adjusted for Faculty Payroll)					
		FY2001		Past 2 YR	FY2001	FY2001
	Budget	Actual	% of	Avg % of	2/28/01	Variance
	<u>2000-2001</u>	<u>02/28/01</u>	<u>Budget</u>	<u>Budget</u>	<u>Operating Plan</u>	<u>From Plan</u>
Revenues						
Appropriation	\$86,367,530	\$39,260,893	45.46%	-	\$39,257,970	\$2,923
Tuition and Fees	\$71,396,832	\$63,319,047	88.69%	90.14%	\$64,355,467	(\$1,036,420)
Investment Income	\$950,000	\$806,016	84.84%	69.54%	\$660,622	\$145,394
Other Revenue	\$5,755,381	\$4,141,339	71.96%	67.98%	\$3,912,707	\$228,632
Total Revenue	\$164,469,743	\$107,527,295	65.38%	66.07%	\$108,186,765	(\$659,470)
Carry-Forward Funding	\$5,324,594	\$5,324,594	100.00%	100.00%	\$5,324,594	\$0
Total Approved Funding	\$169,794,337	\$112,851,889	66.46%	67.26%	\$113,511,359	(\$659,470)
Supplemental Appropriation	\$2,457,092	\$2,457,092	100.00%	100.00%	\$2,457,092	\$0
Expenditures						
Faculty Salaries	\$51,985,234	\$30,021,420	57.75% **	58.00%	\$30,151,005	(\$129,585)
Staff Salaries	\$36,032,316	\$21,643,741	60.07%	61.72%	\$22,240,438	(\$596,697)
Other Personal Services	\$1,579,120	\$1,328,115	84.10%	78.48%	\$1,239,244	\$88,871
Student Help	\$5,527,199	\$3,520,970	63.70%	67.89%	\$3,752,319	(\$231,349)
Benefits	\$29,251,797	\$16,928,011	57.87% **	61.34%	\$17,943,712	(\$1,015,701)
Sub-Total Compensation	\$124,375,666	\$73,442,257	59.05%	60.55%	\$75,326,719	(\$1,884,462)
SS&M/Travel/Equipment	\$27,196,758	\$16,010,852	58.87%	57.28%	\$15,578,933	\$431,919
Utilities	\$4,038,139	\$2,302,407	57.02%	53.86%	\$2,175,025	\$127,382
Financial Aid	\$9,398,747	\$9,345,178	99.43%	96.31%	\$9,051,932	\$293,246
Distribution to EMU Foundat	\$1,322,068	\$769,954	58.24%	59.51%	\$786,747	(\$16,793)
Recharges	(\$1,302,456)	(\$813,789)	62.48%	64.78%	(\$843,759)	\$29,970
General Fee Transfers	(\$1,127,113)	(\$1,120,914)	99.45%	98.55%	(\$1,110,825)	(\$10,089)
Other Transfers	\$5,144,340	\$3,463,566	67.33%	65.72%	\$3,380,645	\$82,921
Total Expenditures	\$169,046,149	\$103,399,511	61.17%	61.32%	\$104,345,415	(\$945,904)
Net Funding	\$748,188	\$9,452,378			\$9,165,944	\$286,434
* **Total YTD Faculty payroll expense has been adjusted for payroll accounting changes.						
The operating plan budget has been established using the average of percent of budget to date for the two prior fiscal						
The average percent is applied to the current fiscal year budget to determine the operating plan level through the						
end of February, 2001.						

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 7

DATE:

April 3, 2001

RECOMMENDATION

REPORT: FACILITIES ASSESSMENT

ACTION REQUESTED

It is recommended that the Board of Regents accept and place on file the report, Facilities Assessment.

STAFF SUMMARY

Management of the facilities portfolio carries with it the stewardship responsibility to preserve the assets and maintain them in a condition that will allow the University to effectively carry out its mission. Engaging the expertise of industry professionals, all buildings and their component systems and subsystems have been inspected and evaluated through site surveys, building audits, historical information, and data provided by the University's maintenance work-order system. Upon completion of the facilities assessment, the data was compiled into a measurable format that graded the building's condition and the cost to address its deficiencies. The results reflect that 71 percent of University buildings rank Good (57 percent) or Fair (14 percent); and 29 percent are marked Poor. **Note, however, that 64 percent of the space ranked as Poor belongs to the Pray-Harrold classroom building (the University's top capital outlay priority) and Mark Jefferson and Strong science buildings – the buildings included in the University's number-one capital outlay priority for the past three years.**

FISCAL IMPLICATIONS

The current investment in asset preservation and replacement is no longer sufficient to maintain University facilities at a ranking of "good". Both increased state capital outlay support and increased University support is needed to prevent accelerated deterioration of University facilities.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY FACILITIES OVERVIEW

March 12, 2001

A presentation of the condition of University academic facilities has been requested for the Faculty Affairs Committee meeting on April 3, 2001. The attached materials contain the content upon which the presentation will be based. They are being provided to the Finance Committee for their information prior to the presentation.

An in-depth facilities assessment has been completed. The data was compiled into a measurable format that allows decision-makers to evaluate a building's condition and the cost to address its deficiencies. The results are captured in the following system categories: architectural, electrical, elevator, life safety, and mechanical. The buildings have also been ranked by their perspective "facility condition index". A facility condition index represents the relationship between the estimated cost to repair/replace known building system deficiencies and the replacement value of those buildings' systems. The results reflect that 72 percent of University buildings rank Good (57 percent) or Fair (14 percent); and 29 percent are marked Poor. **Note, however, that 64 percent of the space ranked as Poor belongs to the Pray-Harrold classroom building (the University's top capital outlay priority) and Mark Jefferson and Strong science buildings – the buildings included in the University's number-one capital outlay priority for the past three years.**

Key Facts

- Number of general fund buildings = 44
 - Total square footage = 2,681,108 square feet
 - Average year built = 1961
 - Average year built weighted by square feet = 1968
 - Average building age = 40 years
 - Average building age weighted by square feet = 33.5 years
 - General fund building replacement value = \$520,731,855
 - Cost to repair/replace known building deficiencies = \$50,389,570
 - Cost to repair/replace known building deficiencies by system:
 - Architectural \$17,274,500
 - Electrical 5,252,410
 - Elevators 2,895,000
 - Life/Safety Systems 4,264,500
 - Mechanical 20,703,160
 - Cost to repair/replace known building deficiencies by age:
- The campus system has 5.2 miles of road.
 - The campus system has 21.7 miles of sidewalk.
 - The University annually uses 50 million kwh of electricity.
 - The University annually uses 850,000 mcf of natural gas.
 - The University has 15,500 feet of storm sewer.
 - The University's water supply system has 13,700 feet of pipeline.
 - The University annually invests a minimum of \$1.3 million to address building system deficiencies.

Date Built	No. of Facilities	Gross Sq. Ft.	Cost of Deficiencies
Before 1900	2	45,546	\$766,000
1900 - 1949	12	472,292	\$9,815,900
1950 - 1969	13	1,087,253	\$32,047,170
1970 - 1979	3	26,796	\$592,000
1980 - 1989	5	324,881	\$3,074,000
1990 - 1999	8	654,016	\$958,500
2000 - After	1	70,324	\$10,000

EASTERN MICHIGAN UNIVERSITY

CAPITAL OUTLAY REQUEST FY 2002

Facility Assessment

- Executive Summary
- Architectural Systems
- Mechanical Systems
- Electrical Systems (Buildings)
 - Elevator Systems
 - Life Safety Systems
- Electrical Supply and Distribution Systems
- Roads, Streets, and Parking Lots and Structures



**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2002
FACILITY ASSESSMENT**

EXECUTIVE SUMMARY

Facility assessment and care is an important and ongoing priority at Eastern Michigan University. The University facilities have an estimated replacement cost of over \$723 million. (See Table 1, General Fund Building Age/Replacement Report and Table 2, Auxiliary Building Age/Replacement Report). As such, the University recognizes the value and importance of facilities, both fiscally and programmatically, and is committed to preserving these valuable assets.

The University believes that physical assets should also be viewed as financial assets. Decisions to invest in these assets, or on rare occasion to liquidate them, should be made by determining the financial return on these investment decisions. Strategically identifying the optimum time(s) to invest in the maintenance/repair of an asset can significantly prolong its useful life and delay costly replacement.

A professional facilities assessment has been completed and is detailed in this report. Management of the facilities portfolio carries with it the stewardship responsibility to preserve the assets and maintain them in a condition that will allow the University to effectively carry out its mission. To achieve this, the University has developed a strategic plan for the preservation of campus buildings. The major barrier to full implementation is funding. Failure to fund, however, does not save money or reduce cost for it is only by strategically investing in asset preservation that dollars can be saved and costs controlled.

Engaging the expertise of industry professionals, all buildings and their component systems and subsystems have been inspected and evaluated through site surveys, building audits, historical information, and data provided by the University's maintenance work-order system. The findings of the facility condition inspection program are used to:

- Provide a valid measure of building systems deficiencies (Tables 3-6)
- Evaluate whether the present condition of a building is acceptable (Table 7)
- Develop and recommend priorities for maintenance and asset preservation needs initiatives (Table 8)
- Appraise the effectiveness of existing predictive, preventive, and corrective maintenance programs
- Provide estimates of adequate funding needed for effective asset preservation (Table 14)
- Identify risk management, life safety, and code-compliance issues
- Increase early identification of potential system failures

After completion of a thorough facilities assessment, the data was compiled into a measurable format that allows decision-makers to evaluate the building's condition and the cost to address its deficiencies. The results were broken into the following system categories: architectural, electrical, elevator, life safety, and mechanical. The buildings are also ranked, using the Table 3 parameters, to prioritize each project. Each building is also ranked by system category. The

**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2002
FACILITY ASSESSMENT**

results reflect that 71 percent of University buildings rank Good (57 percent) or Fair (14 percent); and 29 percent are marked Poor. **Note, however, that 64 percent of the space ranked as Poor belongs to the Pray-Harrold classroom building (the University's top capital outlay priority) and Mark Jefferson and Strong science buildings – the buildings included in the University's number-one capital outlay priority for the past three years.** The University is committed to finding a way to address both of these critical needs.

**General Fund Building
Age/Replacement Report
Table 1**

<i>Name</i>	<i>Floors</i>	<i>Sq./ft.</i>	<i>Date Built</i>	<i>Architectural</i>	<i>Mechanical</i>	<i>Electrical</i>	<i>Building Replacement Value</i>
Alexander	4	86,900	1980	1980	1998	1980	\$15,207,500
Boone Hall	3	45,210	1914	2000	2000	2000	\$7,911,750
Bowen	2	89,220	1955	1955	1955	1955	\$15,613,500
Briggs	1	9,500	1937	1990	1990	1990	\$1,662,500
Business & Finance	2	15,329	1939	1939	1939	1939	\$2,682,575
Central Stores	1	10,140	1972	1972	1972	1972	\$1,774,500
Convocation Center	3	198,385	1998	1998	1998	1998	\$34,717,375
Cooper	2	12,150	1984	1984	1984	1984	\$2,126,250
Corporate Education Center**	2	37,200	1989	1989	1989	1989	\$7,440,000
Ford Hall	2	33,333	1929	1968	1968	1968	\$5,833,275
Greenhouse & Aquatic Biology	1	5,200	1998	1998	1998	1998	\$910,000
Halle Library	5	273,715	1998	1998	1998	1998	\$47,900,125
Heating Plant**	3	23,856	1951	1951	1951	1951	\$29,820,000
Hover**	2	12,679	1941	1941	1941	1941	\$1,775,060
John W. Porter	3	143,775	1966	1999	1999	1999	\$25,160,625
Kresge Center	1	12,606	1974	1974	1974	1974	\$2,206,050
Lake House	1	3,380	1994	1994	1994	1994	\$591,500
Mark Jefferson**	5	180,802	1969	1969	1969	1969	\$45,200,500
Everett C. Marshall	3	70,324	2000	2000	2000	2000	\$12,306,700
McKenny Union	4	107,103	1931	1992	1992	1992	\$18,743,025
Oestrike Stadium**	1	1,312	1968	1968	1968	1968	\$1,200,000
Olds/Robb Center	5	180,631	1984	1984	1984	1984	\$31,610,425
Owen C.O.B**	5	126,000	1990	1990	1990	1990	\$26,460,000
Paint Research**	1	8,000	1987	1987	1987	1987	\$2,000,000
Pease	2	30,181	1914	1994	1994	1994	\$5,281,675
Physical Plant**	1	25,300	1995	1995	1995	1995	\$4,427,500
Physical Plant Storage Garage	1	8,500	1995	1995	1995	1995	\$1,487,500
Pierce Hall	4	61,275	1948	1990	1990	1990	\$10,723,125
Pray Harrold	7	237,108	1967	1967	1967	1967	\$41,493,900
Quirk**	2	58,205	1959	1959	1959	1959	\$10,185,875
Rackham	2	45,890	1938	1938	1938	1938	\$8,030,750
Roosevelt	2	75,639	1924	1973	1973	1973	\$13,236,825
Rynearson Stadium**	3	49,595	1968	1968	1968	1968	\$12,000,000
School House**	1	900	1905	1988	1988	1988	\$450,000
Sculpture Studio	1	4,648	1959	1959	1959	1959	\$813,400
Sherzer	3	35,253	1903	1990	1990	1990	\$6,169,275
Sill Hall	2	92,635	1965	1965	1965	1965	\$16,211,125
Snow**	2	30,035	1959	1959	1959	1959	\$7,508,750
Starkweather Hall	2	8,706	1896	1896	1896	1896	\$1,523,550
Strong	3	80,713	1957	1957	1957	1957	\$14,124,775
Team Building	1	13,536	1995	1995	1995	1995	\$2,368,800
Warner	2	95,349	1964	1964	1964	1964	\$16,686,075
Welch Hall	4	36,840	1896	1986	1986	1986	\$6,447,000
West Cross Street, 611	1	4050	1970	1970	1970	1970	\$708,750
TOTAL		2,681,108					\$520,731,885
Average Cost/sq. ft. =							\$194

Average Year Built 1960
 Average Building Age 40

Total Square Footage 2,681,108
 Average Year (Weighted by Sq. Ft.) 1968 1978 1979 1978
 Average Age (Weighted by Sq. Ft.) 33.5 years 20.8 20.2 20.8
 Average Architectural, Elect., Mech. 20.6 years
 Typical Replacement Cost/Square foot \$175

** Indicates unique Building Replacement Costs

**Auxiliary Fund Building
Age/Replacement Report
Table 2**

Name	Floors	SQ/Ft	Date Built	Architectural	Mechanical	Electrical	Building Replacement Value
Best Hall	5	68,516	1965	1965	1965	1965	\$8,564,500
Brown Hall	5	87,872	1940	1940	1940	1940	\$10,984,000
Buell Hall	5	73,352	1957	1957	1957	1957	\$9,169,000
Cornell Courts-6 units	2	56,928	1960	1960	1960	1960	\$7,116,000
Cornell Courts-3 units	2	28,344	1966	1966	1966	1966	\$3,543,000
Dining Commons 1	2	49,276	1957	1957	1957	1957	\$6,159,500
Dining Commons 2	2	68,635	1967	1967	1967	1967	\$8,579,375
Dining Commons 3	2	46,990	1969	1969	1969	1969	\$5,873,750
Downing Hall	5	73,821	1957	1957	1957	1957	\$9,227,625
Forest Avenue House	2	4,720	1949	1949	1949	1949	\$590,000
Goddard Hall	5	75,856	1955	1955	1955	1955	\$9,482,000
Hill Hall**	11	94,944	1969	1969	1969	1969	\$14,241,600
Hoyt Hall**	11	94,944	1969	1969	1969	1969	\$14,241,600
Jones Hall	5	70,491	1948	1948	1948	1948	\$8,811,375
King	4	61,450	1939	1939	1939	1939	\$7,681,250
Munson	4	49,264	1940	1940	1940	1940	\$6,158,000
Phelps Hall	5	56,722	1966	1966	1966	1966	\$7,090,250
Pine Grove-6 units	2	46,752	1955	1955	1955	1955	\$5,844,000
Pine Grove-8 units	2	7,792	1957	1957	1957	1957	\$974,000
Pittman Hall**	11	94,944	1969	1969	1969	1969	\$14,241,600
Putnam Hall	5	56,722	1968	1968	1968	1968	\$7,090,250
Sellers	5	56,722	1966	1966	1966	1966	\$7,090,250
Walton Hall	5	56,722	1968	1968	1968	1968	\$7,090,250
Westview-7 units	2	31,465	1967	1967	1967	1967	\$3,933,125
Westview-17 units	2	76,415	1969	1969	1969	1969	\$9,551,875
Wise Hall	5	66,963	1963	1963	1963	1963	\$8,370,375
TOTAL		1,556,622					\$201,698,550
Average Cost/Sq. ft. =							\$130

Average Year Built 1960
 Average Building Age 39
 Total Square Footage 1,556,622

Average Weighted Year (Weighted by Sq. Ft.) 1960 1961 1961 1961
 Average Age Year (Weighted by Sq. Ft.) 10071.4 38.0 38.0 38.0
 Average Architectural, Elec, Mech. 38.0

Total Replacment Value
 Replacement Cost/sq. ft. \$125

** Indicates unique Building Replacement Costs

Building Deficiencies Priorities by Category
Table 3

I. Consequences of the Problem

1. Hazards: Presents hazards to life, health or safety
2. Interruption: Potential for interruption of essential services
3. Deterioration: Conditions causing premature deterioration of state property
4. Utility: Conditions that reduce the functional utility of facilities
5. Energy: Conditions which result in excessive consumption of energy

II. Need

1. Critical: If not accomplished, will result in serious and irrevocable loss or damage
2. Urgent: If not accomplished, will deteriorate into a Category 1 position
3. Necessary: If not accomplished, may jeopardize the continued usefulness of the facility
4. Desirable: All other projects necessary to renew or restore the facility
5. A.D.A.: Project necessary to improve/meet handicap accessibility needs

III. Frequency of Use

1. Constant: Such as hospitals, prisons, police posts, etc.
2. Frequent: Offices, dormitories, classrooms, laboratories, etc.
3. Occasional: Arenas, auditoriums, etc.
4. Infrequent: Active storage, etc.
5. Meager: Dead storage. To be repaired only if scheduled for retention and possible re-use. (Does not include unused buildings or those that are scheduled to be vacated, abandoned, or demolished.)

**Building Deficiencies by System Priority
Table 4**

Building Deficiencies Cost Summary by System

	Architectural	Electrical	Elevators	Life Safety	Mechanical	Total
General Fund Buildings	\$17,274,500	\$5,252,410	\$2,895,000	\$4,264,500	\$20,703,160	\$50,389,570

Building Deficiencies Cost Summary by Priority

	3 - 6	7 - 8	9 - 10	11	12 and above	Total
Table 3 point rating system						
General Fund Buildings and Tunnels	\$6,190,850	\$10,001,500	\$19,755,660	\$9,800,560	\$4,641,000	\$50,389,570

System Deficiencies by Building Age

Table 5

<i>Name</i>	<i>Sq. ft.</i>	<i>Date Built</i>	<i>Building Replacement Value</i>	<i>Backlog Deficiency</i>
Before 1900				
Starkweather Hall	8,706	1896	\$1,523,550	\$531,000
Weich Hall	36,840	1896	\$6,447,000	\$235,000
Total	45,546	2		\$766,000
1900 - 1949				
Sherzer	35,253	1903	\$6,169,275	\$264,000
School House**	900	1905	\$450,000	\$21,000
Boone Hall	45,210	1914	\$7,911,750	\$15,000
Pease	30,181	1914	\$5,281,675	\$198,000
Roosevelt	75,639	1924	\$13,236,825	\$3,402,040
Ford Hall	33,333	1929	\$5,833,275	\$1,695,000
McKenny Union	107,103	1931	\$18,743,025	\$483,000
Briggs	9,500	1937	\$1,662,500	\$122,000
Rackham	45,890	1938	\$8,030,750	\$2,261,000
Business & Finance	15,329	1939	\$2,682,575	\$494,000
Hover**	12,679	1941	\$1,775,060	\$312,000
Pierce Hall	61,275	1948	\$10,723,125	\$548,860
Total	472,292	12		\$9,815,900
1950 - 1969				
Heating Plant**	23,856	1951	\$29,820,000	\$2,673,000
Bowen	89,220	1955	\$15,613,500	\$921,000
Strong	80,713	1957	\$14,124,775	\$2,858,120
Quirk**	58,205	1959	\$10,185,875	\$1,499,000
Sculpture Studio	4,648	1959	\$813,400	\$170,000
Snow**	30,035	1959	\$7,508,750	\$764,000
Warner	95,349	1964	\$16,686,075	\$829,500
Sill Hall	92,635	1965	\$16,211,125	\$1,199,700
John W. Porter	143,775	1966	\$25,160,625	\$27,000
Pray Harrold	237,108	1967	\$41,493,900	\$9,122,000
Oestrike Stadium**	1,312	1968	\$1,200,000	\$15,000
Rynearson Stadium**	49,595	1968	\$12,000,000	\$1,001,000
Mark Jefferson**	180,802	1969	\$45,200,500	\$10,967,850
Total	1,087,253	13		\$32,047,170
1970 - 1979				
West Cross Street, 611	4050	1970	\$708,750	\$235,000
Central Stores	10,140	1972	\$1,774,500	\$287,000
Kresge Center	12,606	1974	\$2,206,050	\$70,000
Total	26,796	3		\$592,000
1980 - 1989				
Alexander	86,900	1980	\$15,207,500	\$1,291,000
Cooper	12150	1984	\$2,126,250	\$396,000
Olds\Robb Center	180,631	1984	\$31,610,425	\$1,122,000
Paint Research**	8,000	1987	\$2,000,000	\$20,000
Corporate Education Center**	37,200	1989	\$7,440,000	\$245,000
Total	324,881	5		\$3,074,000
1990 - 1999				
Owen C. O. B**	126,000	1990	\$26,460,000	\$651,000
Lake House	3,380	1994	\$591,500	\$5,000
Physical Plant Storage Garage	8,500	1995	\$1,487,500	\$10,000
Physical Plant**	25,300	1995	\$4,427,500	\$52,000
Team Building	13,536	1995	\$2,368,800	\$16,000
Convocation Center	198,385	1998	\$34,717,375	\$50,500
Greenhouse & Aquatic Biology	5,200	1998	\$910,000	\$12,000
Halle Library	273,715	1998	\$47,900,125	\$162,000
Total	654,016	8		\$958,500
2000 - After				
Everett C. Marshall	70,324	2000	\$12,306,700	\$10,000
Total	70,324	1		\$10,000
TOTAL***	2,681,108	44	\$520,731,885	\$47,263,570
			Average Cost/sq. ft. =	\$194

** Indicates unique Building Replacement Costs

*** Total Excludes Tunnel Deficiencies (\$3,126,000)

10.

Building System Deficiencies by Age
Table 6

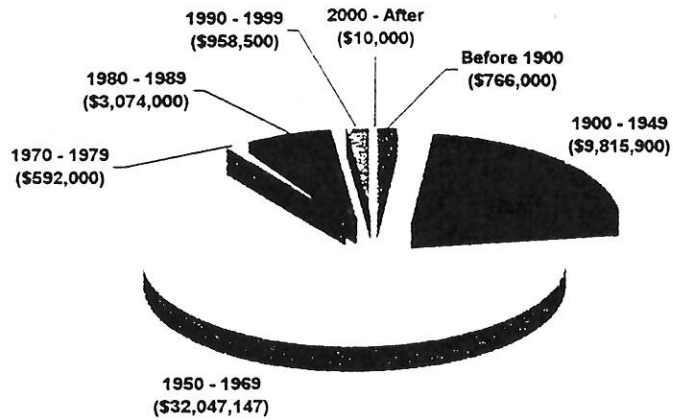
General Fund Building Profile Data

Total number of General Fund Facilities	44
Current Replacement Value	\$520,731,885
Total Gross Sq. ft.	2,681,108
Total Cost of General Fund Building Deficiencies	\$47,263,570

General Fund Building Age Summary

Date Built	No. of Facilities	Gross Sq. Ft.	Cost of Deficiencies
Before 1900	2	45,546	\$766,000
1900 - 1949	12	472,292	\$9,815,900
1950 - 1969	13	1,087,253	\$32,047,170
1970 - 1979	3	26,796	\$592,000
1980 - 1989	5	324,881	\$3,074,000
1990 - 1999	8	654,016	\$958,500
2000 - After	1	70,324	\$10,000
Total	44	2,681,108	\$47,263,570

Cost of Deficiencies by Date Built



Total \$47,263,570

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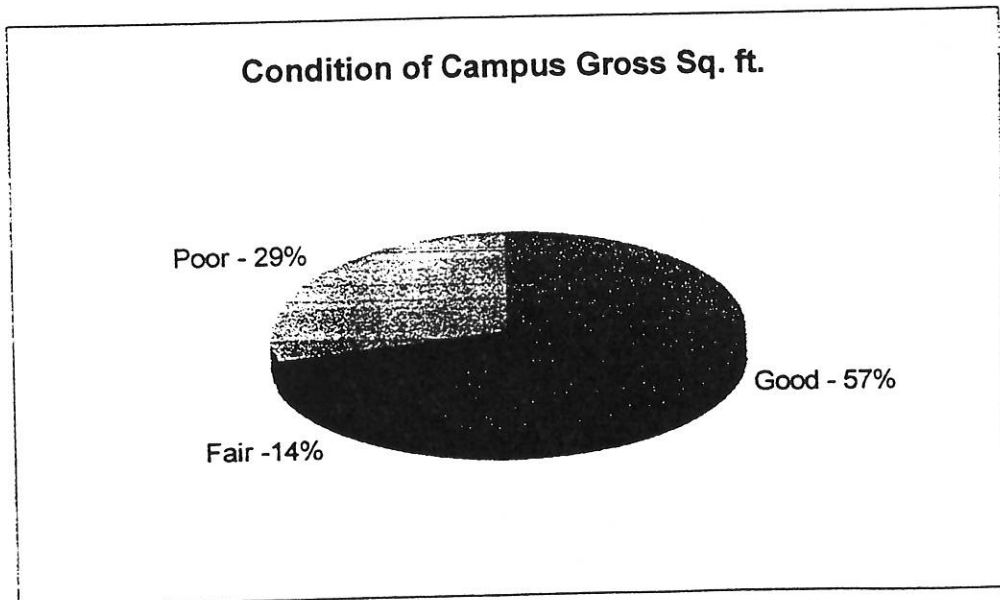
Facility Condition Index (FCI) Table 7

General Fund Facility Condition Index

Facility Condition Index =	$\frac{\text{Backlog Deficiency}}{\text{Current Replacement Value}}$	=	$\frac{\$47,263,570}{\$520,731,885}$
Facility Condition Index (All Facilities) =	0.09		

General Fund Facility Condition Index Summary

	Facility Condition Index		
	Good (Under - .05)	Fair (.06 - .10)	Poor (Over .10)
Number of Facilities	23	7	14
Gross Square ft.	1,519,975	381,741	779,392
Percentage of Campus Gross Sq. ft.	57%	14%	29%



**Facilities Condition Index (FCI)
By Building
Table 8**

12.

<i>Name</i>	<i>Building System Deficiencies</i>	<i>Sq. ft.</i>	<i>Building Replacement Value</i>	<i>Facility Condition Index</i>
Good				
Everett C. Marshall	\$10,000	70,324	\$12,306,700	0.00
John W. Porter	\$27,000	143,775	\$25,160,625	0.00
Convocation Center	\$50,500	198,385	\$34,717,375	0.00
Boone Hall	\$15,000	45,210	\$7,911,750	0.00
Halle Library	\$162,000	273,715	\$47,900,125	0.00
Physical Plant Storage Garage	\$10,000	8,500	\$1,487,500	0.01
Team Building	\$16,000	13,536	\$2,368,800	0.01
Lake House	\$5,000	3,380	\$591,500	0.01
Paint Research**	\$20,000	8,000	\$2,000,000	0.01
Physical Plant**	\$52,000	25,300	\$4,427,500	0.01
Oestrike Stadium**	\$15,000	1,312	\$1,200,000	0.01
Greenhouse & Aquatic Biology	\$12,000	5,200	\$910,000	0.01
Owen C.O.B**	\$651,000	126,000	\$26,460,000	0.02
McKenny Union	\$483,000	107,103	\$18,743,025	0.03
Kresge Center	\$70,000	12,606	\$2,206,050	0.03
Corporate Education Center**	\$245,000	37,200	\$7,440,000	0.03
Olds\Robb Center	\$1,122,000	180,631	\$31,610,425	0.04
Welch Hall	\$235,000	36,840	\$6,447,000	0.04
Pease	\$198,000	30,181	\$5,281,675	0.04
Sherzer	\$264,000	35,253	\$6,169,275	0.04
School House**	\$21,000	900	\$450,000	0.05
Warner	\$829,500	95,349	\$16,686,075	0.05
Pierce Hall	\$548,860	61,275	\$10,723,125	0.05
Total	\$5,061,860	1,519,975	\$273,198,525	
Fair				
Bowen	\$921,000	89,220	\$15,613,500	0.06
Briggs	\$122,000	9,500	\$1,662,500	0.07
Sill Hall	\$1,199,700	92,635	\$16,211,125	0.07
Rynearson Stadium**	\$1,001,000	49,595	\$12,000,000	0.08
Alexander	\$1,291,000	86,900	\$15,207,500	0.08
Heating Plant**	\$2,673,000	23,856	\$29,820,000	0.09
Snow**	\$764,000	30,035	\$7,508,750	0.10
Total	\$7,971,700	381,741	\$98,023,375	
Poor				
Quirk**	\$1,499,000	58,205	\$10,185,875	0.15
Central Stores	\$287,000	10,140	\$1,774,500	0.16
Hover**	\$312,000	12,679	\$1,775,060	0.18
Business & Finance	\$494,000	15,329	\$2,682,575	0.18
Cooper	\$396,000	12,150	\$2,126,250	0.19
Strong	\$2,858,120	80,713	\$14,124,775	0.20
Sculpture Studio	\$170,000	4,648	\$813,400	0.21
Pray Harrold	\$9,122,000	237,108	\$41,493,900	0.22
Mark Jefferson**	\$10,967,850	180,802	\$45,200,500	0.24
Roosevelt	\$3,402,040	75,639	\$13,236,825	0.26
Rackham	\$2,261,000	45,890	\$8,030,750	0.28
Ford Hall	\$1,695,000	33,333	\$5,833,275	0.29
West Cross Street, 611	\$235,001	4,050	\$708,750	0.33
Starkweather Hall	\$531,000	8,706	\$1,523,550	0.35
Total	\$34,230,011	779,392	\$149,509,985	
TOTAL***	\$47,263,571	2,681,108	\$520,731,885	0.09

** Indicates unique Building Replacement Costs

*** Excludes Tunnel information

Mandated Facility Standards
Table 9

STANDARD	ALL BUILDINGS	PRAY-HARROLD MODERNIZATION	SCIENCE COMPLEX PHASE I
Air Contaminants	X	X	X
Americans with Disabilities	X	X	X
Asbestos	X - especially older buildings	X	X
Blood borne Pathogens			X
Building Codes:			X
Construction	X	X	X
Mechanical	X	X	X
Plumbing	X	X	X
Demolition	X	X	X
National Electric	X - only buildings with natural gas	X	X
Construction involving gas	X	X	X
Elevators	X	X	X
Confined Space entry			X
DEQ Air Quality	X	X	X
DEQ Hazardous Waste Regulations	X - only buildings with hazardous materials		X
DEQ Universal Waste Regulations	X	X	X
DEQ Water Quality	X		X
Design Safety Standards for Electrical Systems	X	X	X
Ergonomics	X	X	X
Fire exits, fire extinguishers, fixed fire equipment	X	X	X
Flammable and combustible liquids	X - only buildings using these chemicals		X
Formaldehyde			X
Illumination	X	X	X
Laboratory Safety	X - only buildings with laboratories		X

Mandated Facility Standards, cont'd.

STANDARD	ALL BUILDINGS	PRAY-HARROLD MODERNIZATION	SCIENCE COMPLEX PHASE I
Lasers	X - only buildings with laser equipment		X
Lead	X - especially older buildings		
Life Safety Code	X	X	X
MIOSHA General rules	X	X	X
Refuse packer units	X - only buildings with compactors		
Right-To-Know	X	X	X
USDA/NHII and MI Dept. Of Agriculture rules for animal facilities			X
Ventilation Control	X	X	X
Ventilation Control for specific processes			X

**Mandated Facility Regulations
Table 10**

REGULATION	ALL BUILDINGS	PRAY-HARROLD MODERNIZATION	SCIENCE COMPLEX PHASE I
BOCA National Building Code	X	X	X
Gas and Vacuum Systems NFPA 99			X
Dept. Of Environmental Quality Hazardous Waste and Universal Waste regulations	X	X	X
Life Safety Code NFPA 101	X	X	X
Michigan Consumer and Industry Services Safety and Health Standards	X	X	X
National Electrical Code - NFPA 70	X	X	X
National Fire Alarm Code - NFPA 72	X	X	X
State of Michigan Building Code	X	X	X
State of Michigan Dormitory Fire Safety Rules for Colleges and Universities	X - Residential Facilities		
State of Michigan Elevator Code	X	X	X
State of Michigan Fire Safety Rules for Colleges and Universities	X	X	X
State of Michigan Mechanical Code	X	X	X
State of Michigan Plumbing Code	X	X	X
Sprinkler Systems - NFPA 13	X	X	X
Uniform Federal Accessibility - ADA	X	X	X
USDA/NIH and MI Dept. Of Agriculture rules for animal facilities			X
Michigan Consumer and Industry Services Safety and Health Standards	X	X	X
Asbestos	X - older buildings	X	X
Lead	X - older buildings	X	X
Laboratory Safety	X - laboratory buildings		X
Air Contaminants	X		X
Ventilation Control	X		X

**EASTERN MICHIGAN UNIVERSITY
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FACILITY ASSESSMENT**

FACILITY ASSESSMENT BY SYSTEM

- Architectural Systems
- Mechanical Systems
- Electrical Systems (Buildings)
- Elevator Systems
- Life Safety Systems
- Electrical Supply and Distribution Systems
- Roads, Streets and Parking Lots and Structures

**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2002
FACILITY ASSESSMENT**

ARCHITECTURAL SYSTEMS

Overview:

Architectural systems are primary building systems and components such as foundations, substructure, superstructure and building envelope. Secondary "exterior" systems include roofing, siding, glass, glazing, windows, exterior doors, flashings, painting and caulking. Secondary "interior" systems include interior partitions, doors, walls, wall finishes, floors, floor finishes, ceilings and ceiling finishes. Maintaining integrity in the primary systems is fundamental to long-term preservation of a building. Architectural systems not only protect the more sensitive mechanical and electrical systems but also reflect on the image of the owner and the quality of the activities and programs performed within the building.

System Condition and Adequacy:

The average age of the general fund buildings architectural systems is 20.6 years. The oldest systems date back to 1896 and include Starkweather and Welch Halls. Both buildings, however, have been restored several times since their construction. Every campus building more than 20 years old has had major roofing repairs or new roofing at least once. All but the newest buildings have some building envelope deficiencies, although deficiencies in buildings renovated or newly constructed since 1990 are limited primarily to interior walls, doors, floors and finishes. Of particular note is the Mark Jefferson building envelope, which is nearing the end of its useful life and is experiencing accelerated depletion. Renovation of this building continues to be a critical need of the University. The Pray-Harrold classroom building also has serious deficiencies in all of its secondary systems, both interior and exterior. However, the Pray-Harrold roof was replaced after the March 2000 fire.

Architectural System Deficiencies By Building
Table 11

Name	Building Sq./ft.	Date Built	Building Replacement Value	Architectural System Deficiencies
Before 1900				
Starkweather Hall	8,706	1896	\$1,523,550	\$271,000
Welch Hall	36,840	1896	\$6,447,000	\$135,000
1900 - 1949				
Sherzer	35,253	1903	\$6,169,275	\$87,000
School House**	900	1905	\$450,000	\$21,000
Boone Hall	45,210	1914	\$7,911,750	\$0
Pease	30,181	1914	\$5,281,675	\$153,000
Roosevelt	75,639	1924	\$13,236,825	\$872,000
Ford Hall	33,333	1929	\$5,833,275	\$705,000
McKenny Union	107,103	1931	\$18,743,025	\$304,000
Briggs	9,500	1937	\$1,662,500	\$76,000
Rackham	45,890	1938	\$8,030,750	\$1,275,000
Business & Finance	15,329	1939	\$2,682,575	\$41,000
Hover**	12,679	1941	\$1,775,060	\$120,000
Pierce Hall	61,275	1948	\$10,723,125	\$379,000
1950 - 1969				
Heating Plant**	23,856	1951	\$29,820,000	\$337,000
Bowen	89,220	1955	\$15,613,500	\$475,000
Strong	80,713	1957	\$14,124,775	\$986,000
Quirk**	58,205	1959	\$10,185,875	\$396,000
Sculpture Studio	4,648	1959	\$813,400	\$84,000
Snow**	30,035	1959	\$7,508,750	\$238,000
Warner	95,349	1964	\$16,686,075	\$399,000
Sill Hall	92,635	1965	\$16,211,125	\$631,000
John W. Porter	143,775	1966	\$25,160,625	\$0
Pray Harrold	237,108	1967	\$41,493,900	\$2,124,000
Oestrike Stadium**	1,312	1968	\$1,200,000	\$15,000
Rynearson Stadium**	49,595	1968	\$12,000,000	\$580,000
Mark Jefferson**	180,802	1969	\$45,200,500	\$3,138,000
1970 - 1979				
West Cross Street, 611	4050	1970	\$708,750	\$35,000
Central Stores	10,140	1972	\$1,774,500	\$156,000
Kresge Center	12,606	1974	\$2,206,050	\$29,000
1980 - 1989				
Alexander	86,900	1980	\$15,207,500	\$667,000
Cooper	12150	1984	\$2,126,250	\$131,000
Olds\Robb Center	180,631	1984	\$31,610,425	\$437,000
Paint Research**	8,000	1987	\$2,000,000	\$10,000
Corporate Education Center**	37,200	1989	\$7,440,000	\$0
1990 - 1999				
Owen C.O.B**	126,000	1990	\$26,460,000	\$360,000
Lake House	3,380	1994	\$591,500	\$5,000
Physical Plant**	25,300	1995	\$4,427,500	\$23,000
Physical Plant Storage Garage	8,500	1995	\$1,487,500	\$10,000
Team Building	13,536	1995	\$2,368,800	\$11,000
Convocation Center	198,385	1998	\$34,717,375	\$40,500
Greenhouse & Aquatic Biology	5,200	1998	\$910,000	\$0
Halle Library	273,715	1998	\$47,900,125	\$72,000
2000 - After				
Everett C. Marshall	70,324	2000	\$12,306,700	\$0
Infrastructure				
Tunnels				\$1,446,000
Total	2,681,108		\$520,731,885	\$17,274,500

** Indicates unique Building Replacement Costs

**EASTERN MICHIGAN UNIVERSITY
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FACILITY ASSESSMENT**

MECHANICAL SYSTEMS

Overview:

Mechanical systems are one of the most vital, diverse and complex of building systems. Preventative and predictive maintenance programs are needed to keep these delicate systems in equilibrium and provide a quality learning environment. Failure in any one of the multiple sub-systems can create reactive deficiencies in other sub-systems and seriously detract from the quality of the learning environment and lead to premature depletion of a building. Mechanical sub-systems include:

- Heating, Ventilation And Air Conditioning (HVAC)
- Steam Distribution Systems
- Storm Drain Systems
- Chilled Water Systems
- Domestic Water Supply Systems

**EASTERN MICHIGAN UNIVERSITY
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Heating Ventilating and Air Conditioning System

Overview:

Heating Ventilating and Air Conditioning (HVAC) systems vary from building to building because of age, use and utilization. HVAC systems include: Constant-Air-Volume (CAV) with hot and cold decks, CAV systems with only hot decks, CAV and only reheat boxes, Variable-Air-Volume (VAV) systems employing both Vortex damper systems and Variable Frequency Drives, VAV boxes without reheat, VAV boxes with hot water reheat, steam reheat, and electric reheat. Perimeter heat systems include hot water, steam, baseboard fin tube, ceiling panel, or fan coil units.

System Condition and Adequacy:

Currently there are 20 buildings that have been renovated or newly constructed since 1986 that have HVAC systems in good working condition and operate properly. Although operating as designed, alterations to the building envelope and/or changes in program or utilization can at times reduce their efficiencies. Many of these systems require some minor upgrades, and all of the systems must have ongoing preventative maintenance programs to avoid costly renovations, premature deterioration and untimely system failure.

Normal life expectancy of an HVAC system is between 25 to 30 years. Seventeen buildings on campus have HVAC systems that are 20 years old or older. Many have outlived or are nearing the end of their useful life. These buildings are being kept in service through extraordinary efforts, but are beginning to compromise the quality of the learning environment. Three of these buildings – Pray-Harrold, Mark Jefferson and Strong – have mechanical system deficiencies totaling in excess of \$12 million.

Steam Distribution Systems

Overview:

The University has a steam distribution and tunnel system consisting of a north loop that runs from the Heating Plant (west border of main campus) to Alexander Music building (east border of main campus), approximately 3,800 feet in length; and a south loop that runs approximately 4,620 feet from the Heating Plant to Sherzer (west to east through the center of main campus) and branches off in two directions to Pease Auditorium and Goddard Hall (see enclosed campus map).

The 40 lb. steam lines vary in diameter from 14 inches at the Heating Plant to six inches at the far extremity between Goddard and Alexander. While the north and south tunnels are not connected, the steam lines are joined between Goddard and Alexander by this six inch line. Additionally, there is an eight-inch, 120 lb. mini-loop that intersects Halle Library in the south tunnel that serves a two-stage steam absorber in the Library.

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Tunnel construction varies from cast-in-place walls, floors, and roof, to brick arch construction. The physical condition of the tunnel also varies depending on the age of the structure and exposure to moisture deterioration.

System Condition and Adequacy:

The north tunnel is cast-in-place concrete, which appears to be in good condition with the exception of some isolated areas showing structural distress in the form of varying degrees of reinforcement corrosion and concrete spalling due to water infiltration. There is water seepage in the tunnel at expansion joints, and, generally, drainage needs to be improved as does ventilation. Pipe support systems are painted steel frames at 12- to 15-foot intervals and, where resting on the floor, are experiencing varying stages of corrosive deterioration. Some isolated support frames are also corroded. The steam lines, expansion joints, and condensate return lines are in serviceable condition. The asbestos insulation was surveyed and areas of deterioration were either removed and reinsulated, or encapsulated. All remaining lines are original and insulated with asbestos. The ingress and egress points also need repair and modification as well as renovation to the security system.

A listing of repairs required in the tunnel includes the following:

- Repair spalled concrete and corroded reinforcement steel.
- Improve drainage by cutting a wider trench and removing mineral deposits.
- Install new and or repair existing sump pumps.
- Install new and or repair existing ventilation fans.
- Repair condensate leaks.
- Repack steam line expansion joints.
- Replacing corroded support frames and paint exposed steel.
- Selective sealing of exterior joints.
- Repair the lighting system.
- Encapsulate insulation systems.
- Repair manhole steps and lock down system.
- Repair mechanical room entry and exit doors.
- Repack/rebuild leaking steam and condensate valves.
- Install new isolation valves as needed.
- Repair traps as needed.

Implementation Plan:

1. Develop a phased approach for system repair over the next five years.
2. System critical repairs occur in the first phase.
3. Repairs involving system shut down are performed at scheduled class breaks, holidays, and semester breaks.

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Storm Drain Systems

Overview:

The University storm drain system consists of 15,500 feet of storm sewer that drains rain water from 480 acres. This system catches all the surface water from roofs, parking lots, and streets on campus. Only the rain falling on lawn areas is not collected until the ground is saturated to the runoff point. The campus storm system is tied at various points to the City and County systems that eventually drain into the Huron River. City and County systems include a 24-inch main running down Cross Street, which borders the main campus to the south; the 66-inch Owen Drain that runs through the center of campus and collects water from and intersects with the 24-inch main as well as other lines on the northern perimeter.

System Condition and Adequacy:

In recent years the University has been experiencing storm water backup into some of its buildings during heavy rains. Initial observations indicate that some building roof drains and perimeter footing drains are backing up because the main lines they drain into are at capacity. The University is concerned that it has reached or maybe even exceeded the design capacity of some of its storm sewers and that the city and county lines have also become overloaded and exceed their design capacity. The consequence of this is that it causes water pressure to build and forces drains to spew water rather than accept it and carry it away.

The University has sanctioned an engineering study that would include:

- Map the existing system to include GPS location of all the manholes.
- Review the capacity of the existing storm system.
- Determine the elevations of the inverts and building basements.
- Calculate the required system capacity.
- Compare inlet and outlet capacities at each manhole.
- Provide findings and recommend a plan of action and associated cost.

Chilled Water Systems

Overview:

The University Chilled Water system is composed of six loops. A good mix of steam and electric chillers including 10 steam absorption units totaling 4,294 tons and seven electric chillers totaling 2,895 tons exist. There are also a large number of smaller air conditioning systems throughout campus. Chilled water towers range in age from circa 1969 wooden towers at Mark Jefferson to new Marley towers at Pray-Harrold (replaced after the March 2000 fire), Pierce Hall and the Porter College of Education Building. Most University pumping systems include a backup condenser water pump and a back up chilled water pump.

System cooling is required in all buildings from April through the end of October. In the Halle Library cooling is required year round. The University has an active cooling tower water treatment program. Chiller tube bundles are routinely cleaned each winter to keep heat transfer

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surfaces clean. Steam absorption units should cycle through a complete rebuild of bushings, seals, and gaskets on a three to four-year cycle.

System Condition and Adequacy:

Loop 1 is the Pierce loop and serves 9 buildings. Loop 1 cooling includes three 250 ton steam absorption units with three cooling towers located at Pierce Hall. All units are fairly new and considered in good condition.

Loop 2 is the Mark Jefferson loop and consists of one new 781-ton steam absorber and one 31 year-old, 781-ton steam absorber. This loop includes the McKenny ice storage system consisting of one 300-ton chiller and 100-ton ice storage tanks. This loop serves five buildings. The University is currently in the process of adding piping and pumps in order to connect Halle Library into this loop so the 852-ton Halle chiller can be used to back up either of the two Mark Jefferson units. If Mark Jefferson is renovated to include a modern VAV supply system and a variable speed exhaust system on the fume hoods there is the potential for significant chiller capacity savings.

Loop 3 is the Pray-Harrold loop and serves seven buildings. Chillers included in this loop are located in Pray-Harrold and Porter College of Education Building. Porter C.O.E. has one 590-ton steam absorber and one 600-ton electric chiller, both in good condition. Pray-Harrold has one failed 280-ton steam absorber and one 16 year-old, 560-ton electric chiller which has not been rebuilt and has Freon 11, which has environmental issues.

Loop 4 is the Alexander loop. This loop currently serves two buildings. This system is in good condition. It consists of three chillers located in Alexander Music building – one electric 255-ton chiller and two 130-ton steam absorption units. However, the loop is at capacity and is challenged on hot, humid days.

Loop 5 is the College of Business loop and serves one building. It contains one 320-ton electric chiller and is in reasonably good condition.

Loop 6 is the Convocation Center loop and also serves one building. It contains two new 380-ton electric chillers.

The campus loop system lacks redundancy and is intra-loop dependent. Many of the components are approaching the end of their useful life creating the potential for disruption of service. Because the components are so inter-dependent, any single equipment failure could take a loop out of service causing the loss of one or more buildings.

Eastern Michigan University
Chilled Water Loop
Equipment Data Sheet
Table 12

Equipment Location	Chiller Type				Cooling Tower		
	Electrical (Tonage)	(Year)	Absorption (Tonage)	(Year)	(Tonage)	Type	(Year)
Loop 1	Pierce		250	1999	250	Marley	1999
			250	1994	250	Marley	1994
			250	1994	250	Marley	1994
	Loop 1 total		750		750		
Loop 2	Halle-Library		852	1998	1000	BAC	1997
	Mark Jefferson		781	1998	1600	Marley	1969
			781	1970			
	McKenny	300			300	Marley	1991
	McKenny Ice Storage	100	1991				
	Loop 2 total	400		2414	2900		
Loop 3	John C. Porter	600	1998	590	499	Marley	1998
					400	Marley	1992
					400	Marley	1992
	Pray-Harold	560	1984	280	860	Marley	2000
	Loop 3 total	1160		870	2159		
Loop 4	Alexander	255	1994	130	250	Marley	1994
				130	250	Marley	1994
	Loop 4 total	255		260	500		
Loop 5	College of Business	320	1989		300	Evapco	1989
	Loop 5 total	320		0	300		
Loop 6	Convocation Center	380	1997		400	Marley	1997
		380	1997		400	Marley	1997
	Loop 6 total	760		0	800		
	Combined Loop totals	2895		4294	7409		

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Domestic Water Supply Systems

Overview:

The University water supply system consists of approximately 13,700 feet of supply line (pipe). Included in this system is a 1,650-foot section of line running through the center of campus. This section was replaced in 1988 in collaboration with Ypsilanti Community Utilities Authority and is in excellent condition.

System Condition and Adequacy:

The remaining lines on campus are old, but for the most part, are believed to be in satisfactory condition with the exception of two sections. One section is a line of approximately 1,000 feet that runs from Goddard to Rackham (southeast to northwest through the center of campus). The other line runs approximately 1,500 feet from Oakwood north to West Circle Drive to join the section identified above. In addition to these lines there are 15 water-main shut-off valves that are in need of repair.

The plan is to replace these two sections of lines totaling 2,500 feet in length and the 15 water-main shut-off valves during the summer of 2002 (pending funding).

Mechanical System Deficiencies By Building

Table 13

26.

Name	Building Sq./ft.	Date Built	Building Replacement Value	Mechanical System Deficiencies
Before 1900				
Starkweather Hall	8,706	1896	\$1,523,550	\$25,000
Welch Hall	36,840	1896	\$6,447,000	\$60,000
1900 - 1949				
Sherzer	35,253	1903	\$6,169,275	\$137,000
School House**	900	1905	\$450,000	\$0
Boone Hall	45,210	1914	\$7,911,750	\$5,000
Pease	30,181	1914	\$5,281,675	\$0
Roosevelt	75,639	1924	\$13,236,825	\$2,083,040
Ford Hall	33,333	1929	\$5,833,275	\$536,000
McKenny Union	107,103	1931	\$18,743,025	\$69,000
Briggs	9,500	1937	\$1,662,500	\$26,000
Rackham	45,890	1938	\$8,030,750	\$599,000
Business & Finance	15,329	1939	\$2,682,575	\$125,000
Hover**	12,679	1941	\$1,775,060	\$124,000
Pierce Hall	61,275	1948	\$10,723,125	\$17,000
1950 - 1969				
Heating Plant**	23,856	1951	\$29,820,000	\$706,000
Bowen	89,220	1955	\$15,613,500	\$189,000
Strong	80,713	1957	\$14,124,775	\$1,697,120
Quirk**	58,205	1959	\$10,185,875	\$493,000
Sculpture Studio	4,648	1959	\$813,400	\$0
Snow**	30,035	1959	\$7,508,750	\$355,000
Warner	95,349	1964	\$16,686,075	\$185,000
Sill Hall	92,635	1965	\$16,211,125	\$61,000
John W. Porter	143,775	1966	\$25,160,625	\$17,000
Pray Harrold	237,108	1967	\$41,493,900	\$4,318,000
Oestrike Stadium**	1,312	1968	\$1,200,000	\$0
Rynearson Stadium**	49,595	1968	\$12,000,000	\$7,000
Mark Jefferson**	180,802	1969	\$45,200,500	\$5,986,000
1970 - 1979				
West Cross Street, 611	4050	1970	\$708,750	\$125,000
Central Stores	10,140	1972	\$1,774,500	\$7,000
Kresge Center	12,606	1974	\$2,206,050	\$41,000
1980 - 1989				
Alexander	86,900	1980	\$15,207,500	\$272,000
Cooper	12150	1984	\$2,126,250	\$0
Olds\Robb Center	180,631	1984	\$31,610,425	\$505,000
Paint Research**	8,000	1987	\$2,000,000	\$0
Corporate Education Center**	37,200	1989	\$7,440,000	\$245,000
1990 - 1999				
Owen C.O.B**	126,000	1990	\$26,460,000	\$41,000
Lake House	3,380	1994	\$591,500	\$0
Physical Plant**	25,300	1995	\$4,427,500	\$0
Physical Plant Storage Garage	8,500	1995	\$1,487,500	\$0
Team Building	13,536	1995	\$2,368,800	\$0
Convocation Center	198,385	1998	\$34,717,375	\$0
Greenhouse & Aquatic Biology	5,200	1998	\$910,000	\$12,000
Halle Library	273,715	1998	\$47,900,125	\$80,000
2000 - After				
Everett C. Marshall	70,324	2000	\$12,306,700	\$0
Infrastructure				
Tunnels				\$1,555,000
TOTAL ***	2,681,108		\$520,731,885	\$20,703,160

** Indicates unique Building Replacement Costs

EASTERN MICHIGAN UNIVERSITY
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ELECTRICAL SYSTEMS (BUILDINGS)

Overview:

The electrical system components within each building include: power transformers, switchgear, power distribution panel main breakers, electric distribution wiring, branch circuit breaker panels, motor control fuse switches and starters, receptacles, and lighting systems. Like mechanical systems, these systems are vital, complex and intra-dependent. Failure in one component can result in complete system failure.

System Condition and Adequacy:

The average age of all the general fund buildings' electrical systems is 20.8 years. More than 19 buildings have electrical systems over 30 years old. As these electrical systems age, replacement parts have become increasingly difficult to obtain. Furthermore, the older systems were not designed to meet the current day technology demands placed on them by personal computers, fax machines, copiers, etc. In many instances the systems have reached their limits and the University's flexibility to support new educational programs and equipment is limited. The University has identified \$5,252,410 in electrical system deficiency needs in the general fund buildings with 35 percent of the deficiencies in Pray-Harrold, Mark Jefferson and Strong. Electric distribution systems deficiencies include outdated inefficient lighting systems, inadequate numbers of distribution circuits and panels with no spare breakers or electric capacity. The electrical system deficiencies pertain to existing systems and do not reflect the cost to expand electrical capacity that is needed in Pray-Harrold and Mark Jefferson.

Electrical System Deficiencies by Building
Table 14

<i>Name</i>	<i>Building Sq./ft.</i>	<i>Date Built</i>	<i>Building Replacement Value</i>	<i>Electrical System Deficiencies</i>
Before 1900				
Starkweather Hall	8,706	1896	\$1,523,550	\$10,000
Welch Hall	36,840	1896	\$6,447,000	\$40,000
1900 - 1949				
Sherzer	35,253	1903	\$6,169,275	\$40,000
School House**	900	1905	\$450,000	\$0
Boone Hall	45,210	1914	\$7,911,750	\$10,000
Pease	30,181	1914	\$5,281,675	\$40,000
Roosevelt	75,639	1924	\$13,236,825	\$207,000
Ford Hall	33,333	1929	\$5,833,275	\$54,000
McKenny Union	107,103	1931	\$18,743,025	\$50,000
Briggs	9,500	1937	\$1,662,500	\$20,000
Rackham	45,890	1938	\$8,030,750	\$40,000
Business & Finance	15,329	1939	\$2,682,575	\$32,000
Hover**	12,679	1941	\$1,775,060	\$18,000
Pierce Hall	61,275	1948	\$10,723,125	\$152,860
1950 - 1969				
Heating Plant**	23,856	1951	\$29,820,000	\$1,610,000
Bowen	89,220	1955	\$15,613,500	\$40,000
Strong	80,713	1957	\$14,124,775	\$40,000
Quirk**	58,205	1959	\$10,185,875	\$100,000
Sculpture Studio	4,648	1959	\$813,400	\$11,000
Snow**	30,035	1959	\$7,508,750	\$20,000
Warner	95,349	1964	\$16,686,075	\$150,000
Sill Hall	92,635	1965	\$16,211,125	\$357,700
John W. Porter	143,775	1966	\$25,160,625	\$10,000
Pray Harrold	237,108	1967	\$41,493,900	\$500,000
Oestrike Stadium**	1,312	1968	\$1,200,000	\$0
Rynearson Stadium**	49,595	1968	\$12,000,000	\$132,000
Mark Jefferson**	180,802	1969	\$45,200,500	\$1,323,850
1970 - 1979				
West Cross Street, 611	4050	1970	\$708,750	\$0
Central Stores	10,140	1972	\$1,774,500	\$0
Kresge Center	12,606	1974	\$2,206,050	\$0
1980 - 1989				
Alexander	86,900	1980	\$15,207,500	\$40,000
Cooper	12150	1984	\$2,126,250	\$0
Olds/Robb Center	180,631	1984	\$31,610,425	\$30,000
Paint Research**	8,000	1987	\$2,000,000	\$10,000
Corporate Education Center**	37,200	1989	\$7,440,000	\$0
1990 - 1999				
Owen C. O. B**	126,000	1990	\$26,460,000	\$0
Lake House	3,380	1994	\$591,500	\$0
Physical Plant**	25,300	1995	\$4,427,500	\$29,000
Physical Plant Storage Garage	8,500	1995	\$1,487,500	\$0
Team Building	13,536	1995	\$2,368,800	\$0
Convocation Center	198,385	1998	\$34,717,375	\$0
Greenhouse & Aquatic Biology	5,200	1998	\$910,000	\$0
Halle Library	273,715	1998	\$47,900,125	\$0
2000 - After				
Everett C. Marshall	70,324	2000	\$12,306,700	\$10,000
Infrastructure				
Tunnels				\$125,000
TOTAL ***	2,681,108		\$520,731,885	\$5,252,410

** Indicates unique Building Replacement Costs

**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2002
FACILITY ASSESSMENT**

ELEVATOR SYSTEMS

Overview:

The elevator systems at Eastern Michigan University vary in age and condition. The oldest elevator car still in service was installed in 1936. Though very utilitarian in design and function, elevators are vital to the daily operation of every multi-floor building. There are 34 elevators in general fund buildings.

System Condition and Adequacy:

All 34 elevators are maintained by the Physical Plant staff and have been evaluated for condition and safety. There are 17 elevators that need to be updated to meet certain ADA compliance requirements, 12 elevators in need of major 10-year rebuilds, and five buildings with two or more stories without an elevator. Total elevator system deficiencies is \$2,895,000. In the Mark Jefferson science building and Pray-Harrold classroom building there are eight elevators, each responding to as many as 800 calls per day, with renewal costs estimated to be \$1,030,000.

Elevator System Deficiencies By Building
Table 15

30.

Name	Building Sq.ft.	Date Built	Building Replacement Value	Elevator System Deficiencies
Before 1900				
Starkweather Hall	8,706	1896	\$1,523,550	\$150,000
Welch Hall	36,840	1896	\$6,447,000	\$0
1900 - 1949				
Sherzer	35,253	1903	\$6,169,275	\$0
School House**	900	1905	\$450,000	\$0
Boone Hall	45,210	1914	\$7,911,750	\$0
Pease	30,181	1914	\$5,281,675	\$5,000
Roosevelt	75,639	1924	\$13,236,825	\$40,000
Ford Hall	33,333	1929	\$5,833,275	\$300,000
McKenny Union	107,103	1931	\$18,743,025	\$60,000
Briggs	9,500	1937	\$1,662,500	\$0
Rackham	45,890	1938	\$8,030,750	\$215,000
Business & Finance	15,329	1939	\$2,682,575	\$200,000
Hover**	12,679	1941	\$1,775,060	\$0
Pierce Hall	61,275	1948	\$10,723,125	\$0
1950 - 1969				
Heating Plant**	23,856	1951	\$29,820,000	\$0
Bowen	89,220	1955	\$15,613,500	\$40,000
Strong	80,713	1957	\$14,124,775	\$0
Quirk**	58,205	1959	\$10,185,875	\$300,000
Sculpture Studio	4,648	1959	\$813,400	\$0
Snow**	30,035	1959	\$7,508,750	\$0
Warner	95,349	1964	\$16,686,075	\$0
Sill Hall	92,635	1965	\$16,211,125	\$0
John W. Porter	143,775	1966	\$25,160,625	\$0
Pray Harrold	237,108	1967	\$41,493,900	\$630,000
Oestrike Stadium**	1,312	1968	\$1,200,000	\$0
Rynearson Stadium**	49,595	1968	\$12,000,000	\$0
Mark Jefferson**	180,802	1969	\$45,200,500	\$400,000
1970 - 1979				
West Cross Street, 611	4050	1970	\$708,750	\$0
Central Stores	10,140	1972	\$1,774,500	\$0
Kresge Center	12,606	1974	\$2,206,050	\$0
1980 - 1989				
Alexander	86,900	1980	\$15,207,500	\$80,000
Cooper	12,150	1984	\$2,126,250	\$165,000
Olds\Robb Center	180,631	1984	\$31,610,425	\$40,000
Paint Research**	8,000	1987	\$2,000,000	\$0
Corporate Education Center**	37,200	1989	\$7,440,000	\$0
1990 - 1999				
Owen C.O.B**	126,000	1990	\$26,460,000	\$250,000
Lake House	3,380	1994	\$591,500	\$0
Physical Plant**	25,300	1995	\$4,427,500	\$0
Physical Plant Storage Garage	8,500	1995	\$1,487,500	\$0
Team Building	13,536	1995	\$2,368,800	\$0
Convocation Center	198,385	1998	\$34,717,375	\$10,000
Greenhouse & Aquatic Biology	5,200	1998	\$910,000	\$0
Halle Library	273,715	1998	\$47,900,125	\$10,000
2000 - After				
Everett C. Marshall	70,324	2000	\$12,306,700	\$0
Infrastructure				
Tunnels				\$0
Total	2,681,108		\$520,731,885	\$2,895,000

** Indicates unique Building Replacement Costs

**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2002
FACILITY ASSESSMENT**

LIFE SAFETY SYSTEMS

Overview:

For purposes of this report, the life safety category within the building includes the fire alarm system, central alarm reporting system, fire sprinkler system, fire pumps, standpipes, portable fire extinguishers, emergency lighting systems, eye wash/shower systems, exit signs, means of egress components, and some ADA compliance components.

Systems Condition and Adequacy:

The university life safety systems are functional but many have aged, requiring frequent repair and inevitable replacement. The University has a central reporting Keltron system that reports fire and trouble alarms to the Department of Public Safety. Replacement of the obsolete Keltron system with the modern MDI/Ultrak system has been initiated in new and renovated buildings. The University has identified 15 buildings with fire alarm systems where components are susceptible to failure. Replacement parts for these antiquated systems are difficult, and in some cases, impossible to procure. A plan to systematically replace these systems is being implemented.

The University has identified life safety deficiencies of \$4,264,500 in the general fund buildings. Of this amount, \$1,550,000 is identified in the Pray-Harrold classroom building.

Life Safety System Deficiencies By Building
Table 16

32...

<i>Name</i>	<i>Building Sq./ft.</i>	<i>Date Built</i>	<i>Building Replacement Value</i>	<i>Life Safety System Deficiencies</i>
Before 1900				
Starkweather Hall	8,706	1896	\$1,523,550	\$75,000
Welch Hall	36,840	1896	\$6,447,000	\$0
1900 - 1949				
Sherzer	35,253	1903	\$6,169,275	\$0
School House**	900	1905	\$450,000	\$0
Boone Hall	45,210	1914	\$7,911,750	\$0
Pease	30,181	1914	\$5,281,675	\$0
Roosevelt	75,639	1924	\$13,236,825	\$200,000
Ford Hall	33,333	1929	\$5,833,275	\$100,000
McKenny Union	107,103	1931	\$18,743,025	\$0
Briggs	9,500	1937	\$1,662,500	\$0
Rackham	45,890	1938	\$8,030,750	\$132,000
Business & Finance	15,329	1939	\$2,682,575	\$96,000
Hover**	12,679	1941	\$1,775,060	\$50,000
Pierce Hall	61,275	1948	\$10,723,125	\$0
1950 - 1969				
Heating Plant**	23,856	1951	\$29,820,000	\$20,000
Bowen	89,220	1955	\$15,613,500	\$177,000
Strong	80,713	1957	\$14,124,775	\$135,000
Quirk**	58,205	1959	\$10,185,875	\$210,000
Sculpture Studio	4,648	1959	\$813,400	\$75,000
Snow**	30,035	1959	\$7,508,750	\$151,000
Warner	95,349	1964	\$16,686,075	\$95,500
Sill Hall	92,635	1965	\$16,211,125	\$150,000
John W. Porter	143,775	1966	\$25,160,625	\$0
Pray Harrold	237,108	1967	\$41,493,900	\$1,550,000
Oestrike Stadium**	1,312	1968	\$1,200,000	\$0
Rynearson Stadium**	49,595	1968	\$12,000,000	\$282,000
Mark Jefferson**	180,802	1969	\$45,200,500	\$120,000
1970 - 1979				
West Cross Street, 611	4050	1970	\$708,750	\$75,000
Central Stores	10,140	1972	\$1,774,500	\$124,000
Kresge Center	12,606	1974	\$2,206,050	\$0
1980 - 1989				
Alexander	86,900	1980	\$15,207,500	\$232,000
Cooper	12,150	1984	\$2,126,250	\$100,000
Olds/Robb Center	180,631	1984	\$31,610,425	\$110,000
Paint Research**	8,000	1987	\$2,000,000	\$0
Corporate Education Center**	37,200	1989	\$7,440,000	\$0
1990 - 1999				
Owen C.O.B**	126,000	1990	\$26,460,000	\$0
Lake House	3,380	1994	\$591,500	\$0
Physical Plant**	25,300	1995	\$4,427,500	\$0
Physical Plant Storage Garage	8,500	1995	\$1,487,500	\$0
Team Building	13,536	1995	\$2,368,800	\$5,000
Convocation Center	198,385	1998	\$34,717,375	\$0
Greenhouse & Aquatic Biology	5,200	1998	\$910,000	
Halle Library	273,715	1998	\$47,900,125	\$0
2000 - After				
Everett C. Marshall	70,324	2000	\$12,306,700	\$0
Infrastructure				
Tunnels				\$0
Total	2,681,108		\$520,731,885	\$4,264,500

** Indicates unique Building Replacement Costs

**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2002
FACILITY ASSESSMENT**

ELECTRIC SUPPLY AND DISTRIBUTION SYSTEMS

Overview:

The existing electrical system consists of two 4800-volt Detroit Edison (DECO) feeders connected from the DECO owned Cornell Substation to the Heating Plant 4800-volt switchgear. A 3.8-MW co-generation system is located at the Heating Plant and is also connected to this switchgear. Campus electrical distribution is a looped system in an underground duct bank with loop switching located at each building. Cable from the Heating Plant is old 450 kcmil Lead paper insulation cable. Each building has its own 4800-volt service transformer. Four distribution loops emit from the Heating Plant on eight breakers with each loop normally open.

The University has recently constructed a new EMU-owned 42/13.2 kV Coral substation with one 15/20/25-mv transformer with space available for a second. This substation contains 10 loop breakers on the main buss and now serves Loop 4 and Halle Library at 13.2 kV.

Campus load growth projections (below) reflect system energy demands in 1998, current system demands, and projected future demands in the year 2013.

Campus Load Growth

Prior (Sept. 1998)

Peak Demand	9.42 MW *
4800v PL8 (6.4mW Max)	5.62 MW
4800v PL2 (6.4mW Max)	Backup Service
Cogeneration	3.8 MW

Current (Sept. 2000)

Peak Demand	9.2 MW **
4800v PL8 (6.4mW Max)	3.8 MW
4800v PL2 (6.4mW Max)	Backup Service
Cogeneration	3.8 MW
13.2 kV	1.55 MW

Future (2013)

Peak Demand (Projected)	20.5 MW
4800v PL8 (6.4mW Max)	Retired
4800v PL2 (6.4mW Max)	Retired
Cogeneration	3.8 MW
13,200	16.7 MW
12,200	Backup Service

* Note – 880T of electric chiller capacity switched off to limit loading at time of peak.
 ** Note – 560T of electric chiller switched off. Weather was milder than 1998.

**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2002
FACILITY ASSESSMENT**

System Condition and Adequacy:

In 1999 Stanley Consultants, Inc. was hired to evaluate the University Electrical Infrastructure. Their findings include:

1. Presently, one existing DECO 4,800-volt supply feeder does not have the capacity to serve the continuous demand for the EMU campus during the peak period in the event the EMU generator is not functioning and there is an outage on the second DECO 4800-volt supply feeder.
2. By the year 2001, one DECO 4,800-volt supply feeder, together with the EMU co-generator, will not have the capacity to service the continuous demand for the EMU campus during the peak period and there is an outage on the 2nd DECO supply feeder.
3. By the year 2007, both DECO 4,800-volt supply feeders, together with the EMU co-generator, will not have capacity to service the continuous demand for the EMU campus during the peak period.
4. The existing EMU 4,800-volt distribution circuits are presently loaded near capacity during the peak period.
5. Sections of existing EMU 4,800-volt distribution circuits and cables have been in operation for 30 to 40 years and are lead-paper insulation. Replacement is the only option.

In response to the Stanley Consults' recommendations the University has self-funded a \$5.5 million, Phase I Electrical Distribution project to relieve loading on the current DECO 4,800-volt supply feeders and begin conversion of some the EMU 4,800-volt distribution feeders. Steps toward upgrading the campus electric which have been completed to date include:

1. Construction of a new 42/13.2 kV 2- transformer substation (one transformer installed).
2. Construction of a new 12-cell duct bank between the new Substation and the Heating Plant.
3. Construction of 13.2 kV supply feeders to serve West Campus and to the Halle Library.
4. Engaging Commonwealth Associates of Jackson, Michigan to design the phased completion of the conversion of the campus electric supply and distribution system to 13.2 kV.
5. Platform Power L.L.C. was also retained to provide an energy perspective when evaluating the complete plan relative to participating in deregulation.

The University plans to continue to develop a phased-construction approach with Commonwealth Associates and Platinum Power to meet the long-term projected campus load growth. Accelerated conversion of load to the new substation is underway in order to realize savings from lower utility rates at the higher voltage. Planned actions include:

1. Installation of the second substation transformer in the new substation for redundancy and reliability of the campus electric supply. This substation will supply existing and future loads projected through the year 2013.
2. Construct tie circuits from the new substation with transformation at the power plant so the entire campus is served from new adequately sized supply circuits from the new 42/13.2 kV substation.
3. Relocation of Loop 3, which has exceeded capacity, to the new substation through the use of 13.2/4.8 kV step-down transformers.

**University Parking - 5 Year Plan
2001 — 2006
Table 17**

Lot Name	Lot Condition	Action	Est. Cost
Balance forward			
Fiscal Year 1 - 2001-2002			
Pease Lot	Poor	Replace	\$350,000
Sill Lot	Poor	Replace	\$125,000
Main Campus Parking Structure	Fair	Maintenance	\$250,000
Physical Plant Parking	Good	Expand	\$25,000
McKenny Lot	Good	Restripe	\$1,000
Oakwood North	Excellent	Restripe	\$175
West Circle Drive by Halle	Good	Restripe	\$150
Ann Street east of Putnam	Good	Restripe	\$125
Ford Lot	Good	Restripe	\$750
Cornel Parking Lot	Good	Restripe	\$500
Pine Grove Parking Area	Good	Restripe	\$500
Rynearson Lot	Poor	Patch-Restripe	\$10,000
Bowen Parking Lot	Good	Restripe	\$500
Snow Lot	Poor	Restripe	\$250
Paint Research Lot	Good	Restripe	\$200
Normal Street Lot	Good	Restripe	\$200
Washington Lot	Good	Restripe	\$500
Rackham	Good	Restripe	\$200
North Campus one	Fair	Restripe	\$800
North Campus two	Fair	Restripe	\$400
Year Total			<hr/> \$766,250
Fiscal Year 2 - 2002-2003			
Bowman Lot	Poor	Replace	\$105,000
Misc.		Patch-Restripe	\$10,000
Year Total			<hr/> \$115,000
Fiscal Year 3 - 2003-2004			
Rynearson Lot Phase I	Poor	Replace	\$550,000
Snow Lot	Poor	Replace	\$50,000
COB Parking Structure		Maintenance	\$25,000
Misc.		Patch-Restripe	\$10,000
Year Total			<hr/> \$635,000
Fiscal Year 4 - 2004-2005			
Rynearson Lot Phase II	Poor	Replace	\$550,000
Misc.		Patch-Restripe	\$10,000
Year Total			<hr/> \$560,000
Fiscal Year 5 - 2005-2006			
Ann Street Lot	Poor	Replace	\$400,000
Misc.		Patch-Restripe	\$10,000
Year Total			<hr/> \$410,000
Five Year Project Total			<hr/> \$2,486,250
Total Reserve Balance			

STATUS OF OTHER LOTS

Bowen Lot	Good
Childerns Center Lot	Good
Convocation Center Lot	Good
Jefferson Lot	Good
Mayhew Lot	Excellent
Normal Street Lot	Fair
Oakwood Lot	Good
Oakwood North	Good
Parking Structure Surface Lot	Good
Pierce Lot	Fair
Smith Lot	Fair

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 8

DATE:

April 3, 2001

RECOMMENDATION

STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 34 staff appointments for the months and dates shown on the attached listing.

STAFF SUMMARY

Of the 34 appointments, 20 (59%) are female, ten (29%) are African American, three (9%) are Hispanic, and one (3%) is American Indian. There are no other minorities.

FISCAL IMPLICATIONS

The salaries are part of the University's 2000-2001 budget as approved by the Board of Regents.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Dalbey, Marcia	Associate VP Academic Affairs	AP-14A	Interim Associate VP Academic Affairs	02/14/01	\$107,000	100	W	F	New Hire
Shell, William	LR&T-Library	AP-12	Associate Director Learning Technologies (User & Network Op)	01/12/01	\$68,000	100	W	M	New Hire
Diaco, Robert	Intercollegiate Athletics	AC-12	Assistant Coach Football	03/01/01	\$50,000	100	W	M	New Hire
Ziamba, David	Intercollegiate Athletics	AC-11	Assistant Coach Strength & Conditioning	01/25/01	\$26,452	100	W	M	New Hire
Gilbert, Lisa	Holman Learning Center	PT-08	Project Coordinator	01/29/01	\$37,500	100	B	F	New Hire
Martin, Lyndsey	Alumni Relations	PT-08	Assistant Director, Alumni Relations Internal Operations	02/20/01	\$36,000	100	I	F	New Hire
Kondek, Donna	Public Information	PT-06	Writer I	03/13/01	\$15,358	50	W	F	New Hire
Frederick-Brown, Kimberly	Institute for the Study of Children and Families	PT-06	Administrative Assistant II	02/01/01	\$13,150	50	B	F	New Hire
Kell, Derek	Eastern Eateries	PT-05	Supervisor, Dining Services	12/17/00	\$32,992	100	W	M	New Hire

1.

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
DeLeon, Carrie	Public Safety	CP-01	Officer, Campus Police	02/19/01	\$30,918	100	H	F	New Hire
Shimanek, Gilbert	Public Safety	CP-01	Officer, Campus Police	01/22/01	\$30,918	100	W	M	New Hire
Brown, Jacqueline	Accounting-Student	CS-05	Customer Service Representative	02/19/01	\$24,147	100	B	F	New Hire
Dayney, Diana	College of Technology	CS-05	Senior Secretary	01/29/01	\$12,074	50	W	F	New Hire
Smith, Pamela	Alumni Relations	CS-05	Senior Secretary	01/08/01	\$24,147	100	W	F	New Hire
Bennett, Chandra	Financial Aid	CS-04	Secretary II	02/05/01	\$21,369	100	B	F	New Hire
Brown, Anglesia	College of Arts & Sciences	CS-04	Secretary II	01/15/01	\$21,369	100	B	F	New Hire
Byrd, Sonya	Center For Organizational Risk Reduction	CS-04	Secretary II	01/15/01	\$21,369	100	B	F	New Hire
Hamel, Jason	LR&T-Library	CS-04	Library Assistant II	02/19/01	\$10,685	50	W	M	New Hire

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DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Montgomery, Florence	Finance and Computer Information Systems	CS-04	Secretary II	03/05/01	\$10,685	50	B	F	New Hire
Plopa Jr., James	Associated Health Professions	CS-04	Secretary II	01/24/01	\$21,369	100	W	M	New Hire
Saddler, Flora	University Health Services	CS-04	Secretary II	01/22/01	\$21,369	100	B	F	New Hire
Young, Cynthia	English Language & Literature	CS-04	Secretary II	02/19/01	\$21,369	100	W	F	New Hire
Hunt, Monique	Nursing	CS-03	Secretary	01/02/01	\$19,246	100	B	F	New Hire
MacNeil, Leo	Administrative Support Services	CS-03	Postal Clerk	02/26/01	\$19,246	100	W	M	New Hire
Mosely, Stevan	Administrative Support Services- Mailroom	CS-03	Postal Clerk	01/08/01	\$19,246	100	B	M	New Hire
Holmes, Lawrence	Physical Plant	FM-21	Electrician	01/03/01	\$42,141	100	W	M	New Hire
Klukach, Steven	Dining Services	FM-10	Cook/Stockkeeper	02/26/01	\$28,683	100	W	M	New Hire

3.

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Brenes, Jose	Physical Plant	FM-06	Custodian	03/07/01	\$16,806	100	H	M	New Hire
Eskew, Samantha	Physical Plant	FM-06	Custodian	12/11/00	\$16,806	100	W	F	New Hire
Ledgerwood, Deborah	McKenny Union/Campus Life	FM-06	Custodian	02/25/01	\$16,806	100	W	F	New Hire
Tackman, Kevin	Physical Plant	FM-06	Custodian	02/25/01	\$16,806	100	W	M	New Hire
Cervantes, Lena	Eastern Eateries	FM-95	Fast Food Worker	02/06/01	\$10,400	63	H	F	New Hire
Harris, Eric	Eastern Eateries	FM-95	Fast Food Worker	01/18/01	\$10,400	63	W	M	New Hire
Yoder, Michelle	Eastern Eateries	FM-95	Fast Food Worker	01/24/01	\$10,400	63	W	F	New Hire

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 9

DATE:

April 3, 2001

RECOMMENDATION

SEPARATIONS/RETIREMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 40 separations and retirements for the months and dates shown on the attached listing.

STAFF SUMMARY

Of the 40 separations and retirements, 21 (53%) are female, and seven (18%) are African American. There are no other minorities.

The Board of Regents would like to extend its deepest sympathy to the families of Professor Sharon Robertson, Professor John Sullivan, Associate Professor Margaret Smith, Provost & Vice President of Academic Affairs Ronald Collins, and Donna Kondek who have recently passed away.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Brackney, Barbara	Psychology	PROF	Professor	09/03/75	01/10/01	\$61,509	100	W	F	Retired
Robertson, Sharon	Foreign Languages & Bilingual Studies	PROF	Professor	01/02/84	12/11/00	\$57,595	100	W	F	Deceased
Sullivan, John	Chemistry	PROF	Professor	09/01/58	12/19/00	\$90,177	100	W	M	Deceased
Schatz, Kenneth	Special Education	ASSC	Associate Professor	08/29/90	03/06/01	\$49,368	100	W	M	Leaving Area
Smith, Margaret	Special Education	ASSC	Associate Professor	09/01/81	02/17/01	\$53,172	100	W	F	Deceased
Collins, Ronald	Provost & VP for Academic Affairs	AP-16	Provost & VP Academic Affairs	09/01/65	02/02/01	\$138,934	100	W	M	Deceased
Rush, Catherine	Academic Human Resources	AP-13	Director Academic Human Resources	05/01/98	01/23/01	\$80,084	100	W	F	Other Job
Smart, William	Physical Plant Office	AP-10	Project Manager Construction/Design	04/20/64	02/04/01	\$52,165	50	W	M	Retired
Krauss, Philip	Admissions-Outreach Off Campus	AP-09	Assistant Director Recruiting	07/02/90	01/27/01	\$42,985	100	W	M	At Will Termination

1

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRER DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Miller, Ronald	Special Projects Administration	AP-07	Manager Community Relations	07/01/99	01/03/01	\$36,282	100	W	M	Other Job
Sims, Thomas	Intercollegiate Athletics	AC-12	Assistant Coach Football	01/25/00	02/14/01	\$50,000	100	B	M	Other Job
Bond, Casey	Intercollegiate Athletics	AC-11	Assistant Coach Strength & Conditioning	09/01/99	01/06/01	\$22,766	100	W	M	Other Job
Stasiak, Florence	University Computing	PT-09	Lead Programmer/Analyst	01/31/66	02/03/01	\$52,050	100	W	F	Retired
Logan, Joshua	Convocation Center Manager Market	PT-08	Manager Ticket Operations	01/02/98	01/25/01	\$38,803	100	W	M	Personal
Punches, Evelyn	Honors Program	PT-07	Coordinator Honors Program	09/02/87	02/17/01	\$31,151	100	W	F	Other Job
Rider, Linda	Public Information	PT-07	Writer II	02/11/97	01/17/01	\$34,328	100	W	F	Other Job
Foy, Patrick	Custodial Services	PT-06	Area Foreperson	07/03/91	11/18/00	\$33,520	100	W	M	Other Job
Kondek, Donna	Public Information	PT-06	Writer I	03/13/01	03/16/01	\$15,358	50	W	F	Deceased

2

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

PAGE 3
 RETIREMENTS/
 SEPARATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Medrow, Elaine	University Publications	PT-06	Graphic Arts Specialist	02/09/98	01/04/01	\$27,864	100	W	F	Other Job
Nuar, Susan	University Computing	PT-06	Mainframe/Analyst/ Program Trainee	05/25/98	01/19/01	\$29,258	100	W	F	Quit W/O Notice
Megyese, John	Public Safety Office	CP-01	Officer Campus Police	06/05/88	03/01/01	\$41,668	100	W	M	Other Job
Groesbeck, Karen	Nursing	CS-05	Senior Secretary	07/17/00	01/16/01	\$24,147	100	W	F	Personal
Zepfauer, Natascha	Financial Aid Office	CS-05	Financial Aid Processor	01/02/98	02/10/01	\$24,147	100	W	F	Other Job
Darrow, Janet	Housing	CS-04	Senior Account Clerk	04/05/78	01/14/01	\$27,156	100	W	F	Retired
Dirks, Lori	Intercollegiate Athletics- Promoting	CS-04	Secretary II	02/15/93	03/31/01	\$21,369	100	W	F	Personal
Harris, Michelle	Finance & CIS	CS-04	Secretary II	02/01/99	02/24/01	\$10,685	50	W	F	Other Job
Jones-Milliner, Ann	Office of the Registrar	CS-04	Evaluator/Recorder	03/07/80	01/06/01	\$23,766	100	B	F	Did Not Return From Leave

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Overton, Charles	Public Safety	CS-04	Police Dispatcher	10/21/98	01/25/01	\$21,369	100	B	M	Other Job
Perkins, Tewsda	Community Service	CS-04	Secretary II	12/04/00	01/31/01	\$10,685	50	B	F	Discharged
Plopa Jr., James	Associated Health Professions	CS-04	Secretary II	01/24/01	02/06/01	\$21,369	100	W	M	Discharged
Hunt, Monique	Nursing	CS-03	Secretary	01/02/01	03/07/01	\$19,246	100	B	F	Discharged
Mosely, Stevan	Administrative Support Services- Mailroom	CS-03	Postal Clerk	01/08/01	02/06/01	\$19,246	100	B	M	Discharged
Kohne, Michael	Plumbing	FM-21	Plumber/Maintenance	11/27/00	01/05/01	\$42,141	100	W	M	Discharged
Douglas, Anthony	Hoyt Catering	FM-10	Cook/Stockkeeper	12/19/00	12/21/00	\$17,826	100	W	M	Quit W/O Notice
Fairbanks, Lawrence	Custodial Services	FM-06	Custodian	10/08/00	01/13/01	\$16,806	100	W	M	Other Job
Ferguson, Paul	Custodial Services	FM-06	Custodian	10/24/99	02/10/01	\$22,214	100	W	M	Other Job

4.

DATE: April 3, 2001
 BOARD REPORT FOR: 04/03/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

AGE 5
 RETIREMENTS/
 SEPARATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Moore, Richard	Custodial Services	FM-06	Custodian	10/08/00	01/20/01	\$16,806	100	W	M	Other Job
Roark, Stacy	Custodial Services	FM-06	Custodian	01/25/99	02/15/01	\$12,033	50	W	F	Other Job
Taylor, Betty	Housing Custodial	FM-06	Custodian	10/25/95	12/13/00	\$27,602	100	B	F	Leaving Area
Yoder, Michelle	Eastern Eateries	FM-95	Fast Food Worker	01/24/01	02/24/01	\$10,400	63	W	F	Discharged

5.

SECTION: 10

DATE:

April 3, 2001

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

EMERITUS FACULTY STATUS

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Faculty Status to seven (7) former faculty members listed in the attached report.

STAFF SUMMARY

The Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Chapter of the American Association of University Professors (AAUP) provides that a faculty member who has served the University for at least fifteen (15) years may be nominated for Emeritus Faculty Status upon retirement. The nominations for these individuals have received the support of their respective department heads, the deans of their colleges, and the Interim Provost and Vice President for Academic Affairs.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Interim Provost and Vice President for Academic Affairs

Date

EASTERN MICHIGAN UNIVERSITY
EMERITUS FACULTY STATUS RECOMMENDATION
April 3, 2001

James Angle

Professor, Department of English Language and Literature from 1964-2001
(35.5 years)
M.A. Kansas State University
B.A. University of Michigan

Igor Beginin

Professor, Department of Art from 1968-2001
(32 years)
M.A. Wayne State University

Carolyn Kirkendall

Instructor (Librarian), Learning Resources and Technologies from 1966-2000
(34 years)
M.A. University of Michigan
B.A. University of Michigan

John Loree

Professor, Department of Art from 1962-2001
(39 years)
M.F.A. Alfred University

Quirico S. Samonte

Professor, Department of Teacher Education from 1963-2001
(38 years)
Ph.D. University of Michigan
M.A. University of Michigan
M.A. University of the Philippines
B.A. University of the Philippines

Donna M. Schmitt

Professor, Department of Leadership and Counseling from 1975-2000
(25 years)
Ed.D. Western Michigan University
M.A. Western Michigan University
B.A. The College of Racine

John G. Pappas

Professor, Department of Leadership and Counseling from 1966-2001
(36)

Post-Doctoral Study Michigan State University

Ph.D. Kent State University

M.A. Ohio State University

B.A. University of Akron

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of English recommends the awarding of
Emeritus Faculty Status for the following retiring faculty member:

Name of Faculty Member: James Angle

Current Status/Rank at EMU: Professor of English

Date of Hire: 1964 Retirement Date: January 2, 2001

Number of Years at EMU: 35 1/2

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address:

Home Telephone:

Degree(s)/Institution(s): BA University of Michigan 1961
MA Kansas State University 1964

Name of spouse: _____

PLEASE ATTACH A BRIEF STATEMENT OF SUPPORT.

Upon receipt of Board of Regents' approval of emeritus status for the faculty member noted above, this information will be kept on file in the Provost's Office. Please forward this completed form to:

Associate Vice President for Academic Affairs
Academic Affairs, 106 Welch Hall

Recommended by (please print)

Date

Department Head

Date

Dean

Date

Provost

Date

Date Submitted to Board of Regents



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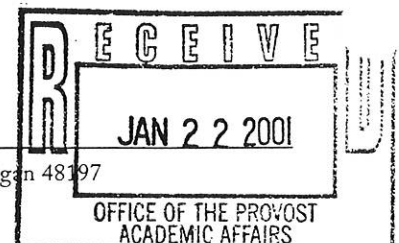
EASTERN MICHIGAN UNIVERSITY

Date: January 18, 2001

From: Russ Larson, Head
English Language and Literature

Subject: Emeritus Status for James Angle

Jim Angle has been a member of the English Department for over thirty-five years and has made a significant contribution to the University and to the lives of many students. In recent years he has been an active member of the English Department's Research and Sabbatical Leave Committee and has been a particularly effective teacher of literature and creative writing. I strongly support granting him Emeritus Faculty Status because of his long and valuable service.



EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Art recommends the awarding of
Emeritus Faculty Status for the following retiring faculty member:

Name of Faculty Member: Igor Beginin

Current Status/Rank at EMU: Professor

Date of Hire: 2/2/68 Retirement Date: 1/10/01

Number of Years at EMU: 32

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: _____

Home Telephone: (____) _____

Degree(s)/Institution(s): M.A. from Wayne State University

Name of spouse: _____

PLEASE ATTACH A BRIEF STATEMENT OF SUPPORT.

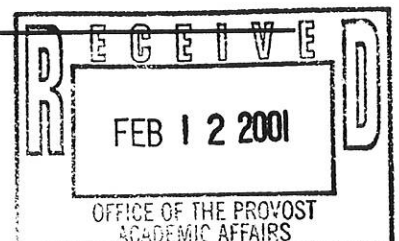
Upon receipt of Board of Regents' approval of emeritus status for the faculty member noted above, this information will be kept on file in the Provost's Office. Please forward this completed form to:

Associate Vice President for Academic Affairs
Academic Affairs, 106 Welch Hall

<u>Thomas K. Venner</u>	<u>February 5, 2001</u>
Recommended by (please print)	Date
<u>Department Head</u>	Date
<u>Dean</u>	Date
<u>Provost</u>	Date

Date Submitted to Board of Regents

(E:/Hsmith/Forms/Emeritus/May 1999)



Eastern Michigan University
Art Department

Memorandum

Subject: Igor Beginin, Emeritus Status Recommendation
From: Thomas K. Venner, Art Department Head
Date: February 5, 2001

On behalf of the Art Faculty, I recommend that Emeritus Faculty Status be awarded to Professor Igor Beginin. Professor Beginin has served the department with distinction for thirty-two years, since 1968. Over that time he has built a reputation for excellence in the teaching of watercolor, international acclaim as an artist and the admiration and respect of his students and colleagues. An award-winning painter and veteran of literally hundreds of exhibitions, including 23 appearances in the Michigan Watercolor Society Annual Exhibitions, Professor Beginin's art work can be found in the collections of General Motors, Ford Motor Company, Blue Cross/Blue Shield of Michigan, among others. Many of his former students are now winning awards as well. Professor Beginin has contributed to the department in virtually all areas of service, including many years as coordinator of undergraduate advising. His involvement on campus is also distinguished by his tireless efforts to promote student work, particularly through the organization, "Watercolorists at EMU," which has enabled hundreds of student artists to exhibit and sell their work, to great acclaim and success.

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

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EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Learning Resources & Technologies recommends the awarding of Emeritus Faculty Status for the following retiring faculty member:

Name of Faculty Member: Carolyn A. Kirkendall

Current Status/Rank at EMU: Instructor (Librarian)

Date of Hire: *August 27, 1986 Retirement Date: October 6, 2000

~~*Worked in different capacities since 1966 as temporary and part-time lecturer~~

Number of Years at EMU: 34 years (1966-1972 part-time temporary lecturer; 1972-1986 full-time temporary lecturer; 1986-2000 full-time permanent faculty/librarian).

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address:

Home Telephone:

Degree(s)/Institution(s): University of Michigan, 1961, M.A. Library Science

University of Michigan, 1960, B.A. English Literature

Name of spouse: _____

PLEASE ATTACH A BRIEF STATEMENT OF SUPPORT.

Upon receipt of Board of Regents' approval of emeritus status for the faculty member noted above, this information will be kept on file in the Provost's Office. Please forward this completed form to:

Associate Vice President for Academic Affairs
Academic Affairs, 106 Welch Hall

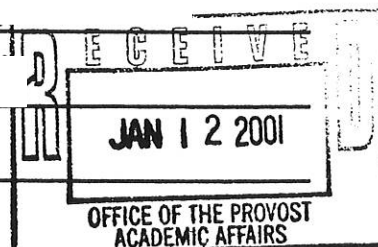
Recommended by (please print) _____ Date _____

Department Head/Associate Dean _____ Date _____

Dean _____ Date _____

Provost _____ Date _____

Date Submitted to Board of Regents _____



EMERITUS FACULTY RECOMMENDATION
FOR
CAROLYN A. KIRKENDALL

Statement of Support

Carolyn Kirkendall has served the Eastern Michigan University Library for thirty-four years. From 1966-1972 part-time temporary lecturer; 1972-1986 full-time temporary lecturer; 1986-2000 full-time permanent librarian, and from May 1999-September 1999 served as interim department head. Upon the move to the new Bruce T. Halle Library in June 1998 Carolyn became the Welcome Center Public Service Librarian until her retirement date of October 6, 2000. Carolyn has provided leadership and guidance for the campus community during her many years of service. Professional responsibilities include:

1. Director, Halle Library Welcome Center
2. Public Relations Librarian.
3. Liaison - Educational Resource Center - College of Education, and liaison with . faculty in relation to special LR&T events (library tours, coordinated activities for orientation, managed handouts, signs and displays).
4. As a reference librarian at the Information Desk, she provided direct service to students, faculty & patrons.

Carolyn served as Acting Department Head from May-August 1999, and a member of the EMU Public Relations Council, EMU Family Day Committee, LR&T Development Advisory Board, and a member of the Library Building Committee from 1994-1997. Carolyn is also a member of AIRCHE (Association of Instructional Resource Centers in Higher Education) Michigan - 1986-1999, Consultant, National LOEX Library Instruction Clearinghouse, 1986-1999, member of the American Library Association ACRL Bibliographic Instruction Section ad hoc - 1972-1986. Professional publications, presentations, performances and exhibitions include:

Book Talk-"At Home in Mitford" Chapter DL - PEO, Ypsilanti, March 1999

Book Talk-"Whatever Happened to Nancy Drew?" Northville MI Public Library, April 1998

Book Talk-"At Home in Mitford and Other Series Fiction"-Chapter W - PEO, Ann Arbor, April 1999

Book Talk-"Diaries of Pioneer Women"-Chapter DL, PEO, Ypsilanti, February, 1997

Book Talk-"Diaries of Frontier Women"-Chapter BP, PEO, Ypsilanti, February 1997

Carolyn received the Bibliographic Instruction Librarian of the Year award in 1991 from the American Library Association - Association of College and Research Libraries.

Dedication and loyalty to EMU has been proven, and recognized by not only those she has served but also by her colleagues at the library, the university, and the community. I recommend Carolyn A. Kirkendall be awarded Emeritus Status.



October 27, 2000

Dr. Sandra Yee
Department Head
Halle Library
Eastern Michigan University
Ypsilanti, Michigan 48197

Dear Dr. Yee:

As the chair of the Personnel Evaluation Committee for the Faculty of Learning Resources and Technologies, I would like to nominate Assistant Professor Carolyn Kirkendall for emeritus status.

Professor Kirkendall has provided both the Library and the University with a long and distinguished record of service. Her recent retirement now makes it appropriate for her to be granted emeritus status.

Our committee enthusiastically supports the award of emeritus status to Professor Kirkendall.

Sincerely yours,

Sarell Wood Beal
Chair, Personnel Evaluation Committee

LEARNING RESOURCES AND TECHNOLOGIES

Bruce T. Halle Library ♦ 955 West Circle Drive ♦ Ypsilanti, Michigan 48197
734.487.0020 Fax: 734.484.1151 URL: <http://www.emich.edu/halle>

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Art recommends the awarding of
Emeritus Faculty Status for the following retiring faculty member:

Name of Faculty Member: John Loree

Current Status/Rank at EMU: Professor

Date of Hire: 9/1/62 Retirement Date: 1/10/01

Number of Years at EMU: 42 37

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: _____

Home Telephone: (____) _____

Degree(s)/Institution(s): M.F.A. Alfred University

Name of spouse: _____

PLEASE ATTACH A BRIEF STATEMENT OF SUPPORT.

Upon receipt of Board of Regents' approval of emeritus status for the faculty member noted above, this information will be kept on file in the Provost's Office. Please forward this completed form to:

Associate Vice President for Academic Affairs
Academic Affairs, 106 Welch Hall

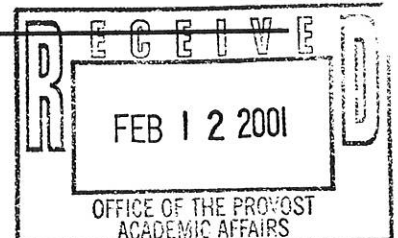
Recommended by (please print) _____ Date _____

Department Head _____ Date _____

Dean _____ Date _____

Provost _____ Date _____

Date Submitted to Board of Regents _____



Eastern Michigan University
Art Department

Memorandum

Subject: John Loree, Emeritus Status Recommendation
From: Thomas K. Venner, Art Department Head
Date: February 5, 2001

On behalf of the Art Faculty, I recommend that Emeritus Faculty Status be awarded to Professor John Loree. Professor Loree has served the department with distinction for thirty-eight years, since 1962. Over that time he has built a reputation for excellence in the teaching of ceramics and design, won wide acclaim as an artist and the admiration and respect of his students and colleagues. An award-winning ceramist and consummate watercolorist, Professor Loree has nurtured and inspired many hundreds of persons now working as professional artists and teachers. He has contributed to the department in virtually all areas of service, particularly the graduate studies committees, the scholarship committee, and as department newsletter editor. In addition to regular engagement in professional development, including participating in several workshops and museum study visits per year, Professor Loree is also a passionate traveler and his voyages regularly informed and enriched his students' classroom experiences.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Teacher Education recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Quirico S. Samonte

Current Status/Rank at EMU: Full Professor

Date of Hire at EMU: September 15, 1963 Retirement Date: May 1, 2001

Number of Years at EMU: 38 (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.A. University of the Philippines 1952
M.A. University of the Philippines 1954
 Masters: M.A. University of Michigan 1957
 Doctoral: Ph.D. University of Michigan 1960

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

Alane Starko 2/12/01
 Recommended by (please print) Date

 Department Head Date Dean Date

 Provost Date Date Submitted to Board of Regents

Please forward this completed form to: Lori H. Ristau
Academic Affairs, 106 Welch Hall

To Whom It May Concern:

I am pleased to support Dr. Quirico (Ric) Samonte's application for emeritus status. Dr. Samonte's 38 years of service to EMU comprise a remarkable career. In particular, he has made noteworthy contributions to Eastern Michigan University's international programs through his teaching and administrative responsibilities here and abroad. Dr. Samonte's dedicated teaching has influenced many thousands of students and provides an important legacy for his long career. I am pleased to recommend him for emeritus status.

Alane J. Starko
Head, Department of Teacher Education

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Leadership & Counseling recommends the awarding of
Emeritus Faculty Status for the following retiring faculty member:

Name of Faculty Member: Donna M. Schmitt

Current Status/Rank at EMU: Retired

Date of Hire: 1/6/1975 Retirement Date: 8/31/2000

Number of Years at EMU: 25

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: _____

Home Telephone: () _____

Degree(s)/Institution(s): Bachelor of Arts: The College of Racine; Master of Arts:
Western Michigan University; Doctor of Education: Western Michigan University

Name of spouse: _____

PLEASE ATTACH A BRIEF STATEMENT OF SUPPORT.

Upon receipt of Board of Regents' approval of emeritus status for the faculty member noted above, this information will be kept on file in the Provost's Office. Please forward this completed form to:

Associate Vice President for Academic Affairs
Academic Affairs, 106 Welch Hall

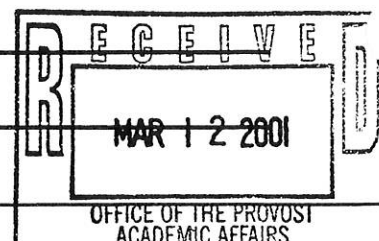
Jaclynn R. Tracy 3/7/2001
Recommended by (please print) Date

Department Head Date

Dean Date

Provost Date

Date Submitted to Board of Regents



Statement of Support

It is a pleasure to have the opportunity to recommend Dr. Donna Schmitt for Emeritus Faculty Status. Dr. Schmitt has served Eastern Michigan University for the past 25 years.

Dr. Schmitt arrived at EMU in 1975 to serve as the Associate Director of Center of Community Education. In 1978 she was named Director of the Center and earned Associate Professor status in the Department of Leadership & Counseling. During the 1989-90 academic year Dr. Schmitt agreed to serve as the Acting Department Head of that department. These roles and responsibilities prepared her well for her next position as Associate Dean of the College of Education from 1991-1995. The faculty was extremely supportive of Dr. Schmitt's return to the professorate in Fall, 1995. She remained in that position serving as Doctoral Program Coordinator and teaching in the educational leadership program until her retirement.

Dr. Schmitt is an extremely valued employee of Eastern Michigan University. She served this institution tirelessly with great dedication and commitment in each capacity. She was a mentor, friend and valued colleague to all who worked with her. In addition, her contributions to the university and the educational leadership profession have continued since her formal retirement. As an intermediate school assistant superintendent, Dr. Schmitt continues to represent EMU whenever possible, serves as an adjunct faculty member, and conducts Leadership Academies on our behalf throughout her service area.

As a member of the Educational Leadership faculty I highly recommend Dr. Donna Schmitt for the very important honor of Professor Emeritus. Our department very much supports Dr. Schmitt's contributions, and would like the opportunity to see these lasting contributions recognized and celebrated.

Jaclynn C. Tracy, Ph.D.
Associate Professor
Leadership & Counseling

CURRICULUM VITAE

Donna M. Schmitt

EDUCATION

Doctor of Education: Western Michigan University, Kalamazoo, 1975.
Major: Educational Leadership - Instruction and Community Education

Master of Arts: Western Michigan University, Kalamazoo, 1973.
Major: Educational Leadership - Curriculum and Supervision

Bachelor of Arts: The College of Racine, Racine, Wisconsin, 1965.
Majors: Elementary Education, History

PROFESSIONAL EXPERIENCE

Professor, Department of Leadership & Counseling, Eastern Michigan University, 1985-present.

Responsibilities: Teaching graduate courses and advising students in Educational Leadership, both on and off campus. These courses include:

Introduction to Ed Leadership	Leadership Theory
Women in Leadership	Supervision of Instruction
Community Education	Evaluation of Educational Services
Community Education Administration	Education & Community Relations
Conflict Management	Administrative Techniques
Staff Development Seminar	Field-Based Research
Next Steps for Women in Leadership	Analysis of Research in Administration
Introduction to Higher Education	Organization & Administration of Higher Ed
Technology for School Administrators	Politics of Educational Leadership
Dissertation Seminar	

Coordinator of Doctoral Degree Program

Director of Field-Based Research projects for Specialist degree candidates.

Director of Administrative Internship program for Master's and Specialist candidates.

Research in the areas of courses taught, especially Women in Leadership and Leadership Development.

Service to the university and to the profession including school districts, community colleges, state departments of education, and other institutions of higher education.

Development of new curricular offerings, including Women in Leadership, Staff Development Seminar, and Internship.

Associate Dean, College of Education, Eastern Michigan University, 1991-95.

Responsibilities: Financial and operations officer; management of budget, personnel, equipment, computer network and facilities for the College.

Acting Department Head, Department of Leadership & Counseling, Eastern Michigan University, 1989-90.

Responsibilities: Supervise faculty and staff; administer the department's programs in Educational Leadership and Guidance & Counseling; allocate resources of the department; teach graduate courses in Educational Leadership; advise students in Educational Leadership.

Associate Professor, Department of Leadership & Counseling, Eastern Michigan University, 1980-85.

Responsibilities: Same as listed above.

Director, Center for Community Education, Eastern Michigan University, and Assistant Professor, Department of Educational Leadership, 1978-83.

Responsibilities: Same as listed above, plus administration of the Center; preparation of grant proposals; supervision of associate director, clerical staff and doctoral interns; direction of five cooperating Centers in Ohio, New York, and Pennsylvania; and management of Center budget (approx. \$250,000 annually).

Associate Director, Center for Community Education, Eastern Michigan University, 1975-78 (one year as Acting Director).

Responsibilities: Same as listed above.

Mott Fellow, Community School Development Center, Western Michigan University, 1974-75.

Study as a full-time doctoral candidate and intern. Assisted in dissemination, implementation and training functions of the Center.

Mott Fellow, National Center for Community Education, Flint, Michigan, 1973-74.

Study as a full-time doctoral student and intern. Year-long participation in the Mott Interuniversity Clinical Preparation Program for Educational Leaders.

Upper Elementary Teacher, New Buffalo Area Schools, New Buffalo, Michigan, 1970-73 (tenured).

Responsibilities included preparation and teaching of all subjects for the sixth grade level; development of evaluative criteria for curriculum and organizational structure modification; and development of curriculum update project.

Chairperson, Negotiations' Committee of the New Buffalo Education Association, 1971-73.

Responsibilities included the development and negotiation of the Master Contract between New Buffalo Area Schools and the New Buffalo Education Association.

Unit Leader, Racine Unified School District #1, Racine, Wisconsin, Summers, 1967-70.

Responsibilities included leadership and supervision of team of eight teachers in the preparation, delivery, and evaluation of curriculum materials for upper elementary levels (grades 4-6); development of innovative instructional and supervision methodologies; and evaluation of teacher and material potential.

Middle School Level Leader and Teacher, Holy Name School, Racine, Wisconsin, 1968-70.

Responsibilities included leadership of team of six teachers in the development and modification of curriculum; development of innovative materials and methods; evaluation of students and staff achievement; and instruction at the sixth, seventh, and eighth grade levels in reading and art.

Junior High School Teacher, Language Arts, St. Rita School, Racine, Wisconsin, 1967-68.

Responsibilities included preparation and instruction in the language arts area for seventh and eighth grade levels; development of instructional materials; and evaluation of student achievement.

Upper Elementary Teacher, Most Holy Trinity School, Fowler, Michigan, 1965-67.

Responsibilities included preparation and instruction in all subject areas for the fourth and fifth grade levels; development of instructional materials; and evaluation of student achievement.

CURRENT PROFESSIONAL AND ACADEMIC ASSOCIATION MEMBERSHIPS

- Phi Delta Kappa, Eastern Michigan University Chapter
Service Key Award (International), 1996
Faculty Adviser, 1983-85; 88-98
President, 1985-86
Immediate Past President, 1986-87
Newsletter Editor, 1987-88
- American Association of School Administrators
Editorial Board, The AASA Professor, 1993-97
- Michigan Association of School Administrators
Member, Selection Panel, Superintendent of the Year, 1990
- American Association of Colleges for Teacher Education
Chair, Special Study Group on Gender Issues, 1993-95
Member, Committee on Women's Issues, 1995-present
- Michigan Association of Professors of Educational Administration
Secretary-Treasurer, 1988-89
Vice-President, 1989-90
President, 1990-91
- National Community Education Association
Nominations and Election Committee, 1977
Candidate, Board of Directors, 1980
- Michigan Community School Education Association
Board of Directors, 1975-77
Editor, MCSEA Newsletter, 1977-78
Secretary, 1979-83
- Michigan Association of Community and Adult Education
Association for Supervision and Curriculum Development
- Michigan Association for Supervision and Curriculum Development
Board of Directors, 1978-79
- Michigan Education Forum
MASCD Representative, 1978-79
- National Association for Women in Education
- Michigan Women's Studies Association
- World Future Society
- Eastern Michigan University Women's Association
Vice-President and Program Chair, 1982-83
President, 1983-84
Immediate Past President, 1984-85
Chair, Recognition Awards' Committee, 1987-88
- Eastern Michigan University Women's Commission
Keal Award Committee, 1995-96
Faculty Representative, 1984-91
Secretary, 1991-95
Vice-Chair and Scholarship Chair, 1986-87
Chair, 1987-88
- Washtenaw Area Community Education Administrators' Association
Chair, 1980-84
Secretary-Treasurer, 1984-88

OTHER MEMBERSHIPS

Women in Leadership Network
The National Federation of Business and Professional Women's Clubs
Ypsilanti Business and Professional Women's Club
 Legislation Committee, 1975-77
 Young Careerist Committee, 1979-80
Altrusa International
Altrusa Club - Ypsilanti/Ann Arbor
 International Literacy Committee, 1980-83
Ypsilanti Area Futures Association

RESEARCH AND PUBLICATIONS

- "Strategies for Teaching in a Block-of-Time Schedule" (with Donald G. Hackmann), NASSP Bulletin, Vol. 81, No. 588 (April, 1997), 1-9.
- Book Review of Leading People: What School Leaders Can Learn from Military Leadership Development (William F. Monahan & Edwin R. Smith), The School Administrator, Vol. 54, No. 1 (January, 1997), 41.
- Book Review of No Margin for Error: Saving Our Schools from Borderline Teachers (Don Fuhr), The School Administrator, Vol. 53, No. 6 (June, 1996), 33.
- Gaining Support for Your School: Strategies for Community Involvement (with Jaclynn C. Tracy). Thousand Oaks, CA: Corwin Press, 1996.
- Book Review of The Leadership Paradox: Balancing Logic and Artistry in Schools (Terrence E. Deal and Kent D. Peterson), The School Administrator, Vol. 52, No. 10 (November, 1995), 41.
- "School Improvement Through School/University Collaboration: The C-SIP Model" (with Donald G. Hackmann), Journal of Staff Development, Vol. 16, No. 4 (Fall, 1995), 22-26.
- "Women in Leadership: Enacting a New Curriculum in Educational Administration." Paper presented at the Fourth Annual Conference on Gender Issues in Higher Education, Burlington, Vermont; October 15, 1995; 1-15. (ERIC Document Reproduction Service No. ED 390 150)
- "The Impact of Technology on Teaching and Learning," The JOURNAL, Vol. 9, No. 1 (Spring-Summer, 1995), 23-28.
- "The Challenge of the Federal Glass Ceiling Report for Schools, Colleges, and Departments of Education," AACTE Briefs, Vol. 16, No. 9 (May 22, 1995), 4-5.
- "Promoting School-University Partnerships: Professional Development of Teachers Through the Collaborative School Improvement Program" (with Donald G. Hackmann). Paper presented at the 75th Annual Meeting of the Association of Teacher Educators, Detroit, Michigan; February 21, 1995; 1-14. (ERIC Document Reproduction Service No. ED 381 501)
- "School Partnership Enacted: The Consociate School," (with Jerry H. Robbins, Robbie Johnson, and James Myers). Paper presented at the 1995 Annual Meeting of the American Association of Colleges for Teacher Education, Washington, DC; February 13, 1995; 1-15. (ERIC Document Reproduction Service No. ED 394 903)
- Book Review of Education Renewal: Better Teachers, Better Schools (John Goodlad), The School Administrator, Vol. 51, No. 9 (October, 1994), 45.
- "Integrating New Theory and Practice to Prepare Women for Roles in Educational Administration." Paper presented at the Annual Conference of the American Association of Colleges for Teacher Education, Chicago, Illinois; February 18, 1994; 1-28. (ERIC Document Reproduction Service No. ED 368 041)
- "Making a Difference" (with Kelvie C. Comer), The Campus Connection, Vol 2, No. 1 (January, 1994), 1.
- "Making a Difference: Guest Commentary" (with Kelvie C. Comer), AACTE Briefs, Vol. 14, No. 14 (September 27, 1993), 3.

- "The Sources of Administrative Training in the Preparation of Building Level Administrators," (with Kimberly A. Soranno). Paper presented at the Annual Convention of the University Council for Educational Administration, Baltimore, Maryland; October 26, 1991; 1-28. (ERIC Document Reproduction Service No. ED 343 198)
- "Development and Analysis of Skill Matrix, EDL Course Content," Sabbatical Leave Research, unpublished manuscript, Fall, 1988.
- "Eastern Michigan University's Chapter of Phi Delta Kappa," 18 minute videotape and script, shown at Eastern Michigan University, 1987.
- "Leadership Profile of Women in Central Office Administration in Michigan Public Schools," unpublished manuscript, Fall, 1985.
- "Retraining K-12 Teachers To Work With Adult Learners," Community Education Journal, Vol. XII, No. 1 (October, 1984), 7-8.
- "The Growing Demand for Involvement--How Will the Schools Respond?" (with Stanley J. Olson), Community Education Journal, Vol. XI, No. 3 (April, 1984), 15-17.
- Arm's Length Evaluation: Strengthening Developing Institutions Program (1980-81). Flint, MI: C. S. Mott Community College, 1981.
- "PR=People Relations," Focus: MASCED Journal, Vol. V, No. 3 (February, 1981), 23-26.
- Arm's Length Evaluation: Strengthening Developing Institutions Program (1979-80). Flint, MI: C. S. Mott Community College, 1980.
- "The Community Educator and Collective Bargaining" (with James Lombard), Community Education Journal, Vol. VIII, No. 1 (October, 1980), 20-22.
- Leadership for Community Empowerment (with Donald C. Weaver). Midland, MI: Pendell Publishing Co., 1979 .
- Evaluative Criteria for Community Education. Ypsilanti, MI: Center for Community Education, Eastern Michigan University, 1979.
- "Community Education: An Overview" (with Jack D. Minzey), Journal of Alternative Human Services, Vol. IV, Issue #1 (Spring, 1978), 9-13.
- A Comparison of the Leadership Styles of Superordinate and Subordinate Community School Directors in Selected Southwestern Michigan School Districts, (Doctoral dissertation, Western Michigan University, 1975).
- Special Report to the Economic Development Commission of Genesee County Michigan: An Analysis of the Relationship Between Location of Manufacturing Firms Within Genesee County, Michigan, and Selected Variables. Flint, MI: Genesee County Economic Development Commission, 1974.

REFEREED PRESENTATIONS / PAPERS PRESENTED

- Refereed Presentation, "The Impact of Violence Prevention on School Culture," Fall Conference of the Center for Peace and Conflict Studies, Wayne State University, Detroit, Michigan; October 13, 2000; with Marlana Krolicki.
- Refereed Presentation, "An Analysis of Violence Reduction Strategies and the Culture of Selected Elementary Schools," Spring Conference of the Michigan Association of Colleges of Teacher Education, Dearborn, Michigan; May 5, 2000; with Marlana Krolicki.
- Refereed Presentation, "Standards-Based Curriculum: Design, Implementation, and Assessment," 1998 Conference of the National Staff Development Coalition, Washington, DC; December 8, 1998; with Bonnie Fumo, Elizabeth Gabehart, & Carol Koesel.
- Refereed Presentation, "Preparing Faculties for Teaching in a Block-of-Time Schedule," 53rd Annual Conference of the Association for Supervision and Curriculum Development, San Antonio, Texas; March 23, 1998; with Donald Hackmann.
- Refereed Presentation, "Women in Leadership: The Third Generation," The 1996 Women in Educational Administration Conference, University of Nebraska-Lincoln; September 30, 1996.
- Refereed Presentation, "Sexual Harassment: Policies for Universities Collaborating with K-12 Schools in Educator Preparation," 1996 Annual Conference of the American Association of Colleges for Teacher Education, Chicago, Illinois; February 22, 1996; with Carolyn Benz, Jill Mattuck Tarule, Ruby Thompson, Eileen Wilson-Oyelaren, & Nathan Essex.

- Paper Presented, "Women in Leadership: Enacting a New Curriculum in Educational Administration," Fourth Annual Conference on Gender Issues in Higher Education, Burlington, Vermont; October 15, 1995.
- Paper Presented, "Promoting School-University Partnerships: Professional Development of Teachers Through the Collaborative School Improvement Program," 1995 Annual Conference of the Association of Teacher Educators, Detroit, Michigan; February 21, 1995; with Donald Hackmann.
- Refereed Presentation, "Eastern Michigan University's First Consociate School: Farmington High School," 1995 Annual Conference of the Association of Teacher Educators, Detroit, Michigan; February 20, 1995; with Jerry Robbins, Robbie Johnson, Barbara Gorenflo, James Riley and James Myers.
- Refereed Presentation, "School Partnership Enacted: The Consociate School," 1995 Annual Meeting of the American Association of Colleges for Teacher Education, Washington, DC; February 13, 1995; with Jerry H. Robbins, Robbie Johnson and James Myers.
- Refereed Presentation, "Creating a Personal Leadership Vision for Women in Educational Administration," The 1994 Women in Educational Administration Conference, University of Nebraska-Lincoln; September 19, 1994; with M. Ovando & S. Tonnsen.
- Paper Presented, "Integrating New Theory and Practice to Prepare Women for Roles in Educational Administration," 1994 Annual Meeting of the American Association of Colleges for Teacher Education, Chicago, Illinois; February 18, 1994.
- Refereed Presentation, "Who Is Leading Us Toward High-Quality Professional Development?" 1994 Annual Meeting of the American Association of Colleges for Teacher Education, Chicago, Illinois; February 18, 1994; with Jerry H. Robbins.
- Refereed Presentation, "Steps to Empowerment," The 1993 Women in Educational Administration Conference, University of Nebraska-Lincoln; September 20, 1993.
- Refereed Presentation, "Getting a Doctorate Without Losing Your Sanity," The 1993 Women in Educational Administration Conference, University of Nebraska-Lincoln; September 20, 1993; with M. Ovando & S. Tonnsen.
- Refereed Presentation, "Empowering Women in Leadership," Twenty-seventh Annual National Conference of the National Community Education Association, Detroit, Michigan; December 4, 1992.
- Refereed Presentation, "Empowering Women in Leadership," Seventh Annual National Conference of Women School Executives (AASA), Chicago, Illinois; November 7, 1992.
- Refereed Presentation, "Women in the Educational Administration Professorship: Opportunities, Challenges and Rewards," The 1992 Women in Educational Administration Conference, University of Nebraska-Lincoln; September 28, 1992; with M. Ovando & S. Tonnsen.
- Refereed Presentation, "Empowering Women in Leadership," The 1992 Women in Educational Administration Conference, University of Nebraska-Lincoln; September 28, 1992.
- Paper Presented, "The Sources of Administrative Training in the Preparation of Building Level Administrators," (with Kimberly A. Soranno). Paper presented at the Annual Convention of the University Council for Educational Administration, Baltimore, Maryland; October 26, 1991.
- Refereed Presentation, "Empowering Women in Leadership," The 1991 Women in Educational Administration Conference, University of Nebraska-Lincoln; September 23, 1991.

EDITORIAL BOARDS/REVIEWER

- RELATIONS: The Journal of Educational Public Relations, 1994-present (Editorial Board)
 Harper Collins Publishers, 1995-present (Reviewer)
Journal of Teacher Education, 1994-present (Reviewer)
The School Administrator, 1992-present (Book Reviewer)
The AASA Professor, 1993-97 (Editorial Board)

DISSERTATIONS CHAIRED

Nurse Educators' Perception of Their Critical Thinking

Barbara Scheffer (2001)

An Analysis of Violence-Reduction Strategies and the Culture of Selected Elementary Schools

Marlana Krolicki (2000)

An Investigation of the Career Paths and Leadership Practices of Women Deans in Schools/Colleges of Education

Barbara A. Gorenflo (1999)

Socialization Factors and African American Women College Presidents

Thelma M. Bowles (1999)

An Investigation of Early Adopters of Technological Innovation in Selected Michigan Elementary Schools

Mary K. McGill (1997)

A Multiple-Case Study Examining Ethics Teaching and Learning Models in Baccalaureate Nursing Education Programs

Mary Anne Homann (1996)

Leadership Styles of School Superintendents and Collaborative Activity with External Publics

Norma L. Ross (1995)

HONORS AWARDED

Faculty Recognition Award, Eastern Michigan University Division of University Marketing and Student Affairs; March, 1993.

Award for the Advancement of Women, Eastern Michigan Women's Association; April, 1987.

Charles Stewart Mott Fellow in Community Education, Western Michigan University, Center for Community School Development, Kalamazoo, Michigan; 1974-75.

Charles Stewart Mott Fellow in Community Education, National Center for Community Education, Flint, Michigan; 1973-74.

GRANT PROPOSALS AND REPORTS

Goals 2000: Staff Development and Training, Monroe & Lenawee ISDs, Office of Collaborative Education, 1996-97. (Ypsilanti, MI: Eastern Michigan University, 1996). Funded: State of Michigan, Monroe ISD.

Annual Evaluation and Report, Center for Community Education, 1982-83. (Ypsilanti, MI: Eastern Michigan University, 1983).

Proposal, Center for Community Education, 1982-83. (Ypsilanti, MI: Eastern Michigan University, 1982). Funded: C.S. Mott Foundation.

Annual Evaluation and Report, Center for Community Education, 1981-82. (Ypsilanti, MI: Eastern Michigan University, 1982).

Proposal, Center for Community Education, 1981-82. (Ypsilanti, MI: Eastern Michigan University, 1981). Funded: C.S. Mott Foundation.

Annual Evaluation and Report, Center for Community Education, 1980-81. (Ypsilanti, MI: Eastern Michigan University, 1981).

Proposal, Center for Community Education, 1980-81. (Ypsilanti, MI: Eastern Michigan University, 1980). Funded: C.S. Mott Foundation.

Annual Evaluation and Report, Center for Community Education, 1979-80. (Ypsilanti, MI: Eastern Michigan University, 1980).

Proposal, Center for Community Education, 1979-80. (Ypsilanti, MI: Eastern Michigan University, 1979). Funded: C.S. Mott Foundation.

Annual Evaluation and Report, Center for Community Education, 1978-79. (Ypsilanti, MI: Eastern Michigan University, 1979).

Proposal, Center for Community Education, 1978-79. (Ypsilanti, MI: Eastern Michigan University, 1978). Funded: C.S. Mott Foundation.

Community Education--Laboratory of Learning (Evaluation and Report). (Ypsilanti, MI: Center for Community Education, Eastern Michigan University, 1979).

Community Education--Laboratory of Learning (Proposal). (Ypsilanti, MI: Center for Community Education, Eastern Michigan University, 1978). Funded: U.S. Office of Education.

Community Education and the Academic Humanities (Evaluation and Report). (Ypsilanti, MI: Center for Community Education, Eastern Michigan University, 1979).

Community Education and the Academic Humanities (Proposal). (Ypsilanti, MI: Center for Community Education, Eastern Michigan University, 1978). Funded: Michigan Council for the Humanities.

Annual Evaluation and Report, Center for Community Education, 1975-76. (Ypsilanti, MI: Eastern Michigan University, 1976).

Proposal, Center for Community Education, 1975-76. (Ypsilanti, MI: Eastern Michigan University, 1975). Funded: C.S. Mott Foundation.

PROFESSIONAL PRESENTATIONS / CONSULTANCIES

- Presentation, "The History of the College of Education and the Department of Leadership & Counseling, Eastern Michigan University," Ypsilanti, MI; March 22, 2000.
- Keynote Address, "Effective Skills for Women in Leadership," Jackson County Women's Leadership Conference, Baker College, Jackson, MI; February 19, 1999.
- Chair, North Central Association Visiting Team, Brother Rice High School, Bloomfield, MI; 1996-97.
- Presentation, "EMU's Doctoral Program: Yes, There Is One," Phi Delta Kappa (EMU Chapter), Ypsilanti, MI; February 14, 1997; with Jaclynn C. Tracy.
- Facilitator, Collaborative School Improvement Project, Farmington High School, Farmington Public Schools, Farmington, MI; 1995-97.
- Chair, North Central Association Visiting Team, Brother Rice High School, Bloomfield, MI; 1995-96.
- Keynote Address and Workshop, "Women in Leadership: The Third Generation," Northeast Coalition of Hospital and Diploma Schools of Nursing, Springfield, MA; March 22, 1996.
- Presentation, "Teaching in the Block: A Workshop of Concepts and Strategies," Farmington High School, Farmington, MI; February 7, 1996; with Donald Hackmann.
- Chair, North Central Association Visiting Team, Brother Rice High School, Bloomfield, MI; 1994-95.
- Presentation, "Leadership: Theory and Practice," Leadership Livingston Program, Cleary College, Howell, MI; September 16, 1994.
- Presentation, "Women in Leadership," Beta Chi Chapter of Delta Kappa Gamma, Novi, MI; March 1, 1994.
- Presentation, "Empowering Women in Leadership," 1993 Michigan Adult Education Coalition Conference, Novi, MI; May 6, 1993.
- Consultant, "Designing Administrative Evaluation," Atherton Community Schools, Flint, MI; Spring, 1993.
- Consultant, "Designing a New Process for Teacher Supervision and Evaluation," Atherton Community Schools, Flint, MI; July 15-16, 1992.
- Presentation, "Administrative Certification in Michigan," Center for Community Education, Ypsilanti, MI; May 31, 1990.
- Panel Presentation, "Research Component of the EMU Doctorate in Education," Michigan Educational Research Association, Cadillac, MI; July 21, 1989.
- Panel Presentation, "Scholar's Forum on the EMU Doctorate in Education," EMU Collegium for Advanced Studies, Ypsilanti, MI; October 4, 1988.
- Keynote Address, "New Trends in Teaching Adults," Oakland County Adult Education Consortium, Bloomfield Hills, MI; September 7, 1988.
- Presentation, "Administrative Certification in Michigan," Phi Delta Kappa, EMU Chapter, Monroe, MI; October 24, 1987.
- Panel Presentation, "The Past, Present, and Future of Community Education," Michigan Association of Community and Adult Education, Shanty Creek, MI; October 22, 1987.
- Presentation, "Administrative Certification in Michigan," Monroe County Principal's Association, Monroe, MI; October 15, 1987.
- Keynote Address, "Effective Functioning of Advisory Councils," Oakland Schools Pontiac, MI; October 7, 1987.
- Keynote Address, "Volunteers in the Schools," Whiteford School District, Ottawa Lake, MI; June 1, 1987.
- Consultant/Presenter, "Preparing for Leadership Roles," Michigan Dental Hygienists' Association, Higgins Lake, MI; May 16, 1987.
- Presentation, "Women in Leadership: Keeping Fit in the Role," for the Livonia Group of Delta Kappa Gamma; Plymouth, MI; March 14, 1987.
- Presentation, "Women in Leadership: Skills and Awarenesses," for the Ann Arbor Group of the American Association of University Women; Ann Arbor, MI; February 17, 1987.
- Workshop Presentation, "Teacher Evaluation: Concepts and Strategies," In-service day for Administrators and Teachers; Airport Community Schools, Carleton, MI; November 17, 1986.
- Presentation, "The Concept of Community Education," Washtenaw County Superintendents' Association, Willow Run School District, Ypsilanti, MI; November 5, 1986.

Keynote address, "The Role of the Community Education Advisory Council," Orientation Workshop for the Community Education Advisory Council, West Bloomfield Schools, West Bloomfield, MI; September 16, 1986.

"Leadership Profile of Women in Central Office Administration in Michigan Public Schools," at the Michigan Women's Studies Association Annual Conference; Eastern Michigan University, Ypsilanti, Michigan; April, 1986.

"Supervision Skills for Educational Administrators;" Keynote Address for the Fourth Annual Staff Development for School Improvement Administrators' Conference; Eastern Michigan University, Ypsilanti, Michigan; February, 1986.

"Concepts and Strategies for Working with the Adult Learner;" Workshop presented for the South Kent Community Education teachers; Wyoming, Michigan; September, 1985.

"Women in Leadership: Strategies for Professional Development," at the 16th National Training Program of Federally Employed Women; Cobo Hall, Detroit, Michigan; July, 1985.

"Women in Management," Keynote Address, Professional Development conference; Schoolcraft Community College; Garden City, MI; February, 1985.

"Strategies for Women in Leadership," 19th Annual National Convention; National Community Education Association; Detroit, MI; November, 1984.

"Professional Development for Women," Howell Public Schools; Howell, MI; February, 1984.

"Leadership Development and Training," Ypsilanti Public Schools; Ypsilanti, MI; March, 1983.

As Director and Associate Director of the Center for Community Education from 1975-83, provided approximately 20 workshops per year on Community Education and its implementation components for professionals in the field; service area included 29 counties of southern lower Michigan.

Workshop, "Leadership: Styles and Strategies," Howell Public Schools; Howell, MI; August 21-22, 1980.

Evaluation of the Community Education Program Office, Wisconsin Department of Public Instruction; Madison, WI; June, 1980.

Evaluation of the Community Education Program, Flint Community Schools; Flint, MI; January, 1980.

"Community Health and Community Education," 9th Annual National Conference; National Community Education Association; San Francisco, CA; December 5, 1974.

North Central Evaluation Team Member, Community Education Component; Berrien Springs High School; Berrien Springs, MI; November, 1974.

CERTIFICATION

Elementary Administrator, State of Michigan
 Superintendent, State of Michigan
 Elementary (K-8) Teaching, Permanent, State of Michigan
 Elementary (K-8) Teaching, Unlimited (Life), State of Wisconsin

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Leadership and Counseling recommends the awarding of **Emeritus Faculty Status** for the following retiring faculty member:

Name of Faculty Member: John G. Pappas

Current Status/Rank at EMU: Full Professor

Date of Hire: September 1, 1966 Retirement Date: May 1, 2001

Number of Years at EMU: 36

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: _____

Home Telephone: (____) _____

Degree(s)/Institution(s): B.A. University of Akron 1958, M.A. Ohio State University 1960, Ph.D. Kent State University 1966, Post-Doctoral Study Michigan State 1986

Name of spouse: Persephone

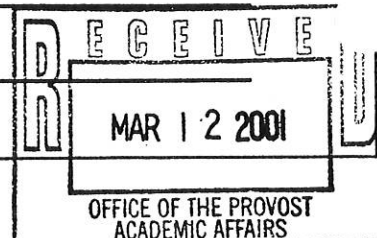
PLEASE ATTACH A BRIEF STATEMENT OF SUPPORT.

Upon receipt of Board of Regents' approval of emeritus status for the faculty member noted above, this information will be kept on file in the Provost's Office. Please forward this completed form to:

Associate Vice President for Academic Affairs
Academic Affairs, 106 Welch Hall

Suzanne M. Hobson	12/22/2000
Recommended by (please print)	Date
Department Head	Date
Dean	Date
Provost	Date

Date Submitted to Board of Regents



Statement of Support

It is my pleasure to recommend Dr. John G. Pappas for Emeritus Faculty Status. Dr. Pappas has served the Department of Leadership and Counseling and the Eastern Michigan University community for **36** years. He joined the faculty in **1966** at the assistant professor rank. Since then, he has distinguished himself as a valued contributor.

Tenured in **1970** and promoted to the rank of full professor in 1986, Dr. Pappas also served as the Department Head from **1970-1981**. Highlights of his career include the presidency of the Michigan Association for Counselor Education & Supervision and numerous outstanding service recognitions.

Since my arrival at EMU in 1997, Dr. Pappas has served as a mentor and leader within the department. Known for his strong organizational skills and reliability, he has been a valued member of numerous committees and is often relied upon for providing a seasoned, historical perspective when faced with program development decisions.

Because of such lasting contributions, Dr. Pappas is most deserving of Emeritus Faculty status. His presence in the department will be greatly missed.

Suzanne M. Hobson, Ed.D., LPC, LLP
Assistant Professor
Department of Leadership & Counseling

JOHN G. PAPPAS

Academic Degrees, Institutions, Years

Post-Doctoral Study, Michigan State University, 1986
Ph.D., Kent State University, 1966
M.A., Ohio State University, 1960
B.A., University of Akron, 1958

Professional Work Experience

1982-Present Professor, Leadership and Counseling,
Eastern Michigan University

1970-81 Department Head and Professor, Guidance and Counseling,
Eastern Michigan University

1969-70 Chairperson, Guidance and Counseling Division,
Eastern Michigan University

1968-70 Associate Professor, Guidance and Counseling,
Eastern Michigan Michigan

1968-69 Assistant to the Dean, College of Education,
Eastern Michigan University

1967-68 Director of Upward Bound Program,
Eastern Michigan University

1966-68 Assistant Professor, Guidance and Counseling,
Eastern Michigan University

1965-66 Instructor and Practicum Supervisor,
Kent State University

1964-66 Resident Counselor,
Kent State University

1961-62 School Guidance Counselor,
Akron Public Schools

1960-61 Social Studies Teacher/Coach,
Akron Public Schools

1958-59 Business Education Teacher/Coach,
Akron Public Schools

1958-Summer Recreation Supervisor,
City of Akron

1957-58 Director of Student Center,
University of Akron

Professional Development Activities

Professional Memberships

American Association for Counseling and Development (AACD)
American College Personnel Association (ACPA)
American School Counselors Association (ASCA)
Association for Adult Development and Aging (AADA)
Association for Counselor Education and Supervision (ACES)
American Association of University Professors (AAUP)
Phi Delta Kappa (PDK)
North Central Association for Counselor Education and Supervision (NCACES)
Midwest Group of Student Affairs Faculty (MWSAF)
Michigan Association for Counseling and Development (MACD)
Michigan Association for Adult Development and Aging (MAADA)
Michigan Association for Counselor Education and Supervision (MACES)
Michigan Association for Humanistic Education and Development (MAHEAD)
Michigan Collège Personnel Association (MCPA)
Washtenaw Counselors Association (WCA)

Professional Certification

NBCC Certified Counselor, National Board of Certified Counselors, Inc.
Licensed Professional Counselor, State of Michigan

Professional Presentations

"Counselor Academies: Do They Work?" Michigan Association for Counseling and Development, Annual Convention, Lansing, November 1990.

"School Counselor Academy Follow-Up Survey." Michigan Association for Counselor Education and Supervision, Spring Conference, Rochester, May 1990.

"Middle-Aged Adult Children as Caregivers." Michigan Association for Counseling and Development, Annual Convention, Shanty Creek, October 1989.

"Graduate Education and Professional Credentialing in Counseling." Michigan Association for Academic Advisors in Community Education, Annual Conference, Lansing, February 1989.

"Taking Control of Your Career Guidance Program." Michigan Association for Counseling and Development, Annual Convention, Detroit, November 1988.

- "Developing An Effective Career Guidance Program." Michigan Career Development Association, Spring Conference, Ann Arbor, April 1988.
- "School Counseling: Present Trends and Future Implications." Michigan Association for Counseling and Development, Annual Convention, Grand Rapids, October 1987.
- "The 21st Century Counselor." Symposium: Preparing to Live and Work in the 21st Century, Eastern Michigan University, Ypsilanti, March 1987.
- "Adults in Crisis: Implications for Counseling Non-traditional Students" Michigan College Personnel Association, Spring Conference, Detroit, May 1986.
- "Vocational Personality: A Self Directed Search." Staff Development Program, Howell Public Schools, Howell, January 1986.
- "Counseling Considerations for Male and Female College Students." Michigan Personnel and Guidance Association, Annual Convention, Boyne Mountain, October 1985.
- "Women at Midlife: Issues and Interventions." Michigan Personnel and Guidance Association. Annual Convention, Detroit, October 1984.
- "Adult Counseling: A Response to Change." Community and Adult Education, In-service Meeting, Ypsilanti, November 1983.
- "Career/Life Planning: Quality is Job No. 1." Michigan Personnel and Guidance Association, Annual Convention, Flint, November 1982.
- "Middle School Counselors Filling the G.A.P. (Goals, Activities and Programs)." Michigan Personnel and Guidance Association, Annual Convention, Kalamazoo, October. 1980.
- "Organizational Needs and Activities of Middle School Counselors." American Personnel and Guidance Association, Annual Convention, Las Vegas, April 1979.

Research and Publications

- Evaluation of Counselor Academies. A Report Prepared for the Michigan Department of Education, Grant #3535, Ypsilanti, Michigan: Eastern Michigan University, August 1990. (with J. Waidley)
- Career Guidance Strategies for Student Affairs Professionals. A Pre-service and In-service Training Module Developed for State-wide Distribution. Ypsilanti, Michigan: Eastern Michigan University, May 1988.
- Post-doctoral Study in Higher Education. Sabbatical Leave Report, Ypsilanti, Michigan: Eastern Michigan University, October 1987.
- Post-doctoral Study in Higher Education. Sabbatical Leave Proposal, Ypsilanti, Michigan: Eastern Michigan University, October 1985.
- Excellence in Programs and Service Based on Student Career and Life Goals. Final Technical Report, Ann Arbor, Michigan: Washtenaw Community College, September 1982. (with B. Nelson and J. Weiser)

"A Process Lesson: Integrating Components of Teacher and Counselor Training." 50 Strategies for Experiential Learning, L. Thayer (ed.), San Diego, California: University Associates, 1981, pp. 287-293.

Middle School Counselors' Handbook. Lexington, Massachusetts: Ginn Custom Publishing Co., 1979. (with G. Miller)

"Middle School Counselor Function: Principal's Views." South Carolina Elementary School Principal, 1979, Vol. II, pp 19-26. (with G. Miller)

"Model Pre-service Financial Aid Training Module for School Counselors." Journal of Student Financial Aid, 1979, vol. 9, pp 39-44. (with K. Chaney, W. Kloosterman, S. Liddle, L. Peterson and J. Waidley)

Professional Service/Recognitions

Associate Director, School Counselor Education Improvement Grants, Michigan Department of Education (1987-88, 1988-89, 1989-90)

Co-director, Washtenaw Area Counselor Academy (1987 to present)

Commission Member, VI Career Counseling and Placement, American College Personnel Association (1988 to present)

Commission member, XII Professional Education of Student Personnel Worker, American College Personnel Association (1986 to present)

Commission Member, Adult Development and Aging, Association for Counselor Education and Supervision (1987 to present)

Career Information Review Committee, National Career Development Association (1982 to present)

Professional Development Committee, Michigan Personnel and Guidance Association (1984-85)

Editorial Board, Michigan Personnel and Guidance Journal (1982-83)

External Evaluator, Washtenaw Community College's Strengthening Developing Institutions Program (1981-82)

Outstanding Service Award, Michigan Personnel and Guidance Association (1980-81)

President, Michigan Association for Counselor Education and Supervision (1980-81)

Other Relevant Information

Areas of Interest and Specialization

College Student Personnel, Helping Relationships, Group Process, Career Development, Information Services, Adult Development, Counseling Adults in Transition, Counseling Practicum and Field Work Supervision.

Special Program Responsibilities

Program Coordinator, Guidance and Counseling
Certification Advisor, School Counselor Endorsements in Michigan
Verification Advisor, Professional Counselor Licensure in Michigan

Recent Curricular Contributions

Developed and taught a new special topic course, G&C 591 Counseling Adults in Transition. (offered Summer 1988 and 1990)

Developed a new graduate course, EDL 613 Introduction to Higher Education. (approved Spring 1988)

Developed and taught a new special topic course, G&C 591 Developing an Effective Career Guidance Program. (offered Winter 1988)

Developed new instructional module, materials and resources for G&C 550 Student Personnel Services in higher Education (Fall 1987)

Revised title, description and content of G&C 631 Dynamics of Life Development (Winter 1986)

Compiled an annual update of the Directory of Field Work Placements in Guidance and Counseling from 1981 to present.

SECTION: //
DATE: April 3, 2001

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

FACULTY APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve eighteen (18) new tenure-track faculty appointments for the 2001-2002 academic year at the ranks, salaries, and effective dates shown on the attached listing.

STAFF SUMMARY

Of the eighteen (18) new tenure-track faculty appointments, ten (10) are female (57.89%), eight (8) male (42.11%), and four (4) minorities (21.05%).

FISCAL IMPLICATIONS

The salaries will be absorbed in the 2001-2002 faculty salary budget.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Interim Provost and Vice President for Academic Affairs

Date

FACULTY HIRING REPORT

College	Last Name	First Name MI	Race/Sex	Rank	Salary	Department	Specialization	
CAS	Armitage	Ruth Ann	W / F	ASST	\$44,200.00	Chemistry	Analytical Chemistry	
	Chamberlain	Kathleen P.	W / F	ASST	\$43,000.00	Hist/Phil	Native American History	
	Downey	Karen K.	W / F	ASSC	\$56,812.00	Psychology	Clinical Psychology	
	Francouer	Steven N.	W / M	ASST	\$44,000.00	Biology	Botany	
	Hume	Christine	W / F	ASST	\$41,500.00	English	Creative Writing	
	Laporte	Marianne	W / F	ASST	\$44,000.00	Biology	Botany	
	Maniccam	Suchindran	A / M	ASST	\$65,000.00	CSC	Database	
	Milletti	Christina	W / F	ASST	\$41,500.00	English	Creative Writing	
	Nation	Richard F.	W / M	ASST	\$42,000.00	Hist/Phil	US Intellectual/Women's Hist	
	Orrange	Robert M.	W / M	ASST	\$43,100.00	SAC	Family & Family Policy	
	Shillington	Cara	W / F	ASST	\$44,000.00	Biology	Introductory Biology	
	Tomaszewski	E. Andreas	W / M	ASST	\$43,000.00	SAC	Criminology	
	Valeroso	Elsa S.	W / F	ASST	\$73,500.00	CSC	Networks	
	Wiedenfeld	David	W / M	ASST	\$44,200.00	Chemistry	Organic Chemistry	
	CHHS	Reeves	Gretchen D.	W / F	ASSC	\$55,000.00	AHP	Occupational Therapy
		Chowdhury	Sanjib	A / M	ASST	\$67,000.00	MGT	Strategy/Business Policy
	COB	Frye	Crissie M.	B / F	ASST	\$67,000.00	MGT	HR Management

NEW FACULTY APPOINTMENTS

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Ruth Ann Armitage</u>	W	F

Assistant Professor in the Department of Chemistry effective August 29, 2001 at an academic year base salary of \$44,200.

Education

Ph.D. Texas A & M University, 1998
B.A. Thiel College, 1993

Experience

1998-present St Mary's College of Maryland
1993-1998 Texas A & M University
1990-1993 Thiel College

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Kathleen Chamberlain</u>	W	F

Assistant Professor in the Department of History and Philosophy effective August 29, 2001 at an academic year base salary of \$43,000.

Education

Ph.D. University of New Mexico, 1998
M.A. University of Colorado at Denver, 1992
B.S. Ohio State University

Experience

1998-present Castleton State College
1993-1998 University of New Mexico
1984-1992 American Water Works Association

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Sanjib Chowdhury</u>	A	M

Assistant Professor in the Department of Management effective July 2, 2001 at an academic year base salary of \$67,000.

Education

Ph.D. University of North Texas, 1999
MBA University of Montana, 1994
B.S. Jadavpur University, 1987

Experience

1999-1999 University of Tennessee
1997-1999 East Central University
1994-1997 University of North Texas
1993-1994 Western Accounting Conference
1992-1994 Small Business Institute

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Karen Downey</u>	W	F

Associate Professor in the Department of Psychology effective February 15, 2001 at an academic year base salary of \$56,812 (annualized salary of \$75,600).

Education

Ph.D. Wayne State University, 1993
M.A. Wayne State University, 1990
B.A. Colby College, 1986

Experience

1997-present Wayne State University
1995-present UPC Jefferson Avenue Research Program
1992-1993 Wayne State University

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Steven Francouer</u>	W	M

Assistant Professor in the Department of Biology effective August 29, 2001 or August 31, 2002 (depending on post doctoral fellowship) at an academic year base salary of \$44,000.

Education

Ph.D. University of Alabama, 2001 (expected)
M.S. Bowling Green State University, 1997
B.S. Bowling Green State University, 1994

Experience

1999-2000 University of Alabama
1996-1996 University of Michigan Biological Station
1995-1997 Bowling Green State University

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Crissie Frye</u>	B	F

Assistant Professor in the Department to of Management effective August 29, 2001 at an academic year base salary of \$67,000.

Education

Ph.D. University of Iowa, 2000
MBA University of Northern Iowa, 1989
B.S. Bowling Green State University, 1980

Experience

2000-present Dwyer Consulting
1998-1998 Virginia Polytechnic Institute and State University
1998-1998 City of Atlanta Police and Fire Testing Division
1996-present University of Toledo
1995-1996 City of Atlanta Police and Fire Testing Division
1994-1995 State of Iowa
1994-1995 St. Vincent Medical Center
1992-1994 University of Iowa
1987-1991 University of Northern Iowa
1986-1988 Area VII Job Training Administration
1981-1985 Toledo Trust Company Bank

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Christine Hume</u>	W	F

Assistant Professor in the Department of English Language and Literature effective August 29, 2001 at an academic year base salary of \$41,500.

Education

Ph.D. University of Denver, 2000
M.F.A. Columbia University, 1993
B.A. Pennsylvania State University, 1990

Experience

2000-2001 Illinois Wesleyan University
2000-2000 School of the Art Institute of Chicago
1996-1999 University of Denver
1995-1996 Colorado State University
1994-1996 Aims Community College
1993-1994 Stuyvesant High School

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Marianne Laporte</u>	W	F

Assistant Professor in the Department of Biology effective August 29, 2001 at an academic year base salary of \$44,000.

Education

Ph.D. University of Wisconsin, 1997
M.A. Indiana University, 1994
B.S. University of Michigan, 1990

Experience

2000-present University of Michigan
1999-2000 Iowa State University
1998-1999 Pioneer Hi-Bred International
1997-1997 University of Wisconsin
1995-1995 University of Wisconsin
1992-1993 Indiana University
1991-1991 University of Michigan

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Huei Lee</u>	A	M

Assistant Professor in the Department of Finance, Computer Information Systems effective August 29, 2001 at an academic year base salary of \$78,000.

Education

Ph.D. Georgia State University, 1991
 B.L. Fu Jen Catholic University, 1978

Experience

1991-present Lamar University
 1990-1991 Macon State College
 1989-1990 Abraham Baldwin College
 1988-1989 Georgia State University
 1986-1987 National Financial Computer Systems, Inc.
 1980-1982 Hua-Nan Commercial Bank

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Suchindran Maniccam</u>	A	M

Assistant Professor in the Department of Computer Science effective August 29, 2001 at an academic year base salary of \$65,000.

Education

Ph.D. State University of New York at Binghamton, 2001
 M.S. State University of New York at Binghamton, 1998
 M.A. State University of New York at Binghamton, 1996
 B.S. State University of New York at Brockport, 1994

Experience

1994-present State University of New York at Binghamton

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Christina Milletti</u>	W	F

Assistant Professor in the Department of English Language and Literature effective August 29, 2001 at an academic year bas salary of \$41,500.

Education

Ph.D. State University of New York at Albany, 2000
MFA Brown University, 1996
M.A. Pennsylvania State University, 1994
B.A. Boston College, 1991

Experience

2000-2001 University of Rochester
1999-2000 State University of New York at Albany
1995-1996 Brown University
1992-1995 Pennsylvania State University

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Richard Nation</u>	W	M

Assistant Professor in the Department of History and Philosophy effective August 29, 2001 at an academic year base salary of \$42,000.

Education

Ph.D. University of Michigan, 1995
A.M. University of Michigan, 1987
B.A. Wesleyan University, 1985

Experience

1995-present Eastern Michigan University
1986-1995 University of Michigan

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Robert Orrange</u>	W	M

Assistant Professor in the Department of Sociology, Anthropology and Criminology effective August 29, 2001 at an academic year base salary of \$43,100.

Education

Ph.D. University of Texas at Austin, 1998
M.A. University of Texas at Austin, 1995
B.S. Clarkston University, 1986
B.S. State University of New York at Cortland, 1985

Experience

2000-present LeMoyne College
2000-2000 State University of New York
1998-2000 Cornell University
1993-1998 University of Texas at Austin
1986-1989 W.W. Grainger, Inc.

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Gretchen Reeves</u>	W	F

Associate Professor in the Department of Associate Health Professions effective August 29, 2001 at an academic year base salary of \$55,000.

Education

Ph.D. University of Michigan, 1994
M.O.T. Western Michigan University, 1974
M.A. Michigan State University, 1973
B.S. Michigan State University, 1970

Experience

1996-present Medical College of Ohio at Toledo
1991-1995 Oakland University
1987-1990 University of Michigan
1980-present Developmental Therapy Services
1978-1980 City of Pontiac Schools
1975-1978 Clinton County Intermediate School District
1974-1975 State of Michigan-Hillcrest Center
1971-1972 Ingham County Probate Court Shelter Home
1971-1971 Tri County Community Mental Health
1971-1971 Michigan State University

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Cara Shillington</u>	W	F

Assistant Professor in the Department of Biology effective August 29, 2001 at an academic year base salary of \$44,000.

Education

Ph.D. Oklahoma State University, 2001 (expected)
 M.S. Washington State University, 1996
 B.S. Washington State University, 1993
 B.S. Washington State University, 1992

Experience

1996-present Oklahoma State University

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Andreas Tomaszewski</u>	W	M

Assistant Professor in the Department of Sociology, Anthropology and Criminology effective August 29, 2001 at an academic year base salary of \$43,000.

Education

Ph.D. Carleton University, 2001 (expected)
 M.A. Carleton University, 1995
 B.A. University of Augsburg, 1994
 B.A. University of Augsburg, 1993

Experience

2000-present Ohio University
 1999-2000 University of Ottawa
 1994-2000 Carleton University
 1994-1994 International Council for Canadian Studies
 1991-1994 University of Augsburg

Name

Elsa Valeroso

Race

W

Sex

F

Assistant Professor in the Department of Computer Science effective August 29, 2001 at an academic year base salary of \$73,500.

Education

Ph.D. University of Toledo, 1996

M.S. Bowling Green State University, 1991

B.S. Polytechnic University of the Philippines, 1988

Experience

1996-present University of North Dakota

1991-1996 University of Toledo

1988-1989 Technological University of the Philippines

Name

David Wiedenfeld

Race

W

Sex

M

Assistant Professor in the Department of Chemistry effective August 29, 2001 at an academic year base salary of \$44,200.

Education

Ph. D. Columbia University, 1993

M.A. Columbia University, 1988

B.S. University of Texas at Austin, 1987

Experience

1997-present University of North Texas

Eastern Michigan University
Work Force Analysis

Page No. 2
Run Date 03/01/2001
Run Time 07:24:2

Report ID: PER025A
As of Date: 03/01/2001

GROUP	Total Employees	Total Minorities				M A L E				F E M A L E			
		Total	White	Black	Hisp.	Asian	Am.Ind	Total	White	Black	Hisp.	Asian	Am.Ind
TEMPORARY FACULTY/STAFF	24	11	10	0	0	1	0	13	13	0	0	0	0
EMPLOYEE CONSULTANT-HRLY/BIWK	13	9	4	0	0	5	0	4	3	1	0	0	0
EMPLOYEE CONSULTANT-SAL/SEMI	378	136	94	6	1	35	0	242	194	8	2	37	1
GRADUATE ASSISTANT	125	51	49	1	1	0	0	74	71	1	0	2	0
LECTURER	411	134	121	8	4	1	0	277	256	13	1	4	3
LECTURER LESS THAN 100%	3,275	1,062	973	63	6	20	0	2,213	2,053	131	10	19	0
STUDENT EMPLOYEE	93	45	37	5	2	1	0	48	42	5	1	0	0
TEMPORARY EMPLOYEE	4,319	1,448	1,288	83	14	63	0	2,871	2,632	159	14	62	4
% OF TOTAL	100.00	33.53	29.82	1.92	0.32	1.46	0.00	66.47	60.94	3.68	0.32	1.44	0.19
FINAL TOTAL	6,220	2,355	2,024	195	30	99	7	3,865	3,450	293	31	82	9
% OF TOTAL	100.00	37.86	32.54	3.14	0.48	1.59	0.11	62.14	55.47	4.71	0.50	1.32	0.14

PAYGROUP	Total Employers	Total Minorities	M A L E				F E M A L E									
			Total	White	Black	Hisp.	Asian	Am.Ind	Total	White	Black	Hisp.	Asian	Am.Ind		
REGULAR FACULTY/STAFF	45	8	37	30	5	2	0	0	0	0	8	7	1	0	0	0
AC ATHLETIC COACHES	216	26	122	108	12	0	1	1	1	1	94	82	11	0	1	0
AP ADMINISTRATIVE PROFESSIONAL	10	2	0	0	0	0	0	0	0	0	10	8	1	0	0	1
CC CONFIDENTIAL CLERICAL	18	6	11	8	3	0	0	0	0	0	7	4	2	1	0	0
CP CAMPUS POLICE	341	60	26	17	8	1	0	0	0	315	264	42	4	4	1	1
CS CLERICAL/SECRETARIAL	255	53	158	123	8	4	22	1	1	97	79	9	2	6	1	1
F16 FACULTY 16 PAY	411	57	231	202	13	4	10	2	2	180	152	22	2	3	1	1
F24 FACULTY 24 PAY	227	66	155	110	42	0	0	3	3	72	51	17	4	0	0	0
FM FOOD SERVICE/MAINTENANCE	4	1	4	3	1	0	0	0	0	0	0	0	0	0	0	0
PS POLICE SERGEANTS	374	68	163	135	20	5	3	0	0	211	171	29	4	6	1	1
PT PROFESSIONAL/TECHNICAL	1,901	347	907	736	112	16	36	7	7	994	818	134	17	20	5	5
TOTAL	100.00	18.25	47.71	38.72	5.89	0.84	1.89	0.37	0.37	52.29	43.03	7.05	0.89	1.05	0.16	0.16

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 12

DATE:

April 3, 2001

RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for April 3, 2001 and the Minutes of January 16, 2001 be received and placed on file.

STAFF SUMMARY

The January 16, 2001 Student Affairs Committee agenda included a Winter 2001 Start-Up report, reports on the new Student Advantage Cash program and Student Affairs Innovation Committee as well as updates on the parental notification policy and student initiatives.

The April 3, 2001 agenda includes reports on the Association of College Unions International Self Study and CORE AOD Survey Results, updates on the VISION Program and Students with Disabilities services, approval of the 2002-2003 General Fund Scholarships, Awards and Athletic Aid proposal and a recommendation to add a LGBT student representative to the committee.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Student Affairs Committee

Tuesday, April 3, 2001
8:00 a.m.

Agenda

Room 205
Welch Hall

- | | |
|--|-----------------------------|
| 1. Introduction of Regent Griffin | Jim Vick |
| 2. Approval of January 16, 2001 Meeting Minutes | Regent Griffin |
| 3. Addition of LGBT Student Representative to Committee | Kylie Crawford |
| 4. Association of College Unions International (ACU-I) Self Study Report | Glenna Frank Miller |
| 5. 2002-2003 General Fund Scholarships, Awards and Athletic Aid | Bernice Lindke |
| 6. CORE AOD Survey Results | Ellen Gold |
| 7. Update: VISION Program | Dave Shong/
VISION Staff |
| 8. Update: Additional Student Government Funding | Kylie Crawford |
| 9. Future Agenda Items: | |
| • Students With Disabilities Update | |
| • LeaderShape Conference Update | |
| • 2001-2002 Tuition and Fees Proposal | |
| • 2001-2002 Housing and Dining Rates Proposal | |
| • Counseling Statistics | |
| 10. Other | |

EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes January 16, 2001

MEMBERS PRESENT

Regents: William J. Stephens

Administration: Glenna Frank Miller, Greg Peoples, Jim Vick

Students: Kylie Crawford, Dave Shong, Garrett Steudle

GUESTS

Administration: David Archbold, Rosalyn Barclay, Michael Crabb, Deb deLaski-Smith, Paula Dykstra, Tom Fleming, Melissa Ginotti, Ellen Gold, Jesus Hernandez, Cathy Hill, Randy Hockey, Bernice Lindke, Jim Locke, Thom Madden, Courtney McAnuff, John McAuliffe, Lee Reed, Bill Schultz, Jeremiah Shinn, Karen Simpkins, Paul Dean Webb, Jason Wyckoff, Pamela Young

Students: Amanda Karel, Stephen Rice, Kelly Sandor, Christy Schaefer

Press (Echo): Elizabeth Dahl

Regent Stephens convened the meeting at 8:00 a.m. The minutes of the November 14, 2000 meeting were approved as presented. The meeting opened with positive comments about EMU from those in attendance. Additionally, Regent Stephens extended thanks from Mrs. Stephens on behalf of her class and applauded everyone involved with the previous day's Martin Luther King Day celebration.

Winter 2001 Start-Up Report

Glenna Frank Miller, director of McKenny Union and Campus Life, provided an overview of the Winter Start-Up activities. More than 300 international and domestic students participated in Winter Orientation. Ms. Miller also reported that eighteen EMU students joined students from nineteen other universities to participate in Break Away 2001 in New Orleans, Louisiana.

Parental Notification Policy Update

Karen Simpkins, director of Student Judicial Services, indicated 36 parental notifications of alcohol and other drug violations were sent during the Fall 2000 semester. Seven parents telephoned and their response was overwhelmingly positive. The overall goal is to reduce the number of repeat offenders. In June, her department will look at the

revised student conduct code and the felony conviction question on the University's admission application to assess their impact as well.

Student Advantage (SA) Cash

Randy Hockey, director of Divisional Technology Services, reported on the SA Cash program that incorporates off-campus merchants into the existing Eagle Express debit account program. During the winter semester Student Advantage will conduct focus groups with EMU students to determine merchant selection.

Student Affairs Innovation Committee


Michael Crabb, director of Dining Services, and Melissa Ginotti, assistant director for McKenny Union and Campus Life reported that the purpose of the Innovation Committee is to encourage creative thinking at all levels that will result in new and/or improved programs and services, generate new revenue streams or provide cost savings. The Committee will work with Kylie Crawford, student government president, to increase student involvement in the program. The top innovative ideas will be presented at the Division of Student Affairs Gold Medallion Award Ceremony in March.

Student Initiative Update

Kylie Crawford, student government president, reported that Student Government participation has increased by almost 500% due largely to the addition of the First Year Council and the House of Representatives. An additional \$30,000 was allocated to Student Government from the general fee to provide increased organization programming and leadership development. Among other issues currently being addressed by Student Government are recycling, distribution of the general fee, use of sidewalks as roadways, Echo funding, increased staffing in the Dean of Students area, and repair of the elevators in Pray-Harrold. Regent Stephens thanked Ms. Crawford for her report and for the hard work and dedication of Student Government throughout the year.

There being no further business, Regent Stephens adjourned the meeting at 8:50 a.m.

Respectfully submitted,


Teri L. Papp

SECTION: 13
DATE: April 3, 2001

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
EDUCATIONAL POLICIES COMMITTEE

ACTION REQUESTED

It is requested that the Educational Policies Committee Agenda for April 3, 2001, and the Minutes of the January 16, 2001, meeting be received and placed on file.

STAFF SUMMARY

The primary items for the April 3, 2001, Educational Policies Committee meeting included: (1) Staff Appointments, (2) Separations/Retirements, (3) Emeritus Faculty Status, (4) Opening of Term and Official Record Dates for the 2001-2002 fiscal year, and (5) Ph.D. in Technology. A status report was presented on Faculty Recruitment for 2001-2002.

FISCAL IMPLICATIONS

The fiscal impact of the actions taken is listed in the appropriate sections and in the Board minutes.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Interim Provost and Vice President for Academic Affairs

[Signature]

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Educational Policies Committee

April 3, 2001
9:00 – 10:30 a.m.
205 Welch Hall

AGENDA

Consent Agenda

Section 7	Staff Appointments
Section 8	Separations/Retirements
Section 9	Emeritus Faculty Status (M. Harris)
Section 14	Opening of Term and Official Record Dates for the 2001-2002 fiscal year (M. Harris)
Section	Faculty Appointments (M. Harris)

Regular Agenda

Section 11	Monthly Report and Minutes (J. Antonini)
Section 12	Approval of Charter School Board Members
Section 13	Reissuance of Charter School – Commonwealth Community Development Academy
Section 15	Ph.D. in Technology (J. Dugger)

Status Report

Faculty Recruitment for 2001-2002 (M. Harris)
Work Force Analysis

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

EDUCATIONAL POLICIES COMMITTEE MINUTES

January 16, 2001
205 Welch Hall

Attendees (seated at tables): Regent Antonini (Chair), Regent Griffin, Regent Stephens, Provost Collins, and T. Heidloff

Guests: M. Bretting, P. Buchanan, T. Cianciolo, D. Clifford, E. Dahl, D. deLaski-Smith, D. Diles, W. DiMantova, J. Dugger, C. Finch, B. Fish, T. Fleming, E. Gold, M. Harris, J. Hassan, H. Höft, J. Hubbard, S. Hughes, M. Kanagy, R. Kinney, S. Kirkpatrick, M. Linblade, M. Lintner, D. Loppnow, G. McQuere, S. Moeller, P. Moniodis, C. Montgomery, R. Neely, G. Nelson, S. Patalan, G. Reichbach, L. Ristau, J. Robbins, L. Rocklage, K. Rusiniak, A. Starko, C. Swanson, M. Tack, E. Tatraš-Contis, J. Todd, W. Tornquist, M. Wedenoja, S. Work, and P. Young

Regent Antonini convened the meeting at 9:10 a.m. in 205 Welch Hall. The following topics were discussed.

Staff Appointments (Section 7)

Ted Heidloff recommended that the Board approve 41 staff appointments. Of the 41 appointments, 24 (59%) are female, four (10%) are African American, one (2%) is Hispanic, and one (2%) is Asian. There were no other minorities. Ted Heidloff noted that these hires represent every job classification and employee group at EMU. He also noted that Dean John Dugger of the College of Technology was included in this listing. Regent Antonini accepted the report.

Separations/Retirements (Section 8)

Ted Heidloff recommended that the Board approve 24 separations and retirements. Of the 24 separations and retirements, eight (33%) are female, three (13%) are African American and two (8%) are Hispanic. There were no other minorities. This number included 5 faculty retirements. Of mention was the retirement of Coach Bob Parks who was the last coaching staff member who was also a member of the faculty bargaining unit.

Regent Antonini asked if coaches' not being part of the bargaining unit was good or bad? *Ted Heidloff* referred the question to *David Diles* who stated that this is the current industry standard.

Ted Heidloff then mentioned the separations and noted the tragic death of a long time custodial worker Ron Johnson due to an I-94 traffic accident. Regent Antonini accepted the report.

Emeritus Faculty Status (Section 9)

Provost Collins recommended that the Board accept the report to grant Emeritus Faculty Status to one former faculty member:

- Jerry Williamson, Associate Professor, Chemistry (33 years)

Collins observed that Professor Williamson was hired under his authority 33 years ago. Regent Antonini then asked for clarification of the requirements for Emeritus Faculty Status. Provost Collins responded that the requirement for Emeritus Faculty Status is 15 years at EMU, and additionally the nomination of the department head and the recommendation of the dean, and provost. Regent Antonini then asked if there were some deserving retiree's that might be skipped in the process. Provost Collins stated that there could be oversights as the Provost is in many cases not in the nomination process, but in the approval process. Regent Antonini accepted the report.

Monthly Report and Minutes (Section 14)

Regent Antonini recommended approval of the Educational Policies Committee Agenda for January 16, 2001, and the Minutes of the November 14, 2000 meeting. The recommendation was accepted.

Policy Revision: Alcohol and Other Drug Policy (Section 16)

Ellen Gold, asked the Board of Regent formal approval to the Alcohol and Other Drug Policy. The proposed policy would reflect five changes: 1. changes the policy title from "Alcohol and Drug Policy" to "Alcohol and Other Drug Policy"; 2. adds a statement related to parental notification for drug and alcohol violations related to the Family Educational Rights and Privacy Act (FERPA); 3. clarifies the purpose for conducting a university-wide biennial review; 4. adds a statement to establish standards related to the extent of alcohol marketing on campus; and 5. defines who has the responsibility for conducting the biennial review.

Regent Antonini stated that alcohol and other drugs are a major problem on campuses and one of the most important parts of this policy will be its implementation. He commented that a critical portion of this issue is dealing with students "down time"; one of his suggestions was keeping the Student Union open till 4:00 or 5:00 a.m. in the morning.

Status Report: Faculty Recruitment for 2000-2001

Provost Ronald Collins reported that faculty recruitment is an ongoing process. Hiring taking place now is for faculty starting on or after August 29, 2001. There are in excess of 50 tenure-tracked faculty positions up for hire. Searches are reaching the point of the process where finalists have been identified and candidates preparing for interview. Provost Collins emphasized the success the university has had in hiring women faculty members and in overall ensuring the campus maintains a diverse faculty. Regent Antonini accepted the report.

Regent Antonini commented that there are 1,889 staff members of which 18% are minorities, additionally he noted that of the temporary staff of 3,876, 10% are minorities; he applauded the continuation of this trend. Additionally he commented that he felt it highly amazing that over 2,873 of these temporary hires were students and wished even more students were active.

Regent Antonini also stated that the university maintained \$364 million dollars in assets of which \$270 million is property and buildings. The responsibility and requirement of the board of regents, faculty, staff and students to maintain this at the highest level is immense. This requires the best faculty possible and is also dependant on hiring a diverse faculty; women and minorities.

Regent Antonini stated that California, Texas, New York and Florida would have the largest groupings of 18 year olds in the next 5-10 years. To ensure EMU has access to these students the importance of technology could not be understated. Technology is immensely important, and he supports President Kirkpatrick's statements at his Inauguration that emphasize the same goals: the Internet, Science and Critical Thinking (Economics/Calculus e.g.).

Regent Griffin asked where EMU's offsite centers were located other than the internet, and why sites could not be located in these areas of future student density.

Provost Collins referred the question to Don Loppnow. Dr. Loppnow pointed out that in-state sites were located in Livonia, Detroit, Jackson, Monroe and Traverse City. The World College has works in progress in construction of international programs with other nations such as China. The University does not maintain sites in other states due to major barriers of regional accrediting. Permission and license would have to be obtained from the state. Cost and the influence of local major colleges have precluded this from being a strategy.

Regent Antonini brought up the issue of Phoenix University. What does the University have to do to organize something such as this?

Regent Stephans stated they market themselves and understand what the customers want.

Regent Griffin brought up the issue of linkage between an out of state university.

Provost Collins responded by saying that a major shortcoming to this type of organization is the dangerous compression of a bare minimum of classroom time and a lack of a full time tenure track permanent faculty.

Regent Griffin continued by asking about their assessment outcomes.

Provost Collins responded that these universities are very good with preparation. Many changes in accreditation have come about to facilitate the implementation of these types of learning centers which allow them to be accredited but not in the traditional way that higher education gauges itself. He also noted that in 1990 EMU was very concerned that the part time lecturers and faculty were approaching 33% of the total whereas these universities maintain 100% part time temporary faculty. EMU is aggressive within the state of Michigan and that is its goal.

Regent Antonini elaborated on the importance of Strategic Planning.

Regent Antonini adjourned the meeting at 9:32 a.m.

Respectfully submitted,

John Longshore, Administrative Secretary
Academic Affairs

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 14
DATE: April 3, 2001

RECOMMENDATION

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

ACTION REQUESTED

It is recommended that the Board of Regents appoint Pamela Antrice McGhee to a three-year term on the Board of Directors of Hope Academy; A'Kena Long to a three-year term on the Board of Directors of Great Lakes Academy; and Theresa Slater and Deborah Ward to three-year terms on the Board of Directors of Grand Blanc Academy.

STAFF SUMMARY

According to the Resolutions which establish these public school academies (charter schools), vacancies on the Board of Directors shall be filled by the Eastern Michigan University Board of Regents.

Pamela Antrice McGhee is currently a special education teacher at Dixon Elementary School in Detroit. She has more than nine years of experience in the Detroit Public Schools and has classroom/teacher/resource teaching experience. She received her B.A. from Marygrove College and her M. Ed. from Wayne State University. She resides in Detroit.

A'Kena Long is currently a reading, speech and writing instructor at Wayne State University. She has an M.A. in speech communications and a B.S. and a Secondary Teaching Certificate from Wayne State University. She has ten years of experience in teaching at Wayne State University and Wayne State Public School Academy. She also served as co-chairperson of Cranbrook's Horizons Upward Bound Alumni Association where she moderated meetings and planned and implemented fundraising efforts. She resides in Pontiac.

Theresa Slater is currently employed as a tax return preparer and has experience performing accounting duties. She is preparing to become licensed to operate an in-home day care business. She has a B.B.A. in accounting from Baker College. She is a parent of a student at Grand Blanc Academy and resides in Burton.

Deborah L. Ward is a manager of accounts payable at E.L. Hollingsworth, Inc., in Flint. She has more than ten years of experience in the areas of accounting and management. She previously served as president of Grand Blanc Academy's parents' group. She is a parent of a student at Gland Blanc Academy and resides in Grand Blanc.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval

University Executive Officer

Date

PAMELA A. MCGHEE

EDUCATION

*Master of Education
Major: Education Leadership
Wayne State University - Detroit, Michigan*

*Bachelor of Arts
Major: Special Education/Emotionally Impaired Certification
Marygrove College - Detroit, Michigan*

PROFESSIONAL EXPERIENCE

1996 to Present **DETROIT PUBLIC SCHOOLS - Dixon Elementary School, Detroit, MI**
Resource Teacher

- ◆ *Teach and tutor students with Learning Disabilities one-on-one and in small group settings.*
- ◆ *Monitor overall academic education and behavior of students with Learning Disabilities.*

9/93 to 1996 **DETROIT PUBLIC SCHOOLS - Wilkins Elementary School, Detroit, MI**
Emotionally Impaired Teacher

- ◆ *Teach basic core curriculum to emotionally impaired students.*

9/93 to 7/92 **MICHIGAN DEPARTMENT OF SOCIAL SERVICES**
Springwells Residential Care - Wayne Residential Care

- ◆ *Developed, implemented, and monitored educational programs for the student population.*
- ◆ *Reviewed and evaluated academic assessments.*
- ◆ *Participated in therapeutic meetings to report the progress and follow-up of student's school progress.*

10/89 to 7/92 **MICHIGAN DEPARTMENT OF SOCIAL SERVICES**
Office of Children and Youth Services
Wayne Residential Care - Dewitt T. Burton Reception Center

- ◆ *Tested and evaluated student's performance on the Wide Range Achievement Test - Level 2 (WRAT-R2)*
- ◆ *Designed and implemented an Educational Incentive Program for academic and behavior improvement.*
- ◆ *Designed and implemented competitive games for improved vocabulary and self-esteem.*
- ◆ *Reported school behavior and progress in therapeutic strategy meetings.*

PROFESSIONAL EXPERIENCE (Cont.)

9/88 to 10/89 **DETROIT PUBLIC SCHOOLS - Cleveland Middle School, Detroit, MI**
Special Education Teacher

- ◆ *Taught basic core curriculum to special education students.*

11/79 to 9/88 **DETROIT PUBLIC SCHOOLS - Horace Mann Elementary, Detroit, MI**
Special Education Teacher

- ◆ *Taught emotionally impaired students.*
- ◆ *Coordinated and implemented school graduation activities.*
- ◆ *Teacher representative for Local School Community Organization (LSCO)*
- ◆ *Chairperson of Individualized Education Program Committee (IEPC)*

6/89 to 9/89 **METRO YOUTH PROGRAM - Detroit, Michigan**
Teacher

- ◆ *Taught Reading and English.*
- ◆ *Designed and implemented school policies.*
- ◆ *Member of school Behavior Management Program.*

9/87 to 1/88 **MARYGROVE COLLEGE "Kid's College" - Detroit, Michigan**
Teacher

- ◆ *Taught reading to first and second grade students.*

PROFESSIONAL ORGANIZATIONS

- *Council for Exceptional Children*
- *National Association of School Principals (NASP)*

Excellent References Furnished Upon Request

PAMELA A. MCGHEE

Addendum to Resumé Seasonal Employment

**1/97 to
Present**

**ACADEMIC COLLEGE TESTING (ACT) - Detroit, Michigan
Test Administrator**

- ◆ **Administer ACT Test to college-bound students at Mackenzie High School on Saturdays approximately six (6) times a year.**
- ◆ **Record timing of each given test, seating arrangements, and unacceptable incidents.**

**5/97 to
7/97**

**MOMS PROGRAM (GERBER BABY FOODS) - Detroit, Michigan
Host Facilitator/Volunteer - Second Ebenezer Baptist Church**

- ◆ **Solicited and enrolled members and participants.**
- ◆ **Recorded program administrative documents.**

**6/95 to
1/96**

**MOMS PROGRAM - K.I.N.D. (Kids In Need of Direction) - Detroit, Michigan
Program Co-Director**

- ◆ **Solicited guest speakers.**
- ◆ **Facilitated and scheduled training sessions.**

**6/94 to
11/94**

**MICHIGAN DEPARTMENT OF SOCIAL SERVICES - Detroit, Michigan
Juvenile Delinquent Tracker - Diversified Youth Services**

- ◆ **Monitored and recorded youth's presence at home address.**
- ◆ **Recorded youth's home and school status.**
- ◆ **Counseled youth and assisted with school policies.**

A'Kena Long

EDUCATION:

Master of Arts

2000

Major: Speech Communication

Wayne State University—Detroit, MI

1999-2000

Henry M. Seldon Memorial Scholarship Recipient

1995

Baccalaureate of Science & Secondary Teaching Certificate

Major: Speech/ Minor: English

Wayne State University

1994-95

Albert Feigenson Private Scholarship Recipient

1993-94

Berry & Bertha Gordy Endowed Scholarship Recipient

1992-93

Albert C. Dames Private Scholarship Recipient

1992

Candidate for Honors Program

1991-93 & '95

Dean's List

EXPERIENCE:

Reading, Speech, & Writing Instructor

1999-present

Wayne State University

Create lesson plans to improve students' reading and writing skills. In particular, lessons focus on reading comprehension, grammar, spelling, vocabulary, and paragraph development and organization. Furthermore, students learn to write essays for academic success.

Implement lesson plans to empower students to explore and coherently order elements of their world. Ultimate students will impact an audience through speech writing and presentations.

1997-99

8th Grade Literature & Writing Teacher

Wayne State University Public School (UPS)

Structured lesson plans that met the State of Michigan objectives, which included all forms of communication: reading, writing, speaking and listening skills.

1997 & '99

Developed lesson plans that resulted in 8th grade students surpassing the State of Michigan's score on the MEAP writing test by an average of 8%.

1998-99

Launched an interactive mentor/ writing project involving Wayne State University freshmen in an effort to improve 8th grade students' writing skills.

1998 & '99

Technology Educator of the Month Award two-time recipient.

Jun-Aug 1996

Student Teacher

Cranbrook Horizons-Upward Bound—Bloomfield Hills, MI

Devised 9th and 10th grade English/ Writing lesson plans in which the culmination of activities prompted parental participation.

1994-95

Intern

Macomb Literacy Project—Utica, MI

Designed lesson plans for adults to increase comprehension level, enhance vocabulary and heighten writing ability.

INTERESTS:

Volleyball Coach: Transformed UPS's volleyball team into a winning program.

Track & Field Coach: Created track and field sports program at University Public School.

Yearbook Advisor: Generated UPS's yearbook via TempoVision software.

References Available upon Request

Theresa Slater

OBJECTIVE

Seeking a challenging accounting position that requires responsibility, honesty, and dedication. A position where acquired education and abilities will provide an opportunity for career growth and experience.

QUALIFICATIONS

Highly Motivated
Responsible
Not afraid of a challenge
Proven leadership abilities

WORK HISTORY

1999-present **Tax Return Preparer**, References available upon request
-Completed clients 1999 and 2000 federal and state tax returns
-Electronically filed tax returns for clients

Presently in the process of getting licensed to start an **in-home day care business**

December 1996-February 1997 **Accountant**, Premier Die Cutting, Inc. (810) 715-0663
-Co-op training required for an Associates degree from Baker College
-Managed accounts payable, accounts receivable, and balanced checkbook
-Updated sales analysis
-Responsible for purchasing office supplies. I compared different vendor's prices.

June 1993-March 1994 **Selling Specialist**, J.C. Penny Company, Inc. (219) 482-4661
-Communicated with customers
-managed cash control

EDUCATION

Bachelor of Business Administration in Accounting, June 2000, Baker College
(810) 767-7600 *Cumulative g.p.a. : 3.67*
Associate of Business Degree in Accounting, June 1997, Baker College

COMPUTER SKILLS

Electronic spread sheets
File management
Lotus 1-2-3
Computer programming classes : AS 400 CL & File Design and RPG 400
Office 97 : MS Word, PowerPoint, Access, and Excel
Have designed my own web page

Deborah L. Ward

Objective: I am a team player my major objective is to work while I enjoy life and my family.

Experience:

**E.L. Hollingsworth Inc.
Manager Accounts Receivable**

**Flint, Michigan
1997 to Present**

- Totally responsible for collection and accounts receivable for a company with sales in excess of 15 million dollars.
- Assist in the billing process and the correction of shipping and bill of lading invoices.
- The handling of all new customers accounts is also my responsibility, I process all credit checks, references and also monitor all accounts receivable to insure that they stay current with my companies credit policies.

**Grand Blanc Cyclery
Store Manager**

**Grand Blanc, Michigan
September 1984 to May, 1997**

- Store Manager - June, 1994 - May, 1997
- Managed a retail and service bicycle and vacuum store with sales in excess of \$900,000.00 and supervised 9 employees.
- Office Manager - April, 1989 - June, 1994
- Responsible for accounts payable and receivable, payroll, inventory control, reviewed financial statements and did purchasing.
- Sales and Merchandising January, 1987-April 1989
- Worked in sales and was in charge of all store merchandising.
- Mechanic/Assembler Stock/Sales
- Assembled and repaired bicycles and vacuums and also worked as salesperson

References: Available upon request

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 15
DATE: April 3, 2001

RECOMMENDATION

**REISSUANCE OF CHARTER – COMMONWEALTH COMMUNITY
DEVELOPMENT ACADEMY**

ACTION REQUESTED

It is recommended that the Eastern Michigan University Board of Regents reissue the charter with Commonwealth Community Development Academy and authorize the president of the University to execute a new five-year contract with Commonwealth Community Development Academy.

STAFF SUMMARY

Commonwealth Community Development Academy was the second public school academy to receive a charter from Eastern Michigan University in August of 1996. The academy began as a grade 6-8 middle school with an initial enrollment of 175 students and in 1998 added a K-5 elementary school in a separate location. Its 2000-01 enrollment is now 675 students with an overall budget exceeding \$4,700,000. Commonwealth Community Development Academy's administration has done an excellent job of managing its revenue and has allocated more than eighty percent of its budget for instructional purposes. The academy has progressed well on the nationally utilized California Achievement Test (Terra Nova), and continues to work on improvement on the Michigan Educational Assessment Program (MEAP) on which students score below state averages. On January 23, 2001, the University's Charter School Review Committee recommended that Commonwealth Academy receive a new five-year contract with Eastern Michigan University.

Accompanying this recommendation is a detailed description of Commonwealth Community Development Academy's accomplishments.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

Commonwealth Community Development Academy Curriculum Goals and Objectives

Commonwealth Community Development Academy of Detroit began as a middle school in August of 1996 with 175 students in grades six through eight. Two years later, the Academy opened an elementary school, grades kindergarten through five, at a separate site on the east side of Detroit. Commonwealth Academy has grown consistently since its inception and currently enrolls 670 students in grades kindergarten through eight.

The Academy, in both the elementary and middle school buildings, stresses science and math for students. More than 75% of the Academy's students come from low-income families and are eligible to receive federally assisted Title 1 and free lunch assistance.

Both buildings offer a variety of programs and activities for students and utilize volunteers in many capacities. Because of the nature of the student population, Commonwealth Academy has had a difficult time in increasing the schools' test scores on the MEAP test. The students arrive from many different schools and are lacking in the fundamentals that are needed for a successful school experience. In order to bridge this gap, Commonwealth Academy has continued to expand its technology program, offer summer programs, and add computer labs in both the elementary and middle schools.

As stated in the original charter document, the goals and objectives of Commonwealth Academy are to provide its students with "training in basic competencies." These competencies consist of Language Arts/Reading, Science and Technology, Mathematics, and Social Studies. The academy also places a high priority on developing the "whole" child and provides numerous "enrichment" opportunities for students to develop life-long learning skills, explore self-esteem issues, and form high morals and values essential to developing into a well-rounded, valuable member of society.

The expected outcome for students attending Commonwealth Academy is entrance into the high school of their choice with the ability to achieve at grade level and be successful in the high-school arena and beyond. Ultimately, Commonwealth Academy alumni will be life-long learners who have developed from "at-risk" students into leaders in society.

The Academy offers a variety of evaluation components for the elementary and middle schools. Students at Commonwealth Academy completed the Terra Nova test of basic skills in October 1999 (pre-test) and in May 2000 (post-test). During this time, the normal growth in each subject area would approximate seven months of achievement. Students in the first grade showed a ten-month gain in reading comprehension; and second grade students advanced 11 months in science and 14 months in social studies. Third grade students improved 10 months in math respectively. The encouraging test results are an indication that the academy is making good progress in student achievement on this national test.

On the MEAP test in grades four, five, seven and eight, students showed some gains in fourth grade reading and math, fifth grade writing, and eighth grade writing and social studies, but in many areas of the MEAP test, test scores are below the state average.

The Board of Commonwealth Academy has requested a new, five-year charter to replace the current one which expires June 30, 2001. At the October 23, 2000, meeting of the Charter School Review Committee, the Committee agreed to notify the Academy of two areas of concern

1. To increase the number of certified teachers on their staff and to serve notice to current, non-certified teachers of state certification requirements, and
2. To develop a plan to improve MEAP scores and to maintain and continue to improve Terra Nova test results.

Following notification of the deficiencies, the board and administration of Commonwealth Academy have taken significant steps to improve their school. During the past six months, Commonwealth has:

1. Hired additional certified teaching staff.
2. Notified non-certified staff of their pending termination if certification status is not achieved.
3. Hired Dr Philip Robinson of the Michigan Department of Education to conduct MEAP achievement workshops with the teaching staff.
4. Planned a two-day workshop (March 15-16) for teacher professional
5. Achieved additional progress in science in hiring certified science teachers.

With the above progress in mind, we are recommending a new five-year charter for Commonwealth Academy with two provisions: the Charter School Review Committee monitor the progress in addressing the above concerns on a periodic basis during the next two years; and that Commonwealth Academy use a designated portion of its fund balance for instructional improvement.

Financial Resources

During the past five years, Commonwealth Academy has grown from a public school academy of 175 students with a budget of approximately \$1,000,000, to 675 students with a budget of \$4,700,000 in 2000-01. The Academy has an excellent record of financial stability and maintains a contingency fund balance of approximately \$700,000.

In addition to the basic state aid, Commonwealth receives federal Title I funding and state categorical funding for at-risk students.

SECTION: 16
DATE: April 3, 2001

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

OFFICIAL REPORTING DATES

ACTION REQUESTED

It is recommended that the Board of Regents formally accept the following Opening of Term and Official Record dates for the 2001-2002 fiscal year as determined by University policy:

	<u>Opening of Term</u>	<u>Official Record</u>
Summer 2001	July 6, 2001	September 21, 2001
Fall 2001	September 14, 2001	January 25, 2002
Winter 2002	January 16, 2002	May 24, 2002
Spring 2002	May 6, 2002	July 19, 2002

STAFF SUMMARY

The proposed official record dates for the 2001-2002 fiscal year represent the date when 10% of the total classes in each semester have been held. The dates are used for reporting University information on enrollment when reporting to the State of Michigan.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer
 Interim Provost and Vice President for Academic Affairs

Date

SECTION: 17
DATE: April 3, 2001

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

PROPOSED NEW ACADEMIC PROGRAM: DOCTORAL DEGREE IN TECHNOLOGY

ACTION REQUESTED

It is recommended that the Board of Regents approve the implementation of the Doctoral degree in Technology.

STAFF SUMMARY

An oral report of the State of Michigan Vice Presidents' Council's action on the proposed academic program, the Doctoral degree in Technology, held on January 22, 2001, will be presented by Dr. Michael Harris, Interim Provost and Vice President for Academic Affairs. Dr. John Dugger, Dean of the College of Technology will give a presentation on the academic program. Details of the proposed program are provided on the following pages.

FISCAL IMPLICATIONS

The total estimated faculty and non-faculty budget for years one through four is \$2,551,396.

It is estimated that the Doctoral Program will require, at full implementation, a combination of reallocated and new positions. Of the 9.5 FTEF (faculty positions) required for full program operation, 3.75 FTE will come from reallocation within the college and 5.75 FTE will be new positions, not including the program director.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Interim Provost and Vice President for Academic Affairs

John C. Dugger

Dean, College of Technology and Professor of Interdisciplinary Technology
150 Sill Hall

Eastern Michigan University

Ypsilanti, MI 48197

Tel. 734.487.0354

E-mail: john.dugger@emich.edu

Curriculum Vitae

Education

Ph.D.	Industrial Education/Technology	Texas A&M University	1982
M. S.	Industrial Education	Virginia State University	1978
B. S.	Industrial Arts Education	Virginia Polytechnic University	1974

Professional Experience

- Dean, College of Technology, Eastern Michigan University, 2000-present
- Professor, Interdisciplinary Technology Dept., Eastern Michigan University, 2000-present
- Department Chair, Industrial Education and Technology, Iowa State University, 1989-97
- Associate Professor, Industrial Education and Technology, Iowa State University, 1986-2000
- Assistant Professor, Industrial Education and Technology, Iowa State University, 1982-86

Professional Activity

- National Association of Industrial Technology (NAIT) Team Member and Team Chair (1995-present)
- *Journal of Industrial Teacher Education* Editorial Board (1989-present)
- Invited Lecturer, International Conference on Employment Security, Taipei, Taiwan, December, 1996
- Consultant, College of Arts, Sciences & Technology (CAST), Kingston, Jamaica, Summer, 1985
- Consultant, Square D Corporation, Cedar Rapids, IA – ISO 9000 Certification Procedures
- Mentored 13 Ph.D. recipients with more than one-third achieving university, national or international recognition for their dissertation efforts

Professional Publications, Presentations (Selected)

- Twenty-nine total publications including one book and twenty-three refereed publications.
- Kasi, B. and Dugger, J. C. (2000). "Gender Equity in Industrial Technology: The Challenge and Recommendations." *Journal of Industrial Technology*.
- Dugger, J. and Chen, C. M. (2000, November). Infusing Design for Manufacturability into Introductory Manufacturing Design Courses. Presentation accepted by the 2000 National Association of Industrial Technology Conference. Pittsburgh, Pennsylvania.
- Paige, W., Dugger, J. C., & Wolansky, W. (1996). Essential components of doctoral programs in industrial technology education. *The Journal of Technology Studies*. 22(2), 15-20.
- Chao, C. and Dugger, J. C. (1996). "A Total Quality Management Model for Instructional Supervision in Vocational Technical Programs." *Journal of Industrial Teacher Education*.
- Dugger, J. C. and Wood, J. (1987). *Exploring Technology*. Stillwater, OK: Mid America Vocational Curriculum Consortium.

**The Proposed
Ph.D. in Technology
at
Eastern Michigan University**

**Presentation by John Dugger
Dean, College of Technology**

**Ph.D. program team members:
Wayne Hanewicz
Max Kanagy**

College of Technology Program Proposal

Doctor of Philosophy in Technology

Executive Summary

Technology is omnipresent and pervasive in our lives. It is profound, growing and challenging us as never before. The Doctor of Philosophy in Technology is a program designed to facilitate the study of technology as an emerging discipline. It addresses the growing need for both faculty in higher education and technology leaders in business, industry and government. Data support the demand for learning opportunities in this field. Eastern Michigan University's unique approach to this program will place it as the leader, ahead of the only other two programs in the country. Of the 205 College of Technology master's graduates surveyed, 104 indicated a willingness to apply to this program were it to be offered. Employment opportunities abound with more than 300 colleges in the U.S. offering undergraduate and master's courses in technology. Virtually every governmental jurisdiction, think tank, and Fortune 500 company is seeking highly educated professionals for leadership positions in technology.

The program promotes the study, research and development, and distribution of technical knowledge, processes and systems through a 90-hour curriculum. Provisional admission is available to holders of bachelor's degrees and full admission to holders of master's degrees. The curriculum centers around a 21-hour *General Technology Core* that is devoted to the study of technology transfer, problem solving, decision making, philosophy and ethics, legal and political aspects of technology, managing technological change, technological assessment, and risk and value assessment. The 30-hour *Technology Specialization* provides for competence in a technological area of study from an approved master's degree program or its equivalent. The 10-hour *Cognate* is a planned program of course work outside the area of specialization. The 10-hour *Research Skills* component provides the statistical and research methodology course work in advanced skills to allow the student to conduct original research in a field of technology. The program concludes with 19 hours of *Dissertation Research*.

High admission standards for cohorts of 12 students, coupled with a course structure that emphasizes early identification of dissertation topics, and a student-progress tracking system, will optimize retention of students. Incentives to graduate include fellowships and a variety of colloquia, forums and lecture series to develop research ideas that involve both students and faculty. All are focused toward building a community of scholars.

The program will rely upon traditional and non-traditional methods of instructional delivery. The College is one of the innovators at EMU in the use of alternative delivery methods and currently offers programming via Internet,

compressed video and other forms of technology-based off-campus instruction. The program has been designed to accommodate part-time, evening and weekend instruction, thereby making it easier for experienced professionals to link education to work.

The College currently has eight highly qualified faculty with prior doctoral program experience, with several having served as chairs of dissertation and doctoral committees. These faculty, along with new faculty hires, will serve as the core of the academic program. Many faculty in the College maintain active research and publication agendas and are recognized nationally as experts in their fields.

The estimated resources necessary to achieve full implementation of the program in the fourth year include 3.75 internally reallocated faculty lines (FTE), 5.75 new COT faculty lines, with a four-year estimated budget expenditure of \$2,551,396.00.



**The Proposed
Ph.D. in Technology
at Eastern Michigan University**

Presentation by John Dugger
Dean, College of Technology

Ph.D. program team members:
Wayne Hanewicz
Max Kanagy

In Seven Years

- The College of Technology at EMU will be perceived as the primary source for expertise about technology transfer in Michigan and the surrounding region.
- The Ph.D. in Technology at EMU will be the program of choice for universities seeking faculty for industrial/engineering technology programs.
- The Ph.D. in Technology at EMU will be the program of choice for students seeking a Ph.D. in Technology.


Determination of Need

- Two national surveys:
 - The first used to identify competing doctoral programs
 - The second used to determine current programs in technology
- A five-state survey to assess needs for future faculty


National Surveys

The first survey showed that two programs are in existence at this time: University of Northern Iowa and Indiana State University, but they will not be competing programs.

The second survey reflected that there are 315 institutions that offer bachelor or master degree programs in technology.



Five-State Survey



- 20 responding institutions
- 382 tenure track positions
- 7.1% temporary hires
- 4.5% unfilled this year
- 44 faculty positions available now!

Student Demand

A survey of EMU College of Technology master degree graduates from past 10 years indicated:



That of 205 responses out of 810 surveys mailed. . . .
... 49.3% stated they would apply.
... This means 101 students wish to apply for program!

The Program's Purpose

- To prepare students for positions of leadership in the public and private sectors of society.
- To contribute to the knowledge base that constitutes the philosophical and theoretical foundation of the field of technology.

The Program's Goals

- Provide opportunities for the study of technology
- Prepare students to become researchers in developing and expanding the theoretical base of the emerging field of technology
- Prepare students to become leaders in the application and transfer of technological information
- Prepare students to assume instructional roles in institutions of higher education

Program Status

- ✓ Approved by COT Faculty Council
- ✓ Approved by EMU faculty
- ✓ Approved by Michigan Council of Vice-presidents of Academic Affairs
- Awaiting approval by EMU Board of Regents
- Awaiting approval by NCA

Course Approval Status

- ✓ Approved by COT Ph.D. Development Committee
- ✓ Approved by College Faculty Council
- ✓ Approved by Dean of College of Technology
- Submitted to Graduate School for approval
- Submitted to EMU course approval process

Curriculum Structure

- General Technology Core (21 hours)
- Technology Specialization (30 hours)
- Cognate (10 hours)
- Research Skills (10 hours)
- Dissertation and Credits (19 hours)
- Total: 90 hours minimum

General Technology Core

The General Technology Core is designed to achieve the following goals:

- Define the core competencies, knowledge, and values that each and every graduate of our Ph.D. in Technology will possess.
- Define the Character of the Ph.D. program in terms of the role of knowledge and technology in sustaining a free society.

COURSES **Foundations Course**

This course is designed to impart conceptualization abilities in the interdisciplinary study of technology, including the evolution of technology's definition and meaning, and to demonstrate the role of the social sciences and humanities in understanding the evolution and impact of technology on people and societies.

COURSES **Philosophical Matters In The Study Of Technology**

This course is designed to examine the philosophical dimensions raised by new technologies including moral and ethical concerns, epistemological issues of the scientific method, and cultural questions about our evolving understanding of human nature and the future of culture.

COURSES **Legal and Political Issues**

This course is designed to examine the changing roles of law and politics in technological societies, with special emphasis on how law and politics might adjust to the problems raised by such technologies as electronic privacy, genetic engineering, and life extension.

COURSES **Risk Assessment**

This course is designed to impart the knowledge and methods of risk-benefit analysis in technology assessment activities, with special emphasis on the impact of cultural diversity and globalization.

COURSES **Multidisciplinary Project Management**

This course provides practical experience in developing, managing, and assessing multidisciplinary task teams in technological arenas. Students are encouraged to use this opportunity to refine their dissertation ideas within this interdisciplinary environment.

Technology Specialization

The technology component consists of focused coursework at the master's level or additional coursework at the Ph.D. level if sufficient technology focus does not exist. Examples of focused technology programs include: Quality, Polymers, CAD, Engineering Technology, Information Security, etc.

Research Skills

- Graduates must be able to make original contributions to the discipline or field.
- Graduates must be able to use inferential statistics, formulate research problems, and utilize quantitative and qualitative research tools.
- Graduates must be able to link the output of statistical analyses with problem resolution.
- Graduates must be able to demonstrate appropriate communication skills.

The Cognate

Provides flexibility and enables students to gain in-depth knowledge and skills in areas that support the student's research.

Implementation

- Personnel –
 - Program Leader
 - Faculty for Doctoral Program
 - Student Recruitment
 - Student Selection
- Curriculum and Courses
- Facilities

Assessment

- Contributions to the development of technology as a discipline in the form of refereed articles, presentations, grants and other avenues will increase annually.
- An advisory committee will be established to help provide direction, help assure program validity and help interpret the results of the data analysis.
- Student progress will be charted and monitored during the program
- Graduates and employers will be surveyed at the end of the first and fifth years after completion to determine the value of the various program components and courses.

Ph.D. in Technology

I. Introduction

The College of Technology (COT) at Eastern Michigan University proposes a new Doctor of Philosophy (Ph.D.) in Technology. This program would enhance the College's offerings and is designed to:

1. Expand and make original contributions to the knowledge base that is the foundation for the multidisciplinary study of technology and its impacts on the quality of life;
2. Conceptualize the ideas, themes, and methods from the humanities and social sciences to the study of technology;
3. Prepare researchers, scholars, teachers, policy makers, managers and executives for significant positions in technology fields, or in organizations increasingly dependant upon technology for continued success;
4. Sensitize future leaders to the subtle and complex interactions between technology and other important dimensions of human life;
5. Increase technology literacy among future leaders and the general citizenry
6. Provide opportunities for research support to organizations that will benefit from it;
7. Raise the recognition and awareness of technology generally, and the College of Technology specifically, as a legitimate course of study at the highest levels of academic excellence.

The theoretical framework for technology studies is new and distinct. This program proposal was developed over a period of two years by an interdepartmental coalition of faculty and administrators in the College of Technology. As such, it represents the best thinking, and addresses the most important future needs and requirements, of the diversity that comprises the College. It is our best judgment that the Ph.D. program herein proposed represents the best response to the future requirements and issues that technology will lay before us in this new millennium.

After several years of research the International Technology Education Association (ITEA) published a framework to account for several facets of technology that are open to scholarly inquiry. Within this framework, technology is seen as human innovation in action. It involves the generation of knowledge and processes to develop systems that solve problems and extend human capabilities. As such, "technology has a *process*, *knowledge*, and *context* base that is definable and universal." (ITEA)

- The *processes* of technology include: designing and developing technological

- systems; determining and controlling the behavior of technological systems; utilizing technological systems; and assessing the impacts and consequences of technological systems.
- The *knowledge* base of technology includes: the nature and evolution of technology; technological concepts and principles; and linkages among process, knowledge base, and context.
 - The *contexts* of technology include: informational systems; physical systems; and biological systems.

Technology is a substantive area of inquiry that brings together diverse fields of study from among many disciplines to solve interrelated problems and to study the effects of these technological innovations on mankind, society and the environment.

As such, technology:

- "...emphasiz[es] applied and practical research leading to technology improvement, skill development and process implementation. Technology programs investigate 'how' and 'when' and apply known engineering solutions to contemporary technical problems. Curriculum is heavily laboratory based with diagnosis and innovative solutions of technical problems." (Chowdhury)
- "... is coterminous with our attempts to come to terms with our world; that is, our culture and our society; and, as such, it contains within it both pure tools and all knowledge." (See I.C. Jarvie in Mitcham.)

The Eastern Michigan University Doctoral Program in Technology within the College of Technology will utilize the academic and research resources of the departments of Business and Technology Education, Interdisciplinary Technology and Industrial Technology to provide a broad-based, advanced graduate program in Technology. This program will facilitate technology transfer and the application of research to meet the expanding technological needs of business, industry, education and government. A major emphasis of this curriculum will be to discover, through research and development, opportunities for the use of research findings to advance products, processes and human resource services. In contrast to many doctoral programs that serve to narrow, focus and extend specializations, the EMU doctorate in technology must, by the very nature of the field, be a broadening and encompassing program preparing graduates to continue their study and development in the field of technology.

The Ph.D. in Technology is designed to serve mid- to upper-level management and professional personnel in public and private sector positions that require applications of technology to solve problems. It is also designed to increase the number of academic researchers and professors in the rapidly growing field of technology studies.

The program consists of at least 90 hours of academic credit beyond the bachelor's degree. It is divided into five major areas: a general technology core, a technical specialization, a cognate area and related course work, research skills, and dissertation preparation. The program is designed to emphasize and develop a common core of knowledge in technology, professional competence in a technology field (specialization),

the capacity to do original research, the capacity to critically evaluate and formulate solutions to existing technological problems, and the ability to investigate, assimilate, integrate and understand the effects of technological innovation on human beings, society and the environment.

II. Why Technology Warrants Doctoral Study

In a sense, technology has been part of the human landscape since fire and the wheel. Its increasing presence continued through Greek and Roman civilization to the dominant position it holds in the growth, development, and destruction of human society today. There is every reason to expect that this pattern of growth and increasing complexity will continue into the furthest reaches of human imagination, and, in fact, virtually coterminous with it.

Nevertheless, the birth of the Enlightenment and the succeeding birth and growth of the industrial revolution marks a distinct period in the relationship between technology and the people served by it (some would say the people who serve it!). More than any other point in history, this period saw the transition of technology from particular machines to social and even political institutions. From this point onward, it becomes a little difficult to distinguish between the servant and the served; indeed, by the beginning of this millennium, we can foresee how difficult it may be to distinguish between a machine and a human. We are just about at the age of the Cyborg!

Today, as in the future, to be alive at all is to live with technology. The current and forthcoming issues are complex and more important than ever before. When does life begin? Or end? What will it mean if we discover intelligent life elsewhere in the universe? How will we distinguish between merely being knowledgeable and having wisdom? What, if anything, will remain private? Should we own any organism we create? When does a cyborg acquire rights, duties, and responsibilities? Should we “cure” every genetic “mutation” we uncover? What is the difference between fixing a disability and enhancing performance? What will it mean to be a teacher? What will happen to the economy if we create materials that do not rust, corrode, wear out, or break? There are more, many more, such questions. Our system of higher education has a responsibility to prepare our civilization for these questions; and we will have to do much better than we have done so far. Doctoral level education represents the top level of our educational system. The study of technology warrants no less!

Alfred North Whitehead once wrote that the distinction between the mediocre and the exceptional in any generation is that exceptional people know what is at stake for their generation, and they are willing to commit themselves to assuring that the truly important things at stake will be addressed. Technology represents one of the most important matters at stake for our generation and the generations that follow us. We have much to learn about technology and the future, and about ourselves. After all, if *we* do not prepare the future for our children and our children’s children, who will?

III. Need for the Program

Technology programs at the college level have followed a traditional developmental path. In the 1950s a small number of programs emerged to begin what is now the field of [Industrial] Technology. Beginning as spin-off programs from the traditional areas of industrial education and applied engineering, technology programs have achieved recognized status as bachelor's and master's degree offerings whose graduates are in great demand. The next logical step in this progression is the doctorate, where reflective practitioners can be prepared to further study the field and fill the ever-growing need for instructors at the college level.

Evidence has been collected in support of the need for the program. Supporting documentation is located in Appendix A, in the References and Bibliography section, and is summarized below.

In a national study of 230 departments housing technology and technology-related programs (response rate 50.8%) in 1996 by Erikson at Bowling Green State University (see Appendix A), department chairs estimated that 259 existing faculty positions would need to be filled in the next five years, with an average of 2.2 positions per department. (McAlister & Erikson) They also estimated the need for an additional 92 new positions within the next five years. When asked to rate the ease of finding qualified tenure-track faculty, their mean response was 4.39 on a ten point scale (1 representing most difficult).

Of the 318 institutions in the United States offering undergraduate and graduate preparation in [industrial] technology programs (see Appendix B), only two offer doctoral degrees. One doctorate-granting program, a Consortium headed by Indiana State University, only began admitting students in June, 1998 and the other, located at the University of Northern Iowa, in 1998 graduated just six students with the degree of Doctor of Industrial Technology. If one assumes a need for a minimum of just three faculty members per program, then 954 teaching positions will occur in these programs. (The actual number, while unknown, is most certainly much higher.) The shortfall of Ph.D. candidates to fill the inevitable vacancies resulting from retirements, resignations, and program growth is striking.

A similar study was done by Eastern Michigan University (see Appendix C). Twenty of the 49 midwestern colleges of technology (40.8%) in a five-state region responded to the survey. Of 382 available tenure-track positions in technology, 17 (4.5%) remained unfilled and 27 (7.1%) were filled with temporary hires. These 44 (11.5%) positions remained available for tenure-track hires. Over one-half (11 of 20) of the deans indicated that there was a "great need" for doctoral programs to prepare individuals for employment as college and university faculty.

Experience at Eastern Michigan University mirrors this problem. In 1998 there were four vacancies in the College of Technology, all with a minimum hiring requirement of doctorate preferred. Of the four positions available, two remained unfilled due to a lack of qualified applicants.

To partially meet the need, a consortium of nine universities, headed by Indiana State University, was formed and is now offering the degree of Ph.D. in Technology Management to partially address the shortfall of technology-trained university faculty. In spite of the need recognized by the nine member institutions, no graduates will be available until 2004, at the earliest. (see, Proposal: "Consortium ...")

The need is also addressed in the literature of which a partial list of references can be found in the Bibliography and References section of this proposal.

Faculty members in Technology have traditionally come from the field of industrial and vocational education. As the field of technology has grown and advanced, this traditional source of faculty is no longer adequate or desirable as the focus and needs have shifted away from education. As a result, a different approach is needed. Technology faculty are expected to be technical experts in a field of study. This doctoral program is designed to provide the theoretical and research foundation needed by future practitioners of technology in government and industry, as well as higher education.

IV. What are the Desired Characteristics of a Ph.D. Program in Technology?

A Ph.D. program in Technology must prepare students (and faculty) to explore, understand, and ultimately respond to questions and issues much like those noted above. To do so requires that the program embody several characteristics and operating principles. First, such a program must be strongly interdisciplinary in content and teaching methods. Some critical observers of technology go so far as to suggest that the study of technology should not be a branch of science, but a branch of philosophy and morals (Pacey). Mary Shelly's *Frankenstein*, one of the great books addressing the consequences of technology, offers a vivid picture of technology viewed only as a scientific enterprise. We can tell very early in this allegory that something is all wrong. Victor is missing an important and fundamental insight about mere scientific knowledge divorced from issues of meaning, responsibility, and morality in human life; and, of course, he pays dearly for it. We do not wish to be the subject of a sequel to the original. History, philosophy, ethics, psychology, social science, and political theory must be combined with a strong scientific base as we prepare people to manage technology and its consequences in the 21st century.

In addition to this general predisposition, a Ph.D. program in Technology should prepare students to critically examine and respond to questions like the following.

1. Where will we find guiding moral principles in a highly technological world?

2. What is the source of their legitimacy?
3. How do we cultivate compassion for those in the world who do not have the vehicle or the power to speak for themselves?
4. How can we mitigate the tendency of administrative systems, including technological ones, to transform moral and normative questions into administrative and technological ones? (Peter Drucker)
5. How does human character differ from the character of technological systems? (Character books)
6. How do we temper technological and political power with justice?
7. How can technology improve the quality of life for the world's impoverished?
8. Can technology use scarce resources with greater efficiency than before?
9. What are the limits to our ability to shape the future?
10. Can technology free humans from dangerous and unfulfilling work, and provide the opportunity for people to do what fulfills them and their society?
11. What does it mean to say that technology is a commentary on who we are and what we want? (Lienhard)

V. Education and Technology Today

Education's relationship with technology began as "shop" or "industrial arts" programs in secondary school more than 50 years ago. Some secondary schools and many community colleges offered more specialized courses in automotive mechanics and repair; they later added computer courses, as this technology became part of the social discourse. Undergraduate programs in engineering technology, teaching technology, and industrial technology introduced yet another generation of technology to higher education. Well over 300 undergraduate colleges in the United States continue to offer such programs. (NAIT).

The study of technology as a distinct academic pursuit began in the early 1980s. This course of study focuses on the social, political, economic, and moral consequences of modern technology. There are approximately 100 colleges and universities in the United States offering baccalaureate degrees today. In addition, there are approximately 25 colleges and universities offering a Master's degree in the specialized study of technology. EMU has one of the largest such programs (over 300 majors) of this kind in the country.

There are very few such programs at the doctoral level in the world, and fewer than 10 in the United States. Most of them are at highly visible educational institutions, including MIT, Cornell, Harvard, University of Virginia, Virginia Poly Tech, and a few others. Each of these is characterized by the specialized study of some aspect of technology, i.e., policy making, information and media, history, Social Values, etc. There is no existing Ph.D. program in the United States whose primary thrust is on the study of technology through the liberal arts and humanities combined with the scientific and technical aspects of several particular technologies. ***This is precisely the thrust of the proposed Ph.D. Program in Technology at EMU.*** At this early point in the development of doctoral-level

technology studies, EMU has the rare opportunity to stand out and apart from the few other world-class institutions offering doctoral program in technology.

VI. The Character of the Proposed Ph.D. Program in Technology

At the heart of the Proposed Ph.D. Program in Technology are several guiding principles that distinguish this program from the several others in the United States. These principles, together with the pattern of decisions that are made throughout the life of a student's enrollment in the Ph.D. program, constitute the operating character of the program. The several guiding principles serve as filters for the development, promulgation, and assessment of new policies and for the evaluation of important decisions. If policies or decisions are inconsistent with our guiding principles, they must be modified or replaced; in rare circumstance, the inconsistency may point toward the revision of a fundamental guiding principle. The guiding principles that follow a stabilizing force for future development of the Ph.D. program.

1. The program is interdisciplinary in nature. It encourages thinking outside of the traditional boundaries of science and technology. It rewards new conceptualizations from one discipline to another, from the use of a method common to one discipline to its use in a discipline that has little or no experience using such a method.
2. The program encourages individuality within a minimum of common structure. Core courses are kept to a minimum, while specializations and cognate coursework is expanded. Specializations are not "minors". A specialization is a coherent set of courses and study that will benefit the student's vision of the future. Specialization courses can come from many different departments or programs; it is more important that they make sense to the student and advisor than it is that they make complete sense to a board or committee.
3. The dissertation is defined as "an original contribution to the field". If everyone else is already familiar with the topic, research, and conclusions, it cannot be an original contribution to the field. Students are encouraged to experiment with unusual ways of understanding some problem, and developing innovative approaches and solutions to them.
4. The program is service oriented. Faculty are selected and prepared partly on their willingness and ability to solve problems for students. Within the bounds of reason and propriety, a student should never hear that "there is nothing I can do for you." At the very least, a faculty member can refer a student to someone who can do something.
5. Faculty are also selected by their willingness and ability to reach outside their own intellectual comfort zones and to tolerate the dissonance that comes with learning from their peers and their students. This is one of the stronger ways to demonstrate our recognition that most of our students come to the program already possessing knowledge and experience in some field beyond what most

- faculty have acquired. An outstanding faculty member must be prepared to be an outstanding student.
6. The program will utilize any technology that enhances teaching and learning. Wherever possible and productive, electronic teaching technologies will be utilized. Yet, they will not substitute for the person-to-person communication that critical and analytical thinking often requires.
 7. Core courses are chosen by their ability to meet the following conditions:
(See Ron's list)

VII. Purpose and Goals

The Ph.D. in Technology is designed to prepare students for positions of leadership in the public and private sectors of society. Graduates will have acquired advanced theory and knowledge of technology and their particular specialization by learning how technology is understood and applied. They will develop skills in research methodologies and acquire expertise in communication processes. Graduates will then be able to provide service in industry, government and education.

Through research and publication this program will disseminate findings and results, thus contributing to the knowledge base that constitutes the philosophical and theoretical foundation for this field of study. This program is ground breaking in that it provides students and faculty alike with a unique opportunity to follow a new and emerging professional and degree path.

The goals of this program are to:

- Enhance the level of study in technology by providing opportunities for research in development, application and technological transfer;
- Prepare students to provide leadership in areas of research, curriculum design, content development, and instructional and communication strategies in teaching technological information;
- Prepare students to be leaders in and provide service to institutions of higher education, governmental agencies and the industrial community in the development, application and transfer of technological information.
- Prepare students to assume instructional roles in institutions of higher education as faculty members teaching in the distinct discipline of technology.

SECTION: 18
DATE: April 3, 2001

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
FACULTY AFFAIRS COMMITTEE

ACTION REQUESTED

It is requested that the Faculty Affairs Committee Agenda for April 3, 2001, and the Minutes of the January 16, 2001, meeting be received and placed on file.

STAFF SUMMARY

The primary item for the April 3, 2001, Faculty Affairs Committee meeting was a presentation on "Physical Learning Environments at Eastern Michigan University" by Patrick Doyle, Vice President for Business and Finance

FISCAL IMPLICATIONS

There is no fiscal impact.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Interim Provost and Vice President for Academic Affairs

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Faculty Affairs Committee

April 3, 2001
8:00 – 9:00 a.m.
201 Welch Hall

AGENDA

Regular Agenda

Section 16 Monthly Report and Minutes (Regent Brandon)

Status Report

REPORT: “Physical Learning Environments at Eastern Michigan University”

Michael Harris, Interim Provost and Vice President for
Academic Affairs
Patrick Doyle, Vice President for Business and Finance

Michael Harris

Interim Provost and Vice President for Academic Affairs

106 Welch Hall

Eastern Michigan University

Ypsilanti, MI 48197

Tel. 734.487.2246

E-mail: michael.harris@emich.edu

Curriculum Vitae

Education

Ph.D.	Public Policy	Indiana University	1993
M.A.	Public Policy	Tel Aviv University	1986
B.A.	Economics – Business Administration	Bar Ilan University	1982

Professional Experience

Eastern Michigan University

- February, 2001 – present. Interim Provost and Vice President for Academic Affairs.
- May 1, 2000 – January 2001 Associate Vice President for Academic Affairs, Program Development, Review and Assessment. Serve as the second ranking academic officer of the University and as the chief academic officer in the absence of the Provost and Vice President for Academic Affairs. Full professor.
- May 1999 – April 2000. Undergraduate Studies Coordinator, the Provost's Office.
- September 1998 – April 1999. Associate Professor, Department of Political Science & MPA Program, College of Arts & Sciences.
- May 1998 - August 1998. Interim Department Head, Department of Political Science & MPA Program, College of Arts & Sciences.
- 1994-1998. Assistant Professor, Department of Political Science & MPA Program, College of Arts & Sciences.

Professional Activity

- Chairperson of the Academic Division United Way Campaign (1998 & 1999).
- Chair of the Ann Arbor Building Authority (1998-present).
- American Political Science Association (APSA)
- Midwest Political Science Association
- American Society for Public Administration (ASPA)
- Policy Studies Organization (PSO)
- Communal Studies Association (CSA)
- Utopian Studies Association (USA)

Professional Publications, Presentations (Selected)

- Entrepreneurs and Innovation in State and Local Government. Lexington Books. Forthcoming July 2001 (edited with Rhonda Kinney).
- Term Limits: Implications for Policy Making. Lexington Books. Forthcoming, April 2001 (with Gideon Doron).
- Public Policy and Electoral Reform: The Case of Israel. Lexington Books. July 2000 (with Gideon Doron).
- "Food Gatherers: The Role of Entrepreneurship and Political Context in Sustainable Community Programs." In Creating Sustainable Community Programs. (With R. Kinney. Edited by Mark R. Daniels). Praeger Publishers, Greenwood Publishing Group, Auburn House, Westport, Connecticut. January 2001, pp. 221-233.
- "Policy Termination: The Case of Term Limits in Michigan." International Journal of Public Administration. Volume 24, No.3, March 2001.
- "The Israeli Democracy: Assessing the Electoral Reform of 1992 and its Impact on the Elections of 1996 and 1999." Israel Studies, (with Gideon Doron). Volume 4, No. 2, Fall 1999, pp. 16-39.

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

FACULTY AFFAIRS COMMITTEE MINUTES

January 16, 2001
8 a.m., 201 Welch Hall

Attendees (seated at tables): Regent Griffin (Chair), Provost Collins, A. Ametrano, J. Boyless, S. Case, M. Harris, M. Lintner, D. Loppnow, S. McCracken, S. Moeller, E. Schulz, J. Scott, and B. Warren

Guests: D. Bennion, P. Buchanan, F. Case, T. Cianciolo, J. Cooper, J. Dugger, J. Erwin, B. Fish, G. Hannan, H. Höft, M. Kanagy, E. King, S. Kirkpatrick, G. Liepa, B. McMillan, P. Melia, C. Miller, E. Morgan, J. Olson, G. Nelson, G. Reichbach, L. Ristau, L. Rocklage, A. Starko, S. Sullivan, E. Tattras-Contis, J. Todd, M. Wedenoja, S. Williams, S. Work

The meeting was convened at 8:03 a.m.

Status Report: *Student Outcomes-Assessment at Eastern Michigan University*

Michael Harris, Associate Vice President for Academic Affairs, began the session with a brief introduction that described Eastern Michigan University's outstanding environment for learning. He then introduced **Dr. Donald Bennion, Director of Academic Assessment, and NCA Self-Study Coordinator**. Dr. Bennion then outlined the order of the presentations and introduced his co-presenter, Dr. Gary L. Hannan, Professor, Department of Biology, and Special Assistant to the Provost, Dr. Stewart Work, Professor, Department of Chemistry. Dr. Bennion explained that Student Outcomes Assessment is defined at Eastern Michigan University by a number of ways and methods of determining if the key skill and concepts of a program have been mastered. The current emphasis on Academic Assessment began under the guidance of Provost Ronald Collins in 1985, five years prior to mandatory mandates. The current program is in direct response to the creation of the Director of Academic Assessment and the position of Special Assistant to the Provost for Assessment in 1994. This strong foundation of consistent leadership has formulated a superlative program.

Dr. Bennion continued his presentation with a brief explanation of the five evaluative questions for assessment plans. 1. To what extent has the institution demonstrated that the plan is linked to the mission, goals, and objectives of the institution for student learning and academic achievement, including learning in general education and in the major? 2. What is the institution's evidence that faculty have participated in the development of the institutions plan that the plan is institution-wide in conceptualization and scope? 3. How does the plan demonstrate the likelihood that the assessment program will lead to institutions improvement when it is implemented? 4. Is the time line for the assessment program appropriate? Realistic?

5. What is the evidence that the plan provided for appropriate administration of the assessment program?

Eastern Michigan University's student outcome assessment program: focuses on assessment of the key skills and concepts in each discipline and in general education; is tailored to the uniqueness of each program; gives faculty both the authority and responsibility for assessment; uses ETS's Tasks in Critical Thinking to assess general education; allows for a wide-range of methods for assessment of academic majors; requires programs to use multiple methods. Receives excellent administrative support from the University; and is flexible and has allowed for several changes since its inception in 1993.

The university has 19 frequently used methods of academic assessment for 187 programs, 835 different methods, 4 per department 4 per program in line with NCA directives.

Ten Most Used Assessment Methods at Eastern Michigan University; Accreditation Review, Field Experiences, Thesis/Final Project, Student Portfolio, Alumni Survey, Performance/Presentation Advisory Committee Review, Comprehensive Exam (objective), Exit Interview, Comprehensive Exam (Essay).

How Communication Assessment is Communicated Across Campus – Questions & Answers Brochure, Assessment Information Papers, Student Assessment Options, *Assessment Matters* Newsletter, and FCIE Workshops on Assessment Topics, The Assessment Expo.

Dr. Gary L. Hannan, Professor, Department of Biology, Biology Curriculum Assessment Concept Mapping gave the next presentation. Outlining the current Components of the Biology Departments Assessment Program. The Departments Statement of Purpose. The Target of the Plan: Introductory Courses and Core Required Courses. How Student Outcomes are Assessed. Uses of the Results.

From here he outlined the department's student outcome educational goals based on skills (problem solving, critical thinking), content knowledge, communication (oral, written) and interpersonal interactions. Desired outcomes are based on Content Knowledge, Skills (writing, cognitive, information access), Attitudes and Values, Behavioral Expectations. Assessment takes into account Cognitive Structure Exam (course-embedded, cognitive structure), Survey: Course-embedded, and Survey Results.

The Cognitive Structure Approach identifies important concepts; allows the students to examine relationships among concepts; Completes a map of concept relationships, Analyzes student responses. This established a Basis for Interpretation of Results. Dr. Hannan then went into how this is implemented in the Biology Department and the effectiveness of Previous Introductory Courses Pre Implementation and Post Implementation. This showed gains in cellular and organismal areas, a slight gain in ecosystem understanding and no gain in molecular understanding. After departmental actions, which instituted revision in introductory courses, and evaluation of sequences, they experienced gains in molecular, cellular, and organismal with slight gain in ecosystem level.

Dr. Hannan concluded showing that new course boosted performance in the molecular area, although may sacrifice some cellular content and evaluate validity of ecosystem concept representation. Summary Recommendations were to develop methods for assessing skills in critical thinking, problem-solving, and information acquisition and processing. To examine ecosystem content, extend assessment methods to core curriculum.

Regent Griffin asked Dr. Hannan the definition of Eco Systems?

Dr. Hannan responded that Eco Systems is ecology: how ecological organisms interact with their environment.

Regent Griffin followed up with asking why this area shows slight gain?

Dr. Hannan stated that is a very broad area and a complex sub-discipline that depend on a great foundation of biological knowledge. He stated that many students at this level might not have the background.

Regent Griffin asked if there were any programs not accredited?

Dr. Bennion replied that the University is accredited through the North Central Association. Specialized accreditation has one program in art not accredited because it would require a change to the composition of the general education program this would not be desirable.

Regent Griffin asked if Exercises as proscribed in Biology's Accreditation Program – Is there any emphasis for participation?

Dr. Hannan stated that participation is not really voluntary; many facets of the accreditation process are embedded in course structure.

Dr. Cooper, Computer Science asked how embedding is done in the curriculum evaluation how done?

Dr. Gary Hannan stated through several writing assignments, and the portfolio approach.

Dr. Joanna Scott, stated that in liberal arts many areas are accredited by professional organizations.

Monthly Report and Minutes (Section 15)

Regent Griffin recommended approval of the Faculty Affairs Committee Agenda for the April 3, 2001, meeting and the Minutes of the November 14, 2000. The recommendation was accepted.

The meeting was adjourned at 8:52 a.m.

Respectfully submitted,

John Longshore, Senior Secretary
Academic Affairs

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: /9
DATE: April 3, 2001

RECOMMENDATION

MONTHLY REPORT - FINANCE COMMITTEE

ACTION REQUESTED

It is recommended that the Working Agenda for April 3, 2001 and the minutes for the January 16, 2001 Finance Committee meeting be received and placed on file.

STAFF SUMMARY

The primary items discussed at the January 16, 2001 Finance Committee were: Monthly Report, Treasurer's Report, Internal Audit Report, Grants/Contracts Report, Construction Projects Progress Report, and Accounts Receivable Report; Sale of Property – 605 West Cross Street, Ypsilanti, Michigan; and Authorization to Proceed – Renegotiation of the Joint Operating Agreements Between EMU, the EMU Foundation and Eagle Crest Management Corporation.

FISCAL IMPLICATIONS

The fiscal impact of the actions taken are listed in the appropriate sections and are included in the Board minutes.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board Approval.

University Executive Officer

Date

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**EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS
FINANCE COMMITTEE MEETING**

April 3, 2001
10:30 a.m.
201 Welch Hall

REGULAR AGENDA

- Section 18: Finance Committee Monthly Report**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 19: RESOLUTION: Bond Authorization – Refinance Existing Debt**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 20: Equipment Capitalization Rate**
John Beaghan, University Controller
- Section 21: Interim Report – University House**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 22: 2002-03 General Fund Scholarships, Awards and Grants**
Courtney McAnuff, Vice President, Enrollment Services
- Section 23: 2001-02 Graduate Assistant Stipend Adjustment**
Deborah deLaski-Smith, Faculty Associate, Graduate School
- Section 24: Lease Agreement – Nextel Communications**
Gary Reffitt, Director, Purchasing and Communications

CONSENT AGENDA

- Section 1: REPORT: Treasurer's**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 2: REPORT: Internal Audit**
Jeff Fineis of Andrews, Hooper and Pavlik P.L.C.
- Section 3: REPORT: Grants/Contracts**
Brian Anderson, Director, Office of Research Development
- Section 4: REPORT: Construction Projects Progress**
Anthony Catner, Executive Director, Physical Plant
- Section 5: REPORT: Accounts Receivable**
John Beaghan, University Controller
- Section 6: REPORT: Interim Budget Status**
Al Levett, Director, Budget Management
- Section 7: REPORT: Facilities Assessment**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

**EASTERN MICHIGAN UNIVERSITY
Board of Regents
FINANCE COMMITTEE**

**MINUTES OF MEETING
January 16, 2001**

Present: DeMattia, Antonini, Stephens, Morris, Griffin, Doyle

MONTHLY REPORT

Patrick Doyle, Vice President for Business and Finance, recommended that the working agenda for January 16, 2001 and the minutes for the November 14, 2000 Finance Committee meeting be received and placed on file. There were no questions.

SALE OF PROPERTY – 605 WEST CROSS STREET, YPSILANTI, MICHIGAN

Pat Doyle requested that the Board authorize the sale of real property at 605 West Cross Street in Ypsilanti for a purchase price of \$192,000. Doyle reported that the property was acquired one year ago at a cost of \$160,000. The University has been contacted by a local landlord and property owner who is interested in purchasing the property and restoring the house to serve as a quality student rental property. Doyle reported that the prospective buyer has agreed to accept the property “as is” and will provide the University with the “right of first refusal/option to purchase” if he elects to sell the house in the future. The buyer has also agreed to invest approximately \$100,000 to improve conditions of the house and to maintain the property in an acceptable condition as determined by the University. Regent Morris questioned if a lead-paint investigation was conducted on the house and if the University is still liable. Doyle responded that the inspection was completed and showed no known hazards, and that future liability will rest with the purchaser. There were no further questions.

AUTHORIZATION TO PROCEED – RENEGOTIATION OF THE JOINT OPERATING AGREEMENTS BETWEEN EMU, THE EMU FOUNDATION AND EAGLE CREST MANAGEMENT CORPORATION

Pat Doyle recommended that the Board authorize the University to proceed with the renegotiation of the joint operating agreements between EMU, the EMU Foundation and Eagle Crest Management Corporation. Doyle stated that the University plans to negotiate separate agreements with the Foundation and Eagle Crest. This new agreements will further emphasize that the focus of the Foundation, which is to conduct advancement-related activities. A separate agreement with Eagle Crest will focus solely on entrepreneurial operations. Doyle stated that the new agreements will be presented to the Board for final approval at a later date.

TREASURER’S REPORT

Pat Doyle recommended that the Treasurer’s Report as of November 30, 2000 be received and placed on file. Doyle reported that cash and investments totaled approximately \$52 million and were invested to return a total annualized yield of 8.73 percent. Doyle stated that this return is a marked improvement over last year. Cash and investments (excluding bond proceeds) as of November 30, 2000 decreased by \$1,408,490 as compared to November 1999 totals as a result of capital investments and insurance repair projects.

INTERNAL AUDIT REPORT

Jeff Fineis of Andrews, Hooper and Pavlik recommended that the Internal Auditor’s activity report for the period October 2000 through December 2000 be received and placed on file. Fineis reported that

FINANCE COMMITTEE
MINUTES OF MEETING
January 16, 2001

reports for the conflict of interest and cash disbursement audits were issued, and that no significant findings were noted. Fineis stated that the cash disbursement report included findings and corresponding recommendations that could improve controls in that area. Fineis reported that the recommendations have been discussed with appropriate personnel, management agrees with the recommendations and is proceeding with actions to implement the recommendations. An updated internal audit schedule through the period ending September 30, 2001 was also included in the report. Regent Morris questioned the internal auditor's recommendation that Human Resources should provide a list of terminated employees to the Purchasing Department on a regular basis in order to recover procurement cards from an employee upon their termination/resignation. Morris recommended that the card be retrieved from the employee at the same time and before their final paycheck is disbursed, rather than simply generating a list of names.

GRANTS AND CONTRACTS REPORT

Brian Anderson, Director, Office of Research Development, recommended that 49 grants and contracts totaling \$3,088,706 for the period November 1, 2000 through December 31, 2000 be accepted. Of those awards 100 percent sponsor-funded grants and contracts in the amount of \$2,599,836 were awarded. Anderson reported that grants and contracts requiring University cost-sharing and/or in-kind contributions totaled \$488,870. Matching funds for those awards were \$4,220 for a fiscal year-to-date total of \$178,923 against a base budget of \$240,296. Anderson reported on the pending grant proposal to the USAF in the amount of \$4,999,997 with a term of five years. The proposal originates from the Coatings Research Institute and proposes to develop a revolutionary new coating for aircraft in a collaborative effort with the University of Michigan. Anderson reported that 188 proposals were processed during the reporting period, which is down 41 from their plan. Number of awards received was 146, down 33 from their plan. The dollar value of awards received was \$7,704,656 which is \$154,656 ahead of the plan. Matching funds were \$178,923 which was up \$13,755 from the plan. Fiscal year-to-date comparison showed 11 fewer proposals processed; 22 fewer awards received, however, dollar value of the awards is up \$2,785,992; matching funds committed increased \$45,426. Anderson reported there are 81 pending proposals for this period with a value of \$18.2 million.

CONSTRUCTION PROJECTS PROGRESS REPORT

Anthony Catner, Physical Plant Executive Director, requested that the Construction Projects Progress Report for the period ending January 3, 2001 be received and placed on file. Catner reported that the Student Housing project is progressing on schedule and within budget. All buildings in the project remain scheduled for occupancy by August 2001.

In regard to the recent heavy snowfall, Catner reported that the University was fortunate to see only a few minor leaks in some of the older structures.

ACCOUNTS RECEIVABLE

John Beaghan, University Controller, recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of November 30, 2000 be received and placed on file. Beaghan reported that the student account receivable ratio analysis reflects a net receivable balance of \$9,570,000 as of November 30, 2000. This is 17.43 percent of revenue as compared to \$8,384,000 or 16.15 percent of revenue as of November 30,

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FINANCE COMMITTEE
MINUTES OF MEETING
January 16, 2001

1999, which is a 1.28 percent increase. Beaghan reported that the student account receivables for the reporting periods are on target to reach the established goal of reducing uncollected student receivables to less than one percent of gross student revenue within two years.

At the Board's request, Beaghan presented a supplemental Accounts Receivable report that included mission, policy, practices and data upon which optimum accounts receivable management is pursued. Beaghan reported that the University is in equilibrium with the cost of maintaining accounts receivable and revenue recovered. Beaghan stated that over a five-year period the University has experienced a net loss of 5/100 of a percent of revenue. Beaghan stated that fulfilling the University's goal of collecting 99 percent of receivables within a two-year period and, at the same time, offering payment plans to students is an effective strategy to service students and collect revenue.

Regent Griffin asked if there is data available that would indicate that students who work on campus are more inclined to keep their student account current. Beaghan responded that there is currently no way to collect that type of data. However, students are given different payment options.

Regent Stephens asked how many of the 15 universities accept American Express and why EMU does not accept American Express. Beaghan responded that the University chose not to accept American Express because of the significant cost of discount fees. Beaghan stated that the University recently began accepting the Discover card. Beaghan did not have information regarding how many of the Michigan universities accept American Express.

2000-01 GENERAL FUND BUDGET STATUS REPORT

Al Levett, Director, Budget Management recommended that the 2000-01 General Fund Budget Status Report as of November 30, 2000 be accepted and placed on file. Levett reported that the primary issues of concern are enrollments and tuition revenues as well as the budgetary impact of the AAUP contract, which was approved in September 2000. Levett reported that the unofficial enrollment figures show that summer and fall 2000 enrollments are short of budget by approximately one percent. Winter 2001 enrollment evaluations will be available in mid-January. Levett reported that the AAUP faculty contract was not reflected in the budget as of November 30, but should be completed by the end of January. Levett reported that other year-to-date revenues and expenditures are consistent with the budget plan.

Regent DeMattia stated that President Kirkpatrick had recently initiated a student retention program. President Kirkpatrick stated that the program has already seen some successes and asked Vice President for Enrollment Services Courtney McAnuff to comment. McAnuff reported that two additional academic advisor positions have been created in an effort to assist students. A new drop policy for freshmen was implemented in the fall semester that requires the student to speak to an academic advisor before finalizing the drop. McAnuff stated that as a result, total drops for fall were reduced significantly. Fall dismissals for freshmen were down 20 percent from last year's totals. McAnuff reported that although actual winter 2001 enrollments are up from winter 2000 actual enrollment, this year's actual enrollment is short from the budget by one percent.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 20

DATE:

April 3, 2001

RECOMMENDATION

**BOND AUTHORIZATION RESOLUTION:
REFINANCE EXISTING UNIVERSITY DEBT**

ACTION REQUESTED

It is recommended that the Resolution of the Board of Regents of Eastern Michigan University Authorizing the Issuance and Delivery of Refunding Bonds And Providing For Other Matters Relating Thereto be approved.

STAFF SUMMARY

The attached Resolution will authorize the administration to perform all acts and deeds, and execute and deliver all instruments and documents for and on behalf of the University in refinancing existing University debt. Some of the major provisions include authorizing both variable rate bonds and fixed-rate bonds; however, maturities will not exceed the maturities of existing debt. It also authorizes securing bond insurance, letter(s) of credit or other forms of liquidity or credit enhancement as may be necessary. The Resolution also provides for an interest rate exchange (swap) with a recognizable provider of such arrangements and to negotiate a remarketing agreement. In addition, the Resolution authorizes the pledge of the University general revenues (as defined in the Resolution) to support the issuance of bonds in an amount not to exceed an estimated \$70.0 million for the advanced or current refunding of prior obligations. Bonds will only be issued for the purpose of refinancing existing debt. The principal amount and interest rate stated in the Resolution are expressed in "maximum" amounts to provide flexibility in selling the bonds and to provide for "Original Issue Discount" if determined to add economic value to the issue.

FISCAL IMPLICATIONS

Safeguarded by the attached Resolution, a bond purchase agreement and/or interest rate exchange agreement (swap) will only be executed upon present value (pv) savings in the range of 2 percent of the outstanding principle of the refunded issue. For the 1992 bonds that amount is \$473,500. For the 1997 bonds, the amount is \$601,200.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

Refinancing University Debt – Analysis/Alternatives

The University has the opportunity to generate significant savings in connection with the refinancing of the outstanding General Revenue Bonds, Series 1992 and Series 1997. The following will describe the opportunities the University has and the advantages of each alternative.

General Revenue Bonds, Series 1992

Alternative I

The Series 1992 bonds, with outstanding principal of \$23,675,000, cannot be refunded prior to 2002 for federal tax law reasons. One alternative available to the University is to sell a forward bond option. This type of arrangement takes the form of a contingent bond purchase agreement for the future refinancing of the Series 1992 Bonds. The purchaser of the option will have the right, but not the obligation, to require the University to issue and deliver fixed rate bonds on June 1, 2002 in amounts and at rates agreed upon today. The amounts and rates are established in a manner which results in the debt service on those bonds being the same as the current debt service requirements. If, at the time that the option can be exercised, prevailing market interest rates are at or below those in the option, the purchaser will exercise its option, the University will issue the bonds, and the net cash flow effect on the University will be identical to that which it currently has. If prevailing market rates are above those called for in the contingent bond purchase agreement, then the option will expire worthless and unexercised. In either case, the University keeps the option premium which it receives for selling the option.

Under current market conditions, the option premium which the University can earn is approximately \$875,000. Under this alternative, the risk of a change in federal tax law which makes municipal bonds more or less valuable than they are today is borne by the purchaser of the option. The value of this tax risk is reflected in the lower upfront premium that the University earns when compared to the Alternative II.

Alternative II

A second alternative which will allow the University to take advantage of the recent decline in interest rates is to sell an option to enter into an interest rate exchange (swap). This is a contract which gives a counterparty (e.g. Bank of America (Aa1 rated), First Union Bank (Aa3 rated) and Ambac (Aaa rated)) the right, but not the obligation, to cause the University to enter into an interest rate swap arrangement with the counterparty on a date certain in the future, likely June 1, 2002. The amount that the counterparty will pay for this right is similar to the amount that the University might generate from an advance refunding, were it able to do such a transaction. Under current market conditions, this amount ranges from approximately \$700,000 to more than \$1,000,000, and will depend on the exact form of interest rate exchange agreement, after all fees and

costs. The elements which will affect the result include the index upon which the exchange payments are based, the calculation formula for the index, and other factors.

As with the forward bond option in Alternative I, the counterparty will only exercise its right to commence the transaction if, on June 1, 2002, interest rates are at or below the rate established in the agreement. If market rates are higher, the contract will expire worthless; if rates are at or lower the counterparty will exercise its option and the University will enter into an interest rate exchange. Under either scenario, the University retains the upfront payment.

The agreement, if executed, will require the University to make payments to the counterparty at a fixed rate mirroring the 1992 bonds, while the counterparty will make payments to the University at variable rates established based on an index. At the same time, the University will issue variable rate bonds to provide for the funds necessary to accomplish the refunding. The variable rates on the bonds will be offset by the variable rates paid to the University under the contract, and the University will have a net result of a "synthetic" fixed rate. The rate established in the contract will be designed to generate an annual debt service requirement equivalent to that which the Series 1992 bonds currently have.

Alternative III

A third alternative is for the University to wait until the bonds are callable and enter into a refinancing at that time. This could be structured as either a fixed rate or a variable rate transaction, with or without an interest rate exchange agreement. For the fixed rate scenarios, if interest rates are unchanged from today's levels, the savings benefit to the refinancing will be approximately the same as in Alternative II, at more than \$1,000,000. If rates have risen, the savings will diminish, and if they have fallen, the savings will rise.

General Revenue Bonds, Series 1997

Alternative I

These bonds, which financed the Convocation Center, are eligible for advance refunding at any time. In the current market, however, the savings available are less than the threshold we have established. Using a "synthetic fixed rate" approach, the University can achieve and exceed the desired level of savings. Under current market conditions, it is estimated that the University can obtain savings with a present value ranging from approximately \$695,000 to \$1,000,000 depending on the index used to calculate the floating rate payments.

The technique is similar to that described in the Series 1992 opportunity called Alternative II. The University would issue variable rate bonds and immediately enter into an interest rate exchange. The rate on the exchange establishes the rate at which the

escrow can be invested. The University will generate either an upfront payment or a reduction in the annual debt service on the bonds. The swap would last for at least as long as the life of the escrow (7 years) and for as long as the life of the bonds. The variable rates paid on the bonds are offset by the variable rates received under the exchange. The result is a net “synthetic” fixed rate obligation.

Alternative II

An alternative is for the University to issue standard fixed rate bonds to complete the refunding. Under this approach, absent any negative arbitrage, the current market would generate savings of approximately \$580,000 – slightly below our threshold. Unfortunately, in the current market, negative arbitrage, which is caused by the difference between the allowable escrow yield (determined by tax law) and the actual escrow yield that can be obtained, would eliminate virtually all of the present value benefit. The amount of negative arbitrage is determined by the relative yields of treasury securities and municipal securities on the date of sale.

**RESOLUTION OF THE BOARD OF REGENTS OF EASTERN
MICHIGAN UNIVERSITY AUTHORIZING THE ISSUANCE
AND DELIVERY OF REFUNDING BONDS AND PROVIDING FOR
OTHER MATTERS RELATING THERETO**

WHEREAS, the Board of Regents of Eastern Michigan University (the "Board") is a constitutional body corporate established pursuant to Article VIII, Section 6 of the Michigan Constitution of 1963, as amended, with general supervision of Eastern Michigan University (the "University") and the control and direction of all expenditures from the University's funds; and

WHEREAS, the Board has previously issued and delivered certain obligations secured by General Revenues or portions of General Revenues pursuant to resolutions of the Board and one or more indentures or agreements relating to such obligations (the "Outstanding Bonds"), for University projects and purposes; and

WHEREAS, in the exercise of its constitutional duties and in order to prudently control and direct expenditures from the University's funds, the Board determines it is necessary and desirable to authorize the issuance and delivery of bonds (the "Bonds") in order to provide funds which, together with other available funds, will be used to refund, on a current or advance basis, as necessary or appropriate, some or all of the Board's outstanding long term debt obligations, as determined by the Authorized Officer (hereinafter defined), (the "Prior Obligations"), to fund a debt service reserve fund, if any is required for the Bonds, and to pay costs relating to issuance of the Bonds and the refunding of the Prior Obligations; and

WHEREAS, the indentures authorizing the Outstanding Bonds create certain conditions for the issuance of General Revenue Bonds on a parity basis with the Outstanding Bonds; and

WHEREAS, the Authorized Officer (hereinafter defined) shall, on or prior to the delivery of the Bonds, certify that the conditions for issuing the Bonds, secured on a parity basis by General Revenues with the Outstanding Bonds, have been met; and

WHEREAS, a trust indenture (the "Trust Indenture") may be entered into by and between the Board and a trustee to be designated by the Authorized Officer (the "Trustee") pursuant to which the Bonds may be issued and secured; and

WHEREAS, an underwriter or underwriters, purchaser or purchasers (the "Underwriters") must be selected by the Authorized Officer to undertake preliminary market analysis and/or to present to the Authorized Officer the terms and conditions upon which the Underwriters will agree to purchase the Bonds, including the interest rates thereof and the purchase price therefor; and

WHEREAS, if the Bonds are issued as variable rate bonds, a remarketing agreement (the "Remarketing Agreement") must be entered into between the Board and a remarketing agent (the

"Remarketing Agent"), pursuant to which the Remarketing Agent will remarket Bonds tendered for purchase by the holders of the variable rate bonds; and

WHEREAS, it may be desirable to secure all or part of the principal of and interest on, or, in the case of variable rate bonds subject to tender rights, the payment or purchase price of any Bonds, by bond insurance, a letter or letters of credit, a line or lines of credit or other forms of liquidity or credit enhancement, or a combination thereof (the agreement providing for the repayment to the provider of which is a "Credit Agreement"), from such banks, insurance companies or other credit enhancement providers (a "Credit Enhancement Provider") as the Authorized Officer may determine; and

WHEREAS, in connection with the issuance of variable rate bonds, to more effectively manage debt service on the Bonds, the execution and delivery of an interest rate exchange, swap, contingent bond purchase agreement, pledge, cap, collar or similar agreement (a "Swap Agreement") with a recognized provider of such arrangements (a "Swap Provider") may be desirable; and

WHEREAS, in order to be able to market and sell the Bonds at the most opportune time, it is necessary and appropriate for the Board to authorize the Vice President for Business and Finance (the "Authorized Officer") to select the Underwriters, bond counsel, the Trustee, a Credit Enhancement Provider and a Swap Provider, and to negotiate, execute and deliver on behalf of the Board an Indenture, an offering and disclosure document (the "Official Statement"), if any is required, and if the Bonds are variable rate bonds, to negotiate, execute and deliver on behalf of the Board a Remarketing Agreement, and, if deemed advisable, a letter of credit or reimbursement agreement or other agreement relating to credit enhancement for the Bonds, a Credit Agreement and/or a Swap Agreement, and to establish the specific terms of the Bonds and to accept the offer of the Underwriters to purchase the Bonds, all within the limitations set forth herein; and

WHEREAS, the refunding of the Prior Obligations will serve proper and appropriate public purposes; and

WHEREAS, the Board has full power under its constitutional authority and supervision of the University, and control and direction of expenditures from the University's funds, to refund the Prior Obligations by issuance of the Bonds, and to pledge the University's General Revenues (as hereinafter defined) or any portion thereof for payment of the Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF EASTERN MICHIGAN UNIVERSITY, AS FOLLOWS:

1. The Board hereby authorizes the issuance, execution and delivery of the Bonds of the Board in one or more series, to be dated as of the date established by the authorized Officer, to be designated GENERAL REVENUE REFUNDING BONDS, SERIES 2001, or, if the Bonds are issued as variable rate bonds, GENERAL REVENUE VARIABLE RATE DEMAND BONDS, SERIES 2001, with appropriate additional or other series designations in an aggregate principal amount to be established by the Authorized Officer, but not to exceed the principal

amount of \$70,000,000, being the amount necessary to produce proceeds sufficient together with other available funds to effect the refunding of the Prior Obligations on a current or advance basis, to pay costs incidental to the refunding and to the issuance of the Bonds, and to fund, if required, a reasonably required debt service reserve fund for the Bonds in an amount to be established by the Authorized Officer. The Bonds shall be serial Bonds or term Bonds, which may be subject to redemption requirements, or both, as shall be established by the Authorized Officer, but the first maturity shall be not earlier than June 1, 2002 and the last maturity shall be not later than June 1, 2030. The Bonds may bear no interest or interest at stated rates for the respective maturities thereof as shall be established by the Authorized Officer, but the highest rate of interest for any maturity shall not exceed 6.50% per annum (or such lesser rate as is required for the refunding to produce an acceptable level of present value savings for the Board, as determined by the Authorized Officer), the Bonds may be issued in whole or in part as capital appreciation bonds, which for their term or any part thereof bear no interest but appreciate in principal amount over time at a compounded rate not in excess of 6.50% per annum or such lesser rate as is required for the refunding to produce an acceptable level of present value savings for the Board, as determined by the Authorized Officer, or the Bonds may be issued as variable rate bonds the interest rate on which changes at the times and pursuant to the terms set forth in the Indenture with a maximum rate not to exceed 10% per annum. The Bonds may be subject to redemption prior to maturity at the times and price and in the manner as shall be established by the Authorized Officer. Interest on the Bonds shall be payable at the times as shall be specified by the Authorized Officer. The Bonds shall be issued in fully registered form in denominations, shall be payable as to principal and interest in the manner, shall be subject to transfer and exchange and shall be executed and authenticated, all as shall be specified by the Authorized Officer or provided in the Trust Indenture. The Bonds may be originally issued in book entry only form. The Bonds shall be sold to the Underwriters pursuant to the Bond Purchase Agreement for a price to be established by the Authorized Officer (but the Underwriter's discount, exclusive of original issue discount, shall not exceed 0.75% of the principal amount of the Bonds) plus accrued interest, if any, from the dated date of the Bonds to the date of delivery thereof.

2. The Bonds shall be limited and not general obligations of the Board payable from and secured, on a parity basis with the Outstanding Bonds, by a first lien on the University's General Revenues (as defined below) or such components thereof as shall be determined by the Authorized Officer (the "Security") and funds from time to time on deposit in the Bond Fund or Account established by or at the direction of the Authorized Officer or created pursuant to the Trust Indenture.

"General Revenues" shall be defined generally to include all fees, deposits, charges, receipts and income from all or any part of the students of the University, whether activity fees, tuition, instructional fees, tuition surcharges, general fees, health fees or other special purposes fees; all gross income, revenues and receipts from the ownership, operation, and control of the Board's housing, dining and auxiliary system; all unrestricted receipts from the sale and service of educational activities; all grants, gifts, donations and pledges and receipts therefrom, and investment income on all of the above; but excluding all of the following: a) any deposits required by law or contracts to be held in escrow; (b) any gifts, grants, donations, or pledges restricted as to use in a manner inconsistent with payment on the Bonds or other parity

indebtedness or designated or approved by the President of the University for transfer to the University's foundation; (c) appropriations from the State Legislature; and (d) up to \$5,000,000 collected annually from the levy of a special fee established at some date following delivery of the Bonds and designated by the Board to be excluded from General Revenues.

Except as specified in the Bonds or as provided in the Trust Indenture, no recourse shall be had for the payment of the principal amount of or interest or premium on the Bonds or any claim based thereon against the State of Michigan, the Board or any officer or agent thereof, as individuals either directly or indirectly, nor shall the Bonds and interest with respect thereto become a lien on or be secured by any property, real, personal or fixed of the State of Michigan or the Board, other than the Security and the moneys from time to time on deposit in the funds established by the Trust Indenture.

Any pledge of the Security, debt service reserves and other funds specified in the Trust Indenture, if any, shall be valid and binding from the date of the issuance and delivery of the Bonds, and all moneys or properties subject thereto which are thereafter received shall immediately be subject to the lien of the pledge without physical delivery or further act. The lien of said pledge shall be valid and binding against all parties (other than the holders of any other bonds, notes or debt obligations secured by a parity first lien on the Security) having a claim in tort, contract or otherwise against the Board, irrespective of whether such parties have notice of the lien.

3. The right is reserved to issue additional bonds, notes or other obligations payable from and secured on a parity basis with the Bonds from the Security, upon compliance with the terms and conditions as shall be set forth in the Bonds or the Trust Indenture.

4. The Authorized Officer is hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to determine which Prior Obligations, or maturities of Prior Obligations, shall be refunded, to determine the method of refunding, to establish such escrow accounts as are necessary for the deposit of the proceeds of the Bonds and the investments thereof, to determine which investments of the proceeds of the Bonds shall be required in order to effect the refunding, to issue appropriate directions to the trustees for the Prior Obligations with respect to the redemption of the Prior Obligations and the giving of notice with respect thereto, and to take such other actions as shall be necessary and appropriate to effect the refunding of the Prior Obligations.

5. The Authorized Officer is hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to select bond counsel, to select the Trustee, and to negotiate, execute and deliver the Trust Indenture. The Trust Indenture may contain such covenants on behalf of the Board and terms as such officer deems appropriate, including, but not limited to, covenants with respect to the establishment of rates, fees, rentals and charges at levels expressed as a percentage of debt service on the Bonds or all bonds similarly secured, and with respect to the issuance of additional bonds, notes or other obligations payable from and secured by the Security.

6. The Authorized Officer is hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to select the Underwriters and to negotiate the terms of a bond purchase agreement and the Bonds and the sale thereof, all within the limitations set forth herein.

7. The Authorized Officer is hereby authorized and directed, in the name and on behalf of the Board and as its corporate act and deed, to negotiate, if necessary or expedient for the issuance or pricing of the Bonds or in connection with the issuance of variable rate bonds, for acquisition of bond insurance, letter of credit, surety bond or other credit facility with respect to payment of principal, interest and premium, if any, on the Bonds, or in lieu of funding a debt service reserve fund with cash, and to execute and deliver a Credit Agreement required to provide for repayment of the provider of such credit facility, such repayment to be secured by and payable from the Security with an interest rate or rates not exceeding the lesser of 12% per annum or the maximum rate provided by law.

8. The Authorized Officer is hereby authorized and directed, in his discretion, in the name and on behalf of the Board and as its corporate act and deed, if the Bonds are issued as variable rate bonds, in order to more effectively manage debt service on the Bonds, to select a Swap Provider and to negotiate, execute and deliver a Swap Agreement in connection with the issuance and delivery of the Bonds. In this regard, the Authorized Officer is further authorized and directed, in his discretion, to engage an agent or broker to assist in obtaining and negotiating a Swap Agreement.

9. The Authorized Officer is hereby authorized and directed, in the name and on behalf of the Board and as its corporate act and deed, if the Bonds are issued as variable rate bonds, to select the Remarketing Agent and to negotiate the terms of the Remarketing Agreement.

10. The Authorized Officer is hereby authorized, empowered and directed, in the name and on behalf of the Board, and as its corporate act and deed, to execute the Bonds by placing his facsimile signature thereon, and to deliver the Bonds to the Underwriters in exchange for the purchase price thereof.

11. The Authorized Officer is hereby authorized, if required by the Underwriters, to cause preparation of a preliminary and a final Official Statement with respect to the Bonds, and to execute and deliver the final Official Statement. The Underwriters are authorized to circulate and use, in accordance with applicable law, the preliminary and final Official Statement in connection with the offering, marketing and sale of the Bonds.

12. The President, the Vice President for Business and Finance, the Secretary and any other appropriate officer of the Board or the University are hereby authorized to perform all acts and deeds and to execute and deliver all instruments and documents, including but not limited to a Continuing Disclosure Undertaking, for and on behalf of the University required by this resolution, the Trust Indenture, or necessary, expedient and proper in connection with the issuance, sale and delivery, and ongoing administration, of the Bonds and the Trust Indenture, as contemplated hereby.

13. All resolutions or parts of resolutions or other proceedings of the Board in conflict herewith be and the same are hereby repealed insofar as such conflict exists.

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Regents of Eastern Michigan University at a regular meeting held on _____, 2001 and the said meeting was conducted and public notice of said meeting was given pursuant to and in fully compliance with the Open Meetings Act, being No. 267, Public Acts of Michigan 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

I further certify as follows:

1. Present at the meeting were the following Board members: _____

_____.

Absent from the meeting were the following Board members: _____

_____.

2. The following members of the Board voted for adoption of the Resolution: _____

_____.

The following members of the Board voted against adoption of the Resolution:

RESOLUTION DECLARED ADOPTED:

Secretary to the Board of Regents of
Eastern Michigan University

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 21

DATE:

April 3, 2001

RECOMMENDATION

REPORT: EQUIPMENT CAPITALIZATION RATE

ACTION REQUESTED

It is recommended that the Board of Regents approve an increase of the University's Capitalization Rate from \$1,000 to \$5,000.

STAFF SUMMARY

One of the principles that guides the University's accounting department is to monitor, evaluate and, when appropriate, adopt "best practices" in the accounting field. One such best practice is to establish a capitalization rate for equipment that balances administrative efficiencies, stewardship responsibilities and economic benefit. After thorough evaluation, research and consultation, the optimum capitalization rate has been determined to be \$5,000. The University's current capitalization rate is \$1,000.

This change in practice was arrived at after consultation with Peter Nestor, Federal Costing Concepts, Inc., who is developing and negotiating the University's Indirect Cost (IDC) Rate Proposal; and discussions with both our internal auditors – Andrews, Hooper and Pavlik; and external auditors – PricewaterhouseCoopers. All have endorsed this change.

Several benefits will be realized by adopting this higher capitalization rate:

1. The University's indirect cost recovery will increase due to a higher base upon which our IDC rate is applied.
2. Administrative efficiencies will be realized with significantly less individual items to track.
3. Plant fund staff can focus on the more expensive moveable assets, which will now be inventoried annually (along with laptop computers).

As shown on the attached report, six of the 15 state universities currently use a \$5,000 equipment capitalization rate. Ferris State University is in the process of adopting a \$5,000 rate. Several other schools are considering this change upon renegotiation of their IDC rates.

The change in the capitalization rate is considered a "prospective change" that requires the continuation of current depreciation methods on those assets previously capitalized, with the new capitalization rate being applied to assets purchased after the effective date. Currently, we have 14,600 items in the University's fixed asset system with an acquisition value of over \$1,000 – totaling \$46,000,000. There are 13,400 items with an acquisition value of less than \$5,000 – totaling \$26,000,000. The 1,200 items over \$5,000 represent 8 percent of the total items and account for 44 percent of the value of capitalized equipment.

If adopted, this change would be effective for purchases made during this fiscal year (2000-01).

FISCAL IMPLICATIONS

This change in capitalization is an accounting change and has no budget implications. It will, however, have a positive impact on future indirect cost recovery.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer _____

Date

**State of Michigan Universities
Equipment Capitalization Rates
March 2001**

<u>Institution</u>	<u>Current Capitalization Rates</u>	<u>Proposed Capitalization Rates</u>
Central Michigan University	\$5,000	
Eastern Michigan University	1,000	\$5,000
Ferris State University	1,000	5,000
Grand Valley State University	2,000	
Lake Superior State University	1,000	
Michigan State University	5,000	
Michigan Tech University	2,500	
Northern Michigan University	5,000	
Oakland University	2,500	
Saginaw Valley State University	500	
University of Michigan - Ann Arbor	5,000	
University of Michigan - Dearborn	5,000	
University of Michigan - Flint	5,000	
Wayne State University	2,500	
Western Michigan University	1,500	

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BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 22

DATE:

April 3, 2001

RECOMMENDATION

INTERIM REPORT: UNIVERSITY HOUSE

ACTION REQUESTED

It is recommended that the Interim Report on the progress of the University House be accepted and the strategy developed to complete the project, which is incorporated in the report, be approved.

STAFF SUMMARY

The attached materials report on the status of the new University House project. Included is the strategy developed to complete the project, summary of actions to date, and a revised project schedule. Major components of the strategy include engaging a broad-based advisory committee to provide advice and exchange information regarding the planning and funding for the project. It also expresses the principles that will guide the program, design, construction and funding. Of particular note is the principle that neither student tuition and fee dollars nor state appropriations will be used to pay for the project.

The team of David Schaff (AIA) and Walter M. Menard (Menard Builders, Inc.) were selected after careful consideration, evaluation and site visits. Schaff/Menard presented the best combination of experience, fees, commitment to schedule, programming ability and industry resources and capacity.

FISCAL IMPLICATIONS

The cost of the project has not been finalized.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

UNIVERSITY HOUSE PROJECT

STRATEGY

In accordance with the approved action by the Eastern Michigan University Board of Regents, the administration has been directed to plan and design a new University House. This facility will serve multiple purposes including the personal residence of the university president. To accomplish this initiative the project is being led by an Operations Committee and supported by a Program Committee and an Advisory Committee.

I. UNIVERSITY HOUSE OPERATIONS COMMITTEE

The purpose of the University House Operations Committee is to provide oversight to the program, design, construction, financing and communication of the project. The committee is guided by the following principles:

PROGRAM

A long-term institutional perspective is central to programming the house. The program will incorporate the privacy of a personal residence, the openness to engage diverse public and multiple functions; the flexibility to support the many institutional demands required of University presidents; the hospitality to accommodate overnight guests; and will reflect the stature, prominence, values and durability of Eastern Michigan University. To assure success, a Program Committee will be formed to advise on select components of the program.

DESIGN

Experienced professional residential design services will be carefully selected and engaged to creatively translate and transform the program statement to precision design. Timely and cost effective interpretation of the program will be expected.

CONSTRUCTION

Trusted and skilled contractors in residential construction will be selected to convert the design to reality. Absolute compliance with building codes, material standards and design detail will be required. Attention to life cycle costs, durability, and aesthetics will be incorporated into all phases of the construction.

FUNDING

Private funding will be used to the fullest extent possible to finance the project. **Neither student tuition and fee dollars nor state appropriations will be used to pay for the project.** Funding sources may include private support, corporate support and royalties, equity from the sale of the temporary residence occupied by the president, equity from the transfer of the old president's residence to the auxiliary fund, savings that can be derived from the refinancing of existing university debt and any other non-student/state support that can be secured.

COMMUNICATIONS

Open, informative and forthright communication will be provided to the campus community, civic community, neighborhood community and printed and electronic media. To assure

successful communication concerning the project, a University House Advisory Committee will be established. The Operations Committee will consist of the following members:

Patrick Doyle (Chair) - Vice President for Business and Finance and Treasurer to the Board
Anthony Catner - Executive Director, Physical Plant
Rita Abent, Executive Director, University Marketing and Communication
James McIntyre – VP for Development, Eastern Michigan University Foundation

II. UNIVERSITY HOUSE ADVISORY COMMITTEE

The purpose of the University House Advisory Committee is to provide advice and to exchange information regarding the planning and funding for the new University House. The committee will consist of stakeholders (or representatives of stakeholder groups) who have special interests, perspectives, insights, talents and resources that can contribute to the success of the project. The following constituent groups should have either direct representation on the committee or will require special communication initiatives to keep them informed about the project:

- Board of Regents
- Media
- Faculty
- City of Ypsilanti
- Student Government
- Neighborhood community
- Donors
- Public officials
- Alumni

III. UNIVERSITY HOUSE PROGRAM COMMITTEE

The purpose of the University House Program Committee is to provide input and expertise to the Operations Committee, the Architect and the Builder to assure that the design and construction of select program elements are optimally incorporated into the design. Appointees to the University House Program Committee include:

Catering and Food Service – Larry Gates
Security and Parking – Cindy Hall
Events Coordinator – Catherine Hill
Custodial & Grounds – Melinda Ostrander
Information and Communication Technology – TBD

REVISED SCHEDULE

February 26 Complete committee appointments

February 28 Design/build proposals due

March 5 - 20 Interview architect and builder

March 21 Selected David Schaff (AIA) and Walt Menard (Menard Builders, Inc.)

April 3 Interim report to Board of Regents

June 19 Final Board approval for:

1. Program and design
2. Cost and funding source

August 2002 Beneficial occupancy

UNIVERSITY HOUSE INTERIM REPORT

Board Approval – Plan & Design

November 2000

Strategy document drafted

University Operations Committee
University Advisory Committee
University Program Committee

Search for Qualified Builders/Architects

December 2000

- Washtenaw County Contractors Association recommendations
- Washtenaw County Home Builders recommendations and Web Page
- Building Trades Council, Local 687 Recommendations
- National Association Home Builders contact
- Livingston County Association of Home Builders Internet services
- CMD Guide to Michigan Architectural Firms
- Wayne County Home Builders Association
- Public referrals and recommendations

Identify Builder/Architect Teams

January 2001

Qualification Outlined:

- Residential experience
- Reputation, expertise, experience, approach, work schedule, qualifications of staff
- Cost effective approach
- Portfolio of similar projects
- Ability to meet schedule
- Compliance to Michigan Department of Consumer and Industry Services Prevailing Wage Rate Schedule
- History of meeting project deadlines
- Compatibility of builder and architects
- References

Preliminary Concept and Program Parameters Developed

January 2001

Submit RFP to Builder/Architect Teams

January 2001

- Over 18 Architectural firms were evaluated
- Over 20 custom Builders were evaluated
- Eight final teams were selected and invited to bid – see attached sheet

Mandatory RFP Q & A briefing with all teams

February 2001

- Seven teams attended
- Schedule was the main concern

RFP Received

February 2001

Due Diligence**February/March**

- Physical Plant toured homes built/designed by teams
- Interviewed Schaff/Menard team
- References checked

Team Selected

The team of David Schaff (AIA) and Walter M. Menard (Menard Builders, Inc.) were selected after careful consideration, evaluation and site visits. Schaff/Menard presented the best combination of experience, fees, commitment to schedule, programming ability and industry resources and capacity.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: <u>23</u>
DATE: April 3, 2001

RECOMMENDATION

2002-2003 GENERAL FUND SCHOLARSHIPS, AWARDS AND GRANTS

ACTION REQUESTED

It is recommended that the Board of Regents approve the 2002-2003 General Fund Scholarships, Awards and Grants proposal for \$8,702,907 (\$8,657,907 through General Fund revenues and \$45,000 through Auxiliary Fund revenues).

STAFF SUMMARY

The General Fund Scholarships, Awards and Grants proposal is presented a year in advance of the 2002 actual funding time lines due to publication requirements and the recruiting cycle for the 2002 freshman class.

Programmatic changes for undergraduate students include:

Merit and need-based awards: This request reflects program expansion totaling \$141,774 for several merit awards; permission to change the Recognition of Excellence Scholarship to a flat dollar amount while still maintaining the award's appeal; and, \$28,972 for tuition, and room and board economic increases.

Athletic grants-in-aid: \$39,016 is requested to fund 4 additional women's crew grants-in-aid as planned for the second year of a five-year phase-in, and \$94,565 is requested to cover tuition, and room and board economic increases.

Programmatic changes for graduate students include: Adding five more graduate fellowships for a total of \$20,000 to increase our ability to improve graduate student recruitment. This is the second year of a five-year phase-in plan for this program.

FISCAL IMPLICATIONS

The 2002-2003 Scholarships, Awards and Grants will be increased by \$324,327 over the 2001-2002 General Fund base of \$8,333,580, as adjusted for tuition rate increases in September 2000.

The gross budget of \$8,702,907 includes:

- | | |
|------------------------------------|--------------|
| 1. Scholarships, Awards and Grants | \$ 4,336,581 |
| 2. Athletic Grants-in-Aid | \$ 3,637,129 |
| 3. Federal and State Matches | \$ 729,197 |

ADMINISTRATIVE RECOMMENDATION

The proposed Board Action has been reviewed and is recommended for Board Approval.

University Executive Officer

Date

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2002-2003 BUDGET SUMMARY

	Amount
I. Academic Scholarships, Awards and Grants	
Presidential Scholarship Account – 18145	\$ 399,927

Award Amount: 30 credit hours tuition/fees, room/board
Requires living in University Housing first two years.

23 awards at \$ 9,417.15 FTIAC/sophomores	\$ 216,595
--	------------

19 awards at \$ 9,649.05 Juniors/Seniors	\$ 183,332
---	------------

Awards are based on a competitive exam. High school seniors who apply to compete must have a 3.70 GPA or a 3.50 to 3.69 GPA and a minimum 25 ACT (1150 SAT). The Director of Financial Aid or Director of Admissions may permit exceptions when students are below minimum in one criterion. Students must complete 15 credits per semester (6 credits per spring or summer) and maintain a 3.50 GPA for renewal. Awards are limited to the equivalent of eight semesters. Freshmen recipients must live in University Housing their first two years.

Regents Scholarship Account 18151	\$ 1,157,000
--	---------------------

Award Amount: \$2,600/year (\$1,300 per semester)
Requires living in University Housing first two years.

170 awards at \$2,600 FTIAC awards	\$ 442,000
---------------------------------------	------------

275 awards at \$2,600 average Renewal awards (approximate)	\$ 715,000
---	------------

Freshmen must have a high school GPA of 3.50 with a 25 ACT (1150 SAT) for consideration. New transfer and current EMU students must have a 3.50 cumulative GPA to be considered. The Director of Financial Aid or designee may permit exceptions when students are below minimum in one criterion. Recipients must complete a minimum of 15 credit hours each semester (6 credits spring and summer) and maintain a 3.50 EMU GPA for renewal. Awards are limited to the equivalent of eight semesters. Freshmen recipients must live in University Housing their first two years.

Recognition of Excellence Scholarship Account – 18155 \$ 800,000

New award amount: \$1500
Approximately 502 awards

84 lower level awards at \$1,642.52	\$137,972
152 upper level awards at \$1,735.28	263,763
265.6 awards at \$1,500	398,265

Freshmen must have a high school GPA of 3.30 with a 21 ACT (1000 SAT) for consideration. New transfer and current EMU students must have a 3.30 cumulative GPA to be considered. The Director of Financial Aid or designee may permit exceptions when students are below minimum in one criterion. Recipients must complete a minimum of 12 credit hours each semester (6 credits spring and summer) and maintain a 3.30 EMU GPA for renewal. Awards are limited to the equivalent of eight semesters. Freshmen recipients must live in University Housing their first two years

Wade McCree Scholarship Account – 18181 \$ 164,090

Award Amount: 30 credit hours tuition/fees per year.

20 awards at \$3,986.30 FTIAC/Sophomores	\$ 79,726
20 awards at \$4,218.20 Junior/Seniors	\$ 84,364

Incoming students must have a 3.00 high school GPA with a 21 ACT (1000 SAT) to qualify following the completion of their high school contractual agreement. Recipients must take a minimum of 15 credit hours per semester and maintain a 2.50 EMU GPA for renewal.

ROTC Service Award Account – 18184 \$ 30,000

Award Amount: varies (10.5 full-time equivalent awards)

Awards pay part of University residence hall charges for ROTC scholarship recipients.

National Guard Tuition/Grant Program Account – to be assigned \$ 60,000

Award Amount: \$1,600 per year - \$800 per semester (37.5 awards)

Awards will be made to students receiving Chapter 1606 benefits through the National/Air Guard.

Academic Service Award Account – 18153 \$ 3,500

Award Amount: \$250 per year (14 awards)

Awards are made to students who become advisers in the Academic Advising Center. Students must have a 2.50 minimum EMU GPA.

Campus Leader Award \$ 53,000
Account – 18212

Award Amount: \$500 per year (106 awards)

Awards are made to students who have shown significant volunteer commitments and service to the university and community. Students must have a 2.50 GPA, enroll in 12 credit hours each semester. Special awards may be given to incoming freshmen upon recommendation of the Director of Financial Aid or designee.

Communication/Theatre Arts Awards \$ 53,700
Account – 18214

Award Amount: varies (approximately 50 awards)

Awards are made to students who perform in forensics, theatre arts programs or who make outstanding contributions to the Communication/Theatre Arts Department. Students must be in good academic standing.

Eastern Opportunity Grant \$ 180,000
Account – 18173

Award Amount: varies according to need (approximately 180 awards)

Grants are for needy students who are at risk academically, based on high school performance. Preference is given to students enrolled in the Summer Incentive Program who are in good academic standing. Students are expected to apply for federal and state need-based aid funds first. A commitment is made to reduce loan indebtedness in the first year.

International Student Award \$ 100,000
Account – 18211

Award Amount: \$ 2,000 per year (50 awards)

Awards are made to students from foreign countries who are not permanent residents of the U.S. and are not fully funded by foreign governments, agencies or athletics. Students must have a 3.00 cumulative GPA to be considered. This is a one-time award.

Music Service Awards \$ 40,000
Account – 18213

Award Amount: varies (approximately 90 awards)

Awards are made to students who perform in Eastern's music programs or provide outstanding service to the Music Department. Students must be in good academic standing.

Resident Hall Leadership Awards Account – 18162 \$ 45,000

Award Amount: \$500/year (90 awards)

Awards are made to students who provide outstanding service to the University residence hall programs. Students must have a 2.50 GPA, enroll in 12 credit hours and are encouraged to participate in the EMU Leadership Conference. Award recommendations made by the Director of Housing or designee.

Undergraduate Honors Assistantship Account – 18229 \$ 50,000

Award Amount: varies (approximately 30 awards)

Throughout the grant period, Honors Undergraduate Assistants must be enrolled full-time (minimum 12 hours for fall/winter, 6 hours for spring/summer) at EMU. Recipients must have been members in good standing of the University Honors Program for at least one (1) semester, including a minimum 3.30 EMU cumulative GPA and completion of at least 56 credit hours. Recommendations for recipients are made by a scholarship committee to the Director of Financial Aid.

University Grant Account – 18220 \$ 130,000

Award Amount: varies based on need (approximately 207 awards)

Grants are given to needy students who are in good academic standing. Students are encouraged to apply for federal and state need-based aid funds first. Awards may be provided to students with unusual circumstances who may not meet federal guidelines for need-based aid.

University Award Account – 18221 \$ 20,000

Award Amount: varies (approximate 44 awards)

University Awards are given to students on the basis of academic achievement who may need assistance or who may not qualify for federal/state aid.

Graduate Fellowship Account – 18315 \$ 160,000

Fellowship Award Amount: varies from \$500 to \$4,000 (approximately 68 awards)

Fellowships are awarded on the basis of academic achievement. Full-time graduate fellows are required to register for 8 credit hours per semester. Part-time graduate fellows are required to register for 6 credit hours per semester. Priority in awarding is given to women and minorities in under-represented academic fields, especially math and science. Awards are determined by the Graduate School Dean, the Director of Financial Aid, or a designee.

7.

Graduate Meritorious Award \$ 30,000
Account – to be assigned

Meritorious Award Amount: \$500 per year (60 awards)

Meritorious awards are proposed for new graduate students who have demonstrated outstanding leadership and service to academic institutions and community organizations.

Graduate Symposium Award \$ 20,000
Account – to be assigned

Symposium Award Amount: \$1000 (20 awards) – one year award

This award will be used to attract EMU quality undergraduate students who participate in the Undergraduate Symposium each year to do their graduate studies at EMU.

Community College Scholarship \$ 120,000
Account – 18157

Award Amount: \$1,000 (120 awards)

Awards are offered to students transferring to EMU from Michigan and Ohio community colleges. Students must have a 3.50 minimum community college GPA and have completed 30 credit hours for consideration. This is a one-time award. Awards may be pro-rated based on less than full-time enrollment.

Valedictorian & Salutatorian Scholarship \$ 100,000
Account – 18158

Award Amount: \$2,000 (50 awards)

Scholarships are offered to new freshmen who graduate as the Valedictorian or Salutatorian from their high school. This is a one-time award.

Eagle Leadership Award \$ 200,000
Account – 18159

Award amount: \$500 one-time award (400 awards)

Awarded to incoming freshmen. Must have a minimum 3.00 high school GPA and have participated in leadership activities in high school.

**National Scholars Program
Account – 18195**

\$ 420,364

Award Amount: 30 credit hours of the difference between in-state and out-of-state tuition

28 awards at \$6,519.90 Freshmen and sophomore awards	\$ 182,557
32 awards at \$7,431.45 Junior and senior awards	\$ 237,806

Awarded only to new freshmen and new transfer students with a minimum GPA of 3.00 who are residents of states other than Michigan and Ohio. Students must complete a minimum of 15 credits per semester and maintain a 3.00 EMU GPA for renewal. Awards are limited to a maximum of eight semesters depending on grade level at time of award. Freshman recipients must live in University Housing their first two years. Funds for this award may not be transferred to other accounts.

I. Total Academic Scholarships, Awards and Grants	\$ 4,336,581
II. Athletic Grants-in-Aid	\$ 3,637,129
III. Federal and State Required Matches	<u>\$ 729,197</u>

2000/2001 Scholarship, Athletic Aid & Awards Proposal **\$ 8,702,907**

Total funding requested by General Fund	\$ 8,657,907
Total funding requested by Auxiliary Fund Revenue	45,000
Total	<u>\$ 8,702,907</u>

Note: Exceptions are made at the discretion of the Director of Financial Aid or designee. Funds may be transferred from under-utilized accounts to areas of need within the General fund (Function 8) accounts.

2002-03 BUDGET REQUEST

CHART A

Adjusted 01-02 to
Requested 02-03

		2001-2002		2002-2003	Increase
		Adj. Req.		Request	Over
	[FS]	9/19/00	[FS]		2001-2002
I. Academic Scholarships, Awards and Grants					
18145 Presidential Scholarship*	42	\$387,189	42	\$399,927	\$12,738
18151 Regents Scholarship	445	1,157,000	445	1,157,000	\$0
18155 Recognition of Excellence	469	766,226	502	800,000	\$33,774
18181 Wade McCree*	40	160,100	40	164,090	\$3,990
18184 ROTC Service Award	10.5	30,000	10.5	30,000	\$0
18186 National Guard Program	20	32,000	37.5	60,000	\$28,000
18153 Academic Service Award	14	3,500	14	3,500	\$0
18212 Campus Leader Award	106	53,000	106	53,000	\$0
18214 Communication & Theatre Arts	50	53,700	50	53,700	\$0
18173 Eastern Opportunity Grant	180	180,000	180	180,000	\$0
18211 International Student Award	25	50,000	50	100,000	\$50,000
18213 Music Service Award	90	40,000	90	40,000	\$0
18162 Residence Hall Leadership Award	90	45,000	90	45,000	\$0
18229 Undergrad Honors Assistantship	30	50,000	30	50,000	\$0
18220 University Grant	207	130,000	207	130,000	\$0
18221 University Award	44	20,000	44	20,000	\$0
18315 Graduate Fellowship	63	140,000	68	160,000	\$20,000
18316 Graduate Meritorious Award	60	30,000	60	30,000	\$0
18317 Graduate Symposium Award	20	20,000	20	20,000	\$0
18157 Community College Scholarship	90	90,000	120	120,000	\$30,000
18158 Valedictorian/Salutatorian	50	100,000	50	100,000	\$0
18159 Eagle Leadership	400	200,000	400	200,000	\$0
18195 National Scholarship*	60	408,120	60	420,364	\$12,244
		<u>\$4,145,835</u>		<u>\$4,336,581</u>	<u>\$190,746</u>
II. Athletic Grants-in-Aid					
18200 Men's Athletic Tuition	137.9	588,006	137.9	602,623	\$14,617
18201 Men's Athletic Room & Board	137.9	720,803	137.9	742,454	\$21,651
18203 Men's Medicals	5.0	47,455	5.0	48,770	\$1,315
18209 Women's Athletic Tuition	113.0	481,832	117.0	511,290	\$29,458
18208 Women's Athletic Room & Board	113.0	590,651	117.0	629,928	\$39,277
18215 Women's Medicals	3.0	28,473	3.0	29,262	\$789
18197 Out-of-State Tuition Differentials	122.0	881,328	122.0	907,802	\$26,474
18207 Spring Academic Aid		120,000		120,000	\$0
99/00 Increased Allocation		45,000		0	-\$45,000
Men's Football Summer Aid				30,000	\$30,000
Women's Basketball 5th Year Aid				15,000	\$15,000
		<u>\$3,503,548</u>		<u>\$3,637,129</u>	<u>\$133,581</u>
III. Federal and State Required Matches					
18410 Michigan Work Study Match		65,500		65,500	\$0
18400 Federal Work Study Match		349,364		349,364	\$0
18425 Federal Perkins/NDSL Match		23,000		23,000	\$0
18180 Federal Supplemental Grant Match		291,333		291,333	\$0
Total Federal and State Required Matches		729,197		729,197	\$0
IV. Total		<u>\$8,378,580</u>		<u>\$8,702,907</u>	<u>\$324,327</u>
Total Funded by General Fund		\$8,333,580		\$8,657,907	\$324,327
Total Funded by Auxiliary Fund		45,000		45,000	\$0
Total Request		<u>\$8,378,580</u>		<u>\$8,702,907</u>	<u>\$324,327</u>

FS = # of scholarships

2002-03 ATHLETICS GRANTS-IN-AID REQUEST
Detailed Analysis by Sport

Men's Athletic Aid			Room &	Tuition
NCAA	EMU	Sport	Board	& Fees
85.0	85.0	Football	\$457,640	\$371,450
13.0	13.0	Basketball	\$69,992	\$56,810
11.7	11.7	Baseball	\$62,993	\$51,129
4.5	3.3	Golf	\$17,767	\$14,421
9.9	9.9	Swimming	\$53,302	\$43,263
12.6	11.0	Track/Cross Country	\$59,224	\$48,070
9.9	4.0	Wrestling	\$21,536	\$17,480
<u>146.6</u>	<u>137.9</u>	Total	<u>\$742,454</u>	<u>\$602,623</u>
				\$1,345,077
5 Medicals @ \$9,754 (tuition, fees, room and board)				48,770
Total Men's Athletic Awards				\$1,393,847
Women's Athletic Aid			Room &	Tuition
NCAA	EMU	Sport	Board	& Fees
15.0	15.0	Basketball	\$80,760	\$65,550
12.0	12.0	Softball	\$64,608	\$52,440
12.0	12.0	Volleyball	\$64,608	\$52,440
8.0	8.0	Tennis	\$43,072	\$34,960
14.0	14.0	Swimming	\$75,376	\$61,180
12.0	12.0	Gymnastics	\$64,608	\$52,440
18.0	18.0	Track/Cross Country	\$96,912	\$78,660
12.0	12.0	Soccer	\$64,608	\$52,440
6.0	6.0	Golf	\$32,304	\$26,220
20.0	8.0	Crew	\$43,072	\$34,960
<u>129.0</u>	<u>117.0</u>	Total	<u>\$629,928</u>	<u>\$511,290</u>
				\$1,141,218
3 Medicals @ \$9,754 (tuition, fees, room, board)				29,262
Total Women's Athletic Awards				1,170,480
122 Out-of-State Differentials @ \$7441				907,802
Spring Academic Aid				120,000
Men's Football Summer Aid				\$30,000
Women's Basketball 5th Year Aid				15,000
GRAND TOTAL ATHLETIC AWARDS				\$3,637,129
Total Funded by General Fund			\$3,637,129	

NOTE: Average projected tuition/fee increase of 3.0% and room/board increase of 3.0% used to calculate requested 2002/03 funding.

2001-02 ATHLETICS GRANTS-IN-AID REQUEST
Detailed Analysis by Sport

Men's Athletic Aid			Room &	Tuition
NCAA	EMU	Sport	Board	& Fees
85.0	85.0	Football	\$444,295	\$362,440
13.0	13.0	Basketball	\$67,951	\$55,432
11.7	11.7	Baseball	\$61,156	\$49,889
4.5	3.3	Golf	\$17,249	\$14,071
9.9	9.9	Swimming	\$51,747	\$42,214
12.6	11.0	Track/Cross Country	\$57,497	\$46,904
9.9	4.0	Wrestling	\$20,908	\$17,056
<u>146.6</u>	<u>137.9</u>	Total	<u>\$720,803</u>	<u>\$588,006</u>
				\$1,308,809
5 Medicals @ \$9,491 (tuition, fees, room and board)				47,455
Total Men's Athletic Awards				\$1,356,264
Women's Athletic Aid			Room &	Tuition
NCAA	EMU	Sport	Board	& Fees
15.0	15.0	Basketball	\$78,405	\$63,960
12.0	12.0	Softball	\$62,724	\$51,168
12.0	12.0	Volleyball	\$62,724	\$51,168
8.0	8.0	Tennis	\$41,816	\$34,112
14.0	14.0	Swimming	\$73,178	\$59,696
12.0	12.0	Gymnastics	\$62,724	\$51,168
18.0	18.0	Track/Cross Country	\$94,086	\$76,752
12.0	12.0	Soccer	\$62,724	\$51,168
6.0	6.0	Golf	\$31,362	\$25,584
20.0	4.0	Crew	\$20,908	\$17,056
<u>129.0</u>	<u>113.0</u>	Total	<u>\$590,651</u>	<u>\$481,832</u>
				\$1,072,483
3 Medicals @ \$9,491 (tuition, fees, room, board)				28,473
Total Women's Athletic Awards				1,100,956
122 Out-of-State Differentials @ \$7224				881,328
Spring Academic Aid				120,000
Men's Football Summer Aid				\$30,000
Women's Basketball 5th Year Aid				15,000
GRAND TOTAL ATHLETIC AWARDS				\$3,503,548
Total Funded by General Fund			\$3,503,548	

NOTE: Average projected tuition/fee increase of 3.0% and room/board increase of 3.9% used to calculate requested 2001/02 funding.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 24.
DATE: April 3, 2001

RECOMMENDATION

REPORT: Graduate Assistantship Stipend Adjustment and Tuition Budget Funding Ratio for 2001-2002

ACTION REQUESTED

Stipend: It is recommended that the Board of Regents approve a four percent (4%) increase in Graduate Assistant stipends beginning with the fall 2001 semester. It is also recommended that the department budgets be funded at the second-year stipend amount.

Tuition: It is recommended that the Board of Regents approve a change in the tuition budget- funding ratio between in-state and out-of-state tuition. It is recommended that the Board approve a 55/45 ratio, which would more accurately cover registration expenses than the previous 60/40 ratio.

STAFF SUMMARY

Stipend: Graduate Assistant compensation consists of a stipend, tuition scholarship, and other benefits including the payment of general and registration fees. A full-time Graduate Assistant appointment covers 34 weeks with 20 hours-per-week of assignment that equates to a .327 full-time equivalency (FTE). The stipend and tuition fee scholarships for partial assistantships are prorated based on hour-per-week commitment. GA's are paid at either a first-year or a second-year rate (\$6,315 and \$6,580 for 2000-2001).

EMU's Graduate Assistant stipend remains very low when compared with our competitors. The 4% request is a conservative one given the demand for student financial assistance.

Regarding department budgets and the stipend amount, currently the departments are funded an amount that averages the first and second-year rate. When the department hires more qualified second-year students, they are over budget. Since the difference between the two rates is 1%, making this funding change would save human resource time and money needed to address account-balance problems at the end of the fiscal year. We will budget at the second-year rate while continuing to pay students first and second-year rates.

Tuition: An enrollment goal of the University is to increase the number of full-time graduate students. Many of these students come from other states or countries. Accordingly, the number of out-of-state graduate assistants is on the rise. The tuition budget needs to be adjusted to cover the in-state/out-of-state tuition difference. Therefore, we recommend a 55/45 in-state to out-of-state funding ratio to more accurately reflect graduate assistant enrollment trends.

FISCAL IMPLICATIONS

To implement the recommendations presented above, an increase of \$139,040 for stipends (\$90,816 for the 4% increase and \$48,224 for the department budgets) and an increase of \$74,960 for tuition ratio change are requested. The total amount of \$214,000 has been included in the 2001-2002 General Fund Budget recommendation for Board approval.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer
Interim Provost and Vice President for Academic Affairs

Date

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GRADUATE ASSISTANTSHIP STIPEND ADJUSTMENT 2001-2002

A. Stipend

	Present	Fall 2001
1 st Year	\$6,315	\$6,568
2 nd Year	\$6,580	\$6,843
Average	\$6,448	\$6,706

B. Tuition and Fees*

Resident	Winter 2001	Winter 2001*
Tuition for 18 credits	\$3,240	\$3,240
Registration for two semesters	\$ 80	\$ 80
General Fee for 18 credit hours	\$360	\$360
	\$3,680	\$3,680

Total Average Stipend, Tuition and Fees (Resident)	\$10,128	\$10,386
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Tuition and Fees Non-Resident	Winter 2001	Winter 2001*
Tuition for 18 credits	\$7,200	\$7,200
Registration for two semesters	\$ 80	\$ 80
General Fee for 18 credit hours	\$360	\$360
	\$7,640	\$7,640

Total Average Stipend, Tuition and Fees (Non-Resident)	\$14,088	\$14,346
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*Calculations are based upon enrollment in 500-600-level courses at \$180 and \$400 for resident and non-resident tuition. The 2000-2001 Registration Fee is \$40/per semester and the General Fee is \$20.00/credit hour. Board will determine tuition and fee rates for 2001-2002 in June; therefore current tuition and fees were used to illustrate total Graduate Assistantship package for the requested 4% increase in stipend.

Graduate Assistant Compensation Survey 2000-2001

University	Stipend/yr Masters	Stipend/yr Ph.D.	Tuition waiver	Min/Max hr waived	Min/Max hrs taken	GPA required	Titles Given	Titles defined by	12 mo. v academic yr	Difference by discipline	Other benefits
CMU	\$7,600 - 11,000 (\$8,300 rec)	\$8,500 - 13,500 (\$9000 rec.)	Yes	No min 20 max/yr	6/semester assistantship 1-6 summer semester	3.0	Teaching Admin Research	Dept.	Both	Yes	Fees Paid: Enroll, Tech, SAC, Student Org. Sick leave, Travel ins.
Ball State	\$5 - 11,000	\$7 - 13,000	Yes	12/ semester 24/yr.	6/semester 12/yr.	At least 2.75 - usually 3.0	G.A.	Dept.	Both	Yes	Discounts: bookstore, athletic events
Bowling Green	\$3,550 - 9,200 (academic yr)	\$5,125 - 15,000 (academic yr)	Yes	12/ semester 24/yr	6/semester 12/yr	3.0 3.2 Ph.D.	G.A., T.A., Housing: Dir, Grad Hall Dir, Assl. Hall Dir.	Dept.	1220 stud't receive 9 mo; only 600 receive summer	3 levels @Masters, 4 levels @Ph.D. more next yr	All fees
EMU	\$6,315 1 st yr \$6,580 2 nd yr academic yr.	Fellowships @ \$13,496.70 academic yr.	Yes	18/FTF.	6/semester 1 course sp/sem	3.0	University sets even though perform other titles as tasks	Univ.	Summer only if dept has \$	No - any variable stipends from external grants	Fees: Enroll, Tech.
Ferris State	\$1,980 - 3,960		No				G.A.	Univ.	9 month	No	
GVSU	1/2 time (10 hr) \$1-2,000/sem FT (2 nd hr) \$2,4,000/sem		Yes	1/2 Time: 6/sem FT: 9 - 12/ sem	No	No	G.A.	Dept	All apps. 9 mo. summer is extra \$ from dept.	Yes. Dept. discretion.	
Kent State	Not centralized. Program to discussion - no baseline standard.	Ball park figure for T.A. is \$5500.	Yes	8 - 12/sem F&S	8/semester	Only for admission: 2.75/3.0 usually required by dept.	G.A. 1 & 2 and Teaching Fellows	Provost Office (sets guidelines for position)	Only 9 mo. sciences going to offer 9 + summer	Yes. Determined by Dept.	All Fees.
Miami U.	\$3,511 modified \$7,248 G.A. \$12,800 T.A.	\$3511 modified \$7248 G.A. \$12,800 T.A.	Yes	16/ semester	10/ semester	3.0	T.A., G.A. Modified G.A.	Univ. allocates positions to dept.	Yes	Yes.	Discount: 10% bookstore & parking

Graduate Assistant Compensation Survey 2000-2001

University	Stipend/yr Masters	Stipend/yr Ph.D.	Tuition Waiver	Min/Max hrs waived	Min/Max hrs taken	GPA required	Titles Given	Titles deemed by	12 mo. v academic yr	Difference by discipline	Other benefits
MI Tech	\$4,140/sem Depts. can go up another 25-50% if they fund	\$4,807/sem depts. can go up another 25-50% if they fund	Yes	6-12/semester	6/semester	3.25	G.A., T.A. Research Asst Fellowship (externally supported)	Asst Dean.	G.A./T.A.: 9 mo. Research. 12 mo. (up to dept if want to pay more.)	Yes	Discount: bookstore 10%
North MI	\$6,760		Yes	8/semester	6 minimum	3.0	T.A. Admin Research	Dept.	Summer add'l - only over dept does.	No	\$2,500 toward health ins. T.A.: by Nops ?
Ohio U.	\$6-10,000	\$7-20,000	Yes	18/semester	12/semester for full stipend	3.0	G.A., T.A., Research	Dept.	Usually - depends on dept.	Yes	?
SUNJ	\$5,000/20 hrs per week/ academic year		Yes	18/year	Must take 9 1/2/semester	3.0	G.A.	Dept.	9 months	No	No
U. Akron	\$6-15,000 academic yr	\$9-18,000 academic yr	Yes	45 hrs max (P, S, S)	9/semester	3.0	G.A. (with teaching, admin, research as tasks.)	Dept.	9 months - summer is extra	Depts. free to pay marked demand as long as pay minimum	Discount: bookstore 10% parking fee 7.5%
U. Toledo	\$7,200-9,000 academic yr	No difference	Yes	12-16/ semester	12/semester	3.0	Grad T.A. Grad Research Asst.	Dept.	9 months	Yes	Institutional fee, out-of-state fee, \$53 subsidy toward health fee of \$740
Wayne State	\$7,175-8,525 \$10,375 - 13,375	No difference	Yes	10/ F&W 2/Summer	6/ F&W 2/ S&S	3.0	G.A. Research Asst. Student Asst.	Dept.	Both	No	Subsidized medical & dental
WMI	\$8,672 1 st yr \$8,952 2 nd yr cost of living increase 5%		Yes	Instate: \$800/sem Outstate: \$2199/sem	Full: 6/hrs Part: 3/2/3, 1/2	3.0 M.A. 3.25 Ph.D.	G.A. Research Asst. Student Asst. Research Asst., Service Asst.	Dept.	Both	No	Discount: parking, bookstore, health clinic

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 25

DATE:

April 3, 2001

RECOMMENDATION

NEXTEL COMMUNICATIONS LEASE AGREEMENT - ROOFTOP

ACTION REQUESTED

It is recommended that the Board of Regents authorize the administration to negotiate, in the best interests of the University, and execute an option/lease agreement with Nextel Communications for the purpose of leasing a wireless communications antennae site.

STAFF SUMMARY

This agreement would allow Nextel to lease space on the rooftop of Hill Hall for the purpose of installing a communications antennae site.

Associated antennae on the tower will not cause reception or transmission interference for any communication devices. The term of the agreement is tentatively planned for ten (10) years with three (3) mutually agreeable five (5) year extensions.

The lease agreement contains similar termination language as the previously negotiated and board-approved AT&T, Sprint, Omnipoint and Ford Wireless Lease Agreements. The lease payments are expected to be consistent with the previously negotiated Lease Agreements.

The agreement has been reviewed and found to be in appropriate legal form by General Counsel.

FISCAL IMPLICATIONS

The University is expecting to receive lease payments in the range of \$12,000 annually.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board Approval.

University Executive Officer

Date

OPTION AND ROOFTOP LEASE AGREEMENT

THIS OPTION AND TOWER LEASE AGREEMENT (this "Agreement") is entered into this ____ day of _____, 2001 by and between, Eastern Michigan University ("Landlord"), 101 Welch Hall, Ypsilanti, Michigan 48197 and Nextel West Corp., a Delaware corporation, d/b/a Nextel Communications, ("Tenant").

Whereas, Landlord is the owner of an existing building, Hill Hall, (the "WEMU Tower") located on campus, located in the City of Ypsilanti, County of Washtenaw, State of Michigan, and hereafter referred to as the "Property" (See Exhibit A).

For the sum of \$500.00 (the "Option Fee"), to be paid to Landlord by Tenant upon execution of this Agreement and in consideration of the mutual covenants contained herein and for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Landlord agrees to lease to Tenant and Tenant agrees to lease from Landlord certain space on the Hill Hall rooftop ("Rooftop") for associated antennae and certain space on the Property for the location of Tenant's equipment cabinet ("Equipment Cabinet") herein referred to as the "Premises" (See Exhibit B), together with any necessary non-exclusive easements for utilities and access.

1. Definitions.

"Installation" shall mean Tenant's radio equipment cabinets, associated antennae, mounting equipment, telephone, electric and radio cables and other transmission lines and other related equipment, as necessary for Tenant's use of the Premises. Together with (1) such rights of way and easements on, over, under, across, and through the adjoining lands of Landlord, extending from the Premises to the nearest convenient public road and of standard vehicular width as shall be necessary for ingress and egress to and from the Premises, as set forth and described in Exhibit B attached hereto and (2) the right to park vehicles on or about the Premises and the lands immediately adjacent thereto during periods of construction, site inspection, and at times of necessary repair work.

"Antenna Site" shall mean the location and orientation of Tenant's space on the rooftop as deemed necessary for its Installation or its Permitted Use.

"Equipment Cabinet" shall mean a _____ cabinet to house Tenant's equipment.

"Premises" shall mean the designated area within the Property for the location of Tenant's Equipment Cabinet, an area on the rooftop for the location of Tenant's antennas together with ingress and egress for access and utilities as described and depicted on Exhibit B attached to this Agreement.

"Permitted Use" the transmission and reception of communication signals in any and all frequencies licensed specifically to Tenant for use by the Federal Communications Commission, the construction, alteration, maintenance, repair, replacement, and relocation, of related facilities, antennas, or buildings and for related activities.

2. Use. The Premises may be used by Tenant for the transmission and reception of communication signals in any and all frequencies licensed specifically to Tenant for use by the Federal Communications Commission, for the construction, alteration, maintenance, repair, replacement, and relocation, of related facilities, antennas, or buildings and for related activities. During the term of the Lease, Landlord agrees to cooperate with Tenant in obtaining, at Tenant's expense, all licenses, permits and authorizations required for Tenant's use of the Premises from all applicable governmental and regulatory entities (the "Government Approvals") and Landlord agrees to allow Tenant to perform surveys, engineering procedures and environmental investigations on the Property necessary to determine that the Premises will be compatible with Tenant's engineering specifications, system design, operations and Governmental Approvals.

3. Permits. Tenant is hereby authorized by Landlord to apply for all Governmental Approvals and other permits and authorizations required to construct the *Installation* and to occupy and use the Premises as set forth herein. Tenant is also authorized, in Tenant's sole discretion and sole expense, to file appeals from adverse decisions of federal, state, county and local governments or their agencies or administrative bodies affecting Tenant's occupancy and use of the Premises, including without limitation appeals to the applicable court and appellate court of the state from adverse decisions of any kind, and to file challenges to the validity of any ordinance or other law or regulation affecting Tenant's use or occupancy of the Premises. At Tenant's request and sole expense, Landlord agrees to cooperate with and join Tenant as an applicant or appellant in any such application, appeal or challenge.

4. Term.

a. The Option shall be for an initial term of Twelve (12) months (the "Option Period").

b. In the event that Tenant exercises the Option, the term of this lease (this "Lease") shall be (5) five years ("Initial Term"), commencing upon written notification by Tenant to Landlord (the "Commencement Date") which shall in any event be prior to the expiration of the Option Period, and terminating at Midnight on the last day of the month in which the fifth annual anniversary of the Commencement Date shall have occurred. The Initial Term of this Lease shall expire at Midnight on the day before the fifth (5th) anniversary of the Commencement Date.

c. Tenant shall have the right to extend this Lease for one (1) additional term, of five (5) years ("Renewal Term"). Tenant's lease of the Premises during the Renewal Term shall be on the same terms and conditions as set forth herein. This Lease shall automatically renew for the Renewal Term unless Tenant notifies Landlord in writing of Tenant's intention not to renew this lease at least sixty (60) days prior to the expiration of the Initial Term or the Renewal Term.

d. The parties may agree to (3) three "Extensions of the Renewal Terms." Each extension shall consist of (5) Five years each. Said Extensions shall occur upon the following conditions: within nine (9) months, (prior to the expiration of the 1st Renewal Term, or any Extension of the Renewal Term) Tenant shall serve written notice upon Landlord that it requests an Extension of the Renewal Term of five (5) years. If landlord gives written consent to such additional Extension of the Renewal Term within (30) thirty days of Tenant's Notice to extend, then the Lease will be extended for an additional five (5) year term.

e. If Tenant shall remain in possession of the Premises at the expiration of this Lease, without a written agreement, such tenancy shall be deemed a month-to-month tenancy under the same terms and conditions of this Lease.

5 Rent.

a. Within 10 business days from the Commencement Date and on the beginning of each succeeding month thereafter, Tenant shall pay Landlord, as rent, the sum of \$1,000.00 (one thousand dollars) per month ("Rent"). Rent shall increase at the beginning of the Renewal Term by the fifteen percent (15%) of the Rent in effect from the previous term. In the event that the lease Term is extended beyond the ten (10) year period, the parties may mutually agree to the Rental amount for the extension period.

<u>Monthly Rent</u>	<u>Period</u>
\$1,000.00	per month during Initial term
\$1,150.00	Renewal Term

- b. At the end of each twelve (12) month period following commencement date and each twelve (12) month period thereafter, upon request of Landlord, Tenant shall review Tenant's other leases of tower space in Michigan to determine whether the rent for such other space exceeds that being charged Tenant by Landlord. Should it be determined that Tenant is paying higher rent for tower space provided by others in Michigan, Tenant agrees to amend this Agreement to increase the rent being charged Tenant by Landlord to the same amount.

6. Interference.

Tenant shall not use the Premises in any way which interferes with the use of the Property of Landlord, or tenants or licensees by Landlord, with rights to the Property prior in time to Tenant's (subject to Tenant's rights under this Lease, including non-interference). Tenant shall not use the premises in any way which interferes with Landlord's WEMU-FM transmissions, or the transmissions of Landlord's existing tenants or licensees, and other operations. If the installation or operation of Tenant's equipment shall be proven to interfere with the use of the Property by Landlord's WEMU-FM transmissions, or the transmissions of Landlord's existing tenants or licensees and other operations, Tenant will, upon written request, promptly suspend its operations, except for intermittent testing necessary for Tenant to correct such interference, until said interference has been eliminated or remedied. If Tenant's interference, as specified above, cannot be abated within 30 (thirty) days, from said notice, or at such time as the parties may reasonably agree, Landlord may elect to terminate this Lease upon prior written notice to Tenant. Similarly, except for the existing uses of the Premises by the Landlord and its existing tenants as specified above, and Landlord's current tenants utilizing the same frequencies as of the date of Tenant's commencement of this Lease, Landlord shall not use, nor shall Landlord permit its tenants, licensees, employees, invitees or agents to use any portion of Landlord's properties in any way which interferes with the operations of Tenant. Such interference shall be deemed a material breach by the interfering party, who shall, upon notice from the other, be responsible for terminating said interference. In the event any such interference does not cease promptly, the parties acknowledge that continuing interference may cause irreparable injury and, therefore, the injured party shall have the right, in addition to any other rights that it may have at law or in equity, to bring action to enjoin such interference or to terminate this Lease immediately upon written notice. Further, Tenant acknowledges that the installation of Tenant's Installation will not cause interference to the following existing AM stations: WSDS-AM and WWCM-AM.

7. Improvements: Liability: Utilities: Access.

a. Tenant shall have the right, at its expense, to place and maintain on the Premises improvements, personal property and facilities necessary to operate its *Installation*, including, without limitation, Tenant's personal property, equipment and radio transmitting and receiving antennas, and electronic equipment. Landlord's prior consent to the plans and installation of the *Installation* upon the Tower shall be required but shall not be unreasonably withheld or delayed. Tenant shall have the right to replace or upgrade the *Installation* at any time during the term of this Lease. The *Installation* shall remain the exclusive property of Tenant. Tenant shall have the right to remove the *Installation* upon termination of the Lease.

b. Tenant shall have the right to install utilities, at Tenant's expense, and to improve the present utilities on the Premises (including, but not limited to, the installation of emergency power generators). Landlord hereby grants an easement to permanently place any utilities on, or to bring utilities across, the Property in order to service the Premises and the *Installation*. Tenant shall, wherever practicable, install separate meters for utilities used on the Property. In the event separate meters are not installed, Tenant shall pay the periodic charges for all utilities attributable to Tenant's use.

c. As partial consideration for rent paid under this Lease, Landlord hereby grants Tenant an easement ("Easement") for ingress, egress and access (including access as described in paragraph 1) to the Premises adequate to service the Premises and the *Installation* at all times during the term of this Lease or any renewal term. Any Easement provided hereunder shall have the same term as this lease.

d. Tenant shall have reasonable access to the Premises at all times during the term of this Lease and any renewal term.

e. Tenant is solely responsible for all rooftop renovations that are needed for the Tenant to be in compliance with FCC, FAA or other requirements.

8. Termination. Except as otherwise provided herein, this Lease may be terminated, without any penalty or further liability, as follows:

a. Upon fifteen (15) days written notice by Landlord if Tenant fails to cure a default for payment of amount due under this Lease within fifteen (15) days after Tenant's receipt of written notice of default from Landlord:

b. By either party if the other party defaults (other than a default described in Section a. above) and fails to cure such default within thirty (30) days after written notice of such default is received by the defaulting party from the non-defaulting party; provided, however, that if such default is capable of being cured, but not within such 30-day period, this Lease may not be terminated so long as the defaulting party commences appropriate curative action within such 30-day period and thereafter diligently prosecutes such cure to completion as promptly as possible;

c. By Tenant upon sixty (60) days prior notice if it is unable to obtain, maintain or otherwise forfeits or cancels any license, permit or Governmental Approval necessary for the construction or operation of the *Installation* or Tenant's actual or intended use of the Premises; or

d. By Tenant upon sixty (60) days prior written notice if Tenant determines, in its reasonable discretion exercised in good faith, that based on (i) technology, (ii) interference with use of the Premises resulting from the acts of any third party, an act of God or from other natural forces or (iii) changes in system design or system usage patterns, Tenant's use of the *Installation* (as the same may have been modified from time to time) is no longer consistent with the optimal operation of Tenant's communication system.

e. If an impairment or interference with Tenant's Permitted Use of the Premises occurs, Tenant may terminate upon thirty (30) days prior written notice to Landlord.

f. By Landlord upon one hundred eight (180) days prior written notice to Tenant, if Landlord sells, demolishes or otherwise transfers title to the Property, provided, however, that the exercise of Landlord's right of termination shall be subject to confirmation of the purported sale or transfer of the Property in the form of an executed original of the agreement to purchase the Property or other documentation which reflects such transfer. If a sale or transfer occurs, Tenant shall be entitled to all prepaid and unearned rents and fees.

g. If at any time during the term of this Lease all or "substantially all" of the Rooftop and/or the Premises shall be damaged and/or destroyed by fire or other casualty, then Tenant may terminate this Lease by providing written notice to Landlord, which termination shall be effective as of the date of such damage and/or destruction, and whereupon Tenant shall be entitled to collect all insurance proceeds payable (by Tenant's insurance company only) on account thereof and to the reimbursement of any prepaid Rent, to be apportioned as of the termination date. Until the earlier of: (i) such time as Tenant elects to terminate this Lease as aforesaid, or (ii) Landlord repairs and restores any damage caused by any such fire or casualty so that Tenant may use the Premises for Tenant's Permitted Use in a commercially reasonable manner, any Rent and other amounts due and payable by Tenant to Landlord hereunder shall abate. If at any time during the term of this Lease all or "substantially all"

(meaning the remaining portion thereof shall not be of sufficient size or condition to permit the continuation of Tenant's Permitted Use in a commercially reasonable manner) of the Rooftop and/or Premises shall be damaged and/or destroyed by fire or other casualty, then Landlord may terminate this Lease by providing written notice to Tenant. In such event, all rights and obligations of the parties shall cease as of the date of the damage or destruction and Tenant shall be entitled to the reimbursement of any Rent prepaid by Tenant.

h. If at any time during the term of this Lease all or "substantially all" (as described in the preceding subsection 8(f) of the Rooftop, the Premises and/or the *Installation* shall be taken in the exercise of the power of eminent domain by any governmental or other authority, or by deed in lieu of condemnation, then either party may terminate this Lease by providing written notice, which termination shall be effective as of the date of the vesting of title in such taking and any prepaid Rent shall be apportioned as of said date and reimbursed to Tenant. Landlord and Tenant shall each be entitled to pursue their own separate awards with respect to such taking. In the event of any taking of less than all or substantially all of the Premises, this Lease shall continue and each of Landlord and Tenant shall be entitled to pursue their own separate awards with respect to such taking.

9. Taxes. Tenant shall pay any personal property taxes assessed on, or any portion of such taxes attributable to the *Installation*. Landlord shall pay when due all real property taxes and all other fees and assessments attributable to the Property. However, Tenant shall pay, as additional Rent, any increase in real property taxes levied against the Property which is directly attributable to Tenant's use of the Premises, and Landlord Agrees to furnish proof of such increase to Tenant. Landlord is a tax exempt entity and is exempt from both real and personal property taxes.

10. Insurance and Subrogation.

a. Tenant will provide Comprehensive General Liability Insurance in an aggregate amount of \$2,000,000.00 and name Landlord as an additional insured on the policy or policies. Tenant may satisfy this requirement by obtaining appropriate endorsement to any master policy of liability insurance Tenant may maintain. Tenant's insurance company waives its right to subrogate a claim against Landlord's insurance for loss due to any peril which is covered by the above insurance policy. Tenant shall provide Landlord with a certificate of insurance evidencing the above.

b. Neither party shall be liable to the other (or to the other's successors or assigns) for any loss or damage caused by fire or any of the risks enumerated in a standard "All Risk" insurance policy, and, in the event of such insured loss, neither party's insurance company shall have a subrogated claim against the other. Each party hereto shall obtain from its insurers under all policies of fire, theft and other casualty insurance maintained by it at any time during the term of this Lease insuring or covering the Premises or the Property or any portion thereof, improvements thereon or operations therein, a waiver of all rights of subrogation which the insurer might have against the other party, and each party shall indemnify the other party against any loss or expense, including reasonable attorney's fees, resulting from the failure to obtain such waiver.

11. Hold Harmless.

a. Tenant agrees to indemnify, defend and hold Landlord harmless from and against injury, loss, damage or liability, or any claims in respect of the foregoing, costs or expenses, including reasonable attorney's fees, arising from the installation, use, maintenance, repair, or removal of the *Installation* or the breach of this Lease, except for claims arising out of the negligent or intentional acts of Landlord. Its employees, agents, or independent contractor.

b. Landlord agrees to indemnify, defend and hold Tenant harmless from and against any and all injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonable attorneys' fees and court costs) arising from any act, omission or negligence of Landlord or its employees or agents, or the breach of this Lease, except to the extent attributable to the negligent or intentional act or omission of Tenant, its employees, agents or independent contractors. Landlord's defense and indemnification obligations shall not extend to liabilities relating to business interruption and/or loss profits, loss of use or incidental consequential or exemplary damages. Further, in no event shall Landlord's defense and indemnification obligations as set forth above exceed \$60,000.00.

12. Notices. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, or sent by overnight carrier to the following addresses:

If to Landlord, to: Eastern Michigan University
Attn: Patrick J. Doyle
Vice President Business & Finance
101 Welch Hall
Ypsilanti, Michigan 48197

If to Tenant, to: Nextel West Corp.
Attn: Property Manager
27755 Stansbury Blvd., 2nd Floor
Farmington Hills, Michigan 48334

With a copy to: Nextel Communications, Inc.
Attn: Site Leasing Services, Contract
Sixth Floor Mail Stop, 6E630
2001 Edmund Halley Drive
Reston, VA 20191-3436

13. Title, Authority and Quiet Enjoyment.

a. Landlord covenants and warrants to Tenant that (i) Landlord has full right, power, and authority to execute this Lease; (ii) Landlord has good and unencumbered title to the Property and the Premises free and clear of any liens or mortgages which will interfere with Tenant's rights to or use of the Premises; (iii) execution and performance of this Lease will not violate any laws, ordinances, covenants or the provisions of any mortgage, lease or other agreement binding on Landlord. Landlord further covenants and warrants that Tenant shall have the quiet enjoyment of the Premises during the term of this Lease or any renewal thereof.

b. Tenant has the right to obtain a title report or commitment for a leasehold title policy from a title insurance company of its choice. If, in the opinion of Tenant, such title report shows any defects of title or any liens or encumbrances which may adversely affect Tenant's use of the Premises or Tenant's ability to obtain leasehold financing, Tenant shall have the right to terminate this Lease upon written notice to Landlord.

c. Tenant shall also have the right to have the Property surveyed, and, in the event that any defects are shown by the survey which, in the opinion of Tenant, may adversely affect Tenant's use of the Premises or Tenant's ability to obtain leasehold financing, Tenant shall have the right to terminate this Lease upon written notice to Landlord.

14. Environmental Laws.

a. Tenant represents, warrants and covenants that it will conduct its activities on the Property in compliance with all applicable Environmental Laws. (Landlord represents, warrants and agrees that it has in the past and will in the future conduct its activities on the Property in compliance with all applicable Environmental Laws and that the Property is free of Hazardous Substance as of the date of his lease.

b. Tenant agrees to defend, indemnify and hold Landlord harmless from and against any and all claims, causes of action, demands and liability including but not limited to, damages, costs, expenses, assessments, penalties, fines, losses, judgments and attorney's fees that Landlord may suffer due to the existence or discovery of any Hazardous Substance on the Property or the migration of any Hazardous Substance to other properties or released into the environment, that are caused by or result from Tenant's activities on the Property.

c. Landlord agrees to defend, indemnify and hold Tenant harmless from and against any and all claims, causes of action, demands, and liability including but not limited to, damages, costs, expenses, assessments, penalties, fines, losses, judgments and attorney's fees that Tenant may suffer due to the existence or discovery of any Hazardous Substance on the Property or the migration of any Hazardous Substance to other properties or released into the environment, that relate to or arise from Landlord's activities during this Lease and from all activities on the Property prior to the commencement of this Lease.

d. The indemnification in this section specifically includes costs incurred in connection with any investigation of site conditions or any clean up remedial, removal or restoration work required by any governmental authority. The provisions of this section will survive the expiration or termination of this Lease.

e. Tenant shall provide to the Landlord, the results of any environmental studies conducted upon the Premises. Either party shall have the ability to terminate this Agreement should the results of those studies reasonably prove to be unsatisfactory. Landlord shall give written notice to Tenant fifteen (15) days after receipt of said environmental studies. Should the Landlord not communicate its disapproval within fifteen (15) days after receipt of the environmental study from the Tenant, such approval and consent shall be deemed given.

15. Assignment and Subleasing. Tenant may assign this Lease and its other rights hereunder, including without limitation, its right to renew, or sublet the Premises or any portion thereof, to any person or business entity which is licensed by the Federal Communications Commission, or its successor, to operate a wireless communications business; is a parent, subsidiary or affiliate of Tenant; controls or is controlled by or under common control with Tenant; is merged or consolidated with Tenant; or purchases a majority or controlling interest in the ownership or assets of Tenant. Upon notification to Landlord by Tenant of any such action, Tenant shall be relieved of all future performance, liabilities and obligations under this Lease. Tenant may not otherwise assign or sublet this Lease without Landlord's consent, which shall not be unreasonably withheld or delayed.

Additionally, Landlord hereby (a) consents to the collateral assignment of and granting of a security interest from time to time in favor of any holder of indebtedness borrowed by tenant ("Lender"), whether now or hereafter existing, in and to the Installation and Tenant's right, title and interest in, to and under this Agreement, provided that such Lender agrees to be bound by the terms and provisions of this Lease; (b) agrees to simultaneously provide Lender with a copy of any notice of default under the Agreement sent to Tenant and allow Lender the opportunity to remedy or cure any default as provided for in the Agreement; and (c) agrees to recognize Lender as Tenant under this Agreement upon the written election of Lender so long as any existing default has been cured as provided hereunder. Landlord hereby further agrees to permit Lender to inspect or remove from the Property any of the collateral in which Lender has been granted a security interest by Tenant in accordance with any security documents granted in favor of lender, provided, however, such removal is in accordance with subparagraph 1 (a) of this Agreement.

16. Successors and Assigns. This Lease shall run with the Property. This Lease shall be binding upon and inure to the benefit of the parties, their respective successors, personal representatives and assigns.

17. Waiver of Landlord's Lien. Landlord hereby waives any and all lien rights it may have, statutory or otherwise, concerning the *Installation* or any portion thereof which shall be deemed personal property for the purposes of this Lease, regardless of whether or not same is deemed real or personal property under applicable laws, and Landlord gives Tenant the right to remove all or any portion of same from time to time in Tenant's sole discretion and without Landlord's consent.

18. Miscellaneous.

a. The substantially prevailing party in any litigation arising hereunder shall be entitled to its reasonable attorney's fees and court costs, including appeals, if any.

b. Each party agrees to furnish to the other, within ten (10) days after request. Such truthful estoppel information as the other may reasonably request.

c. This Agreement constitutes the entire agreement and understanding of the parties, and supersedes all offers, negotiations and other agreements. There are no representations or understandings of any kind not set forth herein. Any amendments to this Agreement must be in writing and executed by both parties.

d. If either party is represented by a real estate broker in this transaction, that party shall be fully responsible for any fee due such broker, and shall hold the other party harmless from any claims for commission by such broker.

e. Landlord agrees to cooperate with Tenant in executing and recording any documents (including a Memorandum of Option and Rooftop Lease, Memorandum of Rooftop Lease, and a Subordination, Non-Disturbance and Attornment Agreement) necessary to protect Tenant's rights hereunder or Tenant's use of the Premises.

f. This Agreement shall be construed in accordance with the laws of the state in which the Property is located.

g. If any term of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.

19. The Tenant, and any financing entity, shall be prohibited from filing any UCC statements against the Property or the Premises.

20. Tenant agrees to notify the University Public Safety Department, by telephone, prior to entry to the building.

Dated as of the date first set forth above.
Signed and acknowledged in the presence of:

LANDLORD:

EASTERN MICHIGAN UNIVERSITY

By: _____
Patrick J. Doyle

Its: Vice President of Business and Finance

Tax Exempt No: _____

TENANT:

Nextel West Corp., a Delaware corporation,
D/b/a Nextel Communications

By: _____

Name: Joel Payne

Title: Vice President of Technical Services, Great Lakes Area

Date: _____

LANDLORD NOTARY

STATE OF MICHIGAN)

County _____)Ss.

On _____, before me, the undersigned notary public in and for said County, personally appeared Patrick J. Doyle, to me known to be the same person who executed the within instrument on behalf of said Board of Regents and who severally acknowledged the same to be the free act and deed of said Board of Regents, made and executed by them on its behalf by authority of its

_____.

Notary Public, _____ County, Michigan.

Acting in, _____ County, Michigan.

My Commission expires: _____

TENANT NOTARY

STATE OF MICHIGAN)

COUNTY OF OAKLAND

On _____, before me, Sherry L. Rygwelski, a Notary Public, personally appeared Joel Payne, Vice President of Technical Services, Great Lakes Area, of Nextel West Corp., a Delaware corporation, d/b/a Nextel Communications personally known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.

Notary Public, Macomb County, Michigan.

Acting in Oakland County, Michigan.

My Commission expires: 12/27/02

EXHIBIT "A"

DESCRIPTION OF PROPERTY

Exhibit "A" to the Agreement dated between the Eastern Michigan University as Landlord, and Nextel West Corp., a Delaware corporation, d/b/a Nextel Communications, as Tenant.

Commonly Known as: Hill Hall, Rooftop

State: Michigan
County: Washtenaw
Township: Ypsilanti
Legal Description

Landlord's initial here:

EXHIBIT B

DESCRIPTION OF PREMISES

Exhibit B to the Agreement dated _____, by and between Eastern Michigan University as Landlord, and Nextel West Corp., a Delaware corporation, d/b/a Nextel Communications, as Tenant.

If a survey is made on the Premises, Landlord and Tenant agree to sign and attach the legal description and/or depiction of the Premises hereto which will then become the description of the Premises.

The Premises is depicted as follows:

See attached Exhibit B1 and B2

Landlord's Initials Here:

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 26

DATE:

April 3, 2001

RECOMMENDATION

COMMENCEMENT SPEAKER AND HONORARY DEGREE RECIPIENT

ACTION REQUESTED

It is recommended that the Board of Regents approve Hayes Wendell Jones, Senior Business Development Representative for Oakland County and a distinguished alumnus of Eastern Michigan University, as the commencement speaker for the Sunday, April 29, 2001, commencement ceremonies.

It is also recommended that the Board of Regents approved the awarding of an honorary degree to Mr. Jones.

STAFF SUMMARY

Biographical information on Mr. Jones appears on the following page.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed board action has been reviewed and is recommended for board approval.

University Executive Officer

Date

Hayes Wendell Jones

Hayes W. Jones, 62, is senior business development representative for Oakland County, Michigan, and a distinguished alumnus of Eastern Michigan University.

Early in his career, he taught high school in Detroit but left his post when he was appointed to the Youth Employment Project, a program to train high school graduates in employable skills. As a result of Mr. Jones' commitment, hundreds of young adults received job training and placement in local corporations.

Mr. Jones joined American Airlines as a sales representative in 1964. He was granted a leave of absence in 1968 to accept an appointment as New York City's first recreation commissioner. He returned to American Airlines in 1970 as assistant to the senior vice president for marketing and then held several management positions within the company.

He spent seven years with The Stroh Brewery Company, where he served as director of marketing for black and Hispanic consumers. Mr. Jones joined Pro Air Inc. in 1998, where he served as hub station manager and most recently as vice president of community development. He also owned J & J Airport Services at Detroit Metropolitan Airport until March 2001.

Community activism plays an important role in Mr. Jones' life. He serves as chair of the volunteer committee of the Arts League of Michigan and is on the board of directors for Dominican High School and Academy in Detroit. In 1991, he organized a track-and-field program, "The Junior Olympics," for students in Pontiac middle schools. The activity was incorporated into the school district's sports program when middle school sports were reinstated in the district.

He is a former school board member for the Pontiac School District; former board chair of the Pontiac Chamber of Commerce; and former economic development committee chair for the Oakland County Business Roundtable and the Pontiac Area Urban League.

Mr. Jones also has served on the board of trustees for North Oakland Medical Center and the Clinton Valley Boy Scouts and is a former member of the board of directors of First of America Bank--Southeastern Michigan.

While a student athlete at Eastern Michigan University, Mr. Jones captured his first national title in track as a sophomore in 1958. He went on to win four more USA titles outdoors, in addition to the 1959 NCAA crown. From 1959-1964, he ran undefeated in 55 straight indoor hurdle races.

He won the Olympic Gold Medal for the 110-meter hurdles during the 1964 Tokyo Games and an Olympic Bronze Medal in the same event during the 1960 Rome Games. He donated his gold medal to the city of Pontiac, Michigan, to inspire youngsters to achieve their dreams.

The *Detroit Free Press* selected Hayes Jones as one of its favorite 100 Michigan sports figures from the 20th Century. He is a member of the Helms Athletic Hall of Fame in Los Angeles; the Michigan Hall of Fame; the Eastern Michigan University Athletic Hall of Fame; the National Track and Field Hall of Fame; and the Pontiac Central High School Hall of Fame.

A native of Starkville, Mississippi, he grew up in Pontiac. He earned a bachelor of science degree from Eastern Michigan University in 1961 and was among the first group of outstanding alumni inducted into Eastern Michigan's Education Alumni Hall of Fame, Feb. 23, 2001.