

EASTERN MICHIGAN UNIVERSITY

Board of Regents

201 Welch Hall

(734) 487-2410

Tuesday, September 25, 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. Lunch
204 Welch Hall

1:30 p.m. Reconvene Regular Board Meeting
201 Welch Hall

AGENDA

Roll Call Attendance

Tab A Communications

Lunch

Reconvene Regular Board Meeting

Call to Order

Roll Call Attendance

Tab B Resolutions

- Cultural Heritage Months
- Dr. Barry Fish

Tab C Minutes of June 19, 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: Technology Plan Implementation (FC)
- Section 7 Faculty Appointments (EPC)
- Section 8 Staff Appointments (EPC)
- Section 9 Separations/Retirements (EPC)
- Section 10 Emeritus Faculty Status (EPC)

REGULAR AGENDA

Student Affairs Committee

- Section 11 Monthly Report and Minutes (SAC)

Faculty Affairs Committee:

- Section 12 Monthly Report and Minutes (FAC)

Educational Policies Committee:

- Section 13 Monthly Report and Minutes (EPC)
- Section 14 Appointment of Charter Schools Board Members (EPC)

Finance Committee:

- Section 15 Monthly Report (FC)
- Section 16 Consolidated Financial Statements and Supplementary Information as of June 30, 2001 and 2000 (FC)
- Section 17 OMB Circular A-133 Supplementary Financial Reports for the year Ended June 30, 2001 (FC)
- Section 18 2000-2001 General Fund Budget Management Report (FC)
- Section 19 2000-2001 General Fee Report (FC)
- Section 20 2000-2001 Auxiliary Fund Budget Management Report (FC)
- Section 21 Acceptance of Real Property – Estate of Jean Noble Parsons (FC)
- Section 22 Collective Bargaining Agreement Between EMU and the Eastern Michigan University Sergeant's Chapter of the Police Officers Labor Council (FC)
- Section 23 2001-02 Doctoral Stipend Adjustment (FC)

EASTERN MICHIGAN UNIVERSITY

Board of Regents' Meeting

The preliminary minutes of the June 19, 2001, Board of Regents Meeting.

The Regular Meeting of the Eastern Michigan University Board of Regents was called to order by Chair Incarnati at 12:37 p.m. in Room 201, Welch Hall, Ypsilanti, Michigan.

Chairman Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

- Chairman Philip Incarnati
- Vice Chair Rosalind Griffin
- Regent Joseph Antonini
- Regent Jan A. Brandon
- Regent Robert DeMattia
- Regent Steven Gordon
- Regent Michael Morris
- Regent Karen Valvo

Members of the Administration present were:

- President Samuel Kirkpatrick
- Vice President Patrick Doyle
- Vice President Courtney McAnuff
- Vice President Juanita Reid
- Vice President Laurence Smith

The Member of the Administration absent:

- Interim Vice President Michael Harris

Chairman Incarnati welcomed Steven G. Gordon as the newest member of the Board of Regents.

COMMUNICATIONS

Secretary Aymond announced there was one request to address the Board.
Student Body President Dave Shong spoke against supporting the 2001-02 Tuition and Fees Proposal.

The Communications portion of the agenda concluded at 12:42 p.m.

The Board recessed for lunch.

The Regular Meeting of the Eastern Michigan University Board of Regents was reconvened at 1:38 p.m. and an attendance roll call was taken.

The Board Members present were:

Chairman Philip Incarnati
Vice Chair Rosalind Griffin
Regent Joseph Antonini
Regent Jan Brandon
Regent Robert DeMattia
Regent Steven Gordon
Regent Michael Morris
Regent Karen Valvo

**RESOLUTION: Women's Mid-American Tennis Conference
Champions**

Women's Tennis

WHEREAS, The Women's Tennis Team won its second Mid-American Conference Championship in the last four years, May 6, 2001, defeating Marshall University 4-3 in the finals; and

WHEREAS, Rebecca Hawkins, number one singles; Simone Duhme, number two singles; Lisa D'Amelio, number three singles; and Amalia Lincaru, number four singles; all won their matches to give EMU the victory; and

WHEREAS, Rebecca Hawkins and Simone Duhme were named first team All-Mid-American Conference; and

WHEREAS, Simone Duhme received the Leann Grimes Davidge Sportsmanship Award for the second year in a row, voted on by MAC players for the player who displays the most outstanding sportsmanship in MAC competition; and

WHEREAS, The Women's Tennis Team qualified for the NCAA Tennis Championships for the first time ever;

NOW, THEREFORE, BE IT RESOLVED that the Eastern Michigan University Board of Regents congratulates the Women's Tennis Team and Head Coach Dave Farmer and commends them for the honor and distinction they have brought themselves and Eastern Michigan University.

June 19, 2001

Motion Carried.

**RESOLUTION: Men's Track and Field Mid-American
Conference Champions**

Men's Track and Field

WHEREAS, the Men's Track and Field Team swept the three Mid-American Conference Championships this year, winning the Outdoor Championship May 19, 2001, with a total score of 155; and

WHEREAS, Eastern Michigan won four events, including Aaron Barte in the 5000 meters and 10,000 meters, Jalilu Mayo in the 110-meter hurdles and Okechukwu Eziuka in the shot put; and

WHEREAS, Head Coach Brad Fairchild was named MAC Coach of the Year and Aaron Barte was named Most Outstanding Athlete of the Meet; and

WHEREAS, Aaron Barte, Jalilu Mayo and Okechukwu Eziuka were named All-Mid-American Conference First Team; and

WHEREAS, Nduka Awazie qualified for the NCAA Track and Field Championships in the 400 meters;

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

June 19, 2001

Motion Carried.

RESOLUTION: Colonel William J. Stephens
Regent Emeritus

WHEREAS, Colonel William J. Stephens has served Eastern Michigan University faithfully and with great devotion as a Regent from 1996 to 2000; and

WHEREAS, Colonel Stephens served as vice chair of the Board of Regents in 2000, and chair of the Student Affairs Committee from 1997 to 2000, starting each meeting with "say something positive about EMU"; and

WHEREAS, Colonel Stephens served his country in the U.S. Army for nearly 30 years, retiring in 1990 as deputy for Policy and Strategy and Director of the Policy and Strategy Directorate, Directorate for Information Systems, Command, Control, Communications and Computers, Office of the Secretary of the Army; and

WHEREAS, Colonel Stephens is the recipient of two Legion of Merit Awards, two Bronze Stars, two Meritorious Service Medals, the Air Medal, three Joint Service Commendation Medals, the Presidential Unit Citation, Vietnamese Staff Honor Medal, Cross of Gallantry, Vietnam Armed Forces Honor Medal and several U.S. Army campaign and service medals; and

WHEREAS, Colonel Stephens was a Distinguished Military Graduate in ROTC from Eastern Michigan University in 1960, where he starred in track and basketball; and

WHEREAS, Colonel Stephens has received EMU's Distinguished Alumni Award (1985), was inducted into the EMU Athletic Hall of Fame (1987) and the EMU Military Science Hall of Fame (1995) and was selected as one of the top 25 EMU basketball players in 100 years of men's basketball (1997); and

WHEREAS, Colonel Stephens served as the first president of the Washington, D.C., area Alumni Chapter and as a member of the EMU Alumni Association Board of Directors; and

WHEREAS, Colonel Stephens continues to demonstrate his loyalty to Eastern Michigan University and his special concern for and commitment to students;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents expresses its great appreciation to Colonel William J. Stephens for his service and his dedication to Eastern Michigan University; and

BE IT FURTHER RESOLVED, that the Board of Regents of Eastern Michigan University confers upon Colonel William J. Stephens the title "Regent Emeritus," with all the rights and privileges pertaining thereto.

June 19, 2001

Motion Carried.

MINUTES OF THE MARCH 21, 2000, REGULAR BOARD MEETING

Regent Valvo moved and Regent Antonini seconded to approve the minutes of the April 3, 2001, Regular Board Meeting.

Motion Carried.

PRESIDENT'S REPORT

A few weeks ago Pam and I realized that we had reached a milestone—celebrating our first year at EMU. Time flies when you are having fun! This anniversary provided an opportunity to send a campus-wide message thanking so many who made this a successful year. I want to reiterate this appreciation today and also to publicly thank the Board of Regents for being so supportive of the University. It is rare for a regional accreditation team to cite board strengths, commitment to mission and the ability to function at a policy level. The North Central Association did just that, and we are grateful for not-so-small things.

Today we welcome Steve Gordon, a successful entrepreneur and EMU graduate to the Board, and bid farewell to Colonel Bill Stephens, but only as a Board member. The EMU administration is also characterized by leadership changes with the appointment of three new vice presidents, Dr. Paul Schollaert, Provost and Vice President for Academic Affairs, who comes to us from Illinois State University; Vice President Jim Vick, who is homegrown; and Dr. John Shorrock, Vice President for Advancement and Executive Director of the EMU Foundation, who arrives from Bradley University. These appointments are all products of national searches, and the substantial involvement of the University community and our stakeholders is appreciated.

As part of our comprehensive information and communications technology initiative we also have reorganized administratively, bringing together the elements of a previously fragmented structure under the leadership of a chief information officer. Margaret Cline, previously Executive Director of University Computing, has assumed these added responsibilities as Chief Information Officer and Executive Director of Information and Communications Technology.

We also acknowledge the energetic and creative leadership of Michael Harris, who has served as Interim Provost since Ron Collins' death; the many years of administrative service from retiring Dean Morell Boone, who leaves a great legacy in the form of the Halle Library project; and Dean Barry Fish of the College of Arts and Sciences, who is returning to full-time faculty status. Dr. Ellene (Nina) Contis will serve as Interim Dean for Arts and Sciences and Dr. Rhonda Fowler, will serve as Interim Department Head of the Halle Library.

This obviously is an important period for organizational change at EMU as we address some old challenges and position ourselves for new opportunities. We have recently reorganized our central human resource functions, which are now assigned to Vice President for Business and Finance Patrick Doyle, and initiated a longer term reengineering and cultural transformation to streamline processes and place greater responsibility in the hands of line administrators who know programs and their personnel requirements best. This is being facilitated by an experienced higher education human resource specialist, Suzanne Forsyth, who is currently providing assistance to two process redesign teams, one for professional staff hiring and one for administrative and professional salary administration.

To pave the way for new advancement and Foundation leadership, and new and separate administrative leadership for Eagle Crest, where a search is currently underway for an Executive Director, the Board of Regents today will consider two landmark agreements with the Eastern Michigan University Foundation and Eagle Crest Management Corporation. The agreement with the Foundation has been redesigned to emphasize shared values and common goals rather than cumbersome operational procedures, and the agreement with Eagle Crest redefines the responsibilities of the parties, emphasizing the owner/service provider relationship with renewed focus on business planning, accountability and success measurement.

In what is likely to have the most enduring impact on EMU, our strategic planning process is moving along successfully and on schedule. All plans from administrative units and crosscutting committees have now been received and are being analyzed by the University Strategic Planning Committee. The committee hopes to circulate a comprehensive draft plan in late summer for feedback, with a final plan to be approved by the President and Cabinet in early October.

Our academic programs are consistently being strengthened, as witnessed by the recommendation to grant us unconditional reaccreditation by the North Central Association. Grant and contract activity at EMU has hit an all time high, surpassing the \$15 M mark this past week, including a high proportion of research activity stimulated by our faculty who have competed successfully with their peers across the nation. The recent announcement of our role as sole conservator for Titanic artifacts recognizes the strength of our historic preservation program and the campus-wide teamwork that is essential to create and implement a complex nationally recognized project. The fund-raising entrepreneurship of our faculty and staff, working on behalf of students, is further displayed by the \$360,000 scholarship gift we received last week for students coming to EMU through a novel 2+2 program with Bell University in China.

Our facilities continue to be a high priority for EMU, despite our funding challenges. Last month we completed the new University owned electrical substation—a quiet event that converts the entire University’s electrical load to higher voltage levels, provides greater reliability and lowers rates, with estimated annual savings of \$150,000. On the agenda today are two high demand projects which we are initiating through planning authority—the needs assessment for expansion of the McKenny Union is now complete and it is time to comprehensively plan, and similarly, we are initiating progress on a parking structure through a feasibility study. These projects will have to be supported by users, but we believe there is high demand for them. Finally, we are about to complete our first new student housing project in three decades—an innovative living and learning center that is on target for fall occupancy.

I ended my last President’s Report with an update on one challenge that has been on our minds—state funding for higher education and how to meet our needs, especially for substantial fixed cost increases in a period of declining revenues for state government. Since that time, these issues have preoccupied us as we prepare for a new fiscal year at the beginning of the month.

On a positive note, we have made a valiant effort to explain our underfunding, and with the help of many University friends, students and our new Alumni Legislative Connection, we were able to persuade the Senate to treat us more favorably and equitably than the House. For EMU, the range of appropriation options is now wider since the Senate bill provided an increase of 5.7 percent, which has now been thrown into the legislative conference committee hopper with the 2 percent approved by the House and the new executive branch recommendation of zero increases for all universities.

With our budget needs well established and our rising costs well known, the ultimate question is the mix between our two primary sources of revenue—appropriations and tuition. The budget plan before the Board today is based upon our legislative requests developed last fall and includes new revenue to balance the budget, with base tuition depending on the level of state appropriations.

What are the key fiscal trends shaping this situation? All of the American states have proportionately disinvested in higher education, the share of state spending for higher education has declined in light of other demands, especially K-12, Medicaid, prisons and highways, and states have substituted tuition revenue for tax revenue, shifting the cost of public higher education from general taxpayers to students and their parents. On the average, four-year public institutions in the United States now receive only 31 percent of their current fund revenue from state appropriations. Make no mistake about it, public higher education is becoming privatized—the once paramount view of pursuing a higher education as a public good benefiting society as a whole has now been tipped in favor of viewing higher education as a private good, inuring to the student who receives an education and its comparative advantages of better employment and substantially higher lifetime earnings.

Over the past fifteen years, EMU’s ratio of state appropriations to tuition declined from 1.9 to 1 to 1.2 to 1 and our state appropriation as a percentage of general fund revenue decreased from 64 percent to 53 percent. In Michigan, there is a direct relationship between appropriations and tuition—in years when appropriations are higher, tuition and fee increases are lower.

On the Board agenda today is an important and innovative contract for our temporary full-time lecturers, whom we value greatly for their teaching abilities. It not only provides considerably improved wages and benefits, but also sets incentives and rewards for high performance and heightened levels of terminal degree completion. I also want to note an academic milestone in the history of the University—the admittance of our first cohort of 10 Ph.D students, enabling full implementation of our new Ph.D program in clinical psychology this fall semester.

EMU is reaching out more vigorously than ever, improving the broader community and strengthening our programs collaboratively. Since our last meeting we have appointed and initiated the work of four joint city/university task forces to address environmental and capital improvements, collaborative programs, student residential improvements, and signage enhancements.

Illustrative of our collaboration this spring is our joint Depot Town Banner Project linked to the goal of expanding Depot Town west on Cross Street, and our recent proposal submitted to the Department of Housing and Urban Development for a Community Outreach Partnership Center to benefit Ypsilanti and assist community organizations in solving community problems. The State has also now designated our area for a SmartZone, and through the leadership of EMU's Institute for Community and Regional Development, we are partnering with the Washtenaw Development Council, The University of Michigan and our Ypsilanti and Ann Arbor downtown authorities to market downtown sites as locations for high-tech business startups.

As we provide facilities and information and cultural programming for the region, we celebrate a very successful spring for the Convocation Center, which hosted nine commencements beyond our own, capping a year with 38 percent growth in Center usage, as well as the fund-raising successes of WEMU, which recently passed its goal of \$460,000.

There are so many student accomplishments at EMU that they are often lost in the numbers, so I want to highlight a few today. First of all, through our inaugural President-For-A-Day program, which featured Sarah Cane, we have proved that a student **can** run the University, and that the President **can** learn about and enjoy the complex life of an EMU student. More than 60 students participated in an EMU LeaderShape program last month, signaling our commitment to student leadership development through a six-day intensive leadership experience designed to help student participants lead with integrity.

Academically, students in EMU's Japanese program swept the 2001 Michigan Japanese Speech Contest. Jennifer Cantwell, a senior from Lowell, won the grand prize and Paul Taylor, a senior from Pontiac, took first place. Jennifer is majoring in Japanese and Paul is a Japanese and Accounting major. Paul was the first African American male to ever win this State competition, and it is interesting to note that he was admitted to EMU through the Summer Incentive Program, a living example of why we must continue to be a University of access and opportunity.

We also celebrate the accomplishments of our student athletes, who as a group surpassed a landmark GPA to exceed 3.0, up from 2.6 two years ago, and to those we recognize today for winning two of our five MAC titles this year—Women's Tennis and Men's Track and Field.

Our challenge is even more substantial when you consider our historical underfunding. EMU ranks fifth lowest in per student appropriations, we have always been in the bottom cluster of funding per student, and our students now receive only 65 percent of the average per student support in Michigan public universities. We are working hard to change this, but in the meantime our quality cannot suffer. We cannot maintain our current level of educational activity and improve the quality of our offerings and services to students when we **invest** at the same comparatively low level as the State **appropriates**. When our expenditures per credit hour of instruction are fourth lowest in the State and next to lowest in the Mid-American Conference, we know that continued inaction will doom us to being toward the bottom in every measure. As in most areas, in higher education you get what you pay for.

What are we paying for and what is driving our costs? First, I want to address some common public misperceptions. As shown repeatedly in national studies, college costs are not rising as fast as the public perceives, especially for public higher education institutions, which are often painted with the same brush as high cost private institutions. To the public, rising prices usually mean that universities are not effectively managing their costs, but this reflects a misunderstanding about how prices and costs work. In the business world, price is equal to cost plus profit, but for universities, price reflects costs minus subsidies. Because of our values, we sell education at a price lower than cost.

To this we must add another little understood fact—what we buy at work in a university often differs from what we buy at home. The Consumer Price Index is not a good measure of costs in higher education, yet the State uses it as a benchmark. A university's grocery basket is three-fourths people, who are specialized, highly skilled, and competitive, requiring salaries and benefits that match the marketplace. It also contains costly advanced technology and scientific instrumentation unique to our mission, new programs that respond to the State's need for economic development in an information age, costly regulations and unfunded mandates from various levels of government, and demands from students and parents for high accessibility, better facilities, improved services and market-driven programs.

Rest assured that an institution as underfunded as EMU knows how to control and manage costs. We pay close attention to faculty productivity, to new and better ways of doing things, to energy and health care savings, and to the efficiencies offered by technology. This year alone we tightened our belt and reallocated over \$1.5 M to pay our obligations, cutting funding for staff replacements, research support, electricity, residence hall leadership, and continuing education, for example. Over the course of the last decade, 54 academic programs were phased out.

With these various needs and conditions in mind, we developed a budget that (1) covers fixed costs, which are now exceeding \$9 M in increases, reflecting labor contracts and the new lecturers' agreement, energy, other contractual obligations, the substantial unfunded state mandate for MPERS, inflation on operations, and tuition-based scholarships; (2) addresses information technology infrastructure, including replacement and recurring costs, software systems and portal development, with an emphasis on critical systems, such as those for registration, financial aid and business affairs, plus student labs, and desktop replacements; (3) addresses program enhancements that serve students, such as marketing, student recruitment, registration communications, advising, retention programs, scholarships, student union expansion, the disabilities office, and parking; (4) addresses program developments of key interest to the State and the University, such as the clinical

psychology Ph.D implementation, advanced placement online programs for high school seniors, accelerated teacher certification, youth and human service/nonprofit management programs, and the Small Business Development Center; (5) creates a mechanism and begins a funding stream for addressing critical deferred maintenance needs and investments in cost-avoidance, such as energy efficient lighting and building metering systems; (6) addresses key issues raised by the North Central Association in our accreditation review, such as information technology, advising, disability services, marketing and communications; (7) provides some flexibility to respond to creative outcomes in strategic planning; and (8) creates an additional financial aid safety net for needy students, especially those impacted by additional charges, through expanded scholarships, a special grant fund and expanded loan programs.

This budget is funded by a mix of appropriations, tuition, fees and other revenues, and the ultimate contribution of the base tuition rate, which we hope to limit within the 10 percent range, will depend on the State's investment. Our serious information and communications technology challenge, which is on the order of \$25 M or \$30 M, will begin to be addressed through a technology fee, now common to 70 percent of public universities, and we will restructure the general fee without increasing it, to focus more on student services and facilities of benefit to all students. Finally, as many universities are now doing in light of state disinvestments, wide variation in program costs, and differential salaries for graduating students across programs, we are more closely aligning academic costs and prices through an expanded set of program fees, eliminating our current incidental course fees which are inadequate and costly to collect.

Throughout most of the last decade, tuition and fee increases at Michigan public universities have been at or below the national average, and at EMU over the last five years, tuition and fees have increased less than 16 percent as the state appropriation has increased 19 percent. While we have under-invested from a tuition perspective, we have been able to increase the diversification of our revenue sources—the proportion of institutionally generated revenue due to tuition and fees has actually declined. Eastern's undergraduate resident tuition and fees are typically second or third lowest in the State; this places us 20 percent below the average in Michigan and 15 percent below the average for public universities in the Great Lakes states. And our non-resident tuition and fees are fifth lowest in the State, 10 percent below the national average and 18 percent below state university and land grant peers. In addition, when we have had to increase tuition, we have been attentive to student financial aid needs—over the past five years our expenditures for scholarships have increased at more than twice the rate of increase in tuition and fees.

EMU can no longer afford to be at the bottom of the pack in this very competitive world of higher education. Low-balling funding, whether through appropriations or tuition, also low-balls quality. We have an exceptional educational product; let's preserve and enhance it. EMU is positioned for even greater success as the public gains an understanding of our strengths and our commitment to quality as reflected in our investment. This investment reflects a partnership with government, students, parents, donors and alumni, and we are grateful for the roles so many stakeholders are playing to achieve success for the University.

TREASURER'S REPORT

Section 1

Regent DeMattia moved and Regent Antonini seconded that the Treasurer's Report for the month of April 2001, be received and placed on file.

Motion Carried.

INTERNAL AUDIT

Section 2

Regent DeMattia moved and Regent Antonini seconded that the Internal Audit report for April 2001 through May 2001, be received and placed on file.

Motion Carried.

GRANTS/CONTRACTS

Section 3

Regent DeMattia moved and Regent Antonini seconded that 96 grants and contracts totaling \$4,088,464 for the period 03/01/01 through 05/31/01 be accepted.

Motion Carried.

CONSTRUCTION PROJECTS PROGRESS

Section 4

Regent DeMattia moved and Regent Antonini seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending June 6, 2001.

Motion Carried.

ACCOUNTS RECEIVABLE

Section 5

Regent DeMattia moved and Regent Antonini seconded that the Student Accounts Receivables Ration Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of April 30, 2001, be received and placed on file.

Motion Carried.

2000-01 GENERAL FUND BUDGET STATUS REPORT

Section 6

Regent DeMattia moved and Regent Antonini seconded that the Board receive and place on file the 2000-01 General Fund Budget Status Report.

Motion Carried.

FACULTY APPOINTMENTS

Section 7

Regent DeMattia moved and Regent Antonini seconded that the Board approve twenty-four tenure-track appointments for the 2001-2002 academic year at the ranks, salaries, and effective dates shown on the following lists.

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 Chem*
	Babcock	Donald J.	W / M	ASST	\$40,500.00	Music	Trombone/Jazz/Music Techn
	Baker	William Dougla	W / M	ASST	\$43,500.00	English	English Education
	Blakely	Colin	W / M	ASST	\$40,200.00	Art	Photography
	Byrd	Michelle R.	W / F	ASST	\$45,000.00	Psychology	Clinical Behavioral
	Chamberlain	Kathleen P.	W / F	ASST	\$43,000.00	Hist/Phil	Native Amer Hist*
	Coffman	Margaret A.	W / F	ASST	\$43,500.00	Biology	Science Education
	Damiano	Carla A.	N / F	ASST	\$40,000.00	FLABS	German
	Downey	Karen K.	W / F	ASSC	\$56,842.00	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*
	Hyndman	Chris	W / M	ASST	\$40,200.00	Art	2-D Foundations
	Laporte	Marianne M.	W / F	ASST	\$44,000.00	Biology	Botany*
	Lauterbach	Dean	W / M	ASSC	\$46,900.00	Psychology	Clinical
	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 Intel/Wmn Hist*
	Orrange	Robert M.	W / M	ASST	\$43,100.00	SAC	Family & Family Policy*
	Richard	David	W / M	ASSC	\$46,200.00	Psychology	Clinical Behavioral

College	Last Name	First Name MI	Race/Sex	Rank	Salary	Department	Specialization
	Ruggiero	Maria F.	W / F	ASST	\$40,200.00	Art	Watercolor
	Schoenhals	Joel	W / M	ASST	\$41,000.00	Music	Piano/Jazz/Music Technology
	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*
COB							
	Chou	David C.	A / M	PROF	\$99,500.00	FCIS	Computer Information Syste
	Chowdhury	Sanjib	A / M	ASST	\$67,000.00	MGT	Strat/Bus Policy*
	Frye	Crissie M.	B / F	ASST	\$67,000.00	MGT	HR Management*
	Lee	Huei	A / M	ASST	\$78,000.00	FCIS	Database/Sys Anal*
	Scazzero	Joseph A.	W / M	ASSC	\$92,500.00	FCIS	Computer Information Syste
COE							
	Balowski	Janet	W / F	INST	\$39,000.00	HPERD	Athletic Training
	Burns	Carolyn M.	W / F	ASST	\$43,500.00	Teacher Ed	Educational Psychology
	Carter	Carolyn J.	B / F	ASST	\$44,000.00	Teacher Ed	Secondary Reading
	Choudhuri	Devika D.	A / F	ASST	\$44,500.00	L & C	Counselor Education
	Dokes-Brown	Marion A.	B / F	ASST	\$44,000.00	Teacher Ed	Elementary Reading
	Karshin	Christine M.	W / F	ASST	\$43,500.00	HPERD	Wellness/Health Education
	McCarthy	Susan K.	W / F	ASST	\$43,500.00	HPER&D	Health Education
	Rearick	Mary	W / F	ASST	\$44,000.00	Teacher Ed	Elementary Reading

College	Last Name	First Name MI	Race/Sex	Rank	Salary	Department	Specialization
	Schulz	Jeffrey W.	W / M	ASSC	\$50,000.00	HPER&D	Health Education
	Williamson	Ronald D.	W / M	ASSC	\$50,513.00	L&C	Educ Leadership/Admin.
	Zamani	Eboni M.	B / F	ASST	\$49,350.00	L&C	Educ Leadership/Admin
LRCT	Nims	Julia K.	W / F	ASST	\$37,000.00	LR&T	Public Relations Librarian *

Cumulative Hiring Statistics:

Total	43
Female:	24 [55.81%]
Male:	19 [44.19%]
Sex Unknown:	0 [0.00%]
Black:	4 [9.30%]
Hispanic:	0 [0.00%]
Asiant:	5 [11.63%]
Native-American:	1 [2.33%]
Multi-racial:	0 [0.00%]
White:	33 [76.74%]
Total Minorities/Race:	10 [23.26%]

*Previously presented to the Board of Regents

STAFF APPOINTMENTS

Section 8

Regent DeMattia moved and Regent Antonini seconded that the Board of Regents approve the 30 staff appointments listed on the following pages.

DATE: June 19, 2001
 BOARD REPORT FOR: 06/19/01
 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>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Thomas, Wendy	USSBA:Small Business Development Center	PT-09	Senior Business Consultant, Michigan Small Business Development Center	05/01/01	\$46,862	100	B	F	New Hire
Bradwell, Latifa	USSBA:Small Business Development Center	PT-08	Business Consultant, Michigan Small Business Development Center	05/01/01	\$41,600	100	B	F	New Hire
Holt, Erica	USSBA:Small Business Development Center	PT-08	Business Consultant, Michigan Small Business Development Center	05/01/01	\$35,100	75	B	F	New Hire
Howard, Jennifer	University Planning, Budgeting and Analysis	PT-08	Budget Analyst II	05/29/01	\$42,500	100	W	F	New Hire
Krakower, David	Convocation Center	PT-08	Manager, Ticket Operations	03/26/01	\$38,750	100	W	M	New Hire
Rekhter, Natalia	Career Services Center	PT-08	Career Development Associate	04/27/01	\$37,000	100	W	F	New Hire
Duggan, Molly	Academic Advising	PT-07	Academic Advisor	03/19/01	\$32,500	100	W	F	New Hire
Hill, Beth	Comer Schools	PT-07	Administrative Associate I	05/16/01	\$35,500	100	B	F	New Hire
Milliken, Heather	Upward Bound	PT-06	Academic Support Program Specialist	05/07/01	\$27,000	100	W	F	New Hire
Buhinicek, Tracey	McKenny Union/Campus Life	CS-05	Senior Secretary	05/15/01	\$12,074	50	W	F	New Hire
Kuch, Peggy	Nursing	CS-05	Senior Secretary	04/09/01	\$24,147	100	W	F	New Hire
Ricciardo, Hedy	Accounting-College of Business	CS-05	Senior Secretary	04/17/01	\$24,147	100	W	F	New Hire
Short, Shannon	Business & Technology Education	CS-05	Senior Secretary	05/10/01	\$24,147	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>
Altenbernt, Robin	Associate Health Professions	CS-04	Secretary II	03/26/01	\$21,369	100	A	F	New Hire
Cox, Lori	Public Safety Office	CS-04	Police Dispatcher	04/08/01	\$21,369	100	W	F	New Hire
Grohowski, Lori	Intercollegiate Athletics Promotions	CS-04	Secretary II	04/16/01	\$21,369	100	W	F	New Hire
Holley, Sandra	Nursing	CS-04	Secretary II	05/01/01	\$10,685	50	M	F	New Hire
Klught, Gloria	Social Work	CS-04	Secretary II	04/09/01	\$21,369	100	W	F	New Hire
Moore, Bethany L.	McKenny Union/Campus Life	CS-04	Secretary II	04/17/01	\$10,685	50	W	F	New Hire
Poerner, Mary	Leadership & Counseling	CS-04	Secretary II	03/05/01	\$10,685	50	W	F	New Hire
Wilkins, Brandi	Management	CS-04	Secretary II	04/09/01	\$10,685	50	B	F	New Hire
Bogarin, Ryan	Administrative Support Services	CS-03	Postal Clerk	04/02/01	\$19,246	100	W	M	New Hire
Bell, William	Physical Plant	FM-06	Custodian	03/22/01	\$16,806	100	W	M	New Hire
Brackman, Patricia	Physical Plant	FM-06	Custodian	04/08/01	\$16,806	100	W	F	New Hire
Corn, Robert	Physical Plant	FM-06	Custodian	04/08/01	\$16,806	100	W	M	New Hire
Luther, Joshua	Physical Plant	FM-06	Custodian	03/20/01	\$16,806	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>
Paton, Marc	Physical Plant	FM-06	Custodian	04/08/01	\$16,806	100	W	M	New Hire
Saenz, Maria	Physical Plant	FM-06	Custodian	04/08/01	\$16,806	100	H	F	New Hire
Shophear, Mark	Physical Plant	FM-06	Custodian	04/08/01	\$16,806	100	W	M	New Hire
Willey, Daniel	Eastern Eateries	FM-95	Fast Food Worker	05/01/01	\$10,400	62.5	W	M	New Hire

Motion Carried.

SEPARATIONS/RETIREMENTS

Section 9

Regent DeMattia moved and Regent Antonini seconded that the Board approve 34 separations and retirements as shown on the following listings:

DATE: Jur. 2001
 BOARD REPORT FOR: 06/19/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

PAGE 1
 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>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Lake, Marylyn	Special Education	PROF	Professor	09/01/67	03/24/01	\$66,104	100	W	F	Deceased
Pappas, John	Leadership & Counseling	PROF	Professor	09/01/66	05/01/01	\$91,136	100	W	M	Retired
Peterson, Roger	Marketing	PROF	Professor	12/29/80	05/01/01	\$84,722	100	I	M	Retired
Samonte, Quirico	Teacher Education	PROF	Professor	09/15/63	05/01/01	\$87,722	100	A	M	Retired
Hutchins, Ronald	Finance & CIS	ASSC	Associate Professor	06/27/77	05/01/01	\$78,153	100	W	M	Retired
Walter, James Richard	Mathematics	ASST	Assistant Professor	09/01/64	05/01/01	\$62,736	100	W	M	Retired
Heidloff, Theodore	Executive Director of Human Resources	AP-14	Executive Director Human Resources	12/17/90	03/13/01	\$109,646	100	W	M	At Will Termination
Yee, Sandra	Learning Resources-Library	AP-13A	Associate Dean LR&T	09/01/82	05/01/01	\$92,420	100	W	F	Retired
Homann, Mary Anne	COMER Schools & Families	AP-10	Univ Facilitator-Comer Project	11/20/95	05/05/01	\$50,508	100	W	F	Retired
Roach, Brett	Intercollegiate Athletics-Administration	AP-10	Assistant Director Athletic & Facilities Operations	05/10/90	05/23/01	\$51,175	100	W	M	Other Job
Nordmann, Andrea	Intercollegiate Athletics-Women's Basketball	AC-13	Assistant Head Coach Women's Basketball	08/03/98	05/26/01	\$48,530	100	W	F	Other Job

DATE: J. .2001
 BOARD RESOLUTION FOR: 06/19/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/RETIREMENTS

2
 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>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Parmelee, Phillip	University Computing Administrative Application Development & Support	PT-10	Mainframe Systems Specialist Senior	07/10/00	03/30/01	\$72,000	100	W	M	Quit Without Notice
Helling, Ammie	Career Services-Coop Education	PT-09	Coordinator Career Services Placement	01/17/00	03/13/01	\$40,602	100	W	F	Personal
Regner Deborah	Health Service Health Education	PT-08	Coordinator Health Education	10/11/99	06/02/01	\$17,770	50	W	F	Other Job
Bird, Rosa	Purchasing	PT-07	Purchasing Agent	12/01/77	04/01/01	\$32,736	100	W	F	Retired
Jones, Deborah	Children's Center	PT-07	Lead Teacher	09/15/98	05/05/01	\$31,151	100	W	F	Other Job
Pleshakov, Christina	University Planning, Budgeting, & Analysis	PT-07	Budget Analyst I	08/24/99	03/24/01	\$37,132	100	W	F	Other Job
Williamson, Anthony	Community Service	PT-07	Program Coordinator-America Reads	09/18/00	03/10/01	\$15,300	50	B	M	Other Job
Clanton, Andre	Residence Hall Prorate	PT-06	Area Complex Director	01/04/00	06/01/01	\$27,089	100	B	M	Other Job
Richardson, Bette	Dining Commons #1	PT-06	Assistant Unit Manager Dining Services	10/01/84	05/26/01	\$32,992	100	W	F	Retired
Martin, Rosalind	Institute for the Study of Children and Families	PT-06	Administrative Assistant II	03/09/90	03/24/01	\$13,150	50	B	F	Did Not Return From Leave
Chicko, Anthony	Public Safety Office	CP-01	Officer Campus Police	01/11/99	05/10/01	\$37,825	100	W	M	Other Job

<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>
Hancock, Patricia	Vice President for University Relations	CC-07	Executive Secretary	04/04/77	04/16/01	\$36,119	100	W	F	Retired
Crane, Bertha	Associate Vice President for Extended Program	CS-06	Administrative Secretary	10/13/69	06/01/01	\$36,743	100	W	F	Retired
Reed, Kim	Industrial Technology	CS-05	Senior Secretary	12/14/87	05/01/01	\$24,623	100	W	F	Other Job
Stolthard, Dana	Business & Technology Education	CS-05	Senior Secretary	01/29/96	04/15/01	\$25,017	100	W	F	Other Job
Kilburn, Vicky	Health Service Primary Care	CS-04	Customer Service Representative	04/19/99	06/30/01	\$21,369	100	W	F	Other Job
Laferier, Leslie Joe	Parking	CS-04	Police Dispatcher	09/05/00	03/17/01	\$21,369	100	W	M	Other Job
Poerner, Mary	Leadership & Counseling	CS-04	Secretary II	03/05/01	03/21/01	\$10,685	50	W	F	Personal
Suma, Cobinaba	Learning Resources-Library	CS-04	Library Assistant II	06/22/98	04/13/01	\$21,369	100	B	F	Discharged
MacNeil, Leo	Administrative Support Services-Mailroom	CS-03	Postal Clerk	02/26/01	03/10/01	\$19,246	100	W	M	Discharged
Moran, Noah	Rec/Intramural Office Operations	FM-16	Swimming Pool Attendant	02/25/98	05/12/01	\$7,608	25	W	M	Going Back to School
Jordan, Cheryl	Custodial Services	FM-06	Custodian	05/19/97	04/03/01	\$25,875	100	W	F	Resignation
Ledgerwood, Deborah	McKenny Union Custodial Services	FM-06	Custodian	02/25/01	03/30/01	\$16,806	100	W	F	Discharged

EMERITUS FACULTY STATUS

Section 10

Regent DeMattia moved and Regent Antonini seconded that the Board grant Emeritus Faculty Status to the eleven former faculty members listed below.

Lee R. Boyer
Barbara E. Brackney
Stephens W. Brewer, Jr.
Patricia L. Butcko
Robert Crowner
Marylyn Elizabeth Lake (posthumous)
Roger Peterson
Margaret Joanne "Jody" Smith (posthumous)
John M. Sullivan (posthumous)
James R. Walter
Stewart Dean Work

Motion Carried.

FACULTY REAPPOINTMENTS

Section 11

Regent DeMattia moved and Regent Antonini seconded the motion to accept the reappointment of 126 probationary faculty members for the 2001-02 academic year.

Current Reappointments (Beginning in 2001-02)

Attachment A

Name	Rank	Department
<u>College of Arts and Sciences</u>		
1. Adler-Kassner, Linda	Assistant Professor	English Language & Literature
2. Ajrouch, Kristine	Assistant Professor	Sociology, Anthropology, Criminology
3. Alexander, Jessica	Assistant Professor	Communication & Theater Arts
4. Al-Ghadeer, Moneera	Assistant Professor	English Language & Literature
5. Atzmon, Leslie	Assistant Professor	Art Department
6. Bednekoff, Peter	Assistant Professor	Biology Department
7. Bernstein, Jeffrey	Assistant Professor	Political Science Department
8. Bilge, Barbara	Assistant Professor	Sociology, Anthropology, Criminology
9. Blake, Kevin	Assistant Professor	Geography & Geology Department
10. Brewer, Timothy	Assistant Professor	Chemistry Department
11. Britton, Barbara	Assistant Professor	Mathematics Department
12. Burlingame, Lori	Assistant Professor	English Language & Literature
13. Butch, Elizabeth	Assistant Professor	Chemistry Department
14. Cano, Annmarie	Assistant Professor	Psychology Department
15. Carroll III, James	Assistant Professor	Physics & Astronomy Dept.
16. Clemans, Daniel	Assistant Professor	Biology Department
17. Csicsila, Joseph	Assistant Professor	English Language & Literature
18. DeHoog, John	Assistant Professor	Art Department
19. Dieterle, Jill	Assistant Professor	History & Philosophy Department
20. Dorsey, John	Assistant Professor	Music Department
21. Engen, David	Assistant Professor	Communication & Theater Arts
22. Estrem, Heidi	Assistant Professor	English Language & Literature
23. Evett, Matthew	Assistant Professor	Computer Science Department
24. Fields, Doris	Assistant Professor	Communication & Theater Arts
25. Friebe, Timothy	Associate Professor	Chemistry Department
26. Graves, Kerry	Assistant Professor	Communication & Theater Arts
27. Green, TeResa	Assistant Professor	Political Science Department
28. Grondona, Veronica	Assistant Professor	English Language & Literature
29. Holmes, Heather	Assistant Professor	Chemistry Department
30. Hoodin, Flora	Assistant Professor	Psychology Department
31. Kaston, Andrea	Assistant Professor	English Language & Literature
32. Kern, Roger	Assistant Professor	Sociology, Anthropology, Criminology
33. Knapp, James	Assistant Professor	English Language & Literature
34. Krause, Steve	Assistant Professor	English Language & Literature
35. Kuehn, Kevin	Assistant Professor	Biology Department
36. Leopard, Barbara	Assistant Professor	Mathematics Department
37. Leighton, Paul	Assistant Professor	Sociology, Anthropology, Criminology
38. Liggitt, Peggy	Assistant Professor	Biology Department
39. Low, Walter	Assistant Professor	Communication & Theater Arts
40. Mayda, Chris	Assistant Professor	Geography & Geology Department
41. McNally, Michael	Assistant Professor	History & Philosophy Department
42. Moore, Adam	Assistant Professor	History & Philosophy Department
43. Nabors, Nina	Assistant Professor	Psychology Department
44. Nelson, Brian	Assistant Professor	Art Department
45. Nelson, Michelle	Assistant Professor	Art Department

College of Arts and Sciences - continued

46. Olwell, Russell	Assistant Professor	History & Philosophy Department
47. Poli, Maria Serena	Assistant Professor	Geography & Geology Department
48. Pyle, Barry	Assistant Professor	Political Science Department
49. Quiel, Raymond	Instructor	Communication & Theater Arts
50. Reiling, Denise	Assistant Professor	Sociology, Anthropology, Criminology
51. Reinhardt, Ulrich	Assistant Professor	Biology Department
52. Schroeder, Michael	Assistant Professor	History & Philosophy Department
53. Sickels-Tave, Lauren	Assistant Professor	Geography & Geology Department
54. Sipe, Rebecca	Assistant Professor	English Language & Literature
55. Stille, Lee	Assistant Professor	Communication & Theater Arts
56. Sverdlik, William	Assistant Professor	Computer Science Department
57. Wang, Wendy	Assistant Professor	Foreign Languages & Bilingual Studies
58. Zinggeler, Margrit	Assistant Professor	Foreign Languages & Bilingual Studies
59. Zot, Henry	Associate Professor	Biology Department

College of Business

60. Brickner, Daniel	Assistant Professor	Accounting Department
61. Bunsis, Howard	Associate Professor	Accounting Department
62. Kretovich, Duncan	Assistant Professor	Finance/CIS Department
63. Schulz, Eric	Assistant Professor	Management Department

College of Education

64. Anderson, David	Assistant Professor	Leadership & Counseling Department
65. Angermeier-Howard, Lisa	Assistant Professor	HPERD Department
66. Armstrong, William J.	Assistant Professor	HPERD Department
67. Baiyee, Martha	Assistant Professor	Teacher Education Department
68. Barott, James	Associate Professor	Leadership & Counseling Department
69. Broughton, Elizabeth	Assistant Professor	Leadership & Counseling Department
70. Burke, Wendy	Assistant Professor	Teacher Education Department
71. Burton, Ella	Assistant Professor	Leadership & Counseling Department
72. Charles, Mike	Assistant Professor	Teacher Education Department
73. Colon, Geffrey	Assistant Professor	HPERD Department
74. Dichtelmiller, Margo	Assistant Professor	Teacher Education Department
75. Faust, Roberta	Assistant Professor	HPERD Department
76. Frankes, Lisa	Assistant Professor	Teacher Education Department
77. Gould, Caroline	Assistant Professor	Teacher Education Department
78. Harmon, Deborah	Assistant Professor	Teacher Education Department
79. Hasan, Hamman	Assistant Professor	Special Education Department
80. Hobson, Suzanne	Assistant Professor	Leadership & Counseling Department
81. Hoffman, Ellen	Assistant Professor	Teacher Education Department
82. Jerome, Sherry	Assistant Professor	HPERD Department
83. Jones, Toni	Assistant Professor	Teacher Education Department
84. Levine, Shel	Assistant Professor	HPERD Department
85. Margerum-Leys, Jon	Assistant Professor	Teacher Education Department
86. Maylone, Nelson	Assistant Professor	Teacher Education Department
87. McGregor, Stephen	Assistant Professor	HPERD Department
88. Nair, Murali	Assistant Professor	HPERD Department

College of Education - continued

89. Parker, Kathlyn	Assistant Professor	Special Education Department
90. Pedersen, Julianne	Assistant Professor	HPERD Department
91. Schumacher, Jodi	Instructor	HPERD Department
92. Skaggs, Kaia	Assistant Professor	Teacher Education Department
93. Tonkovich, John	Associate Professor	Special Education Department
94. Woodiel, Donna	Assistant Professor	HPERD Department

College of Health & Human Services

95. Alford-Trewn, Peggy	Assistant Professor	Nursing Department
96. Brooks, Judi	Assistant Professor	HECR Department
97. Croxall, Colleen	Instructor	Associated Health Professions
98. Fineberg, Keith	Assistant Professor	HECR Department
99. Howells, Valerie	Assistant Professor	Associated Health Professions
100. Nunn, Patricia	Assistant Professor	Nursing Department
101. Rankin, Larry	Assistant Professor	Nursing Department
102. Tanicala, Martha	Assistant Professor	Nursing Department
103. Welker, Kelly	Assistant Professor	HECR Department
104. Williams, Michael	Assistant Professor	Nursing Department
105. Wu, Tsu-Yin	Assistant Professor	Nursing Department

College of Technology

106. Adamski, Anthony	Assistant Professor	Interdisciplinary Technology Department
107. Albayyari, Jihad	Associate Professor	Industrial Technology Department
108. Bari, Mohammad	Assistant Professor	Industrial Technology Department
109. Cardon, Phillip	Assistant Professor	Business & Technology Education
110. Ferber, Miklos	Instructor	Industrial Technology Department
111. Fulkert, Ronald	Assistant Professor	Business & Technology Education
112. Gotts, Victoria	Instructor	Industrial Technology Department
113. Kinczkowski, Linda	Assistant Professor	Business & Technology Education
114. Lyman, Steven	Assistant Professor	Interdisciplinary Technology Department
115. Lyons, Harvey	Associate Professor	Industrial Technology Department
116. Majeske, Paul	Assistant Professor	Interdisciplinary Technology Department
117. Mitchell, Greg	Assistant Professor	Industrial Technology Department
118. Nordstrom, David	Professor	Interdisciplinary Technology Department
119. Pilato, Denise	Assistant Professor	Interdisciplinary Technology Department
120. Ray, Daniel	Assistant Professor	Business & Technology Education
121. Wang, Ming-En	Assistant Professor	Industrial Technology Department

Learning Resources & Technologies

122. Baier, Randal	Assistant Professor	LR&T
123. Bruenger, John	Instructor	LR&T
124. Klopfer, Lisa	Assistant Professor	LR&T
125. Owen, Eric	Instructor	LR&T
126. Shirato, Linda	Assistant Professor	LR&T

FACULTY TENURE

Section 12

Regent DeMattia moved and Regent Antonini seconded the motion to approve the granting of tenure to 14 faculty members beginning 2001 fall semester.

<u>Name</u>	<u>Rank</u>	<u>Department</u>
<u>College of Arts and Sciences</u>		
1. Jones, Joan Cohen	Assistant Professor	Mathematics Department
2. McHoskey, John	Assistant Professor	Psychology Department
3. Oketani, Hitomi	Assistant Professor	Foreign Languages & Bilingual Studies
4. Pernecky, Steven	Associate Professor	Chemistry Department
5. Saddik, Annette	Assistant Professor	English Language & Literature
6. Simmons, Charles	Associate Professor	English Language & Literature
<u>College of Education</u>		
7. Bogle, Phillip	Assistant Professor	HPER&D Department
8. Conley, Kathleen	Associate Professor	HPER&D Department
9. Quilter, Shawn	Assistant Professor	Teacher Education Department
10. Stevens, Lizbeth	Assistant Professor	Special Education Department
<u>College of Health and Human Services</u>		
11. Lan, Virginia	Assistant Professor	Nursing Department
12. Ragg, David	Assistant Professor	Social Work Department
13. Weinberg, Sylvia	Assistant Professor	Social Work Department
<u>College of Technology</u>		
14. Bellamy, Alphonso	Associate Professor	Interdisciplinary Technology Department
<u>College of Business</u>		
Rahman, Mahmud	Assistant Professor	Finance/CIS Department

Motion Carried.

FACULTY PROMOTIONS

Section 13

Regent DeMattia moved and Regent Antonini seconded that Board accept and place on file the report entitled Promotion of Faculty Members for 2001-02.

<u>Name</u>	<u>Department</u>	<u>College</u>	<u>Promoted To</u>
Blakeslee, Ann	English Language & Literature	CAS	Professor
Callaway, Yvonne	Leadership & Counseling	COE	Professor
Cupples, Willie	Special Education	COE	Professor
Daeumer, Elisabeth	English Language & Literature	CAS	Professor
Erenburg, Sharon	Economics	CAS	Professor
Esposto, Alfredo	Economics	CAS	Professor
Folk, David	Mathematics	CAS	Professor
Gordon, Jane	Teacher Education	COE	Professor
Hanson, Robert	Finance & Computer Information Systems	COB	Professor
Heyl-Clegg, Deborah	Chemistry	CAS	Professor
Kattelus, Susan	Accounting	COB	Professor
Leapard, David	Business & Technology Education	COT	Professor
Miller, Kevin	Music	CAS	Professor
Norton, Sandy	English Language & Literature	CAS	Professor
Pancioli, Diana	Fine Art	CAS	Professor
Peden, Genevieve	Foreign Language & Bilingual Studies	CAS	Professor
Quinn, Kathleen	Special Education	COE	Professor
Reuter-Feenstra, Pamela	Music	CAS	Professor
Schuster, Elizabeth	Social Work	CHHS	Professor
Stacey, Kathleen	Communication & Theater Arts	CAS	Professor
Tabuse, Motoko	Foreign Language & Bilingual Studies	CAS	Professor
Tew, Michael	Communication & Theater Arts	CAS	Professor
Tracy, Jaclyn	Leadership & Counseling	COE	Professor
Xie, Yichun	Geography & Geology	CAS	Professor
Best, Margaret	Learning Resources & Technology	LRT	Associate Professor
Bogle, Phillip	HPERD	COE	Associate Professor
Jones, Joan Cohen	Mathematics	CAS	Associate Professor
Lan, Virginia	Nursing	CHHS	Associate Professor
McHoskey, John	Psychology	CAS	Associate Professor
Nelson, Sandra	Nursing	CHHS	Associate Professor
Okatani-Lebezoo, Hitomi	Foreign Language & Bilingual Studies	CAS	Associate Professor
Quilter, Shawn	Teacher Education	COE	Associate Professor
Ragg, David Mark	Social Work	CHHS	Associate Professor
Rahman, Mahmud	Finance & Computer Information Systems	COB	Associate Professor
Saddik, Annette	English Language & Literature	CAS	Associate Professor
Stein, James	Industrial Technology	COT	Associate Professor
Weinberg, Sylvia	Social Work	CHHS	Associate Professor

Motion Carried.

STUDENT AFFAIRS COMMITTEE

Section 14

Regent Griffin moved and Regent Antonini seconded that the Agenda for June 19, 2001, and the Minutes of April 3, 2001, be received and placed on file.

Motion Carried.

EDUCATIONAL POLICIES COMMITTEE

Section 15

Regent Antonini moved and Regent Brandon seconded that the Educational Policy Committee Agenda for June 19, 2001, and the minutes of April 3, 2001, be received and placed on file.

Motion Carried.

APPOINTMENT OF CHARTER SCHOOL BOARD MEMBERS

Section 16

Regent Antonini moved and Regent Griffin seconded that the Board appoint Arnold W. Miller and Sandra L. Rolle to three-year terms on the Board of Great Lakes Academy; and Linda Morris Belford, Ian Riddell, and Lucie Zacharova to three-year terms on the Board of Grand Blanc Academy.

Motion Carried.

RESTRICTIONS ON WEAPONS/DANGEROUS SUBSTANCES

Section 17

Regent Antonini moved and Regent Griffin seconded that the Board approve the following proposal which would restrict persons from possessing or using firearms, other dangerous weapons, explosive materials, incendiary devices or other dangerous objects or substances, on property owned, leased or controlled by the University or otherwise in the course of University business.



Policies, Rules and Regulations

Effective Date	Date of Revision		
Chapter Name	Chapter No.	Page	
Issue			
RESTRICTIONS ON WEAPONS/DANGEROUS SUBSTANCES			

UNIVERSITY POLICY STATEMENT:

It is the policy of Eastern Michigan University that no person shall possess or use any firearm or other dangerous weapon, concealed or otherwise, on property owned, leased or controlled by the University or otherwise in the course of University business. Further, no person shall possess or use explosive materials, incendiary devices or other dangerous objects or substances on property owned, leased or controlled by the University or otherwise in the course of University business.

The above prohibitions shall not apply:

- 1) to University employees who are authorized by the University to possess and/or use such weapons, devices or substances;
- 2) to non-University law enforcement officers or other non-University employees who are authorized by their employers to possess or use such weapons, devices or substances in the performance of their official duties;
- 3) to a person who possesses or uses such weapons, devices or substances in connection with a regularly scheduled educational, recreational or training program authorized by the University;
- 4) to a person who possesses or uses such weapons, devices or substances as part of a military or similar uniform or costume in connection with a public ceremony or parade or theatrical performance;

Chapter Name	Chapter No.	Page
Issue		
RESTRICTIONS ON WEAPONS/DANGEROUS SUBSTANCES		

- 5) when the University's Director of Public Safety has waived the prohibition based on extraordinary circumstances. Any such waiver must be in writing and must define its scope and duration.

RESPONSIBILITY-FOR IMPLEMENTATION:

The University's President, Director of Public Safety and Director of Judicial Services have overall responsibility for implementing and enforcing this policy.

SCOPE OF POLICY COVERAGE:

This policy applies to all University employees, students and campus visitors. Violators may face disciplinary action, up to and including termination of employment, and/or expulsion from campus.

Authority for Creation or Revision

Motion Carried.

2001-02 SABBATICAL LEAVE AWARDS

Section 18

Regent Antonini moved and Regent Griffin seconded that the Board accept and place on file the Report on 2001-02 Sabbatical Leaves as shown on the following listing.

2001-2002 SABBATICAL LEAVE RECIPIENTS

Two Semesters

1. Jean L. Bush-Bacelis, *Management*
2. Deborah R. Ettington, *Management*
3. Susan M. Haynes, *Computer Science*
4. William W. McMillan, *Computer Science*
5. Charles S. Saxon, *Finance and Computer Information Systems*
6. Mary A. Vielhaber, *Management*

One Semester

1. Betty J. Beard, *Nursing*
2. Glenn Deckert, *Foreign Languages and Bilingual Studies*
3. Craig Dionne, *English Language and Literature*
4. Nancy L. Halmhuber, *Special Education*
5. Raymond E. Hill, *Management*
6. Stuart A. Karabenick, *Psychology*
7. Michael G. McGuire, *Music*
8. Joann McNamara, *Health, Physical Education, Recreation and Dance*
9. Mansoor Moaddel, *Sociology, Anthropology and Criminology*
10. Steven John Pernecky, *Chemistry*
11. Donald B. Phillips, *Chemistry*
12. Barbara Richardson, *Sociology, Anthropology and Criminology*
13. M. Gaie Rubenfeld, *Nursing*
14. J. Marshall Thomsen, *Physics and Astronomy*
15. Jo Ellen Vinyard, *History and Philosophy*

Motion Carried.

2001-02 FACULTY RESEARCH AND CREATIVE ACTIVITY FELLOWSHIPS

Section 19

Regent Antonini moved and Regent Griffin seconded that the Board accept the report on 2001-02 Faculty Research and Creative Activity Fellowships.

1. **Catherine E. Bach (Biology).** "Effects of Forest Fragmentation on the Reproductive Success of a New Zealand Mistletoe" (\$1500)
2. **Gregg Barak (Sociology, Anthropology, and Criminology).** "Varieties of Violence" (\$750)
3. **Alfredo Esposto (Economics).** "Medical Malpractice Law and the Diffusion of Medical Technology"
4. **Deborah Heyl-Clegg (Chemistry).** "Minimal Sequence and Hybrid Sugar/Peptide Inhibitors of α -Amylase, an Enzyme Involved in Sugar Metabolism" (\$2000)
5. **David Kass (Biology).** "Development of an Alu-Based DNA Fingerprint" (\$1600)
6. **F. Elaine Martin (Political Science).** "Representative Voices on State Supreme Courts"
7. **Stephen J. McGregor (Health, Physical Education, Recreation, and Dance).** "The Role of Inflammatory Cells Following Contraction-Induced Skeletal Muscle Injury Using Transgenic Mice and Gene Array Analysis" (\$2000)
8. **Maria C. Milletti (Chemistry).** "Theoretical Study of the Structure and Reactivity of a Series of Polychlorinated Biphenyls"
9. **Mansoor Moaddel (Sociology, Anthropology, and Criminology).** "Democratic Transition and Value Orientation: The Case of Iran" (\$2000)
10. **Walter G. Moss (History and Philosophy).** "A World Transformed: Essential Developments of the 20th Century" (\$100)

11. **Stephanie E. Newell (Management)**. “Exploring a Self-Theory based Model of Strategic Decision Making” (\$1250)
12. **Walter Parry (Mathematics)**. “Spherical Tilings and Hyperbolic Geometry”
13. **Shawn M. Quilter (Teacher Education)**. “EMU Teacher Graduates and Their Students: A Value-Added Assessment of Student Learning” (\$1780)
14. **Weidian Shen (Physics & Astronomy)**. “Research and Development of Polymer-Based Coatings to Replace Electroplated Chromium for Household Hardware” (\$1750)
15. **Denise Marie Tanguay (Management)**. “Characteristics of Merit Pay Plans in Higher Education: The Rutgers Faculty”

Motion Carried.

**2001 SPRING-SUMMER RESEARCH AWARDS FOR
RESEARCH AND CREATIVE ACTIVITY**

Section 20

Regent Antonini moved and Regent Valvo seconded that the Board accept the Report on 2001 Spring-Summer Awards for Research and Creative Activity.

1. **Kevin Blake (Geography & Geology).** "The Michigan Drumlin Project"
2. **Elizabeth R. Butch (Chemistry).** "The Regulation of Protein Kinases in Cellular Signalling Pathways"
3. **Daniel Clemans (Biology).** "Secreted *Haemophilus influenzae* Modulins and Respiratory Inflammation"
4. **Veronica Grondona (English).** "Language Documentation in the Chaco Region in Argentina"
5. **Robert C. Hanson (FCIS).** "Divestitures, Corporate Governance, and Firm Performance"
6. **Roy Johnston (Art).** "Roderic O'Conor in Brittany"
7. **Heather Neff (English).** "Revising Wisdom: Exploring Cultural Links between African Americans and the Caribbean"
8. **Diana Pancioli (Art).** "Introduction to Ceramic History: A Source Book"
9. **Maria Serena Poli (Geography & Geology).** "Deep and Intermediate Water Circulation in the Western North Atlantic During the Climate Extremes of Oxygen Isotope Stages 11-12"
10. **Ulrich Reinhardt (Biology).** "Design of Integrated Fish Barriers to Avoid the Spread of Exotic Fish Species"
11. **Lauren Sickels-Taves (Geography & Geology)** "Materials Conservation Laboratory: A Michigan Need"
12. **Robert S. Winning (Biology).** "The Role Of rho GTPase in Signaling Events in Amphibian Embryos"

Motion Carried.

**NAMING OF THE INTERACTIVE LABORATORY
IN THE GARY M. OWEN COLLEGE OF BUSINESS
THE FORD LEARNING CENTER**

Section 21

Regent Antonini moved and Regent Griffin seconded that the Board name the Interactive Laboratory in the Gary M. Owen College of Business Building, Room 301, the "Ford Learning Center" in recognition of the Ford Motor Company for its generous gift to the University.

Motion Carried.

FINANCE COMMITTEE

Section 22

Regent DeMattia moved and Regent Valvo seconded that the Working Agenda for June 19, 2001 and the minutes for the April 3, 2001, Finance Committee meeting be received and placed on file.

Motion Carried.

**COLLECTIVE BARGAINING AGREEMENT BETWEEN
EMU AND THE EMUFT**

Section 23

Regent DeMattia moved and Regent Griffin seconded that the Board approve the Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Federation of Teachers (EMU-FT) and that the President and the University's Bargaining Committee be authorized to execute the Agreement on behalf of the Board of Regents.

Motion Carried.

2001-02 GENERAL FUND BUDGET

Section 24

Regent DeMattia moved and Regent Antonini seconded that the Regents approve a 2001-02 General Fund Operating Budget in the amount of \$178,474,486.

Motion Carried.

2001-02 TUITION AND REGISTRATION RATES

Section 25

Regent DeMattia moved and Regent Antonini seconded that the Board approve the tuition rate increase with the following schedule, effective fall 2001.

It is conditionally recommended that the tuition rates (charge per credit hour) be increased in accordance with the following schedule, effective with the fall 2001 semester, assuming a state appropriation adequate to support the proposed budget.

<u>Course Level</u>	<u>Fall 2000</u>	<u>Winter 2001</u>	<u>2001-02</u>	<u>Increase per FYES*</u>
For Residents:				
#100-200	\$102.00	\$104.50	\$117.20	\$381.00
#300-400	109.25	111.75	117.20	163.50
#500-600	160.00	180.00	210.00	720.00
#700-999	196.00	225.00	250.00	400.00
For Non-Residents:				
#100-200	\$272.00	\$308.00	\$350.00	\$1,260.00
#300-400	310.00	345.00	350.00	150.00
#500-600	360.00	400.00	440.00	960.00
#700-999	410.00	450.00	500.00	800.00

* Full-year equated students, defined as 30 credit hours for undergraduates, 24 credit hours for masters, and 16 credit hours for doctoral students.

If an adequate state appropriation is not approved, it is recommended that the administration be authorized to amend this schedule commensurate with Exhibit #5 in accompanying document.

It is recommended that the registration fee be maintained at \$40.00 per semester.

It is recommended that the general fee be maintained at \$20.00 per credit hour.

Motion Carried.

PROGRAM FEES

Section 26

Regent DeMattia moved and Regent Valvo seconded that the schedule of Program Fees for 2001-02, effective in the Fall 2001 semester, be approved. It is further recommended that all existing course fees as identified in the Fall 2001 Class Schedule be cancelled and subsequently eliminated.

Motion Carried.

INFORMATION TECHNOLOGY FEE PROPOSAL

Section 27

Regent DeMattia moved and Regent Griffin seconded that the Board approve an Information Technology fee of \$10 per Credit Hour. It is further recommended that the Board authorize the administration to proceed with implementation of the strategic information and communication technology investments including negotiating and executing related contracts.

Motion Carried.

RE-ALLOCATION OF LRT COMPONENT OF THE GENERAL FEE

Section 28

Regent DeMattia moved and Regent Griffin seconded that the Board approve the re-allocation of LRT Component of the General Fee to fund initiatives described.

1.	Increase in need-based grants	\$150,000
2.	Staff and support for students with disabilities	130,000 ¹
3.	Supplemental instruction	67,000
4.	Student Union expansion – program statement and schematic design	120,000
5.	International Student Advisor	67,400
6.	Facility renewal/repair	644,730
7.	Energy Conservation – Lighting retrofit, metering, energy management system expansion	400,000
	Total	\$1,579,130

Motion Carried.

**AUTHORIZATION TO BORROW: Resolution of the
Board of Regents of Eastern Michigan University
Providing for the Acquisition and Installation of
Technology Improvements and Borrowing Therefore
And Providing For Other Matters Relating Thereto.**

Section 29

Regent DeMattia moved and Regent Valvo seconded that the Resolution of the Board providing for the Acquisition And Installation Of Technology Improvements and Borrowing Therefore and Providing For Other Matters Relating Thereto be approved.

Motion Carried.

**AGREEMENT BETWEEN EMU AND THE EASTERN
MICHIGAN UNIVERSITY FOUNDATION**

Section 30

Regent DeMattia moved and Regent Griffin seconded that the Board approve a new operating agreement between Eastern Michigan University and the Eastern Michigan University Foundation.

Motion Carried.

**MANAGEMENT AGREEMENT BETWEEN EMU AND
EAGLE CREST MANAGEMENT CORPORATION,
AND ADDENDUM II TO COMMERCIAL LEASE**

Section 31

Regent DeMattia moved and Regent Griffin seconded that the Board approve a new management agreement between Eastern Michigan University and the Eagle Crest Management Corporation (Eagle Crest) and an addendum to the existing Commercial Lease agreement.

Motion Carried.

2001-02 AUXILIARY FUND BUDGET

Section 32

Regent DeMattia moved and Regent Griffin seconded that the Board approve the 2001-02 Auxiliary Fund Operating Budget of \$34.42 million.

Motion Carried.

2001-02 ROOM AND BOARD RATES

Section 33

Regent DeMattia moved and Regent Griffin seconded that the 2001-2002 rates proposal for Housing and Dining Services be approved. This is a 4.7% increase.

Motion Carried.

NEW PARKING STRUCTURE – AUTHORIZATION TO PROCEED WITH FEASIBILITY STUDY, PROGRAMMING AND CONCEPTUAL DESIGN

Section 34

Regent DeMattia moved and Regent Griffin seconded that the Board approve the authorization to study, plan, and conceptually design a new campus parking structure.

Motion Carried.

McKENNY UNION EXPANSION – PROGRAM STATEMENT AND SCHEMATIC DESIGN

Section 35

Regent DeMattia moved and Regent Griffin seconded that the Board authorize the planning, programming, and schematic design for the expansion of McKenny Union.

Motion Carried.

UNIVERSITY HOUSE – AUTHORIZATION TO PROCEED

Section 36

Regent DeMattia moved and Regent Griffin seconded that the Board approve construction of the new University House within parameters detailed in the staff summary.

Our commitment remains to not use state or student tuition/fee dollars to pay for the project. Corporate dollars, private gifts, equity in the old house, and savings from re-financing debt will be used as sources of funding as follows:

Corporate royalties	\$1,000,000
Equity in old house	\$340,000
Debt refinancing savings	\$1,225,000
Gifts/Gifts in kind	\$935,000
Total	\$3,500,000

Motion Carried.

SPECIAL REPORT ON FEDERAL FUNDING

Section 37

Regent DeMattia moved and Regent Griffin seconded that the Board receive and place on the file the Report of Federal Funding.

Motion Carried.

MEETING ADJOURNED

Regent Incarnati moved and Regent Griffin seconded that the Board of Regents meeting for June 19, 2001 be adjourned at 2:20 p.m. The next Board Meeting is September 25, 2001.

Respectfully Submitted,

Dana C. Aymond
Secretary to the Board of Regents

COMMUNICATIONS SECTION

RESOLUTIONS

September 25, 2001

1: Cultural Heritage Months

Motion by: Regent Rosalind Griffin

Accepting: Shelley Wilson

2: Dr. Barry Fish

Motion by: Regent Jan Brandon

Accepting: Dr. Barry Fish

RESOLUTION TO RECOGNIZE DR. BARRY FISH

WHEREAS, Dr. Barry Fish has served Eastern Michigan University as Dean of the College of Arts and Sciences from 1989 to 2001, and

WHEREAS, he established the College's first Resource Development Board, and greatly increased fundraising for the college, and established numerous endowments and scholarships, including the first-ever college-wide scholarships, and

WHEREAS, he oversaw the creation and establishment of the Department of African American Studies, the Graduate Program in Computer Science, and EMU's first Ph.D. program in clinical psychology, and

WHEREAS, he hired 22 department heads and eight interim department heads, and

WHEREAS, he greatly expanded and enhanced the College of Arts and Sciences Undergraduate Symposium, including expanding the symposium to involve all colleges, and

WHEREAS, the College increased its share of student credit hour production in the division, and

WHEREAS, the College increased the percentage of total EMU faculty from 52.3% to 54.4%, and

WHEREAS, the College increased its percentage of female faculty from 24% to 35.5%, and

WHEREAS, the College increased the percentage of faculty in the College of Arts and Sciences with terminal degrees from 84.7% to 87.4%, and

WHEREAS, the College increased the percentage of minority faculty in the College of Arts and Sciences by 4.8%, and

WHEREAS, the College increased the percentage of total EMU student credit hours from 63.8% to 66.2%, and increased the percentage of total EMU FTEF from 55.5% to 58.8%, and

WHEREAS, he established the first college-based student travel grant program, which last year provided travel support for 53 students using money raised from private sources, and

WHEREAS, he formed two administrative EMU-AAUP negotiating teams plus served as a consultant during the most recent negotiations, and

WHEREAS, he played a significant role in grant development for and acquisition of Parson's estate, and

WHEREAS, he established the first college-wide undergraduate advising office, and

WHEREAS, he has been actively involved in the Council of Colleges of Arts and Sciences and has served as chair of the Michigan Council of Arts and Sciences Deans;

NOW, THEREFORE, BE IT RESOLVED that the Eastern Michigan Board of Regents expresses its great appreciation to Dr. Barry Fish for his service as Dean of the College of Arts and Sciences, congratulates him on his many achievements in this position and conveys best wishes for continued success.

RESOLUTION

RECOGNIZING CULTURAL HERITAGE MONTHS AT EASTERN MICHIGAN UNIVERSITY

WHEREAS, Eastern Michigan University recognizes that respect for other people, cultures and ideas are hallmarks of an educated person, and seeks to demonstrate an appreciation of human diversity and an atmosphere of mutual respect through its programs and activities; and

WHEREAS, for the second consecutive year, Eastern Michigan University has been cited for its commitment to campus diversity by being recognized in the annual "America's Best Colleges" published by U.S. News and World Report; and

WHEREAS, African American, Latino and Native American people have all distinguished themselves and have had significant roles in the history of the state of Michigan and the United States, and have served and sacrificed to defend liberty and advance democracy throughout the world; and

WHEREAS, African American, Latino and Native American cultures continue to deeply enrich our nation intellectually, socially, artistically and otherwise; and

WHEREAS, Congress has established September 15 through October 15 as National Hispanic Heritage Month in recognition of the fastest-growing segment of the nation's population, the Eastern Michigan University Latino student organizations and others will host a variety of cultural activities; and

WHEREAS, the month of November has historically been designated as National Native American History Month in recognition of America's moral and legal obligations to the native peoples of North America, Eastern Michigan University will celebrate the month with an array of campus programs, as well as the tenth annual Pow Wow October 13 and 14, 2001; and

WHEREAS, the month of February has historically been designated as Black History Month by the President of the United States in recognition of men and women who, with extraordinary courage and faith, have prevailed against centuries of slavery and discrimination to contribute immeasurably to the structure and strength of our Nation, African American and other organizations at Eastern Michigan University will host a variety of relevant activities and programs;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents calls upon all Eastern Michigan University faculty, staff and students to join the President of the United States, the Governor of the State of Michigan and communities across the Nation in recognizing the many contributions made by African Americans, Latinos and Native Americans to our state and to our nation by honoring these observances with appropriate programs, ceremonies and activities, and by dedicating themselves to the pursuit of equality.

September 25, 2001

ORAL REPORT TO BE MADE BY THE PRESIDENT

EXECUTIVE SUMMARY

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

DATE:

September 25, 2001

EXECUTIVE SUMMARY

SECTION 1 - REPORT: TREASURER'S REPORT

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

As of August 31, 2001, cash and investments totaled \$64,605,862.78 and were invested at 8.33%. The short-term investment fund yield was 3.67% compared to the 3-month Treasury Bill at 6.63%. The intermediate-term investment fund total return is 2.13% (12.75% annualized) compared to the Merrill Lynch 1-3 year Treasury index at 1.92% (11.52% annualized). Cash and investments (excluding bond proceeds) as of August 31, 2001 increased by \$11,208,256 compared to August 2000.

Fiscal Implications: The 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 June 2001 through August 2001.

The reports for the children's Institute, University Apartments, Tuition and Vending Operations have been issued. Attached is also a report by University management on the status of recommendations made from Dining Services Inventory Control and Cash Disbursement audits completed in April 2001.

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

SECTION 3 - REPORT: GRANTS/CONTRACTS

It is recommended that 102 grants and contracts totaling \$4,026,366 for the period 6/01/01 through 8/31/01 be accepted.

One hundred percent sponsor-funded grants and contracts in the amount of \$2,742,747 were awarded to the University during the period 6/01/01 through 8/31/01. Grants and contracts requiring EMU cost-sharing and/or in-kind contributions totaled \$1,283,619.

Fiscal Implications: This action approves allocating University matching funds in the amount of \$136,335 as cash contributions for projects awarded during the period 6/01/01 through 8/31/01. Of the total cash contributions for the period, \$44,663 is allocated to FY01 for a fiscal year-to-date total of \$295,127 against a base budget of \$261,378. Total cash contributions of \$37,768 are all allocated to FY2002 for a fiscal year-to-date total of \$91,672 against a base budget of \$361,652.

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 September 7, 2001.

New Student housing project is complete with full occupancy. Landscaping has commenced and will be complete by October.

Parking lot construction has been completed

The new psychology clinic, located at 611 West Cross St., is completed.

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 August 31, 2001 be received and placed on file.

The Student Accounts Receivable Ratio Analysis balance is \$31,922,000 or 57.92% of revenue compared to \$23,682,000 (47.51%) as of August 31, 2000. This is a 10.41% increase.

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

SECTION 6 – TECHNOLOGY PLAN IMPLEMENTATION

It is recommended that the Board receive and place on file the Report on the progress of ICT Initiatives.

Fiscal Implications: These Initiatives are funded through a combination of the \$28 million approved by the Board and the ICT General Fund Budget.

SECTION 7 – FACULTY APPOINTMENTS

It is recommended that the Board approve 1 new tenure-track faculty appointment.

Fiscal Implications: Salary is part of the 2002-2003 budget.

SECTION 8 – STAFF APPOINTMENTS

It is recommended that the Board approve 83 staff appointments for the period May through September 2001. 58 (70%) are female, 12 (14%) are African American.

It is also recommended that the Regents approve 10 administrative/professionals and 2 transfers.

Fiscal Implications: The salaries are part of the 2000-2001 and 2001-2002 budget.

SECTION 9 - SEPARATIONS/RETIREMENTS

It is recommended that the Board approve 94 separations and retirements for the dates listed. Of the 94, 53 (56%) are female, 25 (27%) are African American, 5 (5%) are Hispanic, and 3 (3%) are Asian.

Fiscal Implications: None.

SECTION 10 - EMERITUS FACULTY STATUS

It is recommended that the Board grant emeritus status to the eight former faculty members listed below.

Marcia Dalbey - Professor, Department of English Language & Literature
From 1988 – 1999 (11 yrs.)

Thomas Hennings – Professor, Department of English Language & Literature
From 1969 – 2001 (32 yrs.)

Ronald Hutchins – Associate Professor, Department of Finance and CIS
From 1977 – 2001 (23 yrs.)

George Perkins – Professor, Department of English Language & Literature
From 1967 – 2001 (34 yrs.)

Paul McGlynn – Professor, Department of English Language & Literature
From 1964 – 2001 (37 yrs.)

Raymond Earl Schaub – Professor, Department of Foreign Languages & Bilingual Studies
From 1969 – 2000 (31 yrs.)

Bruce Warren – Professor, Department of Sociology, Anthropology & Criminology
From 1970 – 2001 (31 yrs.)

Ira Wasserman – Professor, Department of Sociology, Anthropology & Criminology
From 1969 – 2001 (31 yrs.)

Fiscal Implications: None.

SECTION 11 - STUDENT AFFAIRS COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Student Affairs Committee Agenda for September 25, 2001 and the Minutes of June 19, 2001 be received and placed on file.

Fiscal Implications: None.

SECTION 12 – FACULTY AFFAIRS COMMITTEE

It is recommended that the FAC agenda for September 25, 2001, and the minutes of April 3, 2001, be received and placed on file.

Fiscal Implications: None.

SECTION 13 - EDUCATIONAL POLICIES COMMITTEE

It is recommended that the Ed Policies Committee Agenda for September 25, 2001, and the Minutes of June 19, 2001 be received and placed on file.

Fiscal Implications: None.

SECTION 14 – APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

It is recommended that the Board appoint Ronald LaCasse, Jr., to a three-year term on the Board of the Academy for Business and Technology; Robert Carl Joy to a three-year term on the Board of Gaudior Academy; and Sylvia Muldrow to a three-year term on the Board of Edison Oakland Academy. It is also recommended that the Board reappoint Leatrice Eagleson, Phyllis Meadows and Alice Thompson to three-year terms on the Board of Hope Academy.

Fiscal Implications: None.

SECTION 15 - FINANCE COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Working Agenda for September 25, 2001 and the minutes for the June 19, 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 16 – CONSOLIDATED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION AS OF JUNE 30, 2001 AND 2000

It is recommended that the Board receive and place on file the audited 2000 - 2001 Financial Statements.

Fiscal Implications: None.

**SECTION 17 – OMB CIRCULAR A-133 SUPPLEMENTARY FINANCIAL REPORTS
FOR THE YEAR ENDED JUNE 30, 2001**

It is recommended that the Board receive and place on file the OMB circular A-133 Supplementary Financial Reports for the year ended June 30, 2001.

Fiscal Implications: None.

SECTION 18 – 2000-2001 GENERAL FUND BUDGET MANAGEMENT REPORT

It is recommended that the General Fund Budget Management Report be accepted and placed on file, and that funding authorization in the amount of \$5,387,673 be approved.

The approved General Fund Budget of \$166,272,203 plus authorized allocations, commitments, encumbrances and provisions of \$5,324,594 for a total funding source of \$171,596,797. Actual performance of \$171,189,643 fell short of the plan by \$407,154.

The approved 2001 General Fund expenditure budget was \$171,593,241. Actual expenditures of \$166,476,602 were \$5,117,179 below authorization.

Revenues exceeded expenditures by \$113,620.

The allocated General Fund balance increased from \$5,324,594 to \$5,387,673 – an increase of \$63,079.

The unallocated General Fund balance increased from \$3,268,736 to \$3,339,277 – an increase of \$70,541.

Fiscal Implications: Net of operations exceeded plan by \$130,064.

SECTION 19 – 2000-2001 GENERAL FEE REPORT

It is recommended that the report be accepted.
Please read the Staff Summary for this report.

Fiscal Implications: Expenditures are limited to the general fee revenues realized. The undistributed balance of earned revenues amounting to \$820,023 will be carried over.

SECTION 20– 2000-2001 AUXILIARY FUND BUDGET MANAGEMENT REPORT

It is recommended that the report be placed on file.
Please read the Staff Summary for this report.

Fiscal Implications: The Auxiliary Fund operating account balances increased by \$387,763. The accumulated balance as of 6/30/01 is \$2.59 million. The reserve and capital accounts in the Plant Fund increased by \$1.60 million leaving an accumulated balance of \$9.22 million.

SECTION 21 – ACCEPTANCE OF REAL PEOPERTY – ESTATE OF JEAN NOBLE PARSONS

It is recommended that the Board accept the donation of 86.4 acres of land located at 5833 Bellows Lake road, City of Lake Ann, Benzie County, MI near Interlochen, south of Traverse City, MI.

Fiscal implications: The annual income from the trust assets is estimated to be \$81,000. Grant funding initiatives are being pursued in order to assist in making this operation self-supporting.

SECTION 22 – COLLECTIVE BARGAINING AGREEMENT BETWEEN EMU AND THE EASTERN MICHIGAN UNIVERSITY SERGEANTS’ CHAPTER OF THE POLICE OFFICERS’ LABOR COUNCIL

It is recommended that the Board approve the agreement and that the President and Bargaining Committee be authorized to execute the Agreement.

Fiscal Implications: The agreement will increase the fiscal year 2000/01 total compensation costs by approximately \$15,709.

SECTION 23 – 2001 – 02 DOCTORAL STIPEND ADJUSTMENT

It is recommended that the Board approve a 4% increase in doctoral fellowship stipends beginning with the 2001 fall semester.

Fiscal Implications: An increase of \$7,560.00 for 2001 – 2002 is required to increase this fellowship. This amount has been included in the 2001-02 General Fund Budget recommendation.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 1
DATE: September 25, 2001

RECOMMENDATION

REPORT: TREASURER'S

ACTION REQUESTED

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

STAFF SUMMARY

As of August 31, 2001, Cash and Investments totaled \$64,605,862.78 and were invested to return a total annualized return of 8.33%. As summarized below, Eastern's latest investment performance compared favorably to the established benchmarks.

- Short-Term Investment Fund Yield: 3.67%
- Benchmark: 3-month Treasury Bill: 3.63%
- Intermediate-Term Investment Fund Total Return: 2.13% (12.75% annualized)
- Benchmark: Merrill Lynch 1-3 Year Treasury Index: 1.92% (11.52% 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.
- The portfolio has no leveraged investments.
- The portfolio has no speculative derivatives.
- 100% of the portfolio is in fixed income obligations.
- 0% of the portfolio is in variable rate obligations.
- Average weighted credit quality of the portfolio is AA+.
- Average weighted maturity of the portfolio is approximately 94 days.

Cash and investments (excluding bond proceeds) as of August 31, 2001 increased by \$11,208,256 when compared to August 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

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EASTERN MICHIGAN UNIVERSITY
Cash and Investments
August 31, 2001

Cash

	<u>Bank Balance</u>
Comerica Bank	\$6,379,908.24
FirStar Bank	\$2,207.06
Total Cash	<u>\$6,382,115.30</u>

Eagle Crest Cash

Conference Center	219,908.08
Golf Club	114,980.74
Maintenance Reserve	507,185.00
Total Cash	<u>\$842,073.82</u>

Investments

	Date Settled	Date Maturing	Total Return YTD (Annualized)	Principal
Short Term Investment Funds:				
Dreyfus Institutional Preferred	Daily	Mutual Fund	3.640% *	23,395,401.48
Dimensional Fund Advisors	Monthly	Mutual Fund	3.810% *	4,081,738.12
Intermediate Term Investment Funds:				
Vanguard Short Term Corporate	Monthly	Mutual Fund	14.112%	9,933,276.84
Federated US Government 2-5 Year	Monthly	Mutual Fund	15.600%	9,723,097.47
Agencies:				
Federal Home Loan Mortgage Corp.	08/26/99	07/14/04	6.000%	3,000,000.00
Federal Home Loan Bank	09/10/99	09/10/04	5.750%	3,000,000.00
Federal Home Loan Mortgage Corp.	10/06/99	10/06/04	6.250%	0.00
Total Investments				<u>53,133,513.91</u>
Subtotal Cash and Investments				<u>60,357,703.03</u>

General Revenue Bonds Investments

Dimensional Fund Advisors	Monthly	Mutual Fund	3.810%	744,498.60
Dimensional Fund Advisors	Monthly	Mutual Fund	3.810%	3,503,661.15
Subtotal General Revenue Bonds Investments				<u>4,248,159.75</u>

Grand Total: Cash, Investments

64,605,862.78

Net Annualized Yield - Short Term	3.665%
Total Annualized Return - Total Investments	8.329%

* Figure represents net yield.

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

	<u>Amount of EMU</u> <u>Cash/Investment</u>	<u>% Of Total</u> <u>Investment</u>
A. Book Cash Balance	6,382,115	10.57%
B. Eagle Crest Cash Balance	842,074	1.40%
C. Dreyfus Institutional Preferred	23,395,401	38.76%
D. Dimensional Fund Advisors	4,081,738	6.76%
E. Vanguard Short Term Corporate	9,933,277	16.46%
F. Federated US Government 2-5	9,723,097	16.11%
G. Federal Home Loan Mortgage Corp.	0	0.00%
H. Federal Home Loan Bank	3,000,000	4.97%
I. Federal Home Loan Mortgage Corp.	<u>3,000,000</u>	<u>4.97%</u>
	<u>60,357,703</u>	<u>100.00%</u>

	<u>Amount of EMU</u> <u>Bond Investment</u>	<u>% Of Total</u> <u>Investment</u>
J. Dimensional Fund Advisors	744,498	17.52%
K. Dimensional Fund Advisors	<u>3,503,661</u>	<u>82.48%</u>
	<u>4,248,159</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 52 days and EMU has access to its funds on a daily basis.
- D./J./K. The Dimensional Fund Advisors Fund invests in high quality corporate and bank debt obligations. The average weighted maturity of the fund is 331 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 2.2 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 3.41 years.
- G./H./I. U.S. Agency Obligations; one note was called during the month of August 2001.

**Eastern Michigan University
University Investment Portfolio**

August 2001

	Dreyfus*	DFA	Vanguard	Federated US Govt. 2-5	Net University Holdings	Total
Total Fund Net Assets	\$8,953,888,448	\$7,107,600,000	\$7,158,322,379	\$628,441,487		
EMU's Investment	\$23,395,401	\$8,329,898	\$9,933,277	\$9,723,097	\$13,224,189	\$64,605,863
% of Total Fund	0.26%	0.12%	0.14%	1.55%		
Fund Inception Date	06/11/1997	07/27/1983	10/29/1982	09/01/1991		
Date of Initial EMU Investment	01/20/2001	01/18/1996	01/18/1996	01/22/1996		
Average Weighted Maturity	53 days	331 days **	2.2 years	3.41 years		94 days
Book NAV (7/1/00)	1.00	10.15	10.46	10.39		
Market NAV (08/31/01)	1.00	10.23	10.91	11.05		
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	5.38%	5.27%	6.73%	6.08%		
3 Year Benchmark	5.07%	5.07%	6.55%	6.55%		
Portfolio Mix						
Commercial Paper Notes	21.9%					
Repos						
Variables						
Govt. Agency Mort. Backed Sec.				31.8%		
Time Deposits	24.5%					
Direct U.S. Govt. Agencies	34.6%					
C.D.'s						
U.S. Treasury's	19.0%			63.5%		
Other				4.7%		
Bonds	99.8%		99.3%			
Cash	0.2%		0.7%			
Federal Home Loan Mortgage Corp.					\$3,000,000	
Federal Home Loan Bank					\$3,000,000	
Federal Home Loan Mortgage Corp.					\$0	
Comerica Bank (sweep account)					\$6,379,908	
FirStar Bank					\$2,207	
Eagle Crest Cash					\$842,074	
Average Credit Quality Rating	AAA	AAA	A-1	AAA	AAA	AA+

* Money Market Fund

** Average Duration

W

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 2
DATE: September 25, 2001

RECOMMENDATION

REPORT: INTERNAL AUDIT

ACTION REQUESTED

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

STAFF SUMMARY

The reports for the Children's Institute, University Apartments, Tuition and Vending Operations have been issued. These reports include findings and corresponding recommendations to improve controls. The recommendations have been discussed with appropriate personnel. 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 updated internal audit schedule for the period ending September 30, 2001. In addition, we have enclosed the internal audit plan for the period ending September 30, 2002.

In addition, attached is a report by University management on the status of recommendations made from the previous Dining Services Inventory Control and Cash Disbursement audits completed in April 2001. As noted in the report, management has agreed with the Internal Auditor's recommendations and has 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: July 25, 2001

To: Mr. Patrick Doyle
Vice President for Business and Finance

**Re: AUDIT REPORT
CHILDREN'S INSTITUTE**

Attached is the report for the internal audit review of the internal control process for the Children's Institute. Revisions based on discussions with Beth Kahl, Administrative Assistant and Ellen Gold, Director of University Health Services. Review of support for compensating controls has 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
Christine Aris

Audit Report Children's Institute

Background

The Children's Institute is a childcare center that is open to children of students, employees and also to the general public. The Institute is licensed for up to 183 children, ranging in age from 18 months to 7 years old. The Institute usually has approximately 150 children enrolled in the childcare ranging in age from 18 months through kindergarten. They also hold summer camps for children up through second grade. Children stay at the Institute anywhere from less than half a day through a full day. One stipulation on the length of stay is that the child must be enrolled at least two separate half-days per week.

The Institute must be licensed. In order to have their state license renewed, the Children's Institute is audited by the Michigan Department of Consumer and Industry Services every two years. The audit consists of a health inspection, fire inspection and a licensing inspection in which a series of requirements are tested.

Prior to a child being enrolled in childcare or camp, the parent must fill out an enrollment or registration form, respectively, indicating what times and days they want their children to attend. The times for camp are very flexible, with the parent having the option of enrolling their child in only one weekly session or as many as eight sessions, with their child attending at least three days per week. The camp runs Monday through Friday during the summer semester. During the summer, there is no daycare offered for kindergarteners. The only option for them is camp. The main differences between camp and daycare is that camp is more flexible and includes fieldtrips and swimming lessons.

Fees for the camp currently range from \$18 to \$28 per day. Fees for daycare are based on whether or not the parent is enrolled as a student at Eastern Michigan University and the age of the child, and currently range from \$15 to \$35 per day.

Daily Procedures

When a payment for childcare services is received, a payment receipt is completed. The payment receipt includes the type of payment (check, credit card or cash), what the payment is for (child care payment or summer camp payment), the amount paid, the child's name, the record number (the parent's student number) and the date and signature of the person who prepared the receipt. The top (white) copy is then kept and the bottom (yellow) copy is attached to the tape register receipt and given to the parent. The white copy is also validated on the register.

3.

At the end of the day, a register tape is run that shows the number of transactions for the day and the dollar total for the day. A tape is also run from the credit card machine to show the number of credit card transactions for the day and the total dollar amount of credit card transactions. The total dollar amount on the tape is reconciled to what is in the drawer and the number of transactions processed that day.

The next day all of the payment receipts are posted to the individual accounts. Then the daily deposit is prepared. A 'Transmittal Sheet for Cash Deposits' is filled out listing the amount of cash, checks and credit cards and the total. The check and credit card totals are reconciled to the total on the register tape.

The total amount to be deposited is then compared to the total deposit listed on the 'Cash Receipts Posting' Report. This report lists all the transactions posted and the total. A reconciliation of the amounts is done on the Cash Receipts Posting Report and initialed by the person performing the reconciliation.

Once the daily reconciliation is complete, it is taken to the safe. Someone from Snow Health Center then takes the deposit over to the cashier's office. The Children's Institute keeps a list on a monthly basis of all deposits made. This list is agreed to the Financial Records System (FRS).

Financial Aid Options

There are several financial aid options available to parents who enroll their children in the Children's Institute. Students may apply for childcare financial aid through EMU. A financial aid application form must be filled out by the student (parent) each semester and returned to the Children's Institute. Some of the parents are able to get childcare support from the Family Independence Agency (FIA).

The Michigan Department of Education also gives the Children's Institute a grant that is eligible to children who meet certain criteria. Proper documentation must be maintained by the Children's Institute indicating the reason the family needs the assistance and support for the reasons given (Risk Factors Form). The Michigan Department of Education audits the Institute every three years. During this audit, the state looks at the records of all children covered under the grant to make sure the Institute maintains proper documentation on the eligibility of the children that receive the grants.

There are currently 30 children in the Institute who receive grants. The state also requires the Children's Institute to file semi-annual reports. These reports contain information on the children receiving the grants and a list of programs that the parents have attended. We performed internal audit procedures over this area during our regulatory internal audit and therefore we will not focus on this area during our internal audit of the Children's Institute.

The Lincoln Scholarship is another option and is part of the EMU Foundation Endowment Fund, which allows for the interest on the endowment to be awarded each year. Parents are given a copy of the scholarship application to fill out and return. The Children's Institute is responsible for selecting the children who will receive the money. This scholarship is childcare funding support for minority and/or handicapped children. Its distribution is based on both financial need and race/ethnic designation. This scholarship has a maximum award of \$300 per family.

The Child Care Network Scholarship is given to residents of Ypsilanti only and is awarded by the Child Care Network (CCN). Parents may become aware of the scholarship through the Family Independence Agency or the Children's Institute.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls and overall efficiency of the Children's Institute.

The scope of our audit included reviewing transactions and procedures specific to the Children's Institute. We reviewed the daily reconciliation process performed by the Institute for a sample of twenty days. We also looked at twenty children's files to ensure that the proper documentation was in the files and the amount billed to the parents was accurate.

Conclusion

We concluded that adequate internal controls appear to be in effect over the Children's Institute. 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.

We completed our audit fieldwork on July 25, 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

We compared the monthly deposit sheet to the deposit slip and/or cash register tape for twenty days and found three dates with differences.

- One monthly deposit sheet didn't agree to the deposit slip due to a transposition error. The other difference was due to a check being incorrectly entered into the cash register. The correct amount was recorded on the deposit slip and in the Financial Records System (FRS) for both of the items. However, the correct amount was not recorded on the monthly deposit sheet.
- One amount on a deposit slip did not agree to the cash register tape due to a check that was entered in the cash register as a refund instead of a sales transaction. The deposit slip and the deposit receipt agree and are for the correct amount.

Recommendation

We recommend that the monthly deposit sheet be compared to the daily deposit slips to ensure that the report used to reconcile to the FRS be accurate. In addition, we recommend that the daily deposits listed on the monthly deposit sheet be compared individually to the amounts on the FRS to ensure that the FRS is accurate.

We recommend that the cash register tape be compared to the daily deposit slip and any differences should be reconciled and documented.

Management's Response

Recommendation has been implemented.

Finding

For two of the twenty dates we selected, there were no initials on the daily deposit reconciliation indicating who prepared it or the date it was prepared.

Recommendation

We recommend that the person who prepares the reconciliation initial and date the reconciliation. In addition, we recommend that a separate person review the reconciliation and initial and date it as evidence of review.

Management's Response

Initialing and dating the daily deposit reconciliation is already incorporated in the process. A separate cross-check will be put in place.

Finding

One of the twenty children’s files we selected had a payment receipt in it that was not validated by the cash register.

Recommendation

We recommend that all payment receipts be validated by the cash register when the transaction takes place. This will help to ensure that all amounts are properly recorded and accounted for.

Management’s Response

Payment receipts which involve the use of the cash register are validated. Review of the payment receipt to ensure validation is present at time of transaction will occur.

Finding

Four of the twenty children’s files selected did not have initials on the payment receipt indicating who posted the transaction.

Recommendation

We recommend that all payment receipts be initialed and dated by the person posting the transaction to ensure that all amounts are properly recorded and accounted for.

Management’s Response

This procedure is in place; however, we will reinforce the importance of this control procedure.

Finding

Two of the twenty children’s files we selected did not have a Placement Form in them. One of these files also did not contain a signed Health Care Form.

Recommendation

We recommend that a checklist be kept indicating that all of the documentation needed is on file for all of the children currently enrolled.

Management’s Response

This checklist is in place; however, we will reinforce the importance of properly completing this checklist for internal control purposes.

2



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

Date: July 24, 2001

To: Mr. Patrick Doyle
Vice President for Business and Finance

Re: **AUDIT REPORT**
UNIVERSITY APARTMENTS

Attached is the report for the internal audit review of the internal control process for the University Apartments. Revisions based on discussions with Vickie Bagherzadeh, Director Budget Operations – HDC and Rebecca Figura, Director of University Housing, 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
Rebecca Figura
Vickie Bagherzadeh

Audit Report

University Apartments

Background

Eastern Michigan University operates four apartment complexes every year: Pine Grove, Cornell Courts, Westview and Brown/Munson. The Munson complex can either be used for dormitories or apartments depending on where the demand is greater. During the year ended 6/30/01 Munson functioned as a dormitory; however, in the year ending 6/30/02 it will function as an apartment complex. Apartments are rented to students, staff, and faculty. They provide individuals and families an affordable alternative to off campus living.

The internal audit review of the University Apartments was conducted first by gaining an understanding of the University's procedures for approving applications and entering into lease agreements. We also obtained an understanding of the collection and recording of the related rent revenue. We then selected a sample of lease agreements to be reviewed for proper documentation, authorization, financial reporting, and use of internal controls.

Application & Contract Process

Applications are submitted to the University Housing Apartment Office with a \$55 non-refundable application fee. The Housing Office verifies the applicant's information by checking their references and University files. A credit report is also run for applicants.

Customer Services approves the applications. Once approved for residency, the tenant may choose one of the following leasing options: annual lease, semester or term lease, or month-by-month lease. Applicants with poor credit are not necessarily turned down; they are usually offered a four-month lease to establish their creditworthiness.

Applicants may pick out their apartments two weeks before their move-in date. At that time they fill out their lease paperwork and are given an apartment inventory sheet to be completed before they move in. The inventory sheet details the furniture in the apartment (if furnished) as well as any damages noted in the apartment. Each lessee is set up in Skyline, the billing system used by University Apartments. All aspects of the program are password protected. Only the Director of University Housing has full access, others are restricted to those areas necessary to complete their job functions.

Damage Deposits

Advance deposits for damages are not collected. At the time of lease termination, someone from maintenance inspects the premises and any new damages not identified on the inventory sheets are then assessed and billed.

Rent / Billings

The rent for the first month is due in advance (when the contract is filled out) and subsequent payments are due the first of the month. Lessees may mail their payment or bring it to the University Housing Apartment Office in Downing Hall.

Any payment not received by the 10th of the month is considered late and a late fee of \$20 per occurrence is assessed. Additional fees are assessed to tenants for the following reasons: pets, exterminating, bad checks, lockout, maintenance repairs beyond minimal wear and tear, court costs and apartment transfers per tenant request.

Evictions

If payment is not received by the 10th of the month, a late notice is sent to the tenant. If payment has not been received within 30 days the tenant will receive a Notice to Quit. At this point most tenants will come to the office and work out payment arrangements. If they do not, they will be taken to court and evicted.

Ketchum Collections is hired to recover amounts owed to the University for unpaid rent. The University is currently focusing on collecting large overdue balances, some from people who are still tenants.

Expenses

During regular hours work orders are filled out by the University Housing Apartment Office and sent to the physical plant or directly to a contractor, depending on the type of work requested. For simple maintenance a facilities maintenance worker may be contacted. There is a separate custodian for the Brown and Munson apartments. Tenants of the remaining units can contact the Manager of Apartments who works out of the University Housing Apartment Office.

After hours, the tenants can request maintenance from the physical plant, or by calling the Department of Public Safety, who will then contact the physical plant. In this case, a work order is completed at the physical plant.

All work orders are turned back into the University Housing Apartment Office for entry into the University's computer system. Once a month funds are transferred from the University Apartment account to the Physical Plant account. The larger invoices are reviewed each month and explanations are obtained to ensure that the expenses are correct.

Cash Receipts

Rent is submitted by check or money order either to a post office box or the University Housing Apartment Office in Downing Hall. The checks are batched daily, a deposit ticket is prepared and the checks are then sent to the bank. A log of the checks is kept in an Access database. A copy of the batch report is used to enter the information into Skyline every few days.

When entering the batch report information, the apartment number is entered for each check and the tenant's name appears on the screen to verify payment is made to the correct account. After all information is entered, total cash receipts per Skyline are compared to the batch total for accuracy.

Accounting

Each month a copy of the Occupant Billing Summary, Cash Journal, Aging Report, Late Notices Report, Adjustments Journal, and NSF summary is sent to Accounting. These reports are all generated from Skyline. The cash journal is then reconciled to the bank statement by Accounting. All information from these reports is entered into Financial Records System (FRS).

The FRS reports are reconciled to the Skyline information. Discrepancies range from transposition errors to coding issues in the Skyline system. Corrections are made during this process.

Analysis

Each month an analysis is performed of the accounts receivable balances, comparing the current month to the same month in the prior year. If a significant variance is identified, the account detail is reviewed and an explanation is obtained. If collection action should be taken against certain tenants, the Housing Office is contacted.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls and accuracy of recording rent revenue for the University Apartments.

The scope of our procedures included reviewing transactions and procedures specific to the University Apartments. Specific procedures included review of the application process, recalculation of rent payments and fees, reconciliation of Skyline and FRS statements, reconciliation of the Cash Journal to the bank statement and review of University Housing Apartment Office reports, on a test basis.

Conclusion

We concluded that adequate internal controls are in effect over the University Apartments. We did, however, identify opportunities for strengthening the University's internal controls as they relate to some areas we reviewed. 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 for entering into lease agreements.

We completed our audit fieldwork on July 24, 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

Finding

Based on our review of a sample of lease agreements, we noticed several files did not contain apartment inventory sheets. Currently, inventory sheets are not required to be returned to the Housing Office.

Recommendation

The University Housing Apartment Office should give tenants a due date for the return of the inventory sheets. If inventory sheets are not returned, the University Housing Apartment Office should follow up on the delinquent sheets. This will avoid conflicts with tenants when they are assessed for damages.

Management's Response

Agree. The staff follow up with voice mail messages and by stopping at each apartment to request these and will continue to follow up. Inventory due dates will be included and if not received, staff will generate a delinquency list.

Finding

Based on our review of a sample of lease agreements, we noticed an authorized representative from the Housing Office did not sign some Apartment Rental Agreements. The tenants all signed the agreements, however the line labeled "Eastern Michigan University" was blank. In addition, one file did not contain an Apartment Application.

Recommendation

When tenants come to the University Housing Apartment Office to sign the Apartment Rental Agreement, an authorized representative of Eastern Michigan University should also sign the agreement. This is a legal document that should be completely filled out by the University Housing Apartment Office to avoid any disputes in the future. The University Housing Apartment Office should also require and ensure that Apartment Applications are received and kept on file for all tenants.

Management's Response

Agree. An authorized staff member has been designated to sign the lease. Staffing levels have been an issue. This should not be a problem in the future. Our policy is to retain applications for the file. This will be reviewed by the appropriate staff.

Finding

It appears that Notices to Quit are not currently being given to tenants whose rent is 30 days or more past due in a timely fashion. This step must be taken to initiate an eviction of a tenant. Since the Notices to Quit are not being given out timely, the eviction process is not working as designed.

Recommendation

Notices to Quit should be given out to tenants as soon as their rent is 30 days past due. This will allow for the initiation of the eviction process in a timely fashion to remove tenants that are not paying their rent. By not evicting tenants in a timely manner, outstanding balances continue to accumulate.

Management's Response

Agree. It is our policy to send 30 day Notices To Quit. The shortage of staff in the operation made it difficult to initiate these in a timely fashion. The operation is currently pursuing those accounts that are past due and forwarding outstanding balances of former tenants to the collection agency to reduce receivables. Notices To Quit will be initiated in the recommended time frame by the appropriate staff member.



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

Date: August 6, 2001

To: Mr. Patrick J. Doyle
Vice President for Business and Finance

Re: **AUDIT REPORT**
TUITION AND FEES

Attached is the report for the internal audit review of the internal control process for tuition and fees. Revisions based on discussions with Thom Madden, Director of Student Business Services and John Beaghan, Controller, 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
Thom Madden

Audit Report Tuition and Fees

Background

The Student Accounting Office and the Records and Registration Office at Eastern Michigan University (“University”) oversee the areas that were the subject of this section of our internal audit procedures. The Records and Registration Office is responsible for the record keeping of the student’s class file. The Student Accounting Office is responsible for the billing, collection, and daily management of the student’s receivable balance.

The University utilizes an integrated software package called Integrated Student Information System (ISIS). ISIS allows interaction between the University functional departments such as the Registrar’s Office, Financial Aid Office, and the Cashier’s Office. This system allows postings made by each department to be made in real time. Various department restrictions on posting and changes are in place. For example, only the Office of Records and Registration can change all of a student’s personal information (name, SSN, birth date, address, etc), while the Student Accounting Department can only make changes to a student’s billing and refund address.

In order for a student to be eligible to register, there are various criteria that must be met. New undergraduates and transfer students must first meet with an academic advisor, who will then set up an appointment for the student to register. Any students who have not registered in the past eight semesters are required to re-enroll at the University. Students who do not register for courses in the semester admitted must update their admission prior to registering. Students with outstanding bills greater than \$299 are not allowed to register. The date a returning student can register for classes is determined first by their number of credits earned and secondly by the last two digits of their student ID number. The student’s ID number and PIN (received in their acceptance letter to the University) are required for registration.

There are two ways that students can register for classes. Students can register by either touch-tone telephone or in person at the Office of Records and Registration. The University is taking steps to allow students to register for classes on-line starting in 2003. The registration system allows undergraduate students to register for a maximum of 24 credits per semester for fall/winter and 12 credits for spring/summer. Graduate students are restricted to 15 credits for fall/winter and 12 credits for spring/summer

The Office of Records and Registration reviews non-eligible registrations prior to the start of each semester for math prerequisites and College of Education requirements. The non-eligible students are notified that the classes are not authorized and are dropped accordingly. Starting in October 2001, students will not be allowed by the system to register for classes in which prerequisites have not been met. Once a student is entered into the registration system, the student’s balance due is posted into the student’s account receivable ledger.

Tuition is based on the type of courses and the student's state of residency. Students receive resident status if they are a resident of Michigan or Ohio, which results in lower tuition rates. Students indicate on their application to the University their state of residence. The University will either approve or disapprove the student's residency claim based on the University's residency requirements, and will notify the student of their resident status in their acceptance letter from the University.

The University applies a one-time per semester registration fee to each student. If a student initially registers on or after the first day of classes for a semester, an additional late-registration fee is assessed. A general fee for campus services and facilities is assessed at an amount per credit hour. Students are assessed an online fee per credit hour for any classes taken online. An installment payment fee (fall and winter semesters only) is assessed if a student chooses to make tuition payments on the University's installment payment plan. If the minimum amount due on a bill is not received by the due date, a late payment fee is assessed. Any student withdrawing from the University is charged an administrative fee based on a percent of tuition, but not to exceed a fixed amount. The Office of Records and Registration has the authority to waive late registration fees.

Based upon the type of courses and state residency status input in the system, the system calculates the student's applicable fees and tuition based on the tuition tables. The tuition tables are input in the system upon approval of changes by the Board of Regents. Tuition rates and fees are subject to change without prior notice and at any time by action of the University Board of Regents.

Students can add and drop classes in the same manner as they registered for classes initially. The balance due from adds is posted to the accounts receivable general ledger and billed to the student. The University prints and reviews a refund report daily to issue refunds due to drops or any other refundable actions. The last day for withdrawals is the last day of classes, however a timetable determines the refund amount.

Monthly bills and course schedules are mailed to the student. Bills include tuition, fees, and housing. Students have the option of paying the full amount when due, paying over two months (installment plan), or paying over 10 months. The 10-month payment plan must be made in advance (through AMS, a third party organization contracted by the University to offer this alternative payment plan to students). Collection letters are sent out for bills over 120 days past due.

The University has recently completed the implementation of a new collection software system. The registration system does not automatically drop students from classes if they have not paid. Students can still register for classes if their outstanding balance is \$299 or less. Students with outstanding balances due can graduate, but will not receive a diploma or official transcript until all outstanding payments due have been received.

Third party payments (scholarships, financial aid, EMU employee discounts) are not included in the original billed amount. Tuition waivers are applied after the 100% withdrawal deadline and are included as a separate line item on the bill. The Cashier's Office credits the accounts for payment. Any EMU employee discounts are processed through the Benefits Office and are manually input as a third party payment.

Bill payments are paid at or mailed directly to the Cashier’s Office using cash, check, or credit cards or are mailed to the EMU lockbox managed by Comerica Bank. The Cashier’s Office uses a computer system called CORE. CORE is linked to ISIS in real-time so that any transaction involving a student account is directly posted to the student’s individual ISIS account. Each time a payment is made CORE generates a receipt with a unique number. This receipt number is posted in the document number field in the ISIS entry. Cashiers do not have the ability to change any tuition rates, account balances, fees, etc. Cashiers at the end of the day balance their drawer to the CORE ending balance and to the ending balance on ISIS. After balancing their transactions, cashiers prepare a deposit slip. All deposits are picked up daily by armored car. A summary cover sheet is prepared listing the cash/check/credit card transactions and classifications for each teller. This sheet is given to General Accounting and Student Accounting for processing.

The tuition payments mailed to the lockbox at Comerica are processed daily. All payments are deposited each day and an electronic report is transmitted to Student Accounting and Computing that lists all individual payments and a total deposit amount. The total deposit amount is posted to the FRS system. When Computer Services receives the transmission they automatically post the amounts paid to the individual student accounts in ISIS. All payments mailed to the lockbox with exceptions (i.e., letters included, unsigned checks, missing remittance) are packaged daily and shipped to the Cashier’s Office at EMU for follow-up and resolution.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls for the tuition and fees billing process and review of the efficiency related to this process. The procedures relating to these internal controls are limited to those noted in this report.

The scope of our audit included reviewing transactions specific to the tuition and fees billing process. Our procedures were directed toward the following objectives:

- Appropriateness of the credit hour rates used in charging tuition
- Appropriateness of the tuition charged based on the student’s status
- Appropriateness of tuition charged on the student’s receivable ledger
- Appropriateness of mandatory fees charged on the student’s receivable ledger
- Ability of students to register with outstanding balances
- Appropriateness of refunds processed by Student Accounting
- Appropriateness of past due accounts being turned over to University Collections

In order to evaluate the above objectives, we interviewed personnel from the Student Accounting Office, Cashiers' Office and Registration Department, observed operations, inspected various documents integral to the tuition and fees billing process and verified the accuracy of a sample of data related to these processes.

Conclusion

We concluded that adequate internal controls appear to be in effect over the University's Tuition process.

We completed our audit fieldwork on June 29, 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.



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

Date: July 25, 2001

To: Mr. Patrick Doyle
Vice President for Business and Finance

Re: **AUDIT REPORT**
VENDING OPERATIONS

Attached is the report for the internal audit review of the internal control process for Vending Operations on the University's campus. Revisions based on discussions with Mr. David Carroll, Assistant Director of Dining Services, and Mrs. Rebecca Figura, Director of University Housing, 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
David Carroll
Rebecca Figura

Audit Report

Vending Operations

Background

The University contracts with three different companies to handle various types of vending operations. This includes Canteen Corporation, The Coca-Cola Company and Automatic Apartment Laundries, Inc. (AAL). Canteen Corporation's vending operations include snack and coffee machines. The Coca-Cola Company handles pop and other beverage sales. AAL services the coin-operated washers and dryers in the residence halls and university-owned apartments. Vending machines are located in most buildings throughout campus. These machines are owned and serviced by the individual companies. The University receives a commission, based on sales, for allowing these companies to place their machines on campus.

The internal audit review of the Vending Operations was conducted first by gaining an understanding of the University's procedures for collecting and recording commission revenue. We then went to the individual vendors and documented their procedure for collecting money, stocking/servicing their machines, accounting for the revenues and remitting commissions to the University.

Canteen

Canteen restocks the vending machines and collects the money at different intervals (anywhere from once a day to once a month) based on the activity level of each machine. In the summer a Canteen route person is on campus three days a week and during the school year they are on campus five days a week.

A route person services snack machines and coffee machines by filling all the spaces completely with product (par) and replenishing change, as needed. The machine number and the amount of goods needed to fill a machine are recorded on a Service Card. Service Card information is entered into a handheld device by product code. This information is downloaded into a computer at Canteen daily. The route person will then take the money from the machine and place it into a separate numbered bag for each machine.

At the end of the day, a route person will fill out a route form and download their handheld information into Canteen's computer system. The money counters will run a tape of how much money was in each bag. Information from these tapes along with each bag and route number is entered into Canteen's computer software. At the end of every day a Daily Report is run which contains information such as inventory used and cash taken in for every machine on every route.

At the beginning of each workday the Customer Service Manager will review the daily report from the previous day. Explanations for any unusual variations are obtained. A weekly reconciliation of all routes is done to ensure that revenues match up with the amount of product sold.

A commission check is calculated by Canteen at the end of the period based on sales by location. Each period (usually four weeks) a check is received by EMU. The Assistant Director of Dining Services reviews the check and activity report for reasonableness. The check is then deposited and recorded in FRS. The cash receipts voucher, transaction receipt, supporting detail of the commission, and a copy of the check are filed in their own separate binder. A Period Commission Statement is also received from Canteen, which is used by the Director of Budget Operations–HDC to perform budget to actual comparisons. Canteen's contract with the University guarantees a minimum vending commission for each fiscal year. Canteen will make up the difference between the actual commission and the minimum commission if revenues are below the budgeted level.

Coca-Cola

Coca-Cola is responsible for restocking their machines and collecting the money. This process is similar to Canteen servicing procedures. Coca-Cola accounts for the cash receipts and computes the University's commission. Each month a check is sent to Canteen where a commission is taken based on their contract (12%). Along with the check, Coca-Cola sends a report that contains the number of cases of pop sold on campus (24 pops per case) by product for each period. An accountant at Canteen will prepare a Lotus spreadsheet that converts number of cases sold to a dollar amount. The University's commission (24%) is based on this dollar amount of sales. Canteen will recalculate Coca-Cola's commission check based on dollar amount of sales for reasonableness and send the two reports to the University. The University's commission from Coca-Cola is included in Canteen's check to the University.

AAL Laundry

AAL (Automatic Apartment Laundries, Inc.) owns all the coin operated washer and dryers located on campus at the University. AAL has been the Laundry vendor on campus since 1978. AAL collects the money from the machines on the 15th and 30th of each month at each location. A route person will first do a visual inspection on the laundry area and report any repairs that need to be done and call them in. The route person carries a handheld computer to each location. Before he/she begins to collect the money a reading is taken from the machine via the handheld. The information that is transmitted to the handheld includes time of day, how many coins were entered into the machine, how many cycles the machine has run and the machine identification number.

The route person will then collect the money from the machines and place it into a moneybag. One moneybag is used for all the washers and a separate moneybag is used for all the dryers at each residence hall or apartment complex, for a total of two per location. The moneybags are placed on the van, which is equipped with an alarm system and a tracking system. The handheld information is downloaded into AAL's software when they return to AAL.

The computer is taken from the cash room area at the end of the day to a computer room for downloading into AAL's software. From this download, along with the data collected from the handhelds, a Location Analysis Report is produced. A Location Analysis Report is produced every time a money collection is performed. Other reports include a Daily Collections Report, Counting Room Sheet and an Exception Report. A reconciliation of these reports is performed every time a collection is made. The Location Analysis Report contains an Actual Collection column and an Expected Collection column (based on the number of cycles run for the period). These two columns are compared and variances are investigated.

At month end a Monthly Analysis Report is produced from data compiled during the month. This report compares current year and month activity to prior year and month activity and calculates EMU's commission. The report is reviewed by EMU personnel and approved if it is believed to be correct. If there are unusual variances, explanations are obtained from AAL. Per the University's contract with AAL, the University receives a specified percentage of total revenue collected by AAL.

AAL remits a commission check and a Monthly Analysis Report to the University monthly. The check is deposited and the appropriate amounts are recorded to the related locations in FRS. The results for the month are posted to the FRS statement online. The Monthly Analysis Report is divided up by location and provides current month to the corresponding month in prior year analysis. This report is reviewed by University personnel for unusual fluctuations.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls for vending operations, for both the University and the individual vendors, and review proper recording of commission revenue.

The scope of our procedures included observing servicing of the vending machines, visiting vendor locations and recalculating commission statements and checking for accuracy.

Conclusion

We concluded that adequate internal controls are in place to properly account for vendor commission revenue. We did, however, identify opportunities for strengthening the University's internal controls as they relate to the recalculation and reconciliation of vendor commission statements. 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 for vending operations.

We completed our audit fieldwork on July 25, 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

Finding

Based on a recalculation of the commission statements for the two months selected, we noticed that Coca-Cola's commission statement for one month understated revenues. This resulted in an underpayment of commissions to the University.

Recommendation

We recommend that recalculations of commission statements be done to ensure that sales are not understated and that the University is receiving the correct commission percentage.

Management's Response

Management agrees. We will change our procedures accordingly to accommodate a monthly recalculation of commission statements.

Finding

Based on our discussions, there is no monthly commission revenue analysis being performed (current year to prior year). Commissions in total are analyzed, and commissions at year-end are compared to the prior year. However, a month-to-month review would allow the University to identify unexpected variances in a more timely manner.

Recommendation

Monthly vendor commission statements should be compared to the comparable statement for the prior year to identify unexpected variances in a more timely manner than the annual review currently being performed.

Management's Response

Management agrees. We will change our procedures accordingly to accommodate a monthly comparison to the prior year.

Eastern Michigan University Internal Audit Schedule

Andrews Hooper & Pavlik

For Period Ending September 30, 2001

Timing		Budget Hours	Item
Work Pfm'd	Report		
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
Completed	Jun-01	195	Dining Services (including satellite operations) Inventory Cash Disbursements
Completed	Sep-01	50	Child Care Center
Completed	Sep-01	150	Tuition Audit
Completed	Sep-01	80	University Apartments Cash controls Billing procedures Key controls
Completed	Sep-01	80	Vending operations
Various	Various	170	Special Projects
Various	Various	100	Contingencies
		<u>1,500</u>	

Eastern Michigan University Internal Audit Schedule

Andrews Hooper & Pavlik

For Period Ending September 30, 2002

Timing		Budget	Item
Work Pfm'd	Report	Hours	
Various	Various	100	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Oct-01	Jan-02	40	Conflict of Interest Statements Board of Regents, President & Administrative Professionals 10 & above
Oct-01	Jan-02	160	Information Systems
Nov-01	Mar-02	200	Payroll
Dec-01	Mar-02	50	Football/Basketball Ticket Sales (including special events) Advance Sales At Game Sales
Jan-02	Jun-02	170	University Housing
Mar-02	Jun-02	80	Parking
Apr-02	Jun-02	100	Financial Aid Compliance Reconciliation
Jun-02	Sep-02	80	Student Government
Jul-02	Sep-02	80	Catering and Conferences
Jul-02	Sep-02	180	Cash Receipts
Various	Various	160	Special Projects
Various	Various	100	Contingencies
		<u>1,500</u>	

STATUS OF AUDIT RECOMMENDATION

SEPTEMBER 25, 2001

Dining Services – Inventory Control Process
Dining Services – Cash Disbursements

Prepared by
Vice President for Business and Finance Office

26.

INTERNAL AUDIT RECOMMENDATION STATUS

Audit Performed: DINING SERVICES – INVENTORY CONTROL PROCESS

Date Completed: April 30, 2001

Recommendation:

1. We recommend that Dining Services' management restrict access to the receiving dock to authorized personnel at Eastern Eateries and Paradox. In addition, Dining Services' management should consider the installation of security cameras at the McKenny Union receiving area.

Client Response:

Eastern Eateries shares its dock with Physical Plant operations. All authorized staff must swipe their card to have access to the dock. In addition, cameras are located at the dock area to help restrict access. Paradox access is restricted by a phone call to gain access. Cameras are also at this location. For the McKenny Union receiving area, we will look at the feasibility of installing a camera and coordinate this with the proposed renovations of this facility.

Implementation Status: *Recommendation implemented. Management reported that they have incorporated the use of security cameras in the preliminary concept plans to renovate McKenny Union.*

Verification Date: 8/9/01

Recommendation:

2. We recommend that the individual performing the inventory observation sign and date the inventory tally sheets.

Client Response:

We agree. This is a procedure that we will review with appropriate staff.

Implementation Status: *Recommendation implemented. Management reported that they conducted a training session with core team management regarding the use of proper signature and date procedures when completing inventory tally sheets.*

Verification Date: 8/9/01

Audit Performed: DINING SERVICES – CASH DISBURSEMENTS

Date Completed: April 30, 2001

Recommendation:

1. We recommend that it be stressed that invoices must have the proper approval before they can be paid.

Client Response:

We agree. We will review policy with dining managers to remind them.

27.

Implementation Status: *Recommendation implemented. Management reported that they conducted training sessions with core team management to stress that invoices must have the proper approvals before payment can be made.*

Verification Date: 8/9/01

Recommendation:

2. We recommend that Dining Services look into incorporating a manager's per-transaction limit into the FSS system to automate the process of comparing a manager's per-transaction limit to the invoice amount.

Client Response:

We agree. However, FSS is not a system we can program. We will look into this with C-board (our vendor) to see if this is possible. The access system may be an alternative solution if C-board can't accomplish our request.

Implementation Status: *Recommendation implemented. Management has contacted the external system's programmer to request that they incorporate a per-transaction limit into the program. The company is currently exploring whether this programming change can be accomplished.*

Verification Date: 8/9/01

Recommendation:

3. While freight has not been a concern in the past, we recommend that the University consider performing or outsourcing an audit of GFS freight charges, on a sample basis, to verify that all charges are proper.

Client Response:

We agree. We will pursue having this audit outsourced.

Implementation Status: *Recommendation not implemented, but in progress. Management reported that the University Controller has been contacted to schedule this audit with the internal auditors. It is anticipated that this audit will be completed before year-end.*

Verification Date: 8/9/01

Audit recommendations verified by:

ROBERT BLACKBURN
Assistant to the Vice President for Business & Finance

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 3
DATE: September 25, 2001

RECOMMENDATION

REPORT: GRANTS/CONTRACTS

ACTION REQUESTED

It is recommended that 102 grants and contracts totaling \$4,026,366 for the period 06/01/01 through 08/31/01 be accepted.

SUMMARY

One-hundred percent sponsor-funded grants and contracts in the amount of \$2,742,747 were awarded to the University during the period 06/01/01 through 08/31/01. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled \$1,283,619.

Summary of Grants and Contracts FY2001 (pp. 2-5)
Summary of Grants and Contracts FY2002 (pp. 6-9)
Grants & Contracts Progress Report FY2001 (p. 10)
Grants & Contracts Progress Report FY2002 (p. 11)
June 2001 Proposal Activity (pp. 12-17)
July 2001 Proposal Activity (pp. 18-22)
August 2001 Proposal Activity (pp. 23-27)

FISCAL IMPLICATIONS

This action approves allocating University matching funds in the amount of \$136,335 as cash contributions for projects awarded during the period 06/01/01 through 08/31/01. Of the total cash contributions for the period, \$44,663 is allocated to FY01 for a fiscal year-to-date total of \$295,127 against a base budget of 261,378. Cash contributions of \$91,672 are allocated to FY2002 for a fiscal year-to-date total of \$91,672 against a base budget of \$361,652.

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**

9/25/2001

(Reported for FY 2001)

100% Sponsored

Title Grantor/Contractor	Director	Administrator	Amount
Upward Bound - 2001/2002 U.S. Department of Education	Amy Prevo-Johnson	Amy Prevo-Johnson	\$356,323
UAW-Ford Research & Engineering Plants 2001-2002 Contract Year UAW-Ford National Programs Center	Melanie Ferren	Melanie Ferren	\$205,108
Valeo 00/01 State Michigan Economic Development Corporation	Melanie Ferren	Kerry Keene	\$202,832
Oregon Foster Home Review Project - Phase II (14 Branches) Oregon, State of	Mark Ragg Peggy Wiencek	Bruce Warren	\$119,796
Valeo 00/01 Employer Valeo	Melanie Ferren	Kerry Keene	\$67,650
National Food Service Management Institute Scholar University of Southern Mississippi	Alice Jo Rainville	Alice Jo Rainville	\$46,639
Donation of supplies and equipment Calhoun Intermediate School District	Robert Neely	Robert Neely	\$46,027
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$39,075
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$33,125
AFAP-110 Modulates Signals That Effect Actin Filaments West Virginia University	Henry Zot	Henry Zot	\$30,340
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$29,600
The Dimension of Causal Sets - Year 2 National Science Foundation	David Reid	David Reid	\$26,000
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$24,000
Robert Bosch Corporation Robert Bosch Corporation	Barbara Hopkins	Barbara Hopkins	\$22,275
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$21,850
Project ACCESS Arab Com Ctr for Economic & Social Services	David Clifford	David Clifford	\$10,000
Visteon Corporation Visteon Automotive	Barbara Hopkins	Barbara Hopkins	\$9,275
Emmissions Evaluation Center Supplement - Paint Sample Analysis for PPG Industries PPG Industries, Incorporated	James Woo	James Woo	\$8,420
Executive Jet Executive Jet	Barbara Hopkins	Barbara Hopkins	\$8,125

Title	Director	Administrator	Amount
Grantor/Contractor			
Norplas Industries Norplas Industries	Barbara Hopkins	Barbara Hopkins	\$6,525
Owens Corning Owens Corning	Barbara Hopkins	Barbara Hopkins	\$6,525
Visteon Corporation Visteon Automotive	Barbara Hopkins	Barbara Hopkins	\$6,525
Robert Bosch Corporation Robert Bosch Corporation	Barbara Hopkins	Barbara Hopkins	\$6,075
Meridian Automotive Meridian Automotive	Pamela Hill	Ronald Kerrigan	\$6,000
Johnson Controls, Inc Johnson Controls, Inc	Pamela Hill	Ronald Kerrigan	\$5,600
Executive Jet Management Executive Jet	Barbara Hopkins	Barbara Hopkins	\$5,525
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$5,075
Michigan Council of Local Governments Michigan Municipal League Foundation	Joseph Ohren Charles Monsma	Charles Monsma	\$5,000
Allen Park Fire Department Workshops City of Allen Park	Joseph Ohren Charles Monsma	Charles Monsma	\$4,875
Jackson County Goal-Setting Program Jackson County	Joseph Ohren Charles Monsma	Charles Monsma	\$4,700
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$4,025
Teleflex Automotive Group Teleflex Automotive Group	Barbara Hopkins	Barbara Hopkins	\$3,775
Avery Dennison Avery Dennison	Barbara Hopkins	Barbara Hopkins	\$3,775
Great Lakes Science Center Workshop U.S. Department of Interior	Yichun Xie	Yichun Xie	\$3,060
Jackson County Performance Management Workshop 2 Jackson County	Joseph Ohren Charles Monsma	Charles Monsma	\$3,000
SC Johnson Wax SC Johnson Wax	Pamela Hill	Ronald Kerrigan	\$3,000
Merillat Industries Merillat Industries	Barbara Hopkins	Barbara Hopkins	\$2,875
Michigan Truck Safety Commission Plan Update Michigan Department of State Police	Joseph Ohren Charles Monsma	Charles Monsma	\$2,100
South West Oakland Cable Commission Goal-Setting South West Oakland Cable Commission	Joseph Ohren Charles Monsma	Charles Monsma	\$2,000
Traverse Bay Manuf.: training and assistance on pattern input and design. Traverse Bay Manufacturing, Inc., of Elk Rapids	Julie Becker	Julie Becker	\$1,875
City of Grand Haven City of Grand Haven	Joseph Ohren Charles Monsma	Charles Monsma	\$1,500
City of Ypsilanti Budget Workshop City of Ypsilanti	Joseph Ohren Charles Monsma	Charles Monsma	\$1,000

Title	Director	Administrator	Amount
Grantor/Contractor			
On-site training for JCI employees Johnson Controls	Julie Becker	Julie Becker	\$450
Jackson County Performance Measurements Jackson County	Joseph Ohren Charles Monsma	Charles Monsma	\$435
Local Government Cooperation Muskegon Muskegon Chapter, Michigan Townships Association	Joseph Ohren Charles Monsma	Charles Monsma	\$300

45 Grants and Contracts for a total of: \$1,402,055

**Eastern Michigan University
Summary of Grants and Contracts
9/25/2001
(Reported for FY 2001)
Requiring EMU Matching Funds**

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
Small Business Development Center, Region 9 Host	Earl Potter	Nick Blanchard	\$327,754	\$42,163	\$235,140	\$605,057
U.S. Small Business Administration						
Training and Technical Assistance to K-12 Learn and Serve-Michigan Sub-Grantees	Dale Rice	David Clifford	\$43,507		\$43,500	\$87,007
Michigan Community Service Commission						
NxLevel Entrepreneurial Training and Scholarship Program	Nick Blanchard	Nick Blanchard	\$42,961		\$41,525	\$84,486
Community Foundation for Southeastern Michigan						
Project YES - Youth for Equality and Safety	Kathleen Russell	Kathleen Russell	\$41,914	\$2,500	\$25,000	\$69,414
Community Foundation for Southeastern Michigan						
International Academic Service-Learning in Mexico	Elvia Krajewski-Jaime	Elvia Krajewski-Jaime	\$21,493		\$2,436	\$23,929
Michigan Campus Compact						
Models and Strategies of Training and Technical Assistance for Academic Service-Learning to K-12 Districts	Dale Rice Nancy Halmhuber	David Clifford	\$10,446		\$8,000	\$18,446
Michigan Community Service Commission						
Taylor Michigan Master Plan Use	Jay Weinstein	Joseph Rankin	\$2,269		\$2,417	\$4,686
City of Taylor, Michigan						
	7	Grants/Contracts for a total of:	\$490,344	\$44,663	\$358,018	\$893,025

Eastern Michigan University
 Summary of Grants and Contracts
 9/25/2001
 Reported for FY 2002
 100% Sponsored

Title Grantor/Contractor	Director	Administrator	Amount
GM General Motors Corporation	Pamela Hill	Arlene Cook	\$370,250
UAW-GM Cadillac, Hamtramck Plant UAW-GM Cadillac, Hamtramck Plant	Melanie Ferren Elizabeth Gray	Walter Di Mantova	\$219,905
Shoemaker Skill Center UAW/Delphi, 2001-2002 Contract Year UAW-GM Center for Human Resources	Melanie Ferren Elizabeth Gray	Walter DiMantova	\$211,293
King-Chavez-Parks Future Faculty Fellowship Grant- Supplemental Funding University of Michigan	Patrick Melia	Patrick Melia	\$112,000
The Musical Tradition of the Eastern European Synagogue Kaufman Memorial Trust	Sylvan Kalib	Marilyn Saker	\$50,000
Daimler Chrysler Corporation Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$49,500
Executive Jet Executive Jet	Barbara Hopkins	Barbara Hopkins	\$44,675
Survey of Retiree Donations to the United Way United Way Community Services	Crystal Mills Peggy Wiencek	David Clifford	\$32,732
NSF I/U CRC Membership – Environmental Protection Agency NSF Supplemental Funding National Science Foundation	Frank Jones	Frank Jones	\$29,987
Sustainable Model for Academic Service-Learning - Renewal U.S. Department of Education	Dale Rice	David Clifford	\$25,000
Genesee Intermediate School District Genesee Intermediate School District	Michael Kiefer	Michael Kiefer	\$20,000
Ford Detroit Jazz Festival Recording/Production Grant Music Hall Center for the Performing Arts (MI)	Arthur Timko	Arthur Timko	\$20,000
Herman Miller, Inc Herman Miller Inc.	Barbara Hopkins	Barbara Hopkins	\$14,850
Donation of NESTER software Gerber Technology, Inc.	Julie Becker	Julie Becker	\$12,500
Swarming and Hibernation of Bats at Tippy Dam, 2001-2002 Consumers Energy Company	Allen Kurta	Allen Kurta	\$11,517
Safety Belt Use Education Campaign For Hispanic Youths And Immigrants In Southwest Detroit Traffic Safety Association of Michigan	Elvia Krajewski-Jaime	David Clifford	\$10,880
M-59 Widening Project Study DLZ Michigan, Inc.	Allen Kurta	Allen Kurta	\$10,000
Donation of ACUMARK plotter to TRTI Magna Seating Systems, Farmington Hills MI	Julie Becker	Julie Becker	\$8,500

Title	Director	Administrator	Amount
Grantor/Contractor			
The Universal Group of Companies The Universal Group of Companies	Barbara Hopkins	Barbara Hopkins	\$6,875
Teleflex Automotive Group Teleflex Inc.	Barbara Hopkins	Barbara Hopkins	\$6,525
Quest Air Technologies Quest Air Technologies	Barbara Hopkins	Barbara Hopkins	\$6,525
Robert Bosch Corporation Robert Bosch Corporation	Barbara Hopkins	Barbara Hopkins	\$6,075
Herbert ORR Company Herbert Orr Company	Barbara Hopkins	Barbara Hopkins	\$6,075
Robert Bosch Corporation Robert Bosch Corporation	Barbara Hopkins	Barbara Hopkins	\$6,075
VDO North America - Fuel Systems VDO North America	Barbara Hopkins	Barbara Hopkins	\$5,525
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$5,075
Midway Products Group, Inc Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$5,075
Facility Expansion and Enhancement La-Z-Boy Foundation, Monroe MI	Julie Becker	Julie Becker	\$5,000
Program Evaluation: Substance Abuse Conference - Detroit Department of Public Health Harrison Y. Smith, Ph.D.	Robert Perry	Robert Perry	\$4,623
Eight days of on-site training at Johnson Controls Johnson Controls	Julie Becker	Julie Becker	\$4,000
PMR-Technical Support Pacific Meridian Resources	Yichun Xie	Yichun Xie	\$3,600
City of Troy Mapping J&L Consulting Services (E. Jaworski)	Yichun Xie	Yichun Xie	\$3,000
Visteon Corporation Visteon Corporation	Barbara Hopkins	Barbara Hopkins	\$2,775
Five days of training for C. Petersen Various Sponsors	Julie Becker	Julie Becker	\$1,875
PMR-Technical Support, part 2 Pacific Meridian Resources	Yichun Xie	Yichun Xie	\$1,800
Teleflex Automotive Group Teleflex Inc.	Barbara Hopkins	Barbara Hopkins	\$1,500
Training and assistance on pattern input and design, continued Oakland Technical Center	Julie Becker	Julie Becker	\$1,475
Training and assistance for Traverse Bay Manufacturing, Inc., continued Traverse Bay Manufacturing, Inc., of Elk Rapids	Julie Becker	Julie Becker	\$1,230
NuStep NuStep	Barbara Hopkins	Barbara Hopkins	\$1,200
Haiti Brochures, continued Earth Resources & Environmental Consultants	Yichun Xie	Yichun Xie	\$700
City of Ypsilanti Budget Workshop City of Ypsilanti	Joseph Ohren Charles Monsma	Charles Monsma	\$500

7.

Title	Grantor/Contractor	Director	Administrator	Amount
			41 Grants and Contracts for a total of:	\$1,340,692

Eastern Michigan University
 Summary of Grants and Contracts
 9/25/2001
 Reported for FY 2002
 Requiring EMU Matching Funds

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
An innovative Model for Person-Centered/Family-Centered In-Home Respite Care Michigan Department of Community Health	Lisa Gray Anne Robinson	Anne Robinson	\$126,788	\$3,000	\$250,000	\$379,788
LEP-Teacher Network (LEP-TNet) - Year Four U.S. Department of Education	Phyllis Noda Stuart Karebenick	Phyllis Noda	\$75,305		\$230,604	\$305,909
2000-2001 Competitive Grant for Full-Day Services of Michigan School Readiness and Head Start Programs Michigan Department of Education	Christine Aris	Christine Aris	\$95,000		\$190,000	\$285,000
Michigan School Readiness Program: 2001-2002 Competition (Four-year-olds, Continuation) Michigan Department of Education	Christine Aris	Christine Aris	\$50,268		\$99,000	\$149,268
Small Business Development Center, Region 9 Host, 2001, Year 1 Cash Match U.S. Small Business Administration	Earl Potter	Nick Blanchard	\$22,268	\$82,305		\$104,573
Marital Functioning, Chronic Pain, and Depression, Year 2 National Institute of Mental Health	Annmarie Cano	Kenneth Rusiniak	\$7,920		\$67,787	\$75,707
Three-year-old Preschool Program, 2001-2002 Competition Michigan Department of Education	Christine Aris	Christine Aris	\$29,892		\$30,000	\$59,892
In Search of a Sociopolitical Community: The Cases of Egypt, Iran and Jordan Ford Foundation	Mansoor Moaddel	Mansoor Moaddel	\$0	\$6,367	\$50,000	\$56,367
City of Toledo, Ohio - Graduate Internship Project City of Toledo	Ted Ligibel	Ted Ligibel	\$6,123		\$8,210	\$14,333
9	Grants/Contracts for a total of:		\$413,564	\$91,672	\$925,601	\$1,430,837

GRANTS AND CONTRACTS
FY 2001 FINAL PROGRESS REPORT

September 18, 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 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	457	458	1	436	469	33	(11)
Number of Awards	357	357	364	7	302	392	90	(28)
Dollar Value of Awards	\$15,100,000	\$15,100,000	\$16,456,151	\$1,356,151	\$14,500,000	\$14,566,815	\$66,815	\$1,889,336
Matching Funds	\$261,378	\$261,378	\$295,127	\$33,749	\$180,000	\$161,823	(\$18,177)	\$133,304

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

	Dollar Value	Budgeted Expenditures by Fiscal Year		
		FY00-01	FY01-02	FY03-04
FY00-01 Awards to Date	\$16,456,151	\$7,951,335	\$6,147,641	\$732,336
FY00-01 Matching Funds to Date	\$295,127	\$160,922	\$88,849	\$42,733
				\$2,623

Table III Grant and Contract Expenditures

	FY00-01	FY99-00	FY00-01 vs FY99-00 Variance
Expenditures to Date as of June 30	\$12,549,339	\$13,482,164	(932,825)

Table IV Proposals Pending

	FY00-01	FY99-00	FY00-01 vs FY99-00 Variance
No. of Pending Proposals as of June 30	73	71	2
Dollar Value of Pending Proposals	\$11,674,550	\$11,743,252	(68,702)

**GRANTS AND CONTRACTS
FY 2002 PROGRESS REPORT**

September 18, 2001

Table I Current Proposal/Award Activity and Prior Year Comparison

	FY01-02 Annual Plan	FY01-02 Plan To Date	FY01-02 Actual To Date	FY01-02 Actual- Plan Variance	FY00-01 Plan To Date	FY00-01 Actual To Date	FY00-01 Actual- Plan Variance	FY01-02 vs FY00-01 Actual to Date Var.
Number of Proposals	480	80	64	(16)	76	58	(18)	6
Number of Awards	351	59	49	(10)	60	34	(26)	15
Dollar Value of Awards	\$16,500,000	\$2,750,000	\$2,266,293	(\$483,707)	\$2,516,667	\$2,137,957	(\$378,710)	\$128,336
Matching Funds	\$361,652	\$60,275	\$91,672	\$31,397	\$40,049	\$37,768	(\$2,281)	\$53,904

Table II Future Budgetary Implications of FY01-02 Awards/Matching Funds

	Dollar Value	Budgeted Expenditures by Fiscal Year		
		FY01-02	FY02-03	FY03-04 FY04-05
FY00-01 Awards to Date	\$2,266,293	\$1,922,924	\$254,011	\$69,366 \$19,992
FY00-01 Matching Funds to Date	\$91,672	\$88,834	\$2,156	\$682 \$0

Table III Grant and Contract Expenditures

	FY01-02	FY00-01	FY01-02 vs FY00-01 Variance
Expenditures to Date as of July 31	\$490,681	\$595,182	(104,501)

Table IV Proposals Pending

	FY01-02	FY00-01	FY01-02 vs FY00-01 Variance
No. of Pending Proposals as of August 31	82	73	9
Dollar Value of Pending Proposals	\$12,835,293	\$11,903,068	\$932,225

11.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 9/25/2001

Grant/Contract Activity for June 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011246	Arab Com Ctr for Economic & Social Services	ISCFC	Awarded 6/21/2001	\$10,000	\$10,000
20011244	Avery Dennison	Center for Quality	Awarded 6/13/2001	\$3,775	\$3,775
20011147	Calhoun Intermediate School District	Biology	Awarded 6/12/2001	\$46,027	\$46,027
20011205	City of Allen Park	Political Science ICARD	Awarded 6/6/2001	\$4,875	\$4,875
20011206	City of Grand Haven	Political Science ICARD	Awarded 6/6/2001	\$1,500	\$1,500
20011150	City of Taylor, Michigan	Sociology, Anthropology and Criminology	Awarded 6/14/2001	\$2,417	\$2,417
20011202	City of Ypsilanti	Political Science ICARD	Awarded 6/6/2001	\$1,000	\$1,000
20010906	Community Foundation for Southeastern Michigan	ISCFC	Awarded 6/27/2001	\$25,000	\$25,000
20011212	Community Foundation for Southeastern Michigan	Office of the Dean of Business	Awarded 6/12/2001	\$41,525	\$41,525
20011227	Executive Jet	Center for Quality	Awarded 6/13/2001	\$8,125	\$8,125
20011242	Executive Jet	Center for Quality	Awarded 6/13/2001	\$5,525	\$5,525
20011208	Jackson County	Political Science ICARD	Awarded 6/6/2001	\$3,000	\$3,000
20011209	Jackson County	Political Science ICARD	Awarded 6/6/2001	\$4,700	\$4,700
20011210	Jackson County	Political Science ICARD	Awarded 6/6/2001	\$435	\$435
20011214	Johnson Controls	Textiles Research & Training Institute	Awarded 6/21/2001	\$450	\$450
20011225	Johnson Controls, Inc	Center for Organizational Risk Reduction	Awarded 6/22/2001	\$5,600	\$5,600
20011231	Meridian Automotive	Center for Organizational Risk Reduction	Awarded 6/22/2001	\$6,000	\$6,000
20011236	Merillat Industries	Center for Quality	Awarded 6/13/2001	\$2,875	\$2,875
20011002	Michigan Campus Compact	ISCFC Social Work	Awarded 6/14/2001	\$2,436	\$2,436
20010706	Michigan Community Service Commission	Special Education	Awarded 6/5/2001	\$8,000	\$8,000

GRANTS AND CONTRACTS: ACTIVITY REPORT FOR JUNE 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010707	Michigan Community Service Commission	Special Education	Awarded 6/5/2001	\$43,500	\$43,500
20011203	Michigan Department of State Police	Political Science ICARD	Awarded 6/6/2001	\$2,100	\$2,100
20011122	Michigan Economic Development Corporation	Center for Management & Leadership	Awarded 6/5/2001	\$202,832	\$202,832
20011201	Michigan Municipal League Foundation	Political Science ICARD	Awarded 6/6/2001	\$5,000	\$5,000
20011228	Midway Products Group, Inc.	Center for Quality	Awarded 6/13/2001	\$4,025	\$4,025
20011237	Midway Products Group, Inc.	Center for Quality	Awarded 6/13/2001	\$29,600	\$29,600
20011238	Midway Products Group, Inc.	Center for Quality	Awarded 6/13/2001	\$33,125	\$33,125
20011241	Midway Products Group, Inc.	Center for Quality	Awarded 6/13/2001	\$24,000	\$24,000
20011245	Midway Products Group, Inc.	Center for Quality	Awarded 6/13/2001	\$39,075	\$39,075
20011204	Muskegon Chapter, Michigan Townships Association	Political Science ICARD	Awarded 6/6/2001	\$300	\$300
20011256	National Science Foundation	Physics & Astronomy	Awarded 6/27/2001	\$26,000	\$26,000
20011229	Norplas Industries	Center for Quality	Awarded 6/13/2001	\$6,525	\$6,525
20010511	Oregon, State of	Social Work ISCFC	Awarded 6/6/2001	\$119,796	\$119,796
20011235	Owens Corning	Center for Quality	Awarded 6/13/2001	\$6,525	\$6,525
20011257	PPG Industries, Incorporated	Coatings Research Institute	Awarded 6/28/2001	\$8,420	\$8,420
20011230	Robert Bosch Corporation	Center for Quality	Awarded 6/13/2001	\$6,075	\$6,075
20011240	Robert Bosch Corporation	Center for Quality	Awarded 6/13/2001	\$22,275	\$22,275
20011226	SC Johnson Wax	Center for Organizational Risk Reduction	Awarded 6/22/2001	\$3,000	\$3,000
20011207	South West Oakland Cable Commission	Political Science ICARD	Awarded 6/6/2001	\$2,000	\$2,000
20011232	Teleflex Automotive Group	Center for Quality	Awarded 6/13/2001	\$3,775	\$3,775
20011223	Traverse Bay Manufacturing, Inc., of Elk Rapids	Textiles Research & Training Institute	Awarded 6/25/2001	\$1,875	\$1,875

13.

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011247	U.S. Department of Education	Upward Bound	Awarded 6/27/2001	\$356,323	\$356,323
20011148	U.S. Department of Interior	CEITA	Awarded 6/19/2001	\$3,060	\$3,060
20010905	U.S. Small Business Administration	Office of the Dean of Business	Awarded 6/29/2001	\$235,140	\$235,140
20010902	UAW-Ford National Programs Center	Center for Management & Leadership	Awarded 6/21/2001	\$205,108	\$205,108
20011286	University of Southern Mississippi	HECR	Awarded 6/29/2001	\$46,639	\$46,639
20011123	Valeo	Center for Management & Leadership	Awarded 6/5/2001	\$67,650	\$67,650
20011239	Visteon Automotive	Center for Quality	Awarded 6/13/2001	\$9,275	\$9,275
20011243	Visteon Automotive	Center for Quality	Awarded 6/13/2001	\$6,525	\$6,525
20011101	West Virginia University	Biology	Awarded 6/29/2001	\$30,340	\$30,340
20011233	Yazaki North America	Center for Quality	Awarded 6/13/2001	\$5,075	\$5,075
20011234	Yazaki North America	Center for Quality	Awarded 6/13/2001	\$21,850	\$21,850
20010727	National Science Foundation	Teacher Education	Denied 6/12/2001	\$890,416	\$0
990710	U.S. Army Corps of Engineers	Geography & Geology CEITA	Denied 6/18/2001	\$52,762	\$0
20010501	U.S. Department of Education	Foreign Languages & Bilingual Studies	Denied 6/11/2001	\$167,892	\$0
990714	American Diabetes Association	Chemistry	Pending	\$144,120	\$0
20010907	American Express Foundation	National Institute for Consumer Education	Pending	\$29,664	\$0
20011143	American Speech-Language-Hearing Association	Special Education	Pending	\$7,993	\$0
20011007	Ameritech Foundation	HPERD Teacher Education	Pending	\$99,781	\$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	ISFC	Pending	\$4,712	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011249	Cytodyne Technologies, Lakewood NJ	HPERD	Pending	\$28,920	\$0
990704	Detroit Public Schools	Institute for Diversity in Business Services	Pending	\$6,250	\$0
20011253	DLZ Michigan, Inc.	Biology	Pending	\$9,997	\$0
990605	Elf Atochem North America, Inc.	Physics & Astronomy	Pending	\$59,062	\$0
20011149	Environmental Protection Agency	CEITA	Pending	\$10,000	\$0
20011151	Flinn Foundation	Associated Health Professions	Pending	\$97,754	\$0
20010336	Ford Foundation	Sociology, Anthropology and Criminology	Pending	\$50,000	\$0
20010507	Illinois Soybean Promotion Board	Coatings Research Institute	Pending	\$178,855	\$0
20011005	LPJ Research, Inc.	HPERD	Pending	\$12,700	\$0
20010949	MERS, LLC.	Coatings Research Institute	Pending	\$21,795	\$0
20011008	Michigan Campus Compact	Mathematics	Pending	\$2,000	\$0
20011106	Michigan Department of Career Development	ICARD	Pending	\$24,800	\$0
990725	Michigan Department of Education	Business & Technology Education	Pending	\$1,680	\$0
20010728	Michigan Department of Education	Children's Institute	Pending	\$190,000	\$0
20010935	Michigan Department of Education	Computer Science	Pending	\$79,336	\$0
20011141	Michigan Department of Education	Children's Institute	Pending	\$30,000	\$0
20011142	Michigan Department of Education	Children's Institute	Pending	\$99,000	\$0
20011216	Michigan Department of Education	Teacher Education	Pending	\$40,000	\$0
20010606	Michigan Department of State	Geography & Geology	Pending	\$31,327	\$0
990611	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$4,659	\$0
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20010128	National Endowment for the Humanities	African American Studies	Pending	\$4,000	\$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

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20000961	National Institutes of Health	Computer Science	Pending	\$150,265	\$0
20010616	National Institutes of Health	Physics & Astronomy	Pending	\$58,291	\$0
20011145	National Institutes of Health	Chemistry	Pending	\$124,304	\$0
20001214	National Science Foundation	Chemistry	Pending	\$25,690	\$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
20010726	National Science Foundation	Chemistry Physics & Astronomy	Pending	\$130,250	\$0
20011010	National Science Foundation	Coatings Research Institute	Pending	\$30,000	\$0
20011132	National Science Foundation	English Language & Literature	Pending	\$6,000	\$0
20011213	National Science Foundation	Interdisciplinary Technology	Pending	\$23,070	\$0
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0
20010426	PETROTRIN	Center for Organizational Risk Reduction	Pending	\$1,850,000	\$0
20010904	Pine Family Foundation, Inc.	Chemistry	Pending	\$9,513	\$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
20010934	State of Michigan Office of Drug Control Policy	Foreign Languages & Bilingual Studies	Pending	\$278,106	\$0
20010104	The American Foundation	History & Philosophy	Pending	\$39,105	\$0
20010216	The Aspen Institute	Accounting Associated Health Professions	Pending	\$24,830	\$0
20010217	The Aspen Institute	Social Work Associated Health Professions	Pending	\$25,612	\$0
20010702	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$756,980	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010705	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$1,204,790	\$0
20010850	U.S. Department of Education	Special Education	Pending	\$25,500	\$0
20011139	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$444,854	\$0
20011003	U. S. Department of Health and Human Services	Psychology	Pending	\$123,391	\$0
20011135	U. S. Department of Health and Human Services	Social Work	Pending	\$200,000	\$0
20010709	UAW-Delphi	Center for Management & Leadership	Pending	\$211,293	\$0
20011138	UAW-Ford National Programs Center	Center for Management & Leadership	Pending	\$354,506	\$0
20010427	UAW-GM Cadillac, Hamtramck Plant	Center for Management & Leadership	Pending	\$219,905	\$0
20011248	United Soybean Board	Coatings Research Institute	Pending	\$162,062	\$0
20000814	University of Michigan	ISCFC	Pending	\$14,981	\$0
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0
20011220	University of Michigan	Nursing Education	Pending	\$8,060	\$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
20011102	Western Illinois University	Teacher Education Office of the Dean - Education	Pending	\$97,638	\$0
991217	Ypsilanti Public Housing Commission	ISCFC	Pending	\$203,582	\$0

Quantity of Awards: 52
Sum of Awards: \$1,760,073

Quantity of Pending: 73
Quantity of Denied: 3

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 9/25/2001

Grant/Contract Activity for July 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020105	Consumers Energy Company	Biology	Awarded 7/26/2001	\$11,517	\$11,517
20011253	DLZ Michigan, Inc.	Biology	Awarded 7/18/2001	\$10,000	\$10,000
20011285	Earth Resources & Environmental Consultants	CEITA	Awarded 7/18/2001	\$700	\$700
20011266	Executive Jet	Center for Quality	Awarded 7/10/2001	\$44,675	\$44,675
20010336	Ford Foundation	Sociology, Anthropology and Criminology	Awarded 7/18/2001	\$50,000	\$50,000
20011224	General Motors Corporation	Center for Organizational Risk Reduction	Awarded 7/31/2001	\$370,250	\$370,250
20011278	Genesee Intermediate School District	Centers for Corporate Training	Awarded 7/31/2001	\$20,000	\$20,000
20011283	Harrison Y. Smith, Ph.D.	African American Studies	Awarded 7/18/2001	\$4,623	\$4,623
20011273	Herbert Orr Company	Center for Quality	Awarded 7/10/2001	\$6,075	\$6,075
20011267	Herman Miller Inc.	Center for Quality	Awarded 7/10/2001	\$14,850	\$14,850
20020102	J&L Consulting Services (E. Jaworski)	CEITA	Awarded 7/18/2001	\$3,000	\$3,000
20011284	La-Z-Boy Foundation, Monroe MI	Textiles Research & Training Institute	Awarded 7/24/2001	\$5,000	\$5,000
20011251	Magna Seating Systems, Farmington Hills MI	Textiles Research & Training Institute	Awarded 7/18/2001	\$8,500	\$8,500
20011222	Michigan Department of Community Health	Alzheimer's Education Program	Awarded 7/31/2001	\$250,000	\$250,000
20010728	Michigan Department of Education	Children's Institute	Awarded 7/18/2001	\$190,000	\$190,000
20011263	Midway Products Group, Inc.	Center for Quality	Awarded 7/10/2001	\$5,075	\$5,075
20011264	Midway Products Group, Inc.	Center for Quality	Awarded 7/10/2001	\$5,075	\$5,075
20020106	Music Hall Center for the Performing Arts (MI)	WEMU Radio	Awarded 7/18/2001	\$20,000	\$20,000
20011275	NuStep	Center for Quality	Awarded 7/10/2001	\$1,200	\$1,200
20011271	Quest Air Technologies	Center for Quality	Awarded 7/10/2001	\$6,525	\$6,525

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011265	Robert Bosch Corporation	Center for Quality	Awarded 7/10/2001	\$6,075	\$6,075
20011274	Robert Bosch Corporation	Center for Quality	Awarded 7/10/2001	\$6,075	\$6,075
20011270	Teleflex Inc.	Center for Quality	Awarded 7/10/2001	\$6,525	\$6,525
20011276	Teleflex Inc.	Center for Quality	Awarded 7/10/2001	\$1,500	\$1,500
20011269	The Universal Group of Companies	Center for Quality	Awarded 7/10/2001	\$6,875	\$6,875
20011109	Traffic Safety Association of Michigan	Social Work	Awarded 7/19/2001	\$10,880	\$10,880
20020116	Traverse Bay Manufacturing, Inc., of Elk Rapids	Textiles Research & Training Institute	Awarded 7/31/2001	\$1,230	\$1,230
20010850	U.S. Department of Education	Special Education	Awarded 7/26/2001	\$25,000	\$25,000
20020123	U.S. Department of Education	Foreign Languages & Bilingual Studies Institute for Diversity in Business Services	Awarded 7/31/2001	\$230,604	\$230,604
20011287	Various Sponsors	Textiles Research & Training Institute	Awarded 7/24/2001	\$1,875	\$1,875
20011272	VDO North America	Center for Quality	Awarded 7/10/2001	\$5,525	\$5,525
20011268	Visteon Corporation	Center for Quality	Awarded 7/10/2001	\$2,775	\$2,775
20011249	Cytodyne Technologies, Lakewood NJ	HPERD	Denied 7/12/2001	\$28,920	\$0
20010129	University of Rochester	Geography & Geology	Denied 7/23/2001	\$49,896	\$0
20010844	Wayne County, MI	CEITA Biology	Denied 7/17/2001	\$359,737	\$0
990714	American Diabetes Association	Chemistry	Pending	\$144,120	\$0
20010907	American Express Foundation	National Institute for Consumer Education	Pending	\$29,664	\$0
20011143	American Speech-Language-Hearing Association	Special Education	Pending	\$7,993	\$0
20011007	Ameritech Foundation	HPERD Teacher Education	Pending	\$99,781	\$0
20000705	AOL Foundation	Sociology, Anthropology, and Criminology	Pending	\$6,304	\$0
20000219	Associated General Contractors of America, Detroit, Inc.	Institute for Diversity in Business Services	Pending 8/31/2000	\$2,500	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010431	City of Jackson, Michigan	Geography & Geology	Pending	\$3,988	\$0
20010601	City of Phoenix	Interdisciplinary Technology	Pending	\$301,604	\$0
20000401	Comer Health Center	ISCFC	Pending	\$4,712	\$0
990704	Detroit Public Schools	Institute for Diversity in Business Services	Pending	\$6,250	\$0
990605	Elf Atochem North America, Inc.	Physics & Astronomy	Pending	\$59,062	\$0
20011149	Environmental Protection Agency	CEITA	Pending	\$10,000	\$0
20011151	Flinn Foundation	Associated Health Professions	Pending	\$97,754	\$0
20010507	Illinois Soybean Promotion Board	Coatings Research Institute	Pending	\$178,855	\$0
20000961	Koester Performance Research	Computer Science	Pending	\$180,824	\$0
20011005	LPJ Research, Inc.	HPERD	Pending	\$12,700	\$0
20010949	MERS, LLC.	Coatings Research Institute	Pending	\$21,795	\$0
20011008	Michigan Campus Compact	Mathematics	Pending	\$2,000	\$0
20011106	Michigan Department of Career Development	ICARD	Pending	\$24,800	\$0
990725	Michigan Department of Education	Business & Technology Education	Pending	\$1,680	\$0
20011141	Michigan Department of Education	Children's Institute	Pending	\$30,000	\$0
20011142	Michigan Department of Education	Children's Institute	Pending	\$99,000	\$0
20011216	Michigan Department of Education	Teacher Education	Pending	\$40,000	\$0
20011261	Michigan Department of Education	Special Education	Pending	\$74,000	\$0
20010606	Michigan Department of State	Geography & Geology	Pending	\$31,327	\$0
990611	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$4,659	\$0
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20011221	Michigan State University	Nursing Education	Pending	\$65,767	\$0
20010128	National Endowment for the Humanities	African American Studies	Pending	\$4,000	\$0
20000714	National Institute of Justice	ISCFC	Pending	\$275,000	\$0
991106	National Institutes of Health	Chemistry	Pending	\$125,024	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20000353	National Institutes of Health	Social Work Nursing Education	Pending	\$407,033	\$0
20010616	National Institutes of Health	Physics & Astronomy	Pending	\$58,291	\$0
20011145	National Institutes of Health	Chemistry	Pending	\$124,304	\$0
20001214	National Science Foundation	Chemistry	Pending	\$25,690	\$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
20010726	National Science Foundation	Chemistry Physics & Astronomy	Pending	\$130,250	\$0
20011010	National Science Foundation	Coatings Research Institute	Pending	\$30,000	\$0
20011132	National Science Foundation	English Language & Literature	Pending	\$6,000	\$0
20011213	National Science Foundation	Interdisciplinary Technology	Pending	\$23,070	\$0
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0
20010426	PETROTRIN	Center for Organizational Risk Reduction	Pending	\$1,850,000	\$0
20010904	Pine Family Foundation, Inc.	Chemistry	Pending	\$9,513	\$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
20010934	State of Michigan Office of Drug Control Policy	Foreign Languages & Bilingual Studies	Pending	\$278,106	\$0
20010104	The American Foundation	History & Philosophy	Pending	\$39,105	\$0
20010216	The Aspen Institute	Accounting Associated Health Professions	Pending	\$24,830	\$0
20010217	The Aspen Institute	Social Work Associated Health Professions	Pending	\$25,612	\$0
20010702	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$756,980	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010705	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$1,204,790	\$0
20011139	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$444,854	\$0
20011003	U. S. Department of Health and Human Services	Psychology	Pending	\$123,391	\$0
20011135	U. S. Department of Health and Human Services	Social Work	Pending	\$200,000	\$0
20010709	UAW-Delphi	Center for Management & Leadership	Pending	\$211,293	\$0
20011138	UAW-Ford National Programs Center	Center for Management & Leadership	Pending	\$354,506	\$0
20010427	UAW-GM Cadillac, Hamtramck Plant	Center for Management & Leadership	Pending	\$219,905	\$0
20011248	United Soybean Board	Coatings Research Institute	Pending	\$162,062	\$0
20000814	University of Michigan	ISCFC	Pending	\$14,981	\$0
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0
20011220	University of Michigan	Nursing Education	Pending	\$8,060	\$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
20011102	Western Illinois University	Teacher Education Office of the Dean - Education	Pending	\$97,638	\$0
991217	Ypsilanti Public Housing Commission	ISCFC	Pending	\$203,582	\$0

Quantity of Awards: 32
Sum of Awards: \$1,332,004

Quantity of Pending: 70
Quantity of Denied: 3

22.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 9/25/2001

Grant/Contract Activity for August 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020115	City of Toledo	Geography & Geology	Awarded 8/31/2001	\$8,210	\$8,210
20020138	City of Ypsilanti	Political Science ICARD	Awarded 8/10/2001	\$500	\$500
20011279	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 8/31/2001	\$49,500	\$49,500
20011215	Gerber Technology, Inc.	Textiles Research & Training Institute	Awarded 8/28/2001	\$12,500	\$12,500
20020202	Johnson Controls	Textiles Research & Training Institute	Awarded 8/28/2001	\$4,000	\$4,000
20020107	Kaufman Memorial Trust	Music	Awarded 8/28/2001	\$50,000	\$50,000
20011141	Michigan Department of Education	Children's Institute	Awarded 8/31/2001	\$30,000	\$30,000
20011142	Michigan Department of Education	Children's Institute	Awarded 8/28/2001	\$99,000	\$99,000
20020122	National Institute of Mental Health	Psychology	Awarded 8/31/2001	\$67,787	\$67,787
20011010	National Science Foundation	Coatings Research Institute	Awarded 8/31/2001	\$29,987	\$29,987
20020140	Oakland Technical Center	Textiles Research & Training Institute	Awarded 8/28/2001	\$1,475	\$1,475
20020113	Pacific Meridian Resources	CEITA	Awarded 8/7/2001	\$3,600	\$3,600
20020215	Pacific Meridian Resources	CEITA	Awarded 8/28/2001	\$1,800	\$1,800
20020212	U.S. Small Business Administration	Office of the Dean of Business	Awarded 8/31/2001		
20010427	UAW-GM Cadillac, Hamtramck Plant	Center for Management & Leadership	Awarded 8/31/2001	\$219,905	\$219,905
20010709	UAW-GM Center for Human Resources	Center for Management & Leadership	Awarded 8/31/2001	\$211,293	\$211,293
20020108	United Way Community Services	Social Work ISFC	Awarded 8/28/2001	\$32,732	\$32,732
20020223	University of Michigan	Graduate School	Awarded 8/31/2001	\$112,000	\$112,000
20010935	Michigan Department of Education	Computer Science	Denied 8/1/2001	\$79,336	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20000927	U.S. Department of Justice	Social Work	Denied 8/24/2001	\$381,150	\$0
20010302	University of South Carolina	Geography & Geology	Denied 8/7/2001	\$15,161	\$0
990714	American Diabetes Association	Chemistry	Pending	\$144,120	\$0
20010907	American Express Foundation	National Institute for Consumer Education	Pending	\$29,664	\$0
20020109	American Heart Association	HECR	Pending	\$130,000	\$0
20011143	American Speech-Language-Hearing Association	Special Education	Pending	\$7,993	\$0
20011007	Ameritech Foundation	HPERD Teacher Education	Pending	\$99,781	\$0
20000705	AOL Foundation	Sociology, Anthropology, and Criminology	Pending	\$6,304	\$0
20000219	Associated General Contractors of America, Detroit, Inc.	Institute for Diversity in Business Services	Pending 8/31/2000	\$2,500	\$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
20020117	Dearborn Public Schools	History & Philosophy	Pending	\$199,068	\$0
990704	Detroit Public Schools	Institute for Diversity in Business Services	Pending	\$6,250	\$0
990605	Elf Atochem North America, Inc.	Physics & Astronomy	Pending	\$59,062	\$0
20011149	Environmental Protection Agency	CEITA	Pending	\$10,000	\$0
20011151	Flinn Foundation	Associated Health Professions	Pending	\$97,754	\$0
20010507	Illinois Soybean Promotion Board	Coatings Research Institute	Pending	\$178,855	\$0
20000961	Koester Performance Research	Computer Science	Pending	\$180,824	\$0
20011005	LPJ Research, Inc.	HPERD	Pending	\$12,700	\$0
20010949	MERS, LLC.	Coatings Research Institute	Pending	\$21,795	\$0
20011008	Michigan Campus Compact	Mathematics	Pending	\$2,000	\$0
20011106	Michigan Department of Career Development	ICARD	Pending	\$24,800	\$0
20011250	Michigan Department of Career Development	Office of the Dean of Education	Pending	\$53,716	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011259	Michigan Department of Career Development	Holman Learning Center	Pending	\$149,640	\$0
990725	Michigan Department of Education	Business & Technology Education	Pending	\$1,680	\$0
20011216	Michigan Department of Education	Teacher Education	Pending	\$40,000	\$0
20011260	Michigan Department of Education	Communication & Theatre Arts Special Education	Pending	\$20,000	\$0
20011261	Michigan Department of Education	Special Education	Pending	\$74,000	\$0
20011280	Michigan Department of Education	Office of the Dean of Education CEITA	Pending	\$75,753	\$0
20020110	Michigan Department of Education	Chemistry	Pending	\$74,939	\$0
20020124	Michigan Department of Education	Mathematics	Pending	\$74,631	\$0
20010606	Michigan Department of State	Geography & Geology	Pending	\$31,327	\$0
20020126	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$139,323	\$0
20020127	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$95,067	\$0
20020128	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$92,750	\$0
20020129	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$16,131	\$0
20020130	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$47,930	\$0
20020131	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$31,661	\$0
990611	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$4,659	\$0
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20011221	Michigan State University	Nursing Education	Pending	\$65,767	\$0
20010128	National Endowment for the Humanities	African American Studies	Pending	\$4,000	\$0
20000714	National Institute of Justice	ISFC	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
20010616	National Institutes of Health	Physics & Astronomy	Pending	\$58,291	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011145	National Institutes of Health	Chemistry	Pending	\$124,304	\$0
20001214	National Science Foundation	Chemistry	Pending	\$25,690	\$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
20010726	National Science Foundation	Chemistry Physics & Astronomy	Pending	\$130,250	\$0
20011132	National Science Foundation	English Language & Literature	Pending	\$6,000	\$0
20011213	National Science Foundation	Interdisciplinary Technology	Pending	\$23,070	\$0
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0
20010426	PETROTRIN	Center for Organizational Risk Reduction	Pending	\$1,850,000	\$0
20010904	Pine Family Foundation, Inc.	Chemistry	Pending	\$9,513	\$0
20000713	Purdue University	Psychology	Pending	\$46,626	\$0
990601	Research Corporation	Chemistry	Pending	\$42,518	\$0
20011136	Research Corporation	Chemistry	Pending	\$33,148	\$0
20001031	Retirement Research Foundation	Social Work	Pending	\$161,981	\$0
20010109	Spencer Foundation	African American Studies	Pending	\$30,615	\$0
20010934	State of Michigan Office of Drug Control Policy	Foreign Languages & Bilingual Studies	Pending	\$278,106	\$0
20010104	The American Foundation	History & Philosophy	Pending	\$39,105	\$0
20010216	The Aspen Institute	Accounting Associated Health Professions	Pending	\$24,830	\$0
20010217	The Aspen Institute	Social Work Associated Health Professions	Pending	\$25,612	\$0
20010702	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$756,980	\$0
20010705	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$1,204,790	\$0
20011139	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$444,854	\$0
20011003	U. S. Department of Health and Human Services	Psychology	Pending	\$123,391	\$0

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Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011135	U. S. Department of Health and Human Services	Social Work	Pending	\$200,000	\$0
20011138	UAW-Ford National Programs Center	Center for Management & Leadership	Pending	\$354,506	\$0
20011248	United Soybean Board	Coatings Research Institute	Pending	\$162,062	\$0
20000814	University of Michigan	ISCFC	Pending	\$14,981	\$0
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0
20011219	University of Michigan	Chemistry	Pending	\$51,870	\$0
20011220	University of Michigan	Nursing Education	Pending	\$8,060	\$0
20020103	Washtenaw County Government	Geography & Geology CEITA	Pending	\$676,241	\$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
20011102	Western Illinois University	Teacher Education Office of the Dean - Education	Pending	\$97,638	\$0
991217	Ypsilanti Public Housing Commission	ISCFC	Pending	\$203,582	\$0

Quantity of Awards: 18
Sum of Awards: \$934,289

Quantity of Pending: 82
Quantity of Denied: 3

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 5
DATE: September 25, 2001

RECOMMENDATION

REPORT: ACCOUNTS RECEIVABLE

ACTION REQUESTED

It is recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of August 31, 2001 be received and placed on file.

STAFF SUMMARY

The Student Accounts Receivable Ratio Analysis reflects that the August 31, 2001 net receivable balance is \$31,922,000 or 57.92 percent of revenue as compared to \$23,682,000 or 47.51 percent of revenue as of August 31, 2000, which is a 10.41 percent increase. The report shows an increase of 8.72 percent as compared to the five-year average of 49.20 percent.

The unusually high accounts receivable balance for August is directly related to the planned delay in assessment and billing of Fall 2001 charges, pending the final notification of the State of Michigan appropriation and the University's subsequent tuition and fee increases. Two secondary influences contributed to the increased balance: (1) there was a change in timing of Merit Scholarship payments from the State of Michigan which were provided in August last year but not until September this year, and (2) a programming error in the vendor-provided financial aid system resulted in a delay in the release of some loan payments until the first week of September. The vendor has provided the needed patches to correct the program. Accounts receivable balances are expected to revert back to historic levels in the next couple of months.

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

2000-01, 2001-02
(thousands of dollars)

	2000-01			2001-02			5 Year Average Percent
	Revenue	Net Receivable	Percent	Revenue	Net Receivable	Percent	
July	\$ 34,859	\$ 29,663	85.09%	* \$ 55,113	* \$ 31,922	* 57.92%	* 49.20%
August	49,850	23,682	47.51%				
September	50,210	16,598	33.06%				
October	51,397	10,924	21.25%				
November	54,891	9,570	17.43%				
December	90,906	12,524	13.78%				
January	94,724	14,592	15.40%				
February	95,492	9,677	10.13%				
March	95,847	6,767	7.06%				
April	103,982	11,701	11.25%				
May	104,747	7,261	6.93%				
June	104,822	4,571	4.36%				

* No July bills due to planned delay in Fall assessment, pending final notification of the state appropriation and subsequent tuition and fee increases.

Eastern Michigan University
Student Accounts Receivable Reports
For Month Ended August 31, 2001

Aging Report

	Current	60-120 Days	121-180 Days	181-360 Days	Total
Gross Receivable	\$29,303,051	\$1,146,427	\$766,357	\$1,807,085	\$33,022,920
Allowance	110,085	165,127	275,212	550,424	1,100,848
Net Receivable	\$29,192,966	\$981,299	\$491,145	\$1,256,661	\$31,922,071
8/31/00 Balance	\$13,930,551	\$8,046,191	\$417,130	\$1,288,218	\$23,682,090

Revenue Summary

	Fiscal Year To Date	Prior Year To Date	Variance
<u>General Fund Revenue</u>			
Tuition & Required Fees	\$44,524,968	\$39,316,775	13.25%
Other Student Fees	446,632	732,687	-39.04%
Total	44,971,600	40,049,462	12.29%
<u>Other Funds Revenue</u>			
Room & Board	10,085,268	9,483,022	6.35%
Miscellaneous	56,192	317,813	-82.32%
Total	10,141,460	9,800,835	3.48%
Total Revenue	\$55,113,060	\$49,850,297	10.56%

Eastern Michigan University
 Student Accounts Receivable
 Collection Agency Inventory
 For Month Ended August 31, 2001

Agency	Cumulative Inventory @ August 2001	Cumulative Inventory @ August 2000
AssetCare	\$31,869	\$175,912
Credit Bureau of Ypsilanti	1,944,481	1,803,823
Enterprise Recovery	2,298,403	2,138,110
General Revenue Corporation	1,193,254	1,104,822
H. W. Ketchum Collection	1,126,783	1,130,519
Immediate Credit Recovery	86,792	371,706
National Enterprise Systems	504,484	-
World Credit, Inc.	144,479	151,249
TOTALS	\$7,330,545	\$6,876,141
Five Year Revenue	\$488,516,007	\$497,836,164
Five Year % of Revenue	1.50%	1.38%

Eastern Michigan University
Collection Agency Comparison

Net Assignments

Agency	Y-T-D August 2001	Y-T-D August 2000
AssetCare	-	-
Credit Bureau of Ypsilanti	3,630	21,008
Enterprise Recovery	(21,355)	1,891
General Revenue Corporation	24,255	(121,058)
H. W. Ketchum Collection	39	160
Immediate Credit Recovery	1,460	(56,996)
National Enterprise Systems	61,404	-
World Credit, Inc.	-	-
TOTALS	\$69,434	(\$154,996)

Recoveries

Agency	Y-T-D August 2001	Y-T-D August 2000
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	22,406	33,450
Enterprise Recovery	51,629	43,193
General Revenue Corporation	46,636	54,585
H. W. Ketchum Collection	23,517	18,565
Immediate Credit Recovery	2,238	8,362
National Enterprise Systems	26,121	-
World Credit, Inc.	-	-
TOTALS	\$172,547	\$158,155

Eastern Michigan University
Collection Agency Comparison

Collection Expense

<u>Agency</u>	<u>Y-T-D August 2001</u>	<u>Y-T-D August 2000</u>
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	10,828	15,525
Enterprise Recovery	16,257	13,526
General Revenue Corporation	13,321	16,647
H. W. Ketchum Collection	7,829	6,193
Immediate Credit Recovery	503	1,979
National Enterprise Systems	6,556	-
World Credit, Inc.	-	-
TOTALS	\$55,295	\$53,870

Eastern Michigan University
Collection Agency Inventory Rollforward
2001-02

Agency	Beginning Inventory July 2001	+August 2001 Assignments	-August 2001 Recoveries	=Ending Inventory August 2001
AssetCare	31,869	\$ -	\$ -	31,869
Credit Bureau of Ypsilanti	1,967,421	(535)	\$22,406	1,944,481
Enterprise Recovery	2,318,523	5,977	26,096	2,298,403
General Revenue Corporation	1,225,359	(7,283)	24,822	1,193,254
H. W. Ketchum Collection	1,138,810	-	12,027	1,126,783
Immediate Credit Recovery	88,100	931	\$2,238	86,792
National Enterprise Systems	525,482	(5,210)	15,789	504,484
World Credit, Inc.	144,479	-	-	144,479
TOTALS	\$7,440,043	(\$6,119)	\$103,379	\$7,330,545

2000-01 (Prior Year)

Agency	Beginning Inventory July 2000	+August 2000 Assignments	-August 2000 Recoveries	=Ending Inventory August 2000
AssetCare	\$175,912	\$ -	\$ -	\$175,912
Credit Bureau of Ypsilanti	1,806,906	10,934	\$14,017	1,803,823
Enterprise Recovery	2,146,113	6,983	14,987	2,138,110
General Revenue Corporation	1,210,639	(74,540)	31,277	1,104,822
H. W. Ketchum Collection	1,139,591	\$1,939	11,010	1,130,519
Immediate Credit Recovery	387,407	(10,344)	5,357	371,706
World Credit, Inc.	151,249	-	-	151,249
TOTALS	\$7,017,817	(\$65,027)	\$76,648	\$6,876,141

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: September 25, 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 September 7, 2001.

STAFF SUMMARY

The new student housing project is complete with full occupancy. Landscaping has commenced and will be completed by October. The project remains within budget.

All additional parking lot construction projects have been completed with landscaping in progress. Re-stripping of miscellaneous parking areas has been completed.

The new psychology clinic, located at 611 West Cross Street, is completed.

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 Office:

Date

1

EASTERN MICHIGAN UNIVERSITY
CONSTRUCTION PROJECTS PROGRESS REPORT
SEPTEMBER 7, 2001

I. PROJECTS IN PROGRESS	BUDGET
<p>HOUSING FIRE ALARM Account No: 7-77799 Source of Funds: Housing Reserves Design Consultant: Ghafari Associates Project Manager: Staff New fire alarm system for Hill completed and approved. Planning/Design for Wise, Best and Goddard will commence September 2002. Completion Date: September 2002</p>	408,000.00
<p>HOYT ELEVATOR MODERNIZATION Account No: 7-77833 Source of Funds: Housing Reserves Design Consultant: Staff Project Manager: Staff Status: Project awarded to Detroit Elevator Co. Scheduled Completion: July 2002</p>	290,000
<p>HOYT EMPORIUM - Phase I Account No: 7-77824 Source of Funds: Housing and Dining Reserves Design Consultant: Angelini & Associates Project Manager: Staff Schematic design in progress Scheduled Completion: March 2002</p>	600,000
<p>MCKENNY UNION "FRESHEN'S" AIR CONDITIONING Account No: 7-77825 Source of Funds: Housing & Dining Reserves Design Consultant: Integrated Design Solutions Project Manager: Staff Status: Project awarded to John Darr, Inc. Scheduled Completion: November 2001</p>	84,000
<p>NEW STUDENT HOUSING Account No: 7-77766 Source of Funds: Bond Proceeds \$12,500,000; Housing Reserves \$500,000 Design Consultant: TMP Associates Project is complete. Occupancy has begun. Landscaping and site work is being completed. Project is complete.</p>	13,000,000
<p>PARKING STRUCTURE REPAIRS Account No: 7-77389 Source of Funds: Parking & Paving Reserve Design Consultant: NTH Consultants Project Manager: NTH Consultants Upper level deck repairs completed except for punch list items. Scheduled Completion: September 2001</p>	375,000

2-

EASTERN MICHIGAN UNIVERSITY
CONSTRUCTION PROJECTS PROGRESS REPORT
SEPTEMBER 7, 2001

PSYCHOLOGY CLINIC RENOVATION	157,000
Account No: 7-77787	
Source of Funds: Facility Plan Reserve	
Design Consultant: Staff	
Project Manager: Staff	
Project is complete	
SOUTHEAST STAIR TOWER REPAIRS	65,000
Account No: 7-77832	
Source of Funds: Parking and Paving Reserve	
Design Consultant: NTH Consultants	
Project Manager: NTH Consultants	
Demolition of stair landings, stair section, and steps in progress at SE stair tower of Parking Structure.	
Scheduled Completion: September 2001	
STADIUM TRACK REPLACEMENT	500,000
Account No.: 7-77730	
Source of Funds: Facility Plan Reserves	
Design Consultant: Staff	
Project Manager: Staff	
Project is complete	
SUBSTATION AND LOOP FEEDERS	5,500,000
Account No.: 7-77635	
Source of funds: University bond proceeds	
Design Consultant: Commonwealth Associates	
Project Manager: Staff	
Loop 4 - installation of neutral on overhead pole line and demolition of old 4800 volt loop 4 in progress. Loop 3 - complete except section from DC3 to DC2. Coral Sub to Heating Plant tie line complete. Substation 2nd transformer installed/energized with relay and control work in progress.	
Scheduled Completion: December 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	

3.

EASTERN MICHIGAN UNIVERSITY
CONSTRUCTION PROJECTS PROGRESS REPORT
SEPTEMBER 7, 2001

UNIVERSITY HOUSE		3,500,000
Account No.: 7-77778		
Source of funds: royalties, gifts, debt refinancing, equity from Forest Ave. house and Stonebridge residence.		
Design Consultant: David Schaff		
Project Manager: Walt Menard		
Status: design is 90 percent complete		
Scheduled completion: July 2002		
TOTAL PROJECTS IN PROGRESS	\$	24,754,000
PROJECTS ON HOLD		110,000
Jones-Goddard Electrical Upgrades		
TOTAL PROJECTS ON HOLD	\$	110,000

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 6
DATE: September 25, 2001

RECOMMENDATION

REPORT: INFORMATION AND COMMUNICATIONS TECHNOLOGY INITIATIVES

ACTION REQUESTED

It is recommended that the Report on the progress of ICT Initiatives be accepted and placed on file.

STAFF SUMMARY

The attached Executive Overview provides a progress report for each of the six ICT Strategic Initiatives currently in progress.

Also attached is an overview of the project schedule for the SCT Banner implementation project.

Margaret Cline, Chief Information Officer and Executive Director of Information and Communications Technology, Donald Norris, President of Strategic Initiatives, Inc., and Peter Masterson, Account Executive, SCT Corp. will present the ICT Initiatives progress report at the Finance Committee meeting.

FISCAL IMPLICATIONS

The ICT initiatives are funded through a combination of the \$28 million approved by the Board and the ICT General Fund budget.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

1.

ICT STRATEGIC INITIATIVES PROGRESS REPORT

ICT REORGANIZATION

- Budgets restructured and moved to new division.
- Human Resources consulting firm, Suzanne Forsythe Associates, hired to assist in comprehensive human resources review of all ICT positions on campus.
 - Project plan and schedule completed.
- Design of campus-wide advisory structure completed.

ENTERPRISE NETWORKING INFRASTRUCTURE

- Project scope for FY2002 defined.
 - Goals, objectives and action items with metrics identified.
 - Criteria for implementation order and metrics identified.
- Detailed network monitoring and evaluation in progress.

FACULTY, STAFF AND STUDENT LAB PC REFRESHMENT

- Project budget reviewed.
- Methodology in definition phase.

APPLICATIONS LAYER REPLACEMENT/UPGRADE; PROCESS REINVENTION; and PORTAL, E-MAIL AND CALENDARING PLATFORM

- Selection of vendor and product for applications layer replacement completed.
 - SCT Banner will replace all core systems and add Web functionality.
 - SCT Surefire implementation guarantees implementation completion in 24 months with fixed price.
 - Campus Pipeline will provide the portal functionality.
- SCT Banner implementation in progress.
 - Project management team and implementation teams identified and functioning.
 - Detailed project schedule completed with planned implementation dates:
 - Finance Q1, FY 2003
 - Human Resources Q3, FY 2003
 - Financial Aid Q3, FY 2003
 - Student System
 - Admissions Q1, FY 2003
 - Registration Q3, FY 2003
 - Full Student Q2, FY 2004
 - Alumni/Development Q4, FY 2003
- E-mail, Calendaring, and Portal implementation in progress
 - IPlanet e-mail system in initial test mode. Expansion of test audience planned for Fall 2001.
 - Addition of Campus Pipeline and calendaring to test system – December, 2001.
 - Expanded test audience, Winter, 2002

- Complete conversion of all e-mail accounts – Fall 2002.

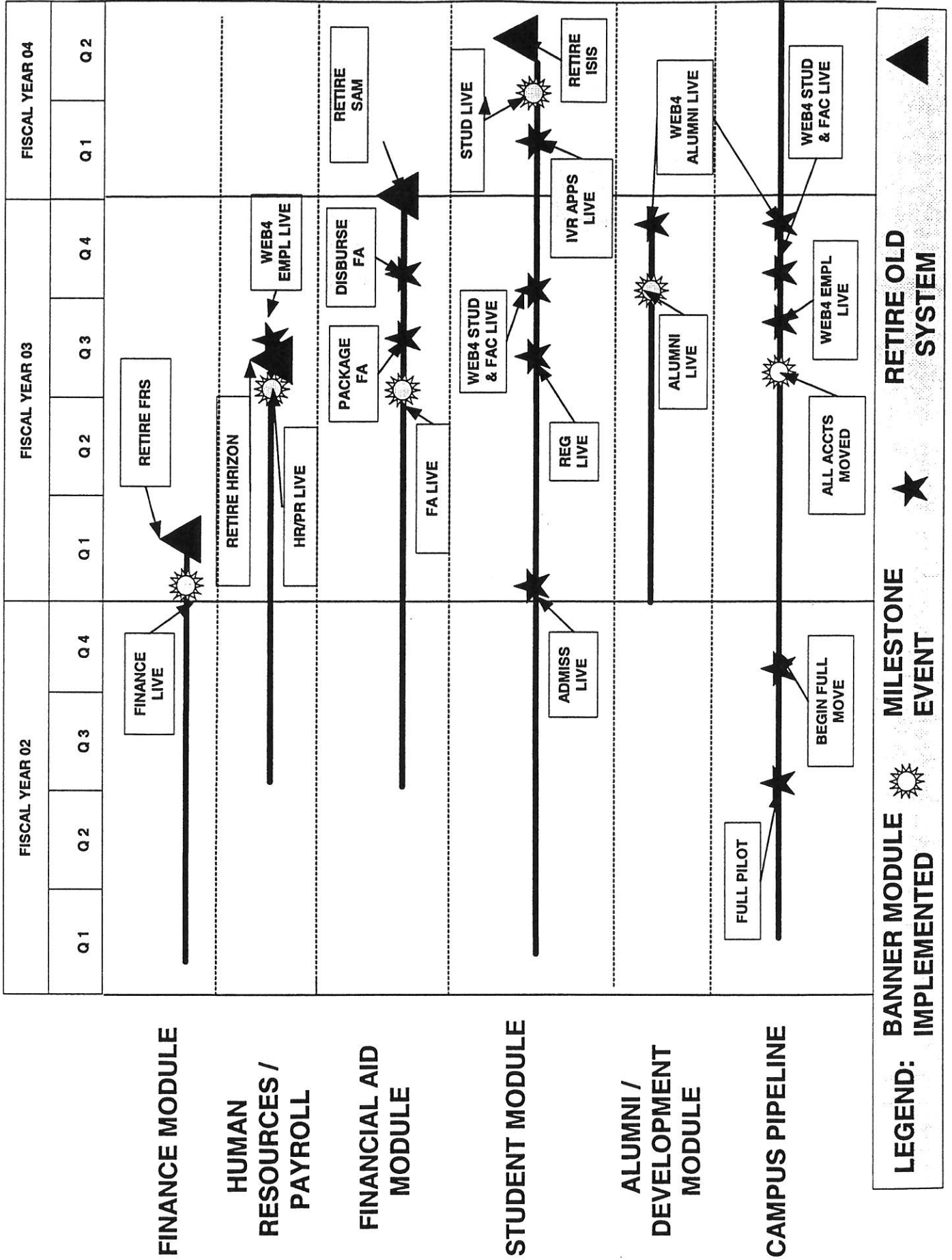
ASSESSMENT, TRAINING, AND PROFESSIONAL DEVELOPMENT IN ICT SKILLS AND USE

- Project team identified.
- Development of survey instruments to evaluate current skill levels of faculty, staff and students in development.
- Review of online training materials vendors in progress.

EXTENSION OF STUDENT COMPUTER LAB ACCESS HOURS

- Detailed staffing budget developed for Fall 2001.
- Implementation requirements under review.

EMU PROPOSED BANNER IMPLEMENTATION SCHEDULE



W

SECTION: 7
DATE: September 25, 2001

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

FACULTY APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve one (1) new tenure-track faculty appointment for the 2002-2003 academic year at the rank, salary, and effective date shown on the attached list.

STAFF SUMMARY

Of the one (1) new tenure-track faculty appointment, zero (0) are female (0%), one (1) male (100%), and zero (0) minorities (0%).

FISCAL IMPLICATIONS

The salary will be absorbed in the 2002-2003 faculty salary budget.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

NEW FACULTY APPOINTMENTS

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Shelton, William</u>	W	Male

Assistant Professor in the Department of Leadership and Counseling, effective August 28, 2002 at an academic year base salary of \$50,000.

Education

Ed.D.	University of Mississippi, 1975
M.A.	University of Memphis, 1970
B.S.	University of Memphis, 1967

Experience

1989-present	Eastern Michigan University
1983-1989	Kent State University
1976-1983	Henderson State University
1970-1976	Northwest Mississippi Junior College
1968-1970	Oakland Elementary School
1967-1968	Olive Branch High School

CURRENT HIRING STATISTICS NEW FACULTY

Total:	1	
Female:	0	(0%)
Male:	1	(100%)
Black:	0	(0%)
Hispanic:	0	(0%)
Asian:	0	(0%)
Native-American:	0	(0%)
Multi-Racial:	0	(0%)
White:	1	(100%)
Total Minorities:	0	(0%)

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 8
DATE: September 25, 2001

RECOMMENDATION

REPORT: STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 83 staff appointments for the period of May 17, 2001 through September 10, 2001.

STAFF SUMMARY

The attached report reflects 83 appointments, of which 58 (70 percent) are female and 12 (14 percent) are African American.

FISCAL IMPLICATIONS

The salaries are part of the University's 2000-2001 and 2001-2002 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

<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>
Shorrock, John	Vice President for Advancement & Executive Director of the EMU Foundation	AP-15	Vice President for Advancement & Executive Director of the EMU Foundation	07/15/01	\$130,000	100	W	M	New Hire
Wilson, Louis	University Marketing	AP-11	Director, University Marketing	07/09/01	\$58,000	100	W	M	New Hire
Carter, Margaret	Holman Learning Center	AP-10	Assistant Director Learning Center	09/04/01	\$51,500	100	W	F	New Hire
Devine, Kevin	Student Media	AP-10	Director Student Media	09/04/01	\$53,900	100	W	M	New Hire
Watson, Stephen	Intercollegiate Athletics	AP-10	Assistant Director Athletic & Facilities Operations	06/18/01	\$47,864	100	W	M	New Hire
Tilton, Lynn	Undergraduate Study CORR	AP-09	Manager, Catalogue Operations/Program Development	08/01/01	\$40,000	100	W	F	New Hire
Hren, Susan	Admissions	AP-06	Manager, Regional Admissions	08/15/01	\$26,800	75	W	F	New Hire
Lawson, David	Intercollegiate Athletics	AC-15	Head Coach Strength & Conditioning	08/09/01	\$43,000	100	W	M	New Hire
Rathbun, Lisa	Intercollegiate Athletics	AC-13	Assistant Head Coach Women's Basketball	06/11/01	\$51,706	100	W	F	New Hire
Elston, Joseph	Intercollegiate Athletics	AC-12	Assistant Coach Football	05/14/01	\$45,000	100	W	M	New Hire

DATE: September 25, 2001
 BOARD REPORT FOR: 9/25/01
 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>
Brown, Tempie	Intercollegiate Athletics	AC-11	Assistant Coach Women's Basketball	06/25/01	\$26,400	100	B	F	New Hire
Fenton, Megan	Intercollegiate Athletics	AC-11	Assistant Coach Gymnastics	07/23/01	\$21,682	100	W	F	New Hire
Griffore, David	Intercollegiate Athletics	AC-11	Assistant Coach Swimming	07/02/01	\$21,682	100	W	M	New Hire
Hartmeyer, Joanne	Office of Research Development	PT-09	Research Office Associate	09/04/01	\$44,000	100	W	F	New Hire
Woodward, Shelly	Physical Plant	PT-09	Plant Engineer	06/18/01	\$22,500	50	W	F	New Hire
Braxton, Claudette	Social Work	PT-08	Coordinator, Student Field Placements	08/01/01	\$40,000	100	B	F	New Hire
Cardell, Pam	Communication & Theatre Arts	PT-08	Assistant Managing Director EMU Theatre	08/01/01	\$34,482	100	W	F	New Hire
Ceuter, Grace	Workforce Education - CE	PT-08	Workplace Education Specialist	08/28/01	\$40,560	100	W	F	New Hire
Eckert, Robert	Workforce Education - CE	PT-08	Workplace Education Specialist	08/27/01	\$29,749	75	W	M	New Hire
Gray, Lisa	Social Work	PT-08	Training Coordinator Alzheimer Education Program	08/01/01	\$49,601	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>
Heine, Donna	Associated Health Professions	PT-08	Occupational Therapy Fieldwork Coordinator	08/01/01	\$39,601	100	W	F	New Hire
Holzschuh, Judy	Institute for the Study of Children and Family	PT-08	Research Associate II	06/13/01	\$34,528	100	W	F	New Hire
Hughes, Valerie	College of Education	PT-08	College of Education Webmaster	08/01/01	\$41,200	100	W	F	New Hire
Kivi, Wendy	Communication & Theatre Arts	PT-08	Special Events Manager	08/01/01	\$34,482	100	W	F	New Hire
Koyluoglu, Sukru	Political Science	PT-08	Coordinator, MPA Program	08/01/01	\$42,560	100	W	M	New Hire
Reuter, Grace	Workforce Education - CE	PT-08	Workplace Education Specialist	08/28/01	\$40,560	100	W	F	New Hire
Smith, Lorraine	Career Services	PT-08	Career Development Associate	06/04/01	\$37,000	100	B	F	New Hire
Wludyka, Alice	Nursing	PT-08	Supervisor, Nursing Skills Lab	08/01/01	\$30,900	100	W	F	New Hire
Anderson, Carol	Public Information	PT-07	Writer II	07/23/01	\$35,568	100	W	F	New Hire
Charley, Andre	Admissions	PT-07	Admissions Officer	08/20/01	\$32,000	100	B	M	New Hire

DATE: September 25, 2001
 BOARD REPORT FOR: 9/25/01
 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>
Cummings, Donna	University Health Services	PT-07	Medical Lab Technician	08/21/01	\$35,000	100	W	F	New Hire
Evans, Carol	Records & Registration	PT-07	Transfer Equivalency Evaluator	08/20/01	\$31,000	100	B	F	New Hire
Little, Dianne	Geography & Geology	PT-07	Conservator	08/13/01	\$32,500	100	W	F	New Hire
Miller, Charmica	McKenny Union/Campus Life America Reads Program	PT-07	Program Coordinator, America Reads	07/16/01	\$16,300	50	B	F	New Hire
Stinson, Edward	Financial Aid	PT-07	Financial Aid Advisor	07/25/01	\$30,244	100	W	M	New Hire
Trager, Robin	Holman Learning Center	PT-07	Coordinator Supplemental Instruction	06/11/01	\$34,568	100	W	F	New Hire
Dorrance, Heidi	Children's Institute	PT-06	Teacher	08/20/01	\$26,300	100	W	F	New Hire
Harrington, Amy E.	Children's Institute	PT-06	Toddler Teacher	08/20/01	\$27,000	100	W	F	New Hire
Knutson, Julie	Continuing Education	PT-06	Program Assistant I	06/11/01	\$27,140	100	W	F	New Hire
Roberts, Ericka	Housing	PT-06	Area Complex Director	07/09/01	\$26,300	100	B	F	New Hire

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 ALPHABETICAL LISTING WITHIN
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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>
Sanders, Caroline	Continuing Education	PT-06	Program Assistant I	08/21/01	\$14,500	50	B	F	New Hire
Sargent, Wesley	Housing	PT-06	Area Complex Director	07/23/01	\$26,300	100	W	M	New Hire
Stork, Michael	Housing	PT-06	Area Complex Director	07/30/01	\$26,300	100	W	M	New Hire
Victorian, Anne	Children's Institute	PT-06	Preschool Teacher	09/04/01	\$26,300	100	W	F	New Hire
Dubin, Jeffrey	Dining Services	PT-05	Concessions Supervisor	08/13/01	\$33,656	100	W	M	New Hire
Shamick, William J.	Psychology	PT-05	Animal Care Technician	07/30/01	\$10,732	40	W	M	New Hire
Harrington, Norman	Public Safety	CP-01	Officer, Campus Police	08/13/01	\$30,918	100	W	M	New Hire
Bell, Christina	Provost & VP for Academic Affairs	CC-08	Executive Secretary	08/06/01	\$34,684	100	W	F	New Hire
Baum, Tracy	Academic Human Resources	CC-06	Administrative Secretary	07/23/01	\$31,500	100	W	F	New Hire
Brandau, Gale	Academic Budget	CC-06	Administrative Secretary	06/04/01	\$30,737	100	W	F	New Hire

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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>
Campbell, Susan	Academic Affairs	CC-06	Administrative Secretary	07/23/01	\$30,767	100	W	F	New Hire
Carter, Jenny	Financial Aid	CS-05	Senior Secretary	07/09/01	\$25,113	100	W	F	New Hire
Collison, Brandi	Accounting - Student	CS-05	Customer Service Representative II	08/10/01	\$25,113	100	W	F	New Hire
Dabaghian, Paula	Parking & Paving	CS-05	Account Specialist	06/04/01	\$24,147	100	W	F	New Hire
Hayden, Timothy	Graduate School	CS-05	Senior Secretary	08/06/01	\$25,113	100	W	M	New Hire
McCrorry, Carrie	Financial Aid	CS-05	Account Specialist	07/23/01	\$25,113	100	W	F	New Hire
Swinney, Mary L.	Financial Aid	CS-05	Account Specialist	07/23/01	\$25,113	100	W	F	New Hire
Walls, Candace	Parking & Paving	CS-05	Police Dispatcher	08/12/01	\$25,113	100	W	F	New Hire
Anderson, Cory	Parking & Paving	CS-04	Customer Service Representative	07/23/01	\$22,224	100	B	M	New Hire
Baker-McDaniel, Jill	LR&T-Library	CS-04	Library Assistant II	06/04/01	\$21,369	100	W	F	New Hire

DATE: September 25, 2001
 BOARD REPORT FOR: 9/25/01
 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>
Billings, Sandra	Dining Services	CS-04	Senior Account Clerk	09/04/01	\$22,224	100	W	F	New Hire
Huebler, Jamie	Records & Registration	CS-04	Senior Clerk	08/02/01	\$22,224	100	W	F	New Hire
Johnson, Cara	History & Philosophy	CS-04	Secretary II	08/13/01	\$22,224	100	W	F	New Hire
McGill, Amanda	Leadership & Counseling	CS-04	Secretary II	06/18/01	\$10,685	50	W	F	New Hire
McLaughlin, Jennifer	Teacher Education	CS-04	Secretary II	06/27/01	\$21,369	100	W	F	New Hire
Riehn, Angela	Center for Management and Leadership	CS-04	Secretary II	07/23/01	\$22,224	100	W	F	New Hire
Siegel, Michelle	Physical Plant	CS-04	Secretary II	09/04/01	\$22,224	100	W	F	New Hire
Voight, Mary	University Health Services	CS-04	Customer Service Representative	07/19/01	\$22,224	100	W	F	New Hire
Wells, Diane	Payroll	CS-04	Data Entry Clerk II	07/30/01	\$22,224	100	W	F	New Hire
Williams, Verta	Physical Plant	CS-04	Data Entry Clerk II	08/28/01	\$22,224	100	B	F	New Hire

DATE: September 25, 2001
 BOARD REPORT FOR: 9/25/01
 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>
Yates, Frances	Payroll	CS-04	Senior Account Clerk	06/21/01	\$21,369	100	W	F	New Hire
Burns, Daniel	Nursing	CS-03	Secretary	06/11/01	\$9,623	50	W	M	New Hire
White, Timothy	Rec/IM	FM-16	Swimming Pool Attendant	05/14/01	\$32,323	100	W	M	New Hire
Zajac, Jonathan	Athletic Maintenance	FM-12	Athletic Facilities Attendant	06/04/01	\$22,235	100	W	M	New Hire
Adams, Debra	Custodial Services	FM-06	Custodian	07/15/01	\$17,389	100	W	F	New Hire
Ferguson, Paul	Custodial Services	FM-06	Custodian	06/17/01	\$16,806	100	W	M	New Hire
Green, Reuben	Custodial Services	FM-06	Custodian	05/20/01	\$16,806	100	B	M	New Hire
Hauk, Tina	Custodial Services	FM-06	Custodian	08/19/01	\$17,389	100	W	F	New Hire
Holder, Diane	Custodial Services	FM-06	Custodian	05/21/01	\$16,806	100	W	F	New Hire
Pribik, John	Custodial Services	FM-06	Custodian	06/24/01	\$16,806	100	W	M	New Hire

DATE: September 25, 2001
 BOARD REPORT FOR: 9/25/01
 ALPHABETICAL LISTING WITHIN
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 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>
Towler, April	Custodial Services	FM-06	Custodian	07/15/01	\$17,389	100	W	F	New Hire
Gibbons, Kimberly	Eastern Eateries	FM-95	Fast Food Worker	08/27/01	\$10,400	62.5	W	F	New Hire
Patterson, Kevin	Eastern Eateries	FM-95	Fast Food Worker	08/21/01	\$10,400	62.5	B	M	New Hire

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

STAFF APPOINTMENTS

**DIVISION OF ACADEMIC AFFAIRS ADMINISTRATIVE/PROFESSIONAL
APPOINTMENTS/TRANSFERS**

ACTION REQUESTED

It is recommended that the Board of Regents approve ten (10) Administrative/Professional appointments at the ranks, salaries, and effective dates shown on the attached listings.

It is recommended that the Board of Regents approve two (2) Administrative/Professional transfers at the ranks, salaries, and effective dates shown on the attached listings.

FISCAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

ADMINISTRATIVE/PROFESSIONAL HIRING REPORT

<u>Last Name</u>	<u>First Name</u>	<u>Race/Sex</u>	<u>Rank</u>	<u>Salary</u>	<u>Department</u>
George	Regina	W/F	AP 09	\$43,000	Teacher Education
Gunther	John	W/M	AP 13A	\$98,500	Social Work
Hoxie	Brian	W/M	AP 11	\$65,000	Academic Affairs
Robinson	Patricia Anne	W/F	AP 11	\$52,056	Social Work
King	Richard	B/M	AP 11	\$70,000	Small Bus. Dev. Center
Newhouse	Larry	W/M	AP 09	\$39,615	Art
O'Connell	Margareta	W/F	AP 12	\$80,000	World College
Provder	Theodore	W/M	AP 13	\$94,000	Paint/Coating Operation
Schollaert	Paul	W/M	AP 16	\$137,000	Academic Affairs
Staub	Donald	W/M	AP 10	\$44,747	College of Education

NEW ADMINISTRATIVE/PROFESSIONAL APPOINTMENTS

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Regina George</u>	W	Female

Director of Alternative Teacher Certification Program effective, August 1, 2001 at an annual base salary of \$43,000.

Education

M.A. Eastern Michigan University, 1988
B.A. Marygrove College, 1971

Experience

2001-2001 Eastern Michigan University
1989-2001 Willow Run Schools

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>John Gunther</u>	W	Male

Department Head in Social Work effective August 1, 2001 at an annual base salary of \$98,500 and the rank of Full Professor with tenure.

Education

D.S.W. Tulane University, 1979
M.S.W. University of Alabama, 1973
B.S. College of Great Falls, 1969

Experience

1997-Present Southwest Missouri State University
1995-1997 Southeastern Louisiana University
1990-1995 Tulane University
1989-1995 Southern University
1987-1989 Mid-Del Youth and Family Center
1982-1987 University of Oklahoma
1977-1982 Southern University
1975-1977 West Alabama Mental Health Center
1973-1975 Bryce State Hospital
1973-1973 University of Alabama
1972-1972 Helena Housing Authority
1969-1972 Custer County-Welfare Department

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Brian Hoxie</u>	W	Male

Assistant to the Provost for Strategic Planning and Data Analysis, effective June 1, 2001 at an annual salary of \$65,000.

Education

M.S. University of Southern California, 1986
 B.S. Michigan State University, 1976

Experience

1997-present Eastern Michigan University (Military Science)
 1976-1997 United States Army

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Patricia Anne Robinson Kalter</u>	W	Female

Director of Alzheimer Education Program effective, August 1, 2001 at an annual base salary of \$52,056.

Education

M.A. University of Michigan, 1982
 B.A. Concordia University, 1977
 B.Ed. McGill University, 1972

Experience

1986-present Eastern Michigan University
 1983-1986 University of Michigan
 1981-1983 Institute of Gerontology
 1977-1981 Douglass Hospital Center

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Richard King</u>	B	Male

Director of Small Business Development Center Region 9, effective July 30, 2001 at an annual base salary of \$70,000.

Education

M.B.A. Dartmouth College-Amos Tuck School of Business, 1977
 B.A. Lawrence University. 1970

Experience

1998-2001 Washtenaw Community College
 1993-1998 High Point Marketing
 1991-1993 Dominos Pizza, Inc.
 1989-1991 Burger King-Canada
 1984-1989 Burger King Corporation
 1977-1984 Leo Burnett Advertising
 1973-1975 Behavioral Research Laboratories
 1972-1973 Northwestern University
 1971-1972 University of Illinois-Chicago

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Larry Newhouse</u>	W	Male

Gallery Director, effective August 1, 2001 at an annual base salary of \$39,615.36.

Education

M.F.A. Eastern Michigan University, 1997
 B.S. University of Michigan, 1966

Experience

1996-present Eastern Michigan University
 1996-present Oakland Community College
 1968-1998 Newhouse Automotive

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Margareta O'Connell</u>	W	Female

Director of World College, effective July 1, 2001 at an annual base salary of \$80,000.

Education

Ed.D. Illinois State University, 1987
M.A. Illinois State University, 1970

Experience

1996-2001 University of Kansas
1979-1996 Illinois State University
1969-1972 Illinois State University

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Theodore Provder</u>	W	Male

Director of Coatings Research Institute, effective July 1, 2001 at an annual base salary of \$94,000.

Education

Ph.D. University of Wisconsin-Madison, 1965
B.S. University of Miami, 1961

Experience

2000-present Institute of Materials Sciences
1999-present Polymer and Coatings Consultants
1997-present Case Western Reserve University
1997-present North Dakota State University
1986-1996 Kent State University
1970-1999 ICI Paints
1965-1970 Monsanto Company

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Paul Schollaert</u>	W	Male

Provost and Vice President for Academic Affairs effective July 1, 2001 at an annual base salary of \$137,000 and the rank of Full Professor with tenure.

Education

Ph.D.	University of Wisconsin-Madison, 1973
M.S.	University of Wisconsin-Madison, 1969
B.A.	Pennsylvania State University, 1967

Experience

1993-2001	Illinois State University
1976-1993	Old Dominion University
1972-1976	University of Southern California

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Donald Staub</u>	W	Male

Director of Office of Collaborative Education, effective August 1, 2001 at an annual base salary of \$44,747.

Education

M.A.	Michigan State University, 1991
B.A.	Michigan State University, 1986

Experience

1998-present	Eastern Michigan University
1998-present	Institute for Education Reform
1997-1998	Washtenaw Community College
1997-1998	Arbor Brewing Company
1993-1997	Anadolu University
1989-1993	Michigan State University
1988-1989	George's Language School-Taiwan

ADMINISTRATIVE/PROFESSIONAL TRANSFERS

<u>Last Name</u>	<u>First Name</u>	<u>Race/Sex</u>	<u>Rank</u>	<u>Salary</u>	<u>Department</u>
Edwards	Elizabeth	W/F	AP 13A	\$98,000	Marketing
Rocklage	Lynne	W/F	AP 13A	\$88,000	Special Education

ADMINISTRATIVE/PROFESSIONAL TRANSFERS

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Elizabeth Edwards</u>	W	Female

Department Head in Marketing, from interim appointment, effective July 1, 2001, at an annual base salary of \$98,000.

Education

Ph.D.	University of Michigan, 1992
M.B.A.	University of Michigan, 1988
M.S.	University of Michigan, 1981
B.S.	University of Michigan, 1979

Experience

1992-present	Eastern Michigan University
1991-1992	University of Michigan-Dearborn
1988-1989	University of Michigan
1987-1987	University of Houston
1983-1986	Ford Motor Company
1981-1983	Ford Motor Credit Corporation
1981-1981	University of Michigan
1979-1979	Ford Motor Company

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Lynne Rocklage</u>	W	Female

Department Head in Special Education, from interim appointment, effective July 1, 2001, at an annual base salary of \$88,000.

Education

Ph.D.	Southern Illinois University, 1980
M.S.	University of Missouri at St. Louis, 1977
B.S.	University of Missouri at St. Louis, 1972

Experience

1991-present	Eastern Michigan University
1986-1991	University of North Dakota
1982-1986	Brehm Preparatory School
1981-1982	Shawnee Development Council Headstart
1980-1981	Wabash and Ohio Valley Special Education District
1978-1980	Southern Illinois University
1972-1978	Washington Elementary School

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 9
DATE: September 25, 2001

RECOMMENDATION

REPORT: SEPARATIONS/RETIREMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 94 separations and retirements for the reporting period that includes May 2, 2001 through September 20, 2001.

STAFF SUMMARY

The attached report reflects 94 separations and retirements, of which 53 (56 percent) are female, 25 (27 percent) are African American, five (5 percent) are Hispanic, and three (3 percent) are Asian. There are no other minorities.

The Board of Regents would like to extend its deepest sympathy to the family of Professor Karen Smith, who has 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: September 25, 2001
 BOARD REPORT FOR: 9/25/01
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/RETIREMENTS

AGE 1
 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>
Amsler, Mark	English Language & Literature	PROF	Professor	08/02/99	09/02/01	\$70,875	100	W	M	Other Job
Brewer Jr., Stephen	Chemistry	PROF	Professor	09/15/69	09/11/01	\$80,316	100	W	M	Retired
Gardner, Trevor	Teacher Education	PROF	Professor	08/28/85	06/06/01	\$59,542	100	B	M	Other Job
Hennings, Thomas	English Language & Literature	PROF	Professor	09/01/69	09/16/01	\$66,631	100	W	M	Retired
Hayden, Lucy	English Language & Literature	PROF	Professor	08/31/88	07/01/01	\$68,432	100	B	F	Retired
McGlynn, Paul	English Language & Literature	PROF	Professor	06/22/64	09/02/01	\$77,419	100	W	M	Retired
Perkins, George	English Language & Literature	PROF	Professor	09/15/67	09/16/01	\$87,380	100	W	M	Retired
Sandall, James	Fine Arts	PROF	Professor	09/02/75	09/01/01	\$65,344	100	W	M	Retired
Smith, Karen	Communications & Theatre Arts	PROF	Professor	09/02/87	05/02/01	\$53,251	100	W	F	Deceased
Teal, Mary	Music	PROF	Professor	09/01/69	09/11/01	\$77,674	100	W	F	Retired
Warren, Bruce	Sociology	PROF	Professor	09/01/70	09/04/01	\$76,364	100	W	M	Retired

DATE: September 25, 2001
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 ALPHABETICAL LISTING WITHIN
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 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

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 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>
Wasserman, Ira	Sociology	PROF	Professor	06/01/69	09/02/01	\$73,556	100	W	M	Retired
Woo, James	Interdisciplinary Technology Department	PROF	Professor	01/02/97	07/01/01	\$62,617	100	A	M	Personal
Work, Stewart	Chemistry	PROF	Professor	09/01/64	09/02/01	\$84,522	100	W	M	Retired
Butcko, Patricia	Marketing	ASSC	Associate Professor	08/10/81	08/30/01	\$77,093	100	W	F	Retired
Mitri, Michel	Finance & Computer Information Systems	ASSC	Associate Professor	08/26/92	08/22/01	\$67,486	100	W	M	Other Job
Schorn, Brian	Department of Art	ASSC	Associate Professor	08/28/96	09/01/01	\$43,206	100	W	M	Going Back to School
Al-Ghadeer, Moneera	English Language & Literature	ASST	Assistant Professor	02/18/99	09/01/01	\$38,924	100	W	F	Other Job
Angermeler-Howard, Lisa	Health, Physical Education, Recreation & Dance	ASST	Assistant Professor	05/05/99	09/01/01	\$42,815	100	W	F	Other Job
Charles, Michael	Teacher Education	ASST	Assistant Professor	08/27/97	08/29/01	\$43,250	100	W	M	Other Job
Kretovich, Duncan	Finance & Computer Information Systems	ASST	Assistant Professor	08/28/96	06/29/01	\$74,230	100	W	M	Other Job
Loughney, Peter	Industrial Technology	ASST	Assistant Professor	08/27/86	08/01/01	\$52,514	100	W	M	Other Job

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DATE: September 25, 2001
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 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

AGE 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>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
McNally, Michael	History & Philosophy	ASST	Assistant Professor	08/27/97	09/01/01	\$40,303	100	W	M	Other Job
Wang, Min-En	Industrial Technology	ASST	Assistant Professor	01/04/99	09/01/01	\$49,875	100	A	M	Other Job
Wurm, Annmarie Cano	Psychology	ASST	Assistant Professor	08/23/00	09/01/01	\$42,000	100	H	F	Other Job
Gotts, Victoria	Industrial Technology	INST	Instructor	08/26/98	09/02/01	\$48,668	100	W	F	Other Job
Dalbey, Marcia	Associate Vice President for Academic Affairs	AP-14A	Interim Associate Vice President for Academic Affairs	02/14/01	06/02/01	\$107,000	100	W	F	Assignment Ended
Johnston, George	University Planning, Budgeting & Analysis	AP-14	Executive Director Planning, Budgeting & Analysis	08/07/72	08/08/01	\$121,813	100	W	M	Retired
Lichty, Marcia	Select Student Support Services	AP-10	Assistant Director Learning Center	08/01/00	05/26/01	\$53,010	100	W	F	Other Job
Dumitrescu, Ana Claudia	Payroll	AP-09	Payroll Manager	07/26/99	06/21/01	\$47,437	100	W	F	Personal
Lambo, Omoshola	Employee Relations	AP-08	HR Data Systems Administrator	06/26/00	06/17/01	\$40,000	100	B	M	At Will Termination
O'Banner, John	Custodial Services	AP-08	Zone Manager	10/04/76	08/28/01	\$45,791	100	B	M	Retired
Gilkey, William	Intercollegiate Athletics- Strength & Conditioning	AC-15	Head Coach Strength & Conditioning	05/10/99	07/17/01	\$34,253	100	W	M	Discharged

DATE: September 25, 2001
 BOARD REPORT FOR: 9/25/01
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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>
Durand, Mike	Intercollegiate Athletics- Strength & Conditioning	AC-11	Assistant Coach Strength & Conditioning	05/16/00	08/30/01	\$30,000	100	W	M	Other Job
Spurlock, Dorothy	Office of Research Development	PT-10	Associate Director Office Research Development	04/12/93	07/20/01	\$49,317	100	B	F	Personal
Barker, Gerald	Electrical	PT-09	Trades Foreperson	09/08/71	08/04/01	\$51,938	100	W	M	Retired
Sekerak, Kay	Physical Plant Office	PT-09	Plant Engineer	11/01/89	06/07/01	\$40,789	100	W	F	Personal
Dawson, Welia	UAW-GM Cadillac Hamtramck	PT-08	Workplace Education Specialist	07/31/00	09/05/01	\$38,368	100	B	F	Other Job
Holzschuh, Judy	Institute for the Study of Children and Family	PT-08	Research Associate II	06/13/01	09/05/01	\$34,528	100	W	F	Going Back to School
Johnson, Amanda	UAW-FORD NPC Rouge Plants	PT-08	Workplace Education Specialist	09/25/00	07/27/01	\$35,535	100	B	F	Going Back to School
Johnson, Lorraine	Health Service Pharmacy	PT-08	Staff Pharmacist	09/30/91	09/02/01	\$25,195	50	W	F	Personal
Papineau, Kenneth	Health Service Health Education	PT-08	Coordinator Health Education	11/01/95	07/21/01	\$26,638	75	W	M	Other Job
Williams, Kimberly	World College-Academic Programs Abroad	PT-08	Study Abroad Advisor	09/30/96	07/16/01	\$35,517	100	B	F	Did Not Return From Leave
Zuhlike, Jayne	Health Service Laboratory	PT-08	Supervisor Medical Technologist	01/03/95	06/20/01	\$32,371	80	W	F	Other Job

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 ALPHABETICAL LISTING WITHIN
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EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

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 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>
Fonseca, Keith	Rec/IM-Memberships, Rental Programs	PT-07	Coordinator Rec/IM Programs	07/06/99	06/28/01	\$31,151	100	A	M	Other Job
Linn, George	Office of the Registrar	PT-07	Transfer Equivalency Evaluator	02/09/98	06/16/01	\$17,784	50	W	M	Retired
Petty-Mosley, Shyvonne	Cashier's Office	PT-07	Accountant II	01/04/99	09/20/01	\$34,169	100	B	F	Personal
Ziegler, Kathryn	Ford Vendor Seminars	PT-07	Program Assistant II	09/16/99	08/11/01	\$31,628	100	W	F	Going Back to School
Dowsett, Chantelle	Children's Institute	PT-06	Pre-School Teacher	08/25/00	07/28/01	\$26,300	100	W	F	Leaving Area
Hachey, Ryan	Dining Services	PT-06	Assistant Manager Dining Services	08/27/97	07/21/01	\$33,917	100	W	M	Other Job
Hunt-Barker, Karen	Continuing Education Regional Programming	PT-06	Program Assistant I	05/03/99	07/04/01	\$29,285	100	B	F	Leaving Area
Mark, Patricia	Children's Center	PT-06	Toddler Teacher	02/25/92	08/25/01	\$27,903	100	W	F	Personal
Reed, Ann Marie	Residence Hall	PT-06	Area Complex Director	08/06/90	07/28/01	\$27,903	100	W	F	Other Job
Wellwood, Jessica	Oregon Foster Home Review Pr	PT-06	Research Assistant II	12/17/00	07/20/01	\$13,544	50	W	F	Other Job
Whited, Edward	Intercollegiate Athletics-Equipment Maintenance	PT-06	Supervisor Athletic Equipment	04/29/93	08/07/01	\$32,650	100	W	M	Quit W/O Notice

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<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>
Pahl, Patricia	Academic Human Resources	CC-06	Administrative Secretary	01/14/91	07/01/01	\$29,080	100	W	F	Retired
Coleman, Charles	Admissions-Internal Operations	CS-06	Office Supervisor, Admissions Communication	05/13/96	05/19/01	\$26,334	100	B	M	Other Job
Holtzman, Phyllis	Financial Aid Office	CS-06	Senior Account/Loan Processing Specialist	06/23/80	07/31/01	\$31,797	100	W	F	Retired
Brooks, Sally	Admissions-Internal Operations	CS-05	Admissions Processor	10/13/97	08/22/01	\$25,113	100	W	F	Personal
Funchion, Angela	Continuing Education-Monroe	CS-05	Customer Service Representative II	10/09/00	08/21/01	\$25,113	100	W	F	Other Job
Galbraith, Neil	Financial Aid Office	CS-05	Financial Aid Processor	11/10/99	08/28/01	\$25,113	100	W	M	Going Back to School
Tisi, Melissa	Women's Studies	CS-05	Senior Secretary	11/08/99	08/14/01	\$24,147	100	W	F	Personal
Wallin, Michael	Accounting-Student Accounting	CS-05	Collection Specialist	01/06/00	07/21/01	\$25,113	100	W	M	Other Job
Allison, Leslie	Office of the Registrar	CS-04	Senior Clerk	02/13/95	06/23/01	\$21,369	100	W	F	Leaving Area
Bennett, Chandra	Financial Aid Office	CS-04	Secretary II	02/05/01	06/02/01	\$21,369	100	B	F	Discharged
Denoyer, Nicole	Cashier's Office	CS-04	Cashier	02/28/00	05/12/01	\$21,369	100	W	F	Leaving Area

DATE: September 25, 2001
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EASTERN MICHIGAN UNIVERSITY
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<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS. RANK</u>	<u>JOB TITLE</u>	<u>HIRES DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Gheorghila, Cerasela	Health Service Primary Care	CS-04	Customer Service Representative	05/11/00	06/30/01	\$21,369	100	W	F	Quit W/O Notice
Hanson, Joshua	Admissions-On Campus Outreach	CS-04	Secretary II	06/29/00	08/05/01	\$22,224	100	W	M	Leaving Area
Rickelmann, Carolyn	Psychology	CS-04	Secretary II	08/17/76	08/25/01	\$29,648	100	W	F	Retired
Enciso, Randy	General Maintenance & Repair	FM-21	Carpenter	01/08/01	07/10/01	\$44,034	100	H	F	Other Job
Bass, Gracie	Custodial Services	FM-06	Custodian	10/28/84	08/17/01	\$27,602	100	B	F	Retired
Brenes, Jose	Custodial Services	FM-06	Custodian	03/07/01	05/19/01	\$16,806	100	H	M	Other Job
Gibbons, Roger	Custodial Services	FM-06	Custodian	09/17/00	05/11/01	\$20,426	100	W	M	Discharged
Moffett, Penny J	Custodial Services	FM-06	Custodian	11/09/87	08/03/01	\$11,492	50	W	F	Other Job
Saenz, Maria	Custodial Services	FM-06	Custodian	04/08/01	06/02/01	\$16,806	100	H	F	Personal
Shopshear, Mark	Custodial Services	FM-06	Custodian	04/08/01	05/05/01	\$16,806	100	W	M	Personal
Varney, Cleo	Custodial Services	FM-06	Custodian	10/25/82	08/04/01	\$28,558	100	W	F	Retired

DATE: September 25, 2001
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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>
Youmans, David	Custodial Services	FM-06	Custodian	05/14/90	05/18/01	\$27,602	100	W	M	Personal
Bailey, Chavonne	Eastern Eateries	FM-95	Fast Food Worker	09/11/99	08/16/01	\$10,400	62.5	B	F	Assignment Ended
Birdsong, Helen	Eastern Eateries	FM-95	Fast Food Worker	01/25/00	08/16/01	\$10,400	62.5	B	F	Assignment Ended
Capadagli, Brian	Eastern Eateries	FM-95	Fast Food Worker	01/09/00	08/16/01	\$10,400	62.5	W	M	Assignment Ended
Cervantes, Lena	Eastern Eateries	FM-95	Fast Food Worker	02/06/01	05/19/01	\$10,400	62.5	H	F	Assignment Ended
Collier, Latasha	Eastern Eateries	FM-95	Fast Food Worker	02/18/99	08/16/01	\$10,400	62.5	B	F	Assignment Ended
Gardner, Earnestine	Eastern Eateries	FM-95	Fast Food Worker	11/09/98	08/16/01	\$10,400	62.5	B	F	Assignment Ended
Harris, Eric	Eastern Eateries	FM-95	Fast Food Worker	01/18/01	05/18/01	\$10,400	62.5	W	F	Other Job
Korpai, Sibyl	Eastern Eateries	FM-95	Fast Food Worker	09/06/99	08/16/01	\$10,400	62.5	W	F	Assignment Ended
Patterson, Byron	Eastern Eateries	FM-95	Fast Food Worker	08/22/00	05/19/01	\$10,400	62.5	B	M	Assignment Ended
Patterson, Kevin	Eastern Eateries	FM-95	Fast Food Worker	09/02/99	06/05/01	\$10,400	62.5	B	M	Assignment Ended

DATE: September 25, 2001
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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>
Patterson, Shondella	Eastern Eateries	FM-95	Fast Food Worker	09/19/99	08/16/01	\$10,400	62.5	B	F	Assignment Ended
Person, Kenneth	Eastern Eateries	FM-95	Fast Food Worker	09/04/99	08/16/01	\$10,400	62.5	B	M	Assignment Ended
Thomas, Shena	Eastern Eateries	FM-95	Fast Food Worker	12/06/99	08/16/01	\$10,400	62.5	B	F	Assignment Ended
Tobey, Angelique	Eastern Eateries	FM-95	Fast Food Worker	10/25/99	08/16/01	\$10,400	62.5	B	F	Assignment Ended
Tobey, Courtney	Eastern Eateries	FM-95	Fast Food Worker	09/13/99	08/16/01	\$10,400	62.5	B	F	Assignment Ended
White, Tiajuana	Eastern Eateries	FM-95	Fast Food Worker	11/20/00	08/16/01	\$10,400	62.5	B	F	Assignment Ended

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 eight (8) 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 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
Provost and Vice President for Academic Affairs

Date

**EASTERN MICHIGAN UNIVERSITY
EMERITUS FACULTY STATUS RECOMMENDATION
September 25, 2001**

Marcia Dalbey

Professor, Department of English Language & Literature from 1988-1999
(11 years)
Doctoral University of Illinois
Masters University of Illinois
Baccalaureate University of Michigan

Thomas Hennings

Professor, Department of English Language & Literature from 1969-2001
(32 years)
Doctoral University of Wisconsin-Madison
Masters John Carrol University
Baccalaureate Mount St. Mary's College

Ronald Hutchins

Associate Professor, Department of Finance and CIS from 1977-2001
(23 years)
Doctoral University of Missouri
Masters Michigan State University
Baccalaureate Michigan State University

George Perkins

Professor, Department of English Language & Literature from 1967-2001
(34 years)
Doctoral Cornell University
Masters Duke University
Baccalaureate Tufts University

Paul McGlynn

Professor, Department of English Language & Literature from 1964 to 2001
(37 years)
Doctoral Rice University
Masters University of Detroit
Baccalaureate University of Detroit

Raymond Earl Schaub

Professor, Department of Foreign Languages & Bilingual Studies from 1969-2000

(31 years)

Doctoral Rice University

Baccalaureate Rice University

Bruce Warren

Professor, Department of Sociology, Anthropology and Criminology from 1970-2001

(31 years)

Doctoral University of Michigan

Masters University of Michigan

Baccalaureate Alma College

Ira Wasserman

Professor, Department of Sociology, Anthropology and Criminology from 1969-2001

(32 years)

Doctoral University of Michigan

Masters University of Minnesota and The New School of Social Research

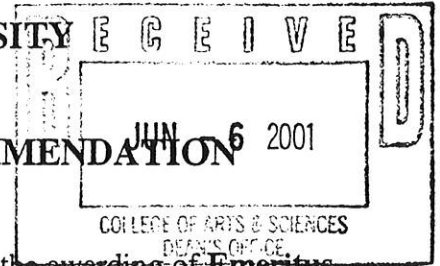
Baccalaureate The Pennsylvania State University



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION



The Department of English Language & Literature recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Marcia Dalbey

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 1988 Retirement Date: 1999

Number of Years at EMU: 11 (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: University of Michigan 1961

Masters: University of Illinois 1964

Doctoral: University of Illinois 1968

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.

Department Head _____ Date _____ Dean AY _____ Date _____

PROVOST _____ Date _____ Date Submitted to Board of Regents _____

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



EASTERN MICHIGAN UNIVERSITY

June 5, 2001

Division of Academic Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Subject: Letter of support for granting emeritus status to Marcia Dalbey

Although Marcia Dalbey did not work at Eastern Michigan University for the required fifteen years, she clearly deserves emeritus status. During the eleven years she served as Department Head in English, she demonstrated outstanding skill in recruiting new faculty, developing curriculum, and resolving disputes. She possessed a knowledge and poise that allowed her to encourage change while maintaining good relations among diverse faculty members and programs in the largest department in the University.

Since her retirement in 1999, she has maintained a high level commitment to the English Department and the University. She serves on the English Department Advisory Board and has made two very generous contributions to the Department Development Fund and donated six paintings for the Department Lounge.

Professor Dalbey's distinguished service to Eastern Michigan as a department head and her on-going support of English Department and University activities indicate that, in this instance, the University should waive its normal requirement for service and grant Professor Dalbey a well earned status as an emeritus faculty member.

Sincerely,

Russell R. Larson, Head
English Language and Literature

COLLEGE OF ARTS AND SCIENCES
INTER-OFFICE CORRESPONDENCE

May 10, 2001

TO: Michael Harris, Interim Provost and
Vice President for Academic Affairs

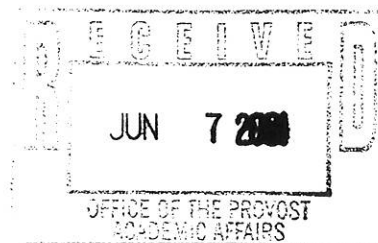
FROM: Barry Fish, Dean

SUBJECT: Emeritus Status for Marcia Dalbey

Attached is a request from Russ Larson that Marcia be granted emeritus status despite the fact that she lacks the requisite number of years of service. I've been told that this request is supported by the AAUP and was initiated, I believe, by Frank Case.

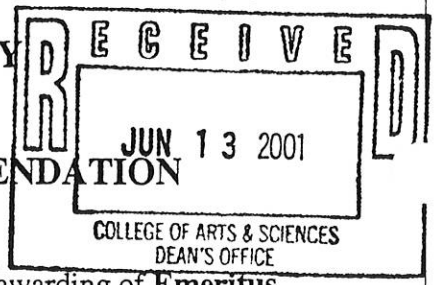
During my tenure as dean I've personally hired 22 department heads and worked with others who were hired before I became dean. I can say without hesitation that none were better than Marcia Dalbey; she was in a class by herself. Her calm, objective approach to dealing with difficult situations, emotional issues and a variety of difficult assignments was exemplary. If this can be done without establishing an undesirable precedent, I strongly encourage you to support this unusual recommendation.

Please let me know if you have any questions about it. Thanks!





EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

The Department of English Language & Literature recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Thomas Hennings

Current Status/Rank at EMU: PROFESSOR

Date of Hire at EMU: September 1969 Retirement Date: September 15, 2001

Number of Years at EMU: 32 (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: MOUNT ST. MARY'S COLLEGE 1961

Masters: JOHN CARROLL UNIVERSITY 1963

Doctoral: UNIVERSITY OF WISCONSIN-MADISON 1970

Please Attach a Brief Statement of Support to this Form

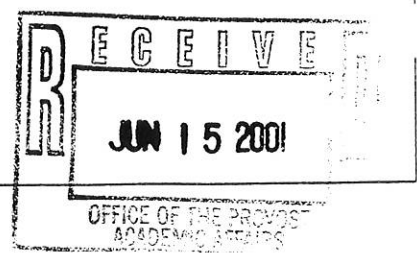
Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

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





EASTERN MICHIGAN UNIVERSITY

June 5, 2001

Division of Academic Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Subject: Letter of support for granting emeritus status to Tom Hennings

Tom Hennings has been a contributing member of the English Department for over thirty years. During that time he had an excellent record of service to the Department and University. In particular, Tom's skill as an advisor has been so well known that students have been sent to him for help from across the University.

He attained the rank of Professor and maintained an excellent reputation as a teacher. For years students have raved about Tom's skill in teaching the 300-student introduction to literature section, and other faculty who have received this assignment have looked upon him as a mentor. He has earned emeritus status at Eastern Michigan University.

Sincerely,

Russell R. Larson, Head
English Language and Literature



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Finance and CIS recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Ronald Hutchins

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: 6/27/77 Retirement Date: 4/30/01

Number of Years at EMU: 23 (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: Bachelor's Econ-MSU, 1963

Masters: MBA, MSW, 1964

Doctoral: PhD, University of Missouri, 1977

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.

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:

From: Hung-Lian Tang, Head
Finance and Computer Information Systems

Date: August 8, 2001

Re: Recommendation for Emeritus Faculty Status for Ronald Hutchins

I would like to recommend that Professor Ronald Hutchins be appointed to Emeritus Faculty status after his retirement as of April 30, 2001. Professor Hutchins served as a faculty member at Eastern Michigan University since 1977, and retired with 24 years of service.

Professor Hutchins came to Eastern Michigan University after he completed his Ph.D. in Finance at the University of Missouri-Columbia. He completed his Bachelors' Degree in Economics and Master of Business Administration at the Michigan State University.

Professor Hutchins has taught a variety of courses at both graduate and undergraduate levels, including Principles of Finance, Investments, Portfolio Management, Financial Principles, Financial Markets and Institutions, Financial Administration Policies and Security Analysis.

Professor Hutchins has served the University, the College of Business, and the Department well. He was a member of the department Personnel Committee, Curriculum Committee, and Technology Committee. At the college level, he was a member of the Faculty Council. At the University level, he had served on the Faculty Council, and the Executive Council of the Faculty Council. He was the President of Faculty Council.

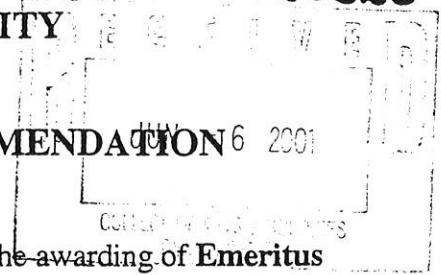
I highly recommend that Professor Hutchins be granted Emeritus Faculty status.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

020526

EMERITUS FACULTY STATUS RECOMMENDATION



The Department of English Language & Literature recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: George Perkins

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 1967 Retirement Date: 2001

Number of Years at EMU: 35³⁴ (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: Tufts University 1953

Masters: Duke University 1954

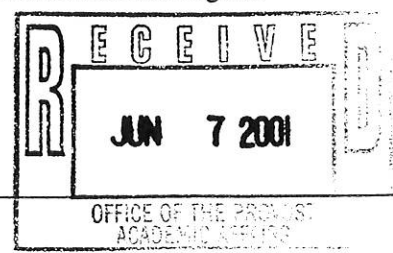
Doctoral: Cornell University 1960

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.

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





EASTERN MICHIGAN UNIVERSITY

June 6, 2001

Division of Academic Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Subject: Letter of support for granting emeritus status to George Perkins

George Perkins has been a contributing member of the English Department for thirty-five years. During that time he established an outstanding record of scholarship, receiving the Distinguished Faculty Award for Publication, Teaching, and Service in 1978 and a Commendation for "outstanding accomplishments and achievements" from the EMU board of Regents in 1989. He authored and edited numerous books and articles including The American Tradition in Literature and Benet's Encyclopedia of American Literature. Through his academic accomplishments and service, Professor Perkins has earned emeritus status at Eastern Michigan University.

Sincerely,

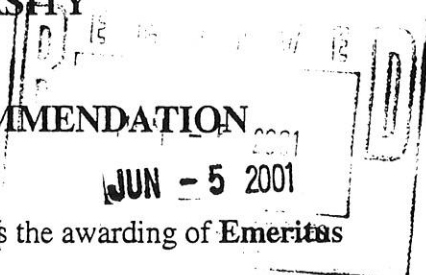
Russell R. Larson, Head
English Language and Literature



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION



The Department of English Language & Literature recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Paul McGlynn

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 1964 Retirement Date: Sept. 1, 2001

Number of Years at EMU: 37 (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: Ph.B. University of Detroit 1959

Masters: University of Detroit 1961

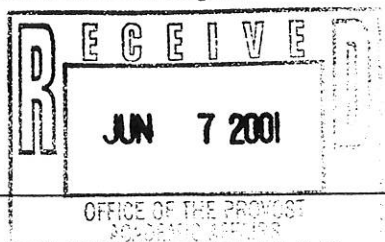
Doctoral: Rice University 1967

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.

Recommended by _____ (please print) _____ Date _____
Department Head _____ Date _____ Dept _____ Date _____
Provost _____ Date _____ Date Submitted to Board of Regents _____

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





EASTERN MICHIGAN UNIVERSITY

June 5, 2001

Division of Academic Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Subject: Letter of support for granting emeritus status to Paul McGlynn

Paul McGlynn has been a contributing member of the English Department for thirty-seven years. During that time, he had an excellent record of service to the Department and University, serving on numerous committees and particularly distinguishing himself through his contributions to the University Honors Program. He produced numerous articles and, in recent years, distinguished himself as a poet. He attained the rank of Professor in 1977 and maintained an excellent reputation as a teacher of both literature and creative writing for thirty-seven years. He has earned emeritus status at Eastern Michigan University.

Sincerely,

Russell R. Larson, Head
English Language and Literature



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

Studies

The Department of Foreign Languages & Bilingual recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Raymond Earl Schaub

Current Status/Rank at EMU: Full Professor - Retired

Date of Hire at EMU: September 1969 Retirement Date: July 1, 2000

Number of Years at EMU: 31 (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., German/History, Rice University, 1965

Masters: _____

Doctoral: Ph.D., German, Rice University, 1974

Please Attach a Brief Statement of Support to this Form

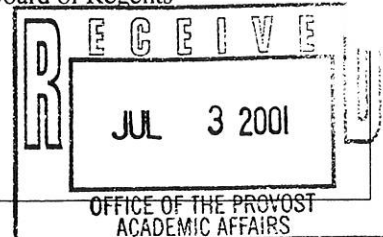
Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

John R. Hubbard 6/21/01
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





EASTERN MICHIGAN UNIVERSITY

June 29, 2001

Dean Barry Fish
College of Arts and Sciences

Dear Dean Fish:

I am writing in support of Professor Ray Schaub's application for faculty emeritus status. During his more than thirty years as a member of the faculty of the Department of Foreign Languages and, subsequently, Director of the World College, Professor Schaub's contributions, awards, and accomplishments in the field of international education brought status and prestige to Eastern Michigan University. The following refers to the most important ones.

Dr. Schaub initiated the International Cooperative Exchange Program, first with Germany, then with several other countries in Europe and Spanish-speaking America. He was subsequently recognized by the Federal Republic of Germany for his many contributions to German-American student and faculty exchange opportunities with the *Bundesverdienstkreuz* (Federal Order of Merit), one of the highest orders of merit that a foreigner can receive from the German government. During the course of his work as Director of the Language and International Trade programs, he was able to secure a significant amount of external funding from public and private sources in support of these programs. He also contributed greatly to the development of the internationally recognized test of proficiency in Business German (*Prüfung Wirtschaftsdeutsch International*). As the first director of the World College, he helped to bring international visibility to EMU's many international initiatives.

I respectfully request that he be granted Faculty Emeritus Status.

Sincerely,

John R. Hubbard, Department Head
Foreign Languages and Bilingual Studies



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Sociology, Anthro & Crim recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Bruce Warren

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 9/1/70 Retirement Date: 9/3/01

Number of Years at EMU: 31 (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: Alma College

Masters: University of Michigan

Doctoral: University of Michigan

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.

Dr. Jay Weinstein 8/1/01
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



EASTERN MICHIGAN UNIVERSITY

TO: Board of Regents
FROM: Joe Rankin, Dept. Head
Sociology, Anthropology and Criminology
DATE: August 9, 2001
RE: Emeritus application for Professor Bruce Warren

I strongly endorse this application for emeritus faculty status for Dr. Bruce Warren, who is retiring on Sept. 3, 2001, after 31 years of service to Eastern Michigan University and the Department of Sociology, Anthropology and Criminology.

Bruce's research, service, and teaching for the department/university are exemplary. He has published numerous scholarly articles and book chapters, obtained approximately 30 grants and fellowships, and presented numerous papers at professional meetings. For a number of years Bruce was highly involved as the Research Director at the Institute for the Study of Children, Families and Communities. It is here where he became a prolific grants man and utilized his applied sociology skills on such wide-ranging topics as community policing, foster parenting, and sexual abuse of children.

Bruce has served on and/or chaired many departmental committees and once served as President of the AAUP. Through the Institute, he performed much work with community outreach.

His teaching has been excellent, and for many years he was solely responsible for teaching our graduate course entitled Methods in Social Program Evaluation - a course that filled to more than capacity whenever it was taught.

In sum, Dr. Warren is very deserving of emeritus faculty status.



EASTERN MICHIGAN UNIVERSITY

Dr. Joe Rankin
Department Head

July 20, 2001

Dear Joe:

It is my honor to nominate Dr. Bruce L. Warren for promotion to the rank of Professor of Sociology, Emeritus. I have worked closely with him for the past fifteen years as an administrator and faculty colleague in our department. In addition, I have been involved in several projects at the Institute for the Study of Children, Families, and Communities, of which Bruce was a founder and for which he served as Research Director for more than twenty-five years. Based on these personal experiences and on my knowledge of his distinguished achievements throughout his career, I am pleased to give him my strongest possible endorsement.

Bruce is a highly effective and dedicated teacher. His instruction and his pedagogical innovations in social statistics, social problems, family, and program evaluation have attracted the admiration of students and colleagues for three decades. He has consistently taken the lead in the development of the undergraduate sociology curriculum, and he is largely responsible for creating the department's graduate programs. An exchange at a recent meeting of the Michigan Sociological Association illustrates to me Bruce's effects on his students. The keynote speaker was Professor Steven Steele from Anne Arundel Community College. Professor Steele, who received his BA and MA degrees from our department some twenty years ago, has distinguished himself as one of the nation's leading applied sociologists, having served as President of the Society for Applied Sociology and garnering virtually every award offered for people in his field. Bruce introduced Professor Steele, who was obviously deeply moved. Steele began, "This is wonderful. Bruce Warren taught me introductory statistics. Thank you, Bruce."

Bruce is a highly skilled and prolific researcher. In addition to his numerous publications on family, crime, methodology, and population, he has consistently brought to EMU important grants and contracts that have supported his work and that of dozens of faculty members and students. The total amount of funding from these grants is in the range of several million dollars. Combining the roles of teacher and researcher, Bruce has regularly trained undergraduate and graduate students in survey research, program evaluation, and demographic analysis. With the goal of institutionalizing this activity, Bruce founded the EMU Center for Research Support.

Few if any faculty members in our department have surpassed Bruce's achievements in service to the university and community outreach. Through the years, he has served effectively on virtually every departmental and university-wide committee, commission, and task force in operation. Through this work, he has taken the lead in making EMU the outstanding institution that it is today. His many activities in Ann Arbor and other parts of the region have gained him the respect of residents, municipal officials, and political leaders. In this respect, he has not only contributed to the quality of life in the community, he has brought honor to the University.

Joe, with such a brief letter it is impossible to convey the scope and magnitude of Bruce's contributions and his worthiness as recipient of the honor of Emeritus status. I do hope that I have at least given a sense of his achievements and a basis for my view that he is clearly among the most outstanding professors EMU has ever known, in this or any other department.

Sincerely,

Jay Weinstein
Professor



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

620754

EMERITUS FACULTY STATUS RECOMMENDATION

JUL 17 2000

COLLEGE OF ARTS & SCIENCES DEAN'S OFFICE

The Department of Sociology, Anthro & Criminology recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Ira Wasserman

Current Status/Rank at EMU: Professor

Date of Hire at EMU: June 1, 1969 Retirement Date: Sept. 1, 2001

Number of Years at EMU: 32 (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: The Pennsylvania State University

Masters: (1) University of Minnesota; (2) The New School of Social Research

Doctoral: University of Michigan

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.

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

RECEIVED JUL 18 2001



EASTERN MICHIGAN UNIVERSITY

TO: Board of Regents
FROM: Joe Rankin, Dept. Head
Sociology, Anthropology and Criminology
DATE: July 16, 2001
RE: Emeritus application of Dr. Ira Wasserman

I strongly support this application for emeritus faculty status for Professor Ira Wasserman, who is retiring on Sept. 1, 2001, after 32 years of service to Eastern Michigan University and the Department of Sociology, Anthropology and Criminology.

Ira's research and service to the department/university are exemplary. He has published over 30 scholarly articles and book chapters, obtained approximately 10 grants and fellowships, and presented papers too numerous to count at professional meetings. I know of no one who has served on more departmental committees nor done more service for the university from our department than Ira. Not only is the quantity of his service admirable, but also the quality. He often chaired committees when no one else volunteered, and he also was a tireless worker as our department's "Sunshine Committee" representative -- getting gifts and calling on faculty and spouses who were sick, had broken a bone, or had recently become a new parent.

In sum, Dr. Wasserman is very deserving of emeritus faculty status.





RECEIVED

JUL 16 2001

SOC/ANTH/CRIM

EASTERN MICHIGAN UNIVERSITY

July 10, 2001

Dr. Joseph Rankin, Head
Department of Sociology, Anthropology, & Criminology
Eastern Michigan University
Ypsilanti, MI 48197

Dear Dr. Rankin,

I am writing this letter in order to request that the Department nominate Dr. Ira Wasserman for Professor Emeritus status upon his retirement. Dr. Wasserman has been a tireless worker on behalf of the university, having served on a wide variety of committees both at the departmental and university levels. There are few members of the SAC Department, if any, who have a stronger record of service to the university than Dr. Wasserman. Furthermore, it should be emphasized that Ira has carried out his committee responsibilities in a very conscientious manner. When serving on committees, Dr. Wasserman could always be counted on to be an active member, frequently volunteering for work beyond the call of duty.

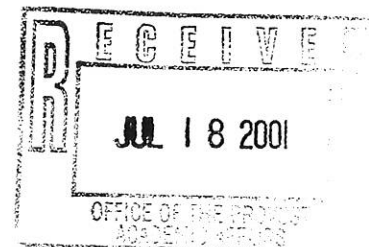
In terms of research, Ira has a fine record of scholarship. He has consistently carried out research of a very high caliber which has culminated in a steady flow of publications throughout his career at Eastern Michigan University. In addition, he has presented his research findings with great frequency at scholarly conferences and meetings where papers were by invitation or accepted on a refereed basis. All of these activities bespeak of the high quality of Dr. Wasserman's scholarship.

Finally, in the area of teaching, it should be noted that Professor Wasserman has expended significant amounts of time and effort in workshops sponsored by the university focusing on techniques and methods for better instruction in the classroom.

For all of the above reasons, I am requesting that the department send forward a recommendation of Professor Emeritus on behalf of Dr. Ira Wasserman. If you need any additional information involving Dr. Wasserman's nomination for Professor Emeritus status, feel free to contact me.

Sincerely,

Allen S. Ehrlich
Full Professor of Anthropology



BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: //

DATE:

Sept. 25, 2001

RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for September 25, 2001 and the Minutes of June 19, 2001 be received and placed on file.

STAFF SUMMARY

The June 19, 2001 Student Affairs Committee meeting included the introduction of new members and presentation of the 2001-02 Tuition and Fees Proposal, 2001-02 Housing and Dining Rates Proposal and the 2001-02 Student Leader Group Priorities. An abbreviated update on the LeaderShape Conference was also heard.

The September 25, 2001 agenda includes the annual Fall Start-Up Report; Division of Student Affairs Work Plan Priorities; and updates on the VISION Program, the LeaderShape Conference, Students with Disabilities and the McKenny Union Expansion Needs Statement.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

September 11, 2001

Date

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EASTERN MICHIGAN UNIVERSITY
Board of Regents
Student Affairs Committee

Tuesday, September 25, 2001
8:00 a.m.

Agenda

Room 205
Welch Hall

- | | |
|--|---|
| 1. Approval of June 19, 2001 Meeting Minutes | Regent Griffin |
| 2. DSA Work Plan Priorities | Jim Vick |
| 3. Fall Start-Up Report | Jesus Hernandez |
| 4. Student Media – Position Paper | Neil Ripley |
| 5. Update: VISION Program | Dave Shong/
Allison Treppa |
| 6. Update: LeaderShape Conference | Glenna Frank Miller/
Gloria Gallegos |
| 7. Update: Students with Disabilities | Greg Peoples/Bob
Teehan/Ron Honse |
| 8. Update: McKenny Union Expansion Needs Statement | Glenna Frank Miller |
| 9. Other | |

EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes of June 19, 2001

MEMBERS PRESENT

- Regents: Dr. Rosalind E. Griffin
- Administration: Glenna Frank Miller, Greg Peoples, Jim Vick
- Students: Denise Beauvais, Gloria Gallegos, Ron Honse, Jackie Jones, Adam Nekula, Neil Ripley, Dave Shong, Allison Treppa

GUESTS

- Regents: Jan Brandon, Steven Gordon, Karen Valvo
- Administration: David Archbold, Vickie Bagherzadeh, Rosalyn Barclay, Nick Blanchard, Matt Calfin, David Carroll, Tom Cianciolo, Margaret Cline, Carlos Costa, Mike Erwin, Thomas Fleming, Larry Gates, Melissa Ginotti, Ellen Gold, Peggy Harless, Jesus Hernandez, Carole Huston, Camilyah Johnson, George Johnston, Rhonda Kinney, Samuel Kirkpatrick, Ann Klaes, Bernice Lindke, Thom Madden, Courtney McAnuff, John McAuliffe, Paul Moniodis, Judith Olson, Lee Reed, Juanita Reid, Kathleen Russell, Gretchen Sanchez, Maryann Shichtman, Jeremiah Shinn, Karen Simpkins, Martha Tack, Bob Teehan, James Todd, Cynthia Van Pelt, Paul Dean Webb, Sandra Williams
- Students: Brian Cole, Sarah Leferink
- Press (Echo): Sowmya Bhagavatula

Vice President Vick convened the meeting at 8:05 a.m. at the request of Regent Griffin who was delayed by traffic. Mr. Vick recognized new regents Karen Valvo and Steven Gordon as well as Regent Jan Brandon who were in the audience. The minutes of the January 16, 2001 meeting were approved as presented.

Introduction of New Members

Vice President Vick introduced new Student Affairs Committee members: Dave Shong, Student Body President; Neil Ripley, Student Body Vice President; Gloria Gallegos, Students of Color representative; Allison Treppa, Campus Life Council representative; Jackie Jones, Panhellenic Council President and Adam Nekula, Inter-fraternity Council President.

2001-02 Tuition and Fees Proposal

George Johnston, Executive Director of University Planning, presented the 2001-02 Tuition and Fees Proposal. The proposal was also discussed in depth with Mr. Johnston at a special Student Leader Group study session on June 12. Student Body President Dave Shong voiced concern with voting on the proposal without knowing the final state appropriation and indicated he would prefer that the University wait until the state appropriation is known before making a decision on the tuition and fees proposal. Mr. Shong also pointed out that the actual tuition and fees increase was far more than 9% because of the technology fee applied to all courses and the differential pricing strategy. Following a roll-call vote, the 2001-02 Tuition and Fees Proposal was endorsed by a 5 to 3 vote among student members of the committee. It was recommended that students and parents be notified of the actual tuition and fees increase as soon as possible following announcement of the state appropriation.

2001-02 Housing and Dining Rates Proposal

The committee voted unanimously to support the 2001-02 Housing and Dining Rates proposal, which calls for a 4.7% increase.

2001-02 Student Leader Group Priorities

Dave Shong presented the 2001-2002 Student Leader Group's priorities. They are listed in priority order:

1. Academic Advising – Departmental and General
2. Commuter Services (Center, staffing, web page, etc.)
3. Academic Scholarship Money
4. Technology/Computer Availability, Staff Training and Access for Students
5. McKenny Union Expansion/New Union
6. Parking
7. Diversity – Increased emphasis on diversity in enrollment, employment, programming and services, and increased collaboration and unity among campus groups
8. More support for the Dean of Students Office (staffing for Foreign Students and Students with Disabilities & SSM)
9. Increased Funding for University Health Services
10. Echo Funding
11. Expanded Library Hours

Update: LeaderShape Conference

The committee heard an abbreviated update on the recent LeaderShape Conference. A more extensive report will be made at the September meeting.

Update: Students with Disabilities

This item was tabled due to time constraints and will be placed on the September Student Affairs Committee agenda.

Update: McKenny Union Expansion Needs Statement

This item was tabled due to time constraints and will be placed on the September Student Affairs Committee agenda.

Before adjourning the meeting at 9:00 a.m. Regent Griffin invited members of the committee and the audience to attend the 10:30 a.m. Finance Committee as well as the reception immediately following the Board meeting honoring Regent Emeritus William Stephens.

Respectfully submitted.

Teri L. Papp

SECTION: 12
DATE: September 25, 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 September 25, 2001, and the Minutes of the April 3, 2001, meeting be received and placed on file.

STAFF SUMMARY

The primary item for the September 25, 2001, Faculty Affairs Committee meeting was a presentation on "Maintaining Academic Quality: Academic Program Evaluation at EMU" by Paul T. Schollaert, Provost and Vice President for Academic Affairs, Michael Harris, Associate Vice President for Academic Affairs, and Donald H. Bennion, Coordinator of Academic Assessment and Professor, Department of Teacher Education.

FISCAL IMPLICATIONS

There is no fiscal impact.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Faculty Affairs Committee

September 25, 2001
8:00 – 9:00 a.m.
201 Welch Hall

AGENDA

Regular Agenda

Section 12 Monthly Report and Minutes (Regent Brandon)

Status Report

REPORT: “Maintaining Academic Quality: Academic Program
Evaluation at EMU”

Paul T. Schollaert, *Provost and Vice President for
Academic Affairs*

Michael Harris, *Associate Vice President for
Academic Affairs*

Donald H. Bennion, *Coordinator of Academic
Assessment and Professor, Department of
Teacher Education*

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

FACULTY AFFAIRS COMMITTEE MINUTES

April 3, 2001
8 a.m., 201 Welch Hall

Attendees (seated at tables): Regent Brandon (Chair), Regent Valvo, Interim Provost Harris, A. Ametrano, J. Boyless, M. Dalbey, M. Lintner, D. Loppnow, S. McCracken, and B. Warren

Guests: (as signed in) R. Abent, D. Bennion, J. Berry, P. Buchanan, R. Bush, F. Case, T. Cianciolo, D. Clifford, W. Cline, C. Dahl, P. Doyle, J. Dugger, B. Edwards, B. Ferrett, B. Fish, H. Höft, D. Holkeboer, M. Kanagy, S. Kirkpatrick, R. Larson, G. Liepa, R. Lucas, J. Pignatano, M. Reifel, L. Ristau, K. Rusiniak, A. Starko, S. Sullivan, W. Tornquist, E. Tratras-Contis, J. Todd, and S. Yee

The meeting was convened at 8:03 a.m.

Monthly Report and Minutes (Section 18)

Regent Brandon recommended approval of the Faculty Affairs Committee Agenda for the April 13, 2001, meeting and the Minutes of the January 16, 2001. The recommendation was accepted.

Status Report: Physical Learning Environments at Eastern Michigan University

Michael Harris, Interim Provost and Vice President for Academic Affairs, announced a collaboration between the Division of Academic Affairs and the Division of Business and Finance to conduct an assessment of EMU's physical learning environment, in order to identify the most pressing needs for capital outlay projects that will improve the physical spaces in which the faculty and students work and learn. He then offered a video presentation, which outlined both the accomplishments and challenges of this venture.

He then introduced **Vice President Patrick Doyle, Division of Business and Finance**, *VP. Doyle* then outlined the order of the presentations and introduced his co-presenter, **Mr. John Havranek, Plant Operations and University Development**. *VP Doyle* explained that maintenance is a continual ongoing priority at Eastern Michigan and began his presentation.

The mission: To Provide and Exceptional Learning Environment

Variable that Influence our ability to fulfill the Mission (Facility Assessment):

- Aging Campus
- Enrollment Growth
- Technology
- Increased Services/ Regulatory Mandates
- Resources

1965 is identified as the first turning point. The University grew from 9,000 to 19,000 students. In 2000, the University had 44 Facilities (2,681,108 Sq.Ft.) with an average age of 40 yrs from 20 Buildings (1.2 million Sq.Ft.) in 1965. In 1965 no facilities had cooling capacity. The first buildings with air conditioning were built in 1967.

1985 saw the second turning point: The Technology Revolution. In 1985 the University maintained 11 Controller terminals and 363 dumb terminals and currently maintains 59 servers, 4000+ computers and 69 computer labs. Due to this the technology support requirements have shown increases during the period 1990-2000 of:

- Sq.Ft. 15%
- Electrical Consumption 37.5%
- Steam Consumption 30%
- Cooling Capacity 98%

VP Doyle then turned the presentation over to *Mr. John Havranek*, who identified the following Building System Deficiencies.

- Architectural: \$17,274,500 deficiency
foundations, substructures, superstructures, building envelope (roofing, siding, glass/glazing, exterior doors)
- Mechanical Systems: \$20,703,160 deficiency
Heating ventilation and air conditioning, steam distribution systems, storm drain systems, chilled water systems, domestic water supply
- Electrical Systems: \$ 5,252,410 deficiency
Power transformers, switchgear, HV power distribution, main breakers, breaker panels, lighting systems, and motor starters
- Life Safety Upgrades: \$ 4,264,500 deficiency (to conform to code)
Central alarm reporting, fire sprinkler systems, fire pumps, fire extinguishers emergency lighting, emergency generators.
- Elevator Systems: \$ 2,895,000 deficiency
34 elevators in General Fund buildings, 17 elevators need accessibility enhancements, 12 elevators need major 10 year rebuilds, and 5 buildings are without elevators (building is devalued if it has no elevator).

In addition overall capital renewal requires ADA modifications, HVAC upgrades, asbestos abatement, technology upgrades, new roofs, line safety, new windows, electrical and plumbing systems, parking and paving, student/staff expectation fulfillment, and elevator upgrades.

VP Doyle concluded showing that planning was based on good solid decisions. A campus facility condition index plan sets aside funding. In addition a campus facility condition index plan table of assumptions maps out future projections. With the current state policy of not matching grants and the constantly changing requirements and priorities the University has a good overall plan to continue to be one step ahead of its upkeep.

Regent Brandon asked if this presentation included housing or just academic space?
VP Doyle responded strictly academic space.

Regent Brandon followed up with asking with a deficiency of \$20 million are we just getting by or are we hurting?

VP Doyle stated that extensive planning and predictions have prevented any failures. He also stated that as prioritization is constantly changing, lack of funding effects patching when replacement should be made.

Regent Brandon asked with \$4 million dollars shortcoming in Life Safety, should we be worried?

VP Doyle responded that many of these shortcomings are required to ideally exceed code in an ideal situation. Many fixes or patches that exist to maintain the University at required standards without, but are not the final solutions. For example a good deal of this may include asbestos that will be required to be removed in the event of further building modifications.

Regent Brandon followed up asking why would asbestos be safe?

VP Doyle stated that asbestos overall is safe if not broken down into air-born fibers. The presence of large amounts of asbestos in university buildings is not a situation unless renovation or construction would preclude its removal first.

The meeting was adjourned at 8:32 a.m.

Respectfully submitted,

John Longshore, Senior Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/FAC_0401)

Paul T. Schollaert

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Curriculum Vitae

Education

Ph.D.	Sociology (Minor-Labor Economics)	University of Wisconsin-Madison	1973
M.S.	Sociology	University of Wisconsin-Madison	1969
B.A.	Social Welfare	Pennsylvania State University	1967

Professional Experience

Eastern Michigan University

- July, 2001 – present. Provost and Vice President for Academic Affairs and Professor of Sociology

Illinois State University

- 1993-2001. Dean, College of Arts and Sciences and Professor of Sociology

Old Dominion University, Norfolk, VA

- 1987-1993. Associate Dean, College of Arts and Letters
- 1983-1987. Chair, Department of Sociology and Criminal Justice
- 1976-1993. Assistant, Associate and Professor of Sociology

University of South Carolina, Columbia, SC

- 1972-1976. Assistant Professor of Sociology

Professional Activity (Selected)

- Member, Distinctiveness and Excellence Committee, Illinois State University (1999-2000)
- Member, President's Select Committee on University Governance (1998-2000)
- Member, ASPT Reform Committee (1998-2000)
- Member, Dean Search Committee, College of Business, Illinois State University (1996)
- Member, Institutional Technology Advisory Committee (1997-99)
- Member, Provost Search Committee, Illinois State University (1994)
- Member, General Education Pilot Implementation Committee, Illinois State University (1994-98)
- Chair, Academic Standards Subcommittee, NCAA Athletic Program Accreditation, Old Dominion University (1992-93)
- Chair, Ph.D. In International Studies Program Committee, Old Dominion University
- Chair, Associate Vice President for Research and Sponsored Programs Search Committee, Old Dominion University (1987)
- Member, University Strategic Planning Committee, Old Dominion University (1981)
- Chair, Resources Committee, University Reaccreditation Committee, Old Dominion University (1979-81)

Professional Publications, Presentations (Selected)

- "Home Ownership and Well Being." HOUSING AND SOCIETY, 1993, 20(1): 31-40. (with Garland F. White)
- "A Model for Information-based Budget Decisions." Paper read at the Annual Meetings of the Council of Colleges of Arts and Sciences, Tampa, FL, November, 1991.
- "Follow-up on a Home Ownership Program." Paper read at the Annual Conference of the Society for Applied Sociology, Denver, CO, October, 1989 (with Garland F. White).
- "Gender of Children and Timing of Births." DEMOGRAPHY, 1989, 26(3): 411-423. (with Jay D. Teachman)
- "Gender of Children and Birth Timing." Paper read at the Annual Meetings of the Southern Demographic Association, October, 1987, Atlanta, GA. (with Jay D. Teachman)
- "Team Racial Composition and Professional Sports Attendance." SOCIOLOGICAL QUARTERLY, 1987, 28(1): 71-87. (with Donald Hugh Smith)
- "Individual and Contextual Determinants of Birth Timing." Paper read at the Annual Meetings of the Southern Regional Demographic Group, October, 1986, Baltimore, MD. (with Jay D. Teachman)
- "Portsmouth Public Schools Projections" Report to Portsmouth Public Schools, detailing neighborhood level enrollment projections for the school system, May, 1983.
- "A Structural Theory of Rank Differentiation." Pp. 287 - 323 in Peter M. Blau and Robert K. Merton, CONTINUITIES IN STRUCTURAL INQUIRY Beverly Hills, CA: Sage Publications, 1981. (with Bruce H. Mayhew)
- "Social Morphology of Pareto's Economic Elite." SOCIAL FORCES, 1980, 59(1): 25-43. (with Bruce H. Mayhew)
- "The Concentration of Wealth: Sociological Examples." SOCIOLOGICAL FOCUS, 1980, 13(1): 1-35. (with Bruce H. Mayhew)

Michael Harris
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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

- July, 2001 – present. Associate Vice President for Academic Affairs
- February, 2001 – July 1, 2001. Interim Provost and Vice President for Academic Affairs.
- May 1, 2000 – January 2001. Associate Vice President for Academic Affairs. 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.
- 1993-1994. Assistant Professor, Graduate Program in Public Policy, Tel Aviv University

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)

Professional Publications, Presentations (Selected)

- Entrepreneurs and Innovation in State and Local Government. Lexington Books. Forthcoming December 2001 (edited with Rhonda Kinney).
- Term Limits. Lexington Books. 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.

Donald H. Bennion

Coordinator of Academic Assessment and Professor of Teacher Education

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Curriculum Vitae

Education

Ph.D.	Curriculum & Instruction	Ohio University	1972
M.A.	Economics	Ohio University	1968
M.S.	Social Science Education	State University of NY-Geneseo	1966
B.S.	Social Science Education	State University of NY-Geneseo	1963

Professional Experience

- Coordinator of Academic Assessment and Professor of Teacher Education, Eastern Michigan University, 1993-Present.
- Associate Vice President for Academic Affairs, EMU, 1984-98
- Associate Dean of Professional Studies and Professor of Education, Central Connecticut State University, 1974-1984.
- Assistant/Associate Professor of Education, Central Connecticut State University, 1970-74.

Professional Activity (Selected)

- Consultant-Evaluator, Western Association of Schools and Colleges Accrediting Commission for Senior Colleges and Universities, 1999.
- Member, National Consortium on Assessing Learning Outcomes, 1997-98.
- Consultant Evaluator, North Central Association of Colleges and Schools Commission on Institutions of Higher Education, 1996-present.
- Member, Board of Accreditation, National Association of Industrial Technology, 1988-present.

Professional Publications, Presentations (Selected)

- Bennion, Donald H. and Stewart D. Work. "How One University Used the Assessment Practices at 'Best Practices' Colleges and Universities to Benchmark Its Own Assessment Program." The 2000 Assessment Institute in Indianapolis, 2000.
- Bennion, Donald H. and Stewart D. Work. "Sharing Students, Sharing Assessment." 1999 American Association of Higher Education (AAHE) Assessment Conference, 1999.
- Bennion, Donald H. and Stewart D. Work. "Using the Assessment Expo to Communicate Assessment Successes to Faculty and Staff." 103rd Annual Meeting of the North Central Association of Colleges and Schools, March, 1998.
- Bennion, Donald H. and Stewart D. Work. Using the Educational Testing Service's Tasks in Critical Thinking to Assess General Education Outcomes at Eastern Michigan University." Assessment Update, September/October, 1996.
- Bennion, Donald H. "Using Tasks in Critical Thinking to Assess Outcomes." ETS Higher Education Assessment News, 1996.



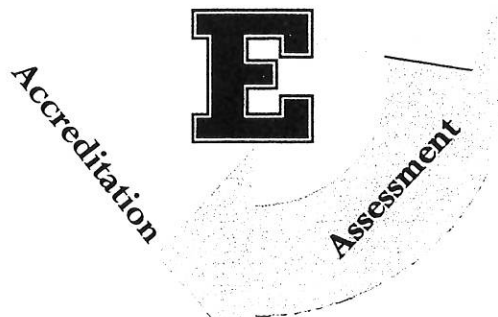
Board of Regents Faculty Affairs Committee

- Paul Scholleart, Provost & VP for Academic Affairs.
- Michael Harris, Associate VP for Academic Affairs.
- Donald Bennion, Faculty Coordinator for Assessment.

ACADEMIC AFFAIRS
EASTERN MICHIGAN UNIVERSITY

Maintaining Academic Excellence

Program
Review



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Accreditation

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Assessment

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Program Review

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Program Review

- Background of Program Review
- Purpose and Philosophy
- Timeline
- Processes
- Results and Outcomes

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Background of Program Review

- 1996 – Program Review Suspended
- 2000 – Collaborative Efforts to Reinstate
 - ▶ Department Manual
 - ▶ Schedule
- 2001 – Faculty Council Approval

Purpose of Program Review

*“The University’s principle responsibility is to provide academic programs in a learning environment that *promotes academic and personal excellence.*” ~ EMU Mission*

- Enhance continuous quality improvement
- Strengthen academic programs
- Support performance based budgeting
- Promote constructive change
- Link to strategic planning priorities

Timeline for 2001 - 2002

- Determining List of Programs ~ Sept
- Distribution of Data ~ Oct
- Report Compilation Workshops ~ Oct & Nov
- Program Analysis ~ Sept 2001 - Jan
- Evaluations & Feedback ~ Feb - Mar
- Open Discussions ~ Mar - June
- Annual Report on Academic Programming ~ June 30

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EASTERN MICHIGAN UNIVERSITY

Open Discussions

- Deans, Department Heads, Program Coordinators, and Faculty are welcome.
- Opportunity to present key issues to the Provost and Associate Vice President for Academic Affairs.

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Report Findings & Evaluations

Recommendations reflect the program's viability, value, quality, effectiveness, and resourcefulness in the utilization of funding, tools, and facilities.

- ▶ Continuation
- ▶ Continuation with specific changes
- ▶ Probation
- ▶ Phase Out

**Recommendations other than Continuation require a Post-Review Improvement Plan*

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Report on Academic Programming

- Summary of all program review activities.
- Considers the issues of quality, productivity, satisfaction, efficiency and resource value.
- Illustrates areas where an increase of faculty, staff, and other resources are needed.
- Outlines upcoming program review processes and activities.

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Outcomes

A successful program review system presents standards and criteria that are credible and fair, encourages a culture of peer collaboration and review, and drives the strategic planning themes of academic programming.

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Returns

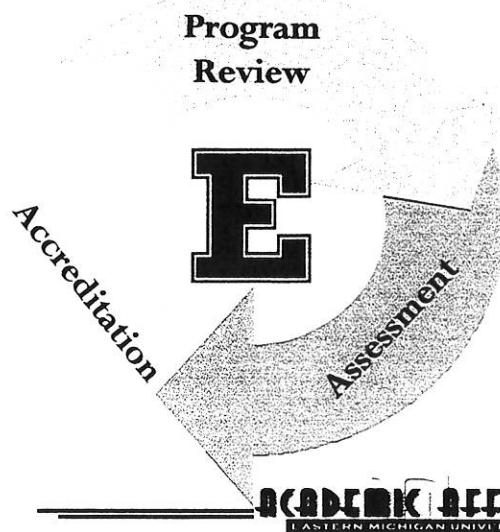
- Integrates program review and assessment activities
- Establishes a culture of academic quality and institutional accountability
- Highlight accomplishments and successes
- Present challenges and propose solutions
- Opportunity to shape the future of Academic Programming at EMU
- Contributes to cohesive strategic initiatives within the college, division and university

"The best way to predict the future is to create it."

~ Peter Drucker

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Maintaining Academic Excellence



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.

HISTORY OF ACADEMIC ASSESSMENT AT EMU (SOME KEY DATES)

- 1985 Provost Collins attends first AAHE national assessment conference.
- Provost appoints administrative assessment task force.
- 1987 Provost establishes broad-based assessment advisory committee.
- 1988 Pilot studies in assessment begin.
- 1989 President Shelton creates Learning

University Commission
and related Outcomes
Assessment Task Force.

- 1990 NCA mandates
assessment.
- 1993 EMU, in response to NCA,
creates Director of
Academic Assessment
position and position of
Special Assistant to the
Provost for Assessment
through above-base
budget proposal.
- 1994 ETS "Tasks in Critical
Thinking" adopted for
assessing general
education.

First annual departmental
assessment reports.

1995 NCA accepts EMU
"Assessment Plan."

First Assessment EXPO
held.

2001 Well-documented
assessment successes
presented to NCA in
Self-Study Report.

Table 8-5 Assessment of Academic Programs – June 2000**Assessment of Student Learning Outcomes**

	Number of Undergraduate Programs Using Method	Number of Grad Programs Using Method	Total
Capstone Course*	23	8	31
Case Study Analysis	20	7	27
Comprehensive Exam (Essay)	17	16	33
Comprehensive Exam (Objective)	29	19	48
Licensure Exam	20	12	32
Oral Exam	3	5	8
Performance/Presentation	40	23	63
Standard State, National or International Exam (e.g. Graduate Record Exam)	12	17	29
Student Portfolio	54	11	65
Supervised Internship/Field Experiences/Practica/ Student Teaching	48	31	79
Thesis/Final Project	24	50	74
Assessment of Programs and Students			
Accreditation Review (e.g., AACSB, NCATE, NLN, etc.)	47	35	82
Advisory Committee Review	38	24	62
Alumni Survey	36	29	65
Co-op Employer Review	20	8	28
Employer Survey	14	16	30
Exit Interview	27	19	46
External Consultant Review	5	2	7
Graduate School Placement	8	18	26

*Although a Capstone Course is not an assessment method per se, it is important to note that several departments have developed such a course for 31 programs. These courses were created specifically as a vehicle to conduct meaningful student outcomes and program assessment.

COMMUNICATING ASSESSMENT ACROSS CAMPUS

- "QUESTIONS & ANSWERS"
BROCHURE
- "ASSESSMENT INFORMATION
PAPERS"
- "STUDENT ASSESSMENT
OPTIONS"
- "ASSESSMENT MATTERS"
NEWSLETTERS
- FCIE WORKSHOPS ON
ASSESSMENT TOPICS
- THE ASSESSMENT EXPO

Self-Evaluation of Student Outcomes Assessment at EMU

- EMU program exhibits all eleven assessment "best practices"
- Have received regional and national recognition
 - made presentations at meetings of national and regional assessment and professional organizations
 - Had articles published in national assessment journals
 - Had requests for EMU assessment materials from over 200 universities

- Have received NCA full approval until 2010-11 - no focused visits or reports required
- Need to bring every program to the level of using results of assessment to improve programs and concomitant learning

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
EDUCATIONAL POLICIES COMMITTEE

ACTION REQUESTED

It is requested that the Educational Policies Committee Agenda for September 25, 2001, and the Minutes of the June 19, 2001, meeting be received and placed on file.

STAFF SUMMARY

The primary items for the September 25, 2001, Educational Policies Committee meeting included: (1) Faculty Appointments, (2) Staff Appointments, (3) Separations/Retirements, (4) Emeritus Faculty Status, (5) A status report was presented on Faculty Recruitment for 2001-2002 and Work Force Analysis.

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
Provost and Vice President for Academic Affairs

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Educational Policies Committee

September 25, 2001
9:00 – 10:30 a.m.
205 Welch Hall

AGENDA

Consent Agenda

Section 7	Faculty Appointments (P. Schollaert)
Section 8	Staff Appointments (S. Patalan)
Section 9	Separations/Retirements (S. Patalan)
Section 10	Emeritus Faculty Status (P. Schollaert)

Regular Agenda

Section 13	Monthly Report and Minutes (Regent Antonini)
Section 14	Appointment of Charter Schools Board Members (J. Pollack)

Status Reports

Faculty Recruitment for 2001-2002 (P. Schollaert)
Work Force Analysis (S. Patalan)

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

EDUCATIONAL POLICIES COMMITTEE MINUTES

June 19, 2001
205 Welch Hall

Attendees (seated at tables): Regent Antonini (Chair), Regent Brandon, Regent Gordon, Regent Griffin, D. Tammany, Susan Patalan, and Regent Valvo

Guests: (per sign in roster) R. Abent, D. Aymond, S. Bates, D. Bennion, P. Buchanan, T. Cianciolo, D. deLaski-Smith, B. Edwards, B. Fish, T. Fleming, R. Fowler, B. Gorenflo, J. Hassan, H. Höft, R. Holkeboer, B. Hoxie, C. Johnson, M. Kanagy, E. King, R. Kinney, S. Kirkpatrick, R. Larson, D. Loppnow, P. Melia, S. Moeller, P. Moniodis, C. Montgomery, J. Olson, J. Pollack, G. Popofski, E. Potter, G. Reichbach, J. Reid, L. Ristau, J. Robbins, L. Rocklage, K. Rusiniak, A. Starko, K. Tinney, J. Todd, F. Wagner-Marsh, and P. Young

Regent Antonini convened the meeting at 9:11 a.m. in 205 Welch Hall.

Faculty Appointments (Section 7)

Interim Assistant Vice President of Academic Affairs *David Tammany* recommended that the Board approve 24 new tenure-track faculty appointments. Of the 24 appointments, 13 (54%) are female; eleven (46%) are male, and six (25%) minorities.

Regent Antonini accepted the report.

Staff Appointments (Section 8)

Director of Employment and Recruiting *Susan Patalan* recommended that the Board approve 30 staff appointments. Of the 30 appointments, 22 (73%) are female, five (5%) are African American, one (3%) is Hispanic, one (3%) is Asian, and one (3%) is Multiracial.

Regent Antonini accepted the report.

Separations/Retirements (Section 9)

Susan Patalan recommended that the Board approve 34 separations and retirements. Of the 34 separations and retirements, 20 (59%) are female and four (12%) are African American, one (3%) is Asian, and one (3%) is American Indian. This number included 6 faculty retirements. *Susan Patalan* also paused to remember Dr. Marylyn Lake, Special Education, and Prof. Karen Smith-Meyers, Communications & Theatre Arts, who have both passed away recently.

Regent Antonini accepted the report.

Emeritus Faculty Status (Section 10)

David Tammany recommended that the Board accept the report to grant Emeritus Faculty Status to eleven former faculty members:

- Lee R. Boyer, Professor, History and Philosophy (30 years)
- Barbara E. Brackney, Professor, Psychology (26 years)
- Stephen W. Brewer Jr., Professor, Chemistry (32 years)
- Patricia L. Butcko, Associate Professor, Art (20 years)
- Robert Crowner, Professor, Management (25 years)
- Marylyn E. Lake (posthumous), Professor, Special Education (34 years)
- Roger Peterson, Professor, Marketing (21 years)
- Margaret J. Smith (posthumous), Associate Professor, Special Education (20 years)
- John M. Sullivan (posthumous), Professor, Chemistry (43 years)
- James R. Walter, Assistant Professor, Mathematics (37 years)
- Stewart D. Work, Professor, Chemistry (37 years)

Regent Antonini accepted the report.

Faculty Reappointments (Section 11)

David Tammany recommended that the Board approve reappointment of 126 probationary faculty members for the 2001-2002 academic year. Newly hired tenure-track faculty are “on probation” for a period of time that varies according to rank. A favorable pre-tenure evaluation leads to a recommendation for reappointment.

Regent Antonini accepted the report.

Faculty Tenure (Section 12)

David Tammany recommended that the Board approve the granting of tenure, effective beginning with the 2001 fall semester, for fourteen (14) faculty members. The fourteen faculty members have met all requirements from their respective departments and the collective bargaining agreement.

Regent Antonini accepted the report.

Faculty Promotions (Section 13)

David Tammany recommended that the Board accept and place on file the report entitled Promotion of Faculty Members for 2001-2002. This report lists 37 faculty members who meet the contractual requirements and performance standards for promotion.

Regent Antonini accepted the report.

Monthly Report and Minutes (Section 15)

Regent Antonini recommended approval of the Educational Policies Committee Agenda for June 19, 2001, and the Minutes of the April 3, 2001 meeting. The recommendation was accepted.

Approval of Charter School Board Members (Section 16)

Joseph Pollack, University Relations - Charter Schools, recommended appointment of Arnold W. Miller and Sandra L. Rolle to a three-year term on the Board of Directors of Great Lakes Academy; Linda Morris Belford, Ian Riddell, and Lucie Zacharova to three year terms on the Board of Directors of Grand Blanc Academy.

Regent Antonini thanked J. Pollack for the opportunity to visit one of the charters schools. He further stated that he was most impressed with the close relationship between parents and teachers.

The recommendation was accepted.

Restrictions on Weapons/Dangerous Substances (Section 17)

University Attorney Kenneth McKanders recommended that the Board of Regents approve the attached proposed policy which would restrict persons from possessing or using firearms, other dangerous weapons, explosive materials, incendiary devices or other dangerous objects or substances, on property owned, leased or controlled by the University or otherwise in the course of University Business.

Regent Valvo asked if this policy affected those individuals or students that carried such defensive items such as mace?

Ken McKanders stated that he did not believe this would fall under weapons restrictions.

Regent Antonini asked why there is a gun range on campus?

Ken McKanders responded that originally it was built for the military/ROTC and currently is also used by local police organizations.

Report: 2001-2002 Sabbatical Leaves (Section 18)

David Tammany recommended that the Board of Regents accept and place on file the Report on 2001-2002 Sabbatical Leaves. In 2001-2002, 21 (15 one-semester and 6 two-semester) leaves will be awarded.

Regent Antonini accepted the report.

Report: 2001-2002 Faculty Research and Creative Activity Fellowships (Section 19)

David Tammany recommended that the Board of Regents accept and place on file the Report on 2001-2002 Faculty Research and Creative Activity Fellowships. In 2001-2002, 15 faculty will be supported.

Regent Antonini accepted the report.

Report:2001-2002 Spring-Summer Awards for Research and Creative Activity (Section 20)

David Tammany recommended that the Board of Regents accept and place on file the Report on 2001 Spring-Summer Awards for Research and Creative Activity. In 2001-2002, 12 faculty will be supported.

Regent Antonini accepted the report.

Naming of the Interactive Laboratory in the Gary M. Owen College of Business Building - The Ford Learning Center (Section 21)

College of Business Dean Earl Potter recommended that the Board of Regents name the Interactive Laboratory in the Gary M. Owen College of Business Building, Room 301, the "Ford Learning Center" in recognition of the Ford Motor Company for its generous gift to the University. This allows for a modern interactive teaching lab to accommodate 90 students. Additionally this will house the "Oracle" gift received.

Regent Antonini accepted the recommendation.

Status Report: Faculty Recruitment for 2001-2002

David Tammany reported on the status of the current faculty search. Originally 59 faculty positions were slated to be filled. At this point in time 43 of these positions have been filled and one offer is currently pending. Of the 43 employees, 25 (55%) are female, 4 (9%) are African-American, and 5 (12%) are Asian for a total of 23% minority hires.

Regent Antonini accepted the report.

Status Report: Work Force Analysis

Susan Patalan reported on the status of the current EMU work force. Of employees, (48%) are male of which (39%) Caucasian, (6%) African-American, (1%) Hispanic (2%) Asian, and (1%) American Indian. (52%) are female, of which (43%) Caucasian (7%) African American, (1%) Hispanic (1%) Asian, and (1%) American Indian.

Regent Antonini accepted the report.

Regent Antonini adjourned the meeting at 9:31 a.m.

Respectfully submitted,

JIM LONGSHORE, Administrative Secretary
Academic Affairs

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 14
DATE: September 25, 2001

RECOMMENDATION

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

ACTION REQUESTED

It is recommended that the Board of Regents appoint Ronald LaCasse, Jr., to a three-year term on the Board of Directors of the Academy for Business and Technology; Robert Carl Joy to a three-year term on the Board of Directors of Gaudior Academy; and Sylvia Muldrow to a three-year term on the Board of Directors of Edison Oakland Academy. It is also recommended that the Board of Regents reappoint Leatrice Eagleson, Phyllis Meadows and Alice Thompson to three-year terms on the Board of Directors of Hope 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.

Ronald LaCasse, Jr., is a sales associate for Northwest Detroit Homes, Inc., in Detroit where he has been employed for the past four years. He is licensed by the State of Michigan as a real estate broker and builder and has 17 years of experience in real estate sales. He attended Lawrence Institute of Technology, Oakland Community College and Henry Ford Community College.

Robert Carl Joy is a senior minister at the First Congregational Church in Wayne, Michigan. He has a Bachelor of Arts degree in psychology from Edinboro University of Pennsylvania and a Master of Divinity degree from Princeton Theological Seminary in Princeton, New Jersey. He served on the Board of Trustees of Toulon Public Library District in Toulon, Illinois, for four years and is a member of the National Honor Society of Edinboro University of Pennsylvania.

Silvia Muldrow is a Contract Compliance Specialist with Ameritech Corporation in Detroit, Michigan, and has been employed by Ameritech since 1978. She is a Certified Notary Public. Her memberships include the NAACP, American Society of Notaries and the American Business Women's Association. Muldrow has taken classes at Western Michigan University in business and accounting education.

Leatrice Eagleson is currently employed at New Detroit, Inc., as Vice President of Human Resources and Finance. She received a Bachelor of Arts degree in political science at Wayne State University and has taken classes toward a Master of Business Administration. She is Board President of the YWCA in Detroit.

Phyllis Meadows is a program director for the W. K. Kellogg Foundation in Battle Creek and has been employed at Kellogg since 1992. Prior to joining Kellogg, she was the executive director for the Infant Health Promotion Coalition in Detroit. Meadows received the Distinguished Nurse Alumni Award from Oakland University and the Rising Star Award from the Michigan League of Nursing. She earned both bachelor's and Master of Science degrees in nursing.

Alice Thompson is the chief executive officer for Black Family Development, Inc., in Detroit and has held that position since 1994. Prior to that, she was the deputy director for Diversified Youth Services, Inc., in Detroit. Thompson received bachelor's and master's degrees in social work from Wayne State University. In addition, she has received numerous awards, including the Outstanding Fellow Award and the Exemplary Service to Children and Families Award from Eureka Communities Detroit.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

/ / Date

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 15
DATE: September 25, 2001

RECOMMENDATION

MONTHLY REPORT - FINANCE COMMITTEE

ACTION REQUESTED

It is recommended that the Working Agenda for September 25, 2001 and the minutes for the June 19, 2001 Finance Committee meeting be received and placed on file.

STAFF SUMMARY

The primary items discussed at the June 19, 2001 Finance Committee were: Monthly Report, Treasurer's Report, Internal Audit Report, Grants/Contracts Report, Construction Projects Progress Report, Accounts Receivable Report and Interim Budget Status Report; Collective Bargaining Agreement Between EMU and the EMU Federation of Teachers; 2001-02 General Fund Budget; Tuition and Registration Rates 2001-02; Program Fees; Information Technology Fee Proposal; Reallocation of the Learning Technology Component of the General Fee; Authorization to Borrow – Financing Information Technology Needs; Agreement Between EMU and the Eastern Michigan University Foundation; Management Agreement Between EMU and Eagle Crest Management Corporation, and Addendum II to Commercial Lease; 2001-02 Auxiliary Fund Budget; Room and Board Rates; New Parking Structure – Authorization to Proceed with Feasibility Study, Programming and Conceptual Design; McKenny Union Expansion – Program Statement and Schematic Design; University House – Authorization to Proceed; Special Report on Federal Funding.

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

1.

**EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS
FINANCE COMMITTEE MEETING**

**September 25, 2001
10:30 a.m.
201 Welch Hall**

REGULAR AGENDA

- Section 15: Finance Committee Monthly Report**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 16: Consolidated Financial Statements and Supplementary Information as of June 30, 2001 and 2000**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 17: OMB Circular A-133 Supplementary Financial Reports for the year Ended June 30, 2001**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 18: 2000-2001 General Fund Budget Management Report**
Al Levett, Director, Budget Management
- Section 19: 2000-2001 General Fee Report**
Al Levett, Director, Budget Management
- Section 20: 2000-2001 Auxiliary Fund Budget Management Report**
Jim Vick, Vice President for Student Affairs
- Section 21: Acceptance of Real Property – Estate of Jean Noble Parsons**
Robert Brackenbury, Assistant to VP for Business and Finance; John Shorrock, VP for Advancement; and Ellene Contis, Interim Associate Dean, College of Arts and Sciences
- Section 22: Collective Bargaining Agreement Between Eastern Michigan University and the Eastern Michigan University Sergeant's Chapter of the Police Officers Labor Council**
Kevin Smart, Director, Employee Relations
- Section 23: 2001-02 Doctoral Stipend Adjustment**
Susan Moeller, Director, Academic Budget and Operations

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: Technology Plan Implementation**
Margaret Cline, Chief Information Officer and Executive Director of Information and
Communications Technology

EASTERN MICHIGAN UNIVERSITY

**Board of Regents
FINANCE COMMITTEE**

MINUTES OF MEETING

June 19, 2001

Present: Regents DeMattia, Antonini, Incarnati, Morris, Brandon, Griffin, Valvo, Gordon, and Vice President Doyle

Regular Agenda:

Monthly Report

Collective Bargaining Agreement Between EMU and the EMU Federation of Teachers

2001-02 General Fund Budget

Tuition and Registration Rates 2001-02

2001-02 Program Fees

Information Technology Fee Proposal

Reallocation of the Learning Technology Component of the General Fee

Authorization to Borrow – Financing Information Technology Needs

Agreement Between EMU and the Eastern Michigan University Foundation

Management Agreement Between EMU and Eagle Crest Management Corporation, and Addendum II to Commercial Lease

2001-02 Auxiliary Fund Budget

Room and Board Rates

New Parking Structure – Authorization to Proceed with Feasibility Study, Programming and Conceptual Design

McKenny Union Expansion – Program Statement and Schematic Design

University House – Authorization to Proceed

Special Report on Federal Funding.

Consent Agenda:

Treasurer's Report

Internal Audit Report

Grants/Contracts Report

Construction Projects Progress Report

Accounts Receivable Report

Interim Budget Status Report

MONTHLY REPORT

Patrick Doyle, Vice President for Business and Finance, recommended that the working agenda for the June 19, 2001 Finance Committee and the minutes for the April 3, 2001 Finance Committee meeting be received and placed on file. There were no questions concerning the minutes. President Kirkpatrick presented his paper, "Background Information on Higher Education and EMU Fiscal Trends". There were no questions.

COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND THE EASTERN MICHIGAN UNIVERSITY FEDERATION OF TEACHERS

David Tammany recommended that the Board approve the collective bargaining agreement between EMU and the EMU Federation of Teachers (EMU-FT). Tammany reported that the recommendation is based on negotiations with the EMU-FT for its first collective bargaining agreement with the EMU lecturers covering the period June 19, 2001 to August 31, 2005. Tammany reported that a combination of professional development, student evaluations and department head classroom evaluations in conjunction with progress toward a terminal degree will provide advancement through three ranks: Lecturer I, Lecturer II and Lecturer III. Fiscal 2001-02 compensation for lecturers is initially established through either a salary schedule that has a minimum academic year wage of \$25,000 and a maximum wage of \$30,500 based on years of service, or a four percent increase to the lecturer's last salary, or \$1,500 added to the base – whichever is the greater amount. The annual cost increase increments over the four-year agreement will be approximately \$693,200 in 2001-02; \$187,600 in 2002-03; \$206,700 in 2003-04; and \$246,700 in 2004-05. Tammany reported that benefits provided to the lecturers through the agreement include a Community Blue PPO medical insurance package; dental benefits, and tuition waivers comparable to those provided to the University's other collective bargaining groups. There we no questions.

2001-02 GENERAL FUND BUDGET

George Johnston recommended that the 2001-02 General Fund operating budget in the amount of \$178,474,486 be approved. Johnston reported that the proposed budget amounts to an additional \$15.5 million over the current year budget, or a net increase of 9.5 percent over the prior year. This is \$2.2 million over the projected 2001-02 proposed operating expenditures of \$176.26 million, which was based on the state appropriation request of \$94.9 million as approved in November 2000. The budget increase is due to the current inclusion of the Continuing Education Plan that was not addressed last fall. The budget is contingent upon the approval of the recommendation for 2001-02 Tuition and Registration Rates and the 2001-02 Program Fees. Johnston stated that the FY 2001-02 budget is based on the enactment of the FY 2002 state appropriation of \$89.82 million, which is a 4.0 percent increase over the prior year. Johnston reported that, at the time of writing, possible options for FY 2002 state appropriations ranged from a Senate-sponsored bill providing \$91.27 million (5.7 percent increase) to the Governor's revised recommendation of \$86.43 million (no increase). Regent Brandon questioned the possibility of scheduling future Board meetings (that would include discussion and review of budget recommendations) to a time after the state appropriations are finalized, rather than trying to guess what the appropriation will be, or approving the budget based on a contingency. Johnston responded that the budget has historically been presented to the Board during the third week of June, which is prior to the state appropriation being settled, and that approval of the budget is necessary as it gives the University's administration authorization to spend on July 1 – the beginning of the new fiscal year. Johnston stated that the margin of error between what the University estimates the state appropriation will be and what the actual appropriation is has been relatively minor and manageable. Regent Morris recommended that the University consider cost management in addition to recommending tuition and fee increases.

TUITION AND REGISTRATION RATES 2001-02

George Johnston recommended that the tuition rates be increased effective with Fall 2001 semester, assuming the University receives a state appropriation adequate to support the proposed budget. Johnston stated that if an adequate state appropriation is not approved, it is recommended that the administration be authorized to amend the rate schedule. Johnston recommended that the registration fee be maintained at \$40.00 per semester, and the general fee be maintained at \$20.00 per-credit-hour. The recommended tuition rates applied to the planned enrollment of 542,688 student-credit-hours will provide net tuition revenues of \$75,839,509. The general fee will provide net revenues of \$10,645,653. Johnston reported that embodied in the proposed tuition and fees schedule is the elimination of the tuition differential by course level and the adoption of a uniform credit-hour rate for all undergraduate courses differentiated only by residency. Johnston reported that the nominal tuition and registration fees for resident undergraduate students with 30 credit-hours will amount to \$4,196, which is an average increase of \$310 or 8 percent. A new technology fee of \$10.00 per-credit-hour is recommended separately, which will result in an additional \$300 for a total of \$4,496. The proposed tuition rate for resident undergraduate courses is \$117.20 per-credit-hour; \$210.00 per-credit-hour for resident graduate students; and \$240 per-credit-hour for resident doctoral students. Johnston reported that EMU currently ranks 13th of the fifteen public universities in comparing resident undergraduate tuition and fees per full-year equated student (30 credit-hours) of \$3,887. Only estimates of tuition increases at the other Michigan universities were available at time of the recommendation. Johnston stated that based upon the best information available, it is estimated that the proposed increase to \$4,496 per full-year equated student will move EMU's ranking up to 10th place in 2001-02. Regent Morris commented that he believes it is incumbent upon the Finance Committee that there be flexibility on the cost side and that the administration focus on putting downward pressure on costs – not just use tuition as a plug. Regent DeMattia agreed.

2001-02 PROGRAM FEES

George Johnston recommended a schedule of program fees for 2001-02, effective Fall 2001 semester, be approved; and that existing course fees as identified in the Fall 2001 class schedule be cancelled and eliminated. The existing course fees are intended only to cover the cost of miscellaneous materials for individual courses. Johnston stated that adoption of the proposed program fees will more adequately and fairly tie student charges to the actual program cost, which varies greatly by program/discipline and level of instruction. Johnston stated that failure to recognize the cost differential imposes significant funding limitations, sometimes limiting enrollment growth in high-cost programs. Johnston reported that additional revenues from the proposed program fees is estimated at \$3.768 million in 2001-02. The elimination of the existing course fees will result in \$400,000 of foregone revenue. Johnston reported that lower-level courses (100 and 200) will not be tied to a program fee. Upper level courses (300 and 400) will incur program fees based on enrollment within the given program, ranging from \$15.00 per student-credit-hour (Foreign Languages) to \$35.00 per student-credit-hour (Nursing). Masters (500) courses will incur program fees ranging from \$25.00 per-student-credit-hour (Foreign Languages) to \$40.00 per-student-credit-hour. Doctoral (700) courses will incur a \$40.00 per-student-credit-hour program fee. Regent Incarnati questioned the methodology behind the program fee. Johnston responded that cost per-credit-hour for each academic department/discipline was analyzed

and measured against available cost indices. Regent Incarnati asked how it was arrived at that 40 percent of the courses would have program fees. Johnston responded that the data happened to fall out that way. There were no more questions.

INFORMATION TECHNOLOGY FEE PROPOSAL

Margaret Cline recommended that an Information Technology Fee of \$10.00 per-credit-hour be approved, and also recommended that the Board authorize the administration to proceed with implementation of the strategic information and communication technology investments. The Information Technology Fee is projected to generate approximately \$5 million annually and will be supplemented with supplemental appropriation, gifts, and allocation of existing learning technology funds. Cline reported that the investment in Information and Communication Technology will cost approximately \$28 million over the next five years. Primary technology needs of the University that will be supported by the Information Technology Fee over the next five years include infrastructure, PC refreshment, portal and applications, professional development and training, and extended access in student computing labs. Cline reported that over the past year, an ICT cross-cutting committee reviewed technology needs from various areas on campus as part of the ongoing strategic planning initiative. Consultants assisting with the initiative include Dr. Don Norris from Strategic Initiatives, Inc.; Gartner Group, a technology research and consulting firm; and Burton Group, consultants specializing in network systems. (See next section for more comments).

AUTHORIZATION TO BORROW – FINANCING INFORMATION TECHNOLOGY NEEDS

Pat Doyle recommended that the Board approve the resolution providing authorization to the administration to finance the acquisition and installation of technology improvements. Doyle reported that after an eight-month comprehensive assessment of information and communication technology, it was determined that outdated systems and infrastructure need to be replaced. The Information Technology Fee will be the primary funding source for the investment and short-term bridge loans will be used to maximize the investment in the early years. Doyle reported that the amount needed is expected to not exceed \$5 million and financing would be over a period not to exceed 80 percent of the life expectancy of the software/hardware and infrastructure improvements. Interest rates will be determined after a competitive bid process.

Regent Incarnati reopened discussion concerning the recommendation for the proposed Information Technology Fee and how it relates to the investment of \$28 million for technology improvements through the commitment being negotiated with SCT Software. Incarnati questioned what the “deliverables” of the investment/commitment will be and recommended that the University produce annual reports to the Board showing the progress over the five-year commitment period for technology improvements. Incarnati also questioned the impact to students, faculty and staff during both the implementation period and once the improvements are in place. Regent Antonini asked to see data showing what the cost-savings to the University will be once the new systems are implemented. Regent Incarnati continued to state that he is very supportive but was not clear what this was going to do for the University. He asked if operating costs that are normally associated with capital investment in technology are included. Regent Antonini asked if a limited commitment to the technology fee would be viable and as the deliverables are identified and cost savings are quantified, the Board could

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re-visit the long-term investment. Regent DeMattia responded that if the systems are as bad as described, this initiative is too important to be delayed. He went on to state that the administration should be given the chance to fix this and provide the Board with regular updates on the progress. Regent Morris added that this investment is much more than how much will be saved for each dollar spent. He stated his concern is that the University will lose faculty because it's technology is incapable; and our brightest applicants because the University is unable to provide the tools they need to learn. Regent Gordon commented that this initiative is too important and that the administration should be authorized to proceed before we lose more ground. He also recommended that the administration report back to the Board on progress. Regent DeMattia recommended that the Finance Committee vote on allowing the administration to commit to the five-year investment of \$28 million for technology improvements and authorize short-term borrowing based on income received from the technology fee. DeMattia also recommended that the administration submit a status report to the Board on a six-month basis. There were no further questions.

REALLOCATION OF THE LEARNING TECHNOLOGY COMPONENT OF THE GENERAL FEE

Patrick Doyle recommended that the Board approve the re-allocation of the Learning Resources Technology (LRT) component of the General Fee to fund initiatives, which include: increase in need-based grants; staff and support for students with disabilities; supplemental instruction; program statement and schematic design for McKenny Union expansion; International student advisor; facility renewal/repair; and energy conservation. The technology component of the General Fee will now be covered by the new Information Technology Fee. Doyle reported that proceeds from the LRT component is projected to be \$1,579,130. Doyle stated that this recommendation is in response to Regent DeMattia's request for the administration to propose a plan to invest more in University facilities, and also responds to needs identified in the NCA report. There were no questions.

AGREEMENT BETWEEN EMU AND THE EASTERN MICHIGAN UNIVERSITY FOUNDATION

Patrick Doyle recommended that the Board approve a new operating agreement between the University and the Eastern Michigan University Foundation. Doyle reported that the University negotiated a revised operating agreement, in accordance with the Board's authorization to proceed at the January 16, 2001 meeting. Committee members that participated in this effort include Pat Doyle, Dennis Beagen, and Vicki Reaume-Mushisky from the University; Larry Warren, John Burkhardt, Jim McIntyre, and Laura Wilbanks representing the Foundation; and David Shufflebarger of Alexander Haas Martin and Partners. Doyle reported that the revised agreement was based on six guiding principles and that the main focus is to create a partnership in philanthropy; provide a foundation that articulates fundamental issues for both organizations; and to develop a process to identify University programs that merit private support. This agreement succeeds in emphasizing the focus of the Foundation is in advancement activities rather than entrepreneurial activities. The old agreement, known as the Joint Operating Agreement (JOA), intertwined duties and responsibilities between the University, the EMU Foundation and Eagle Crest Management Corporation. The separate agreement

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between the University and Eagle Crest Management Corporation has been negotiated. There were no questions.

MANAGEMENT AGREEMENT BETWEEN EMU AND EAGLE CREST MANAGEMENT CORPORATION, AND ADDENDUM II TO COMMERCIAL LEASE

Patrick Doyle recommended that the Board approve a new management agreement between the University and Eagle Crest Management Corporation (Eagle Crest) and an addendum to the existing Commercial Lease Agreement. Doyle reported that the University negotiated a revised operating agreement, in accordance with the Board's authorization to proceed at the January 16, 2001 meeting. Committee members participating in this effort were Pat Doyle, Gwyn Belcher, Jim Clifton, Rob Levitt, Valentine Martis, Karen Depriest and Tim Griffith. Guiding principles were identified in advance. Doyle reported that the new agreement reflects better accountability while maintaining distinction between the ownership responsibilities of the University and the management responsibilities of Eagle Crest. Eagle Crest will be required to submit an annual business plan to the University for approval, and an annual business plan and capital improvement report detailing accomplishments relative to goals. Doyle reported that room rental services, audio-visual services, technical services and business center operations have been added to management services provided by Eagle Crest. The agreement reflects a clearer definition of external audit expectations and progress reporting requirements. Doyle reported that the addendum to the existing Commercial Lease Agreement provides for increased lease rates, redefined space utilization areas to account for the addition of audio-visual services and business center operations, and clearer definition of maintenance and repair obligations. There were no questions.

2001-02 AUXILIARY FUND BUDGET

Jim Vick recommended that the 2001-02 Auxiliary Fund operating budget in the amount of \$34.42 million be approved, and the 2001-02 Housing and Dining Services maintenance and renovation plan be received and placed on file. Vick reported that revenue estimates for housing and dining are contingent upon approval of the recommendation for housing and dining rates. The 2001-02 total auxiliary revenue budget is \$34.4 million, which is an increase of \$1.84 million or 5.6 percent over last year's budget. The revenue variance is a result of the Housing and Dining Services 4.7 percent room and board increase and the addition of the new residence hall complex. Vick reported that total budgeted operating expense is \$28.48 million, which is an increase of \$904,899 or 3.2 percent over last year. Vick stated that the variance in expense is due to price and wage increases and utility increases. The total net of operations is \$5.94 million. Housing and Dining is planning to expend \$4.6 million for maintenance and renovation projects in 2001-02, of which \$954,000 are non-capital renovations and the balance being capital improvement. Debt service obligations of \$1.7 million will be funded from the operating balance. Vick reported that the planned contributions of \$200,000 to the plant fund in support of the facility plan are also covered from net operating balances. Payments to the general fund amounting to \$1.35 million for general administrative services and \$70,000 to the heating plant cost-sharing are funded from the net operating balance. Total transfers from maintenance reserve accounts are \$2.47 million. Vick reported that the total operating balance at year end is projected to be \$114,000. There were no questions.

2001-02 ROOM AND BOARD RATES

Jim Vick recommended that the 2001-02 Rates Proposal for Housing and Dining Services be approved. This proposal represents a 4.7 percent increase in room and board rates. Vick reported that the nominal cost increase for the academic year will be \$237.00. Vick stated that the University currently ranks in sixth place among the 12 universities with room and board packages. Vick stated that the budgeted residence hall occupancy of 3,710 for September 30 is expected to be met and the University will maintain 83 percent apartment occupancy. The debt obligation of \$1.49 million will be paid and the basic facility plan of \$4.6 million will be funded. Vick stated that an operating reserve balance of \$1 million will be maintained. There were no questions.

NEW PARKING STRUCTURE – AUTHORIZATION TO PROCEED WITH FEASIBILITY STUDY, PROGRAMMING AND CONCEPTUAL DESIGN

Patrick Doyle recommended that the Board approve and authorize the University to proceed with a feasibility study, plan and conceptually design a new campus parking structure. The study will evaluate the feasibility of adding approximately 500 to 750 parking spaces to the main campus. Included in the study will be site recommendations and funding alternatives, possibly incorporating privatization of the facility, to finance the construction, operation and maintenance of the facility. Doyle reported that the administration plans to present a recommendation to the Board for approval in September. Regent Morris advised that the University should have some control and rights over the fees charged if the structure is privatized. There were no further questions.

MCKENNY UNION EXPANSION– PROGRAM STATEMENT AND SCHEMATIC DESIGN

Patrick Doyle recommended that the Board authorize the planning, programming and schematic design for the expansion of McKenny Union. Evaluation of the facility indicated that it is inadequate in space, programs and services needed to accommodate the estimated 8,000 daily customers. It is the center of collegiate life for many students and serves as the primary venue for meetings and catered events. Doyle reported that McKenny Union was partially renovated in 1992, but it was not expanded in size. This expansion and renovation project is grouped into four areas, which include: add space that allows meeting rooms, banquet and dining areas, retail and office space, study lounge and computer lab space, student organization space, and storage areas to adequately support the current demands for services and programs; add programs and services typically found in student unions that will include a welcome and enrollment center, student services court and possibly alumni center; relocate Dean of Students office, Career Services Center and Judicial Affairs office into the Union; and rectify critical infrastructure deficiencies. Doyle reported that the cost related to developing the program statement and schematic design is estimated to be \$120,000. The Board would subsequently be asked to approve the final plan and funding sources. There were no questions.

UNIVERSITY HOUSE – AUTHORIZATION TO PROCEED

Patrick Doyle recommended that the Board approve the construction of the new University House. The new house will be a 10,000-square-foot multipurpose facility, incorporating private personal residence area, office and meeting space, and openness to accommodate public functions. Approximately 65 percent of the total space will be assigned for public use. Doyle reported that construction costs are estimated to be \$2.8 million. Site work, landscaping, parking, furnishings,

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equipment and other indirect costs and contingencies are projected to total \$700,000. Total project cost is \$3,500,000. Doyle reported that funding for the house will be from corporate royalties, equity in the old house, debt refinancing savings and gifts or gifts-in-kind. The University has pledged not to use student tuition/fee revenue or state appropriations to pay for the project. There were no questions.

SPECIAL REPORT ON FEDERAL FUNDING

At the request of the Board, a comparison and analysis of federal funding received by the 15 state universities was prepared showing the University's relative standing in federal financial aid and federal grants/contracts. John Beaghan and Brian Anderson presented the report to the Finance Committee. Beaghan reported that EMU ranks sixth of the 13 reporting units in total financial aid expenditures. The primary difference between EMU and the higher ranked schools is student indebtedness. Beaghan reported that on average, EMU students graduate with \$1,700 less debt than the average student in state universities. The division of Enrollment Services has developed a debt management workshop for students to learn financing options, such as use of low-interest federal loans as opposed to high-cost credit cards. Beaghan reported that among the seven schools without medical or engineering programs, EMU ranks first in receiving federal grants and contracts. Analysis shows that grants and contracts offered by the federal government are heavily concentrated in medical and engineering initiatives. Beaghan reported that the University's federal awards have doubled from \$2.6 million in 1999 to a projected \$5.4 million in 2001. Beaghan stated that continued growth in this area requires further investment in research infrastructure and grant management. Beaghan stated that these items have been addressed in the strategic planning process and proposals will be considered as a strategic plan is developed for the University. There were no questions.

TREASURER'S REPORT

Patrick Doyle recommended that the Treasurer's Report for the month of April 2001 be received and placed on file. Doyle reported that as of April 30, 2001 cash and investments totaled \$61,489,906.07 and were invested to return a total annualized return of 7.13 percent. Cash and investments as of the reporting period increased by \$9,405,018 when compared to April 2000. Doyle reported that the value of the intermediate mutual fund investments continues to increase as interest rates decline. Doyle stated that in regard to investment quality and maturities, the University is in compliance with the investment policy. There were no questions.

INTERNAL AUDIT REPORT

Jeff Fineis and Amy Brown of Andrews, Hooper and Pavlik presented the Internal Auditor's activity report for the period April 2001 through May 2001, which includes the reports for the Dining Services Inventory Control audit and Dining Services Cash Disbursements audit. Amy Brown was the audit manager for both audits. Fineis reported that the reports include findings and corresponding recommendations to improve controls. The recommendations were discussed with University management and management agrees with the recommendations and is proceeding with actions to implement the recommendations. Fineis noted that the internal audit schedule for the period ending September 30, 2001 was also included with their reports. In addition, a report prepared by University management on the status of recommendations made from the previous Ticket Sales, Snow Health Center, and Charter Schools audits, completed in April 2001, was included. As noted in the report,

FINANCE COMMITTEE
MINUTES OF MEETING
June 19, 2001

management found that all recommendations were either fully implemented or substantially in the process of being implemented. Fineis reported that fiscal year 2000-01 expended resources are expected to be within approved budget limitations. Regent DeMattia asked if anything (findings) in the audit reports should be of concern to the Board. Fineis responded no. Regent Morris commented on the importance and value of the recommendation/implementation status report prepared by the University. There were no further questions.

GRANTS AND CONTRACTS REPORT

Brian Anderson, Office of Research Development, recommended that 96 grants and contracts totaling \$4,088,464 for the period March 1, 2001 through May 31, 2001 be accepted. Of those awards 100 percent sponsor-funded grants and contracts in the amount of \$1,834,031 were awarded. Anderson reported that grants and contracts requiring University cost-sharing and/or in-kind contributions totaled \$2,254,433. Matching funds for those awards were \$51,741 for a fiscal year-to-date total of \$250,464 against a base budget of \$240,296. Anderson reported that 373 proposals were processed in the reporting period, which was minus 46 from the plan; awards received was 311, which was minus 16 from the plan; dollar value of awards received was \$14,693,578, which was up \$851,911 from the plan. Matching funds committed were \$250,464, which is up \$30,193 from the plan. In comparing current fiscal year-to-date to last year-to-date, 25 fewer proposals were processed; awards received are down by 28; the dollar value of awards received is up \$2,886,097. Matching funds committed were up \$73,098. Anderson reported that the University expects to receive over \$16 million in grants and contracts this fiscal year. There were no questions.

CONSTRUCTION PROJECTS PROGRESS REPORT

Anthony Catner recommended that the Construction Projects Progress Report for the period ending June 6, 2001 be received and placed on file. Catner reported that projects are progressing on schedule. These include the new student housing project, with a scheduled August 1, 2001 occupancy; stadium track replacement, with scheduled an August 1, 2001 completion date; and proposals for additional parking are expected to be reviewed by August 15, 2001. Catner reported that expenditures and contractual obligations to date do not exceed approved budgets. In addition, Catner reported that the Physical Plant joined with various consultants and formed an energy management team. Cost containment and energy conservation will be a priority. There were no questions.

ACCOUNTS RECEIVABLE

John Beaghan recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of April 30, 2001 be received and placed on file. Beaghan reported that the student accounts receivable ratio analysis reflects that for April 30, 2001 the net receivable balance is \$11.7 million or 11.25 percent of revenue, as compared to \$11.2 million last year, which was 11.47 percent of revenue. This is a .22 percent decrease compared to last year. Beaghan reported that an increase of .17 percent is reflected when compared to the five-year average of 11.08 percent. There were no questions.

INTERIM BUDGET STATUS REPORT

Al Levett recommended that the 2000-01 general fund budget status report as of April 30, 2001 be accepted and placed on file. Levett reported that the revised target of 540,431 student credit hours will be achieved based upon current spring year to date enrollments, and the revised revenue schedule of \$163.8 million will be met at year-end based upon current accumulations. Levett reported that the FY 2000 supplemental appropriation of \$2.5 million has been reserved for the ICT initiatives. The total spending authorization, including carry forward account balances, is \$169 million. Levett reported that as of April 30, 2001 the spending level was slightly below the operating plan, and it is expected that the expenditures at year-end will not exceed plan. Year-to-date revenues and expenditures are consistent with the revised plan. Levett reported that a balanced budget is anticipated to be realized at year-end. Regent Griffin questioned how the \$2.46 million supplemental appropriation held in reserve affects the amount projected for the information technology fee expense. Doyle responded that both the supplemental from last fiscal year, which is held in reserve and the future technology fee revenue will be used for technology enhancements. There were no further questions.

Regent DeMattia adjourned the meeting at 12:46 p.m..

S. Brazin

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 16
DATE: September 25, 2001

RECOMMENDATION

**CONSOLIDATED FINANCIAL STATEMENTS AND SUPPLEMENTARY
INFORMATION AS OF JUNE 30, 2001 AND 2000**

ACTION REQUESTED

It is recommended that the Board of Regents receive and place on file the University's audited 2000-2001 Financial Statements.

STAFF SUMMARY

The Financial Statements and Supplementary Information as of June 30, 2001 and 2000 are attached for your review. Representatives from PricewaterhouseCoopers ("PWC") reported that the audit was performed in accordance with Generally Accepted Accounting Standards ("GAAS"), and the internal control environment and overall attitude towards controls at the University continue to be strong. They also reported that there were no disagreements between management and the auditors on the conduct of the audit, and management's accounting judgments and estimates are reasonable.

PWC also reported that there are no findings which they classify as "management recommendations". However, the PWC audit staff has indicated that they have some preliminary observations that will be shared with management in the coming weeks. It is the administration's intent to respond to these observations and provide the Board with the outcome of these communications. Last year's observations and management's responses are attached.

Representatives of PWC will attend the Finance Committee meeting to discuss the financial statement highlights.

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

Financial Statements Ending June 30, 2001

This annual report consists of a series of financial statements, prepared in accordance with Governmental Accounting Standards Board ("GASB") Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities*. These financial statements differ in both the form and the accounting principles utilized, from prior financial statements. The financial statements presented in prior years focused on the accountability and performance of funds, while these statements focus more on the financial condition of the University, the results of operations, and cash flows of the University as a whole.

The financial statements prescribed by GASB Statement No. 35 (the Statements of Net Assets, Statements of Revenues, Expenses and Changes in Net Assets, and the Statements of Cash Flows) present financial information in a form similar to that used by corporations. They are prepared under the accrual basis of accounting (*not a change for us*), whereby revenues and assets are recognized when the service is provided and expenses and liabilities are recognized when others provide the service, regardless of when cash is exchanged.

The Statements of Net Assets include all assets and liabilities. Over time, increases or decreases in net assets (the difference between assets and liabilities) is one indicator of the improvement or erosion of the University's financial health when considered with other factors such as enrollment levels and the condition of facilities.

The Statements of Revenues, Expenses and Changes in Net Assets present the revenues earned and expenses incurred during the year. Activities are reported as either operating or non-operating, rather than by fund or as current or non-current. A public University's dependency on State aid and gifts will result in operating deficits because the financial reporting model classifies State appropriations and gifts as non-operating revenues (*a big change*). The utilization of capital assets is reflected in the financial statements as depreciation, (*not a change for us but a big change for many universities*) which amortizes the cost of an asset over its expected useful life.

The Statements of Cash Flows present information related to cash inflows and outflows summarized by operating, capital, financing and investing activities and help measure the ability to meet financial obligations as they mature (*new to most universities but not a change for us, except this schedule will now be audited*).

Please note in particular that the financial statements are preceded by Management's Discussion and Analysis (MD&A), which is designed to be an easily readable and objective analysis of the University's financial performance for fiscal year 2001.

A definition of the functions into which expenses are classified is attached.

EASTERN MICHIGAN UNIVERSITY Functional Expense Category Definitions

Instruction

This function includes expenditures for all activities that are part of the institution's instructional programs. Expenditures for both credit and non-credit activities are reported under this function, including expenditures for activities intended to provide instruction to members of the community or groups external to the institution. This function excludes expenditures for academic administration where the primary assignment is administration (for example, academic deans).

Research

This function includes all funds expended for activities specifically organized to produce research outcomes and commissioned by an agency either external to the institution or separately budgeted by an organizational unit within the institution. This function does not contain all sponsored programs (such as training grants), nor does it contain sponsored research only, since internally supported research programs should be included in this function.

Public Service

This function includes all funds budgeted specifically for public service and expended for activities established primarily to provide non-instructional services beneficial to groups external to the institution. Such activities make available to the public various resources and unique capabilities that exist within the institution. Specific examples at EMU include:

- National Institute for Consumer Education
- Institute For Community and Regional Development
- WEMU FM
- Martin Luther King - Rosa Parks College Day
- National Institute for Consumer Education
- Institute For Community and Regional Development
- Michigan Family, Career, and Community Leaders of America
- University Consortium to Advance Academic Service-Learning Throughout Michigan
- Michigan Business Professionals of America
- Michigan Department of Community Health-Alzheimer's Education Program
- Michigan Early Childhood School Readiness Program
- School Of Police Staff and Command
- Occupational Safety and Health Administration Training
- Improving Teacher Quality Through Partnerships that Connect Teacher Performance

Academic Support

This function includes all funds expended for activities carried out primarily to provide support services that are integral to the University's three primary programs: instruction, research, and public service. This function consists of academic administration (Provost's Office and Dean's

Offices), media and technology employed by the three primary programs, administrative support operations that function within the various academic units, development of future instructional activities, libraries, museums, galleries, audiovisual services and academic computing support.

Student Services

This function includes all funds expended for admissions, registrar activities, financial aid administration, dean of students, and activities whose primary purpose is to contribute to students' emotional and physical well-being and to their intellectual, cultural, and social development outside the context of the formal instruction program. This function includes cultural events, student newspapers, intramural and intercollegiate athletics, student organizations, counseling and career guidance, and placement offices.

Institutional Support

This function includes all funds expended for activities whose primary purpose is to provide operational support for the day-to-day functioning of the institution, excluding expenditures for physical plant operations. This function is comprised of executive management, including, but not necessarily limited to fiscal operations, administrative computing, human resources, purchasing, campus security, and University relations.

Scholarships and Fellowships

This function applies only to monies given in the form of outright grants and trainee stipends to individuals enrolled in formal coursework, either for credit or non-credit. Scholarships include outright grants-in-aid, stipends, tuition and fee waivers to undergraduate and graduate students.

Operation and Maintenance of Plant

This function includes all expenditures for the operation and maintenance of physical plant, net of amounts charged to auxiliary enterprises. It does not include expenditures made from the plant fund for capital improvements. It includes all expenditures for operations established to provide services and maintenance related to campus grounds and facilities. It also includes utilities, property insurance, fire protection and similar items.

Auxiliary Activities

An auxiliary activity exists to furnish a service to students, faculty or staff and charges a fee that is directly related to, although not necessarily equal to, the cost of the service. The general public may also be served in some auxiliary enterprises. Examples are residence halls, apartments, and food services.

Audit Observations
Eastern Michigan University
Year Ended June 30, 2000

1. Workers' Compensation

The University should develop a more rigorous assessment of its workers' compensation liability. This assessment should include a review of the assumptions used by its outside claims administrator to assess claims, as well as development of an incurred but not reported (IBNR) methodology for claim deterioration.

2. Hoyt Catering Invoices

We noted that invoicing for Hoyt Catering, an Auxiliary Fund operation, was not performed on a timely basis throughout the year. We understand that there has been significant staff turnover in this area, which has also resulted in minimal follow-up activity with respect to outstanding receivable balances. We recommend that procedures be implemented to ensure that Hoyt Catering invoices are issued on a timely basis and that outstanding receivable balances are followed up on a timely basis.

3. Security Activity Log Review

Security activity logs are not reviewed on a regular basis for the University's mainframe operating (MVS) system. Management presently generates and reviews MVS activity logs from the installed security software (TopSecret) on an ad hoc basis. We recommend that the University set the capability to schedule regular generation of the activity log and implement review of this log on a regular basis. The University's system has the capability to schedule report generation, but this capability is not set.

4. University-wide Security Policy Signoff

Management should require user signoff on the University's security policy. All users have access to the University's security policy guidelines via the Internet; however, signatures are not obtained indicating that users have agreed to abide by these guidelines. We recommend that the University implement procedures whereby users are required to sign a statement that they are knowledgeable of the security guidelines and agree to follow them.

EASTERN MICHIGAN UNIVERSITY
Response to Audit Observations
Year Ended June 30, 2000

Workers' Compensation

We agree. Through a competitive search, management has contracted with a new Third Party Administrator (Accident Fund Company), requiring new performance standards which require more extensive reporting in accordance with best practices. In addition, the University's insurance agent (Marsh USA) has been retained for the purpose of conducting independent review and assessment of the workers' compensation liability. This structure provides for three separate reviews and assessments of the workers' compensation liability.

Hoyt Catering Invoices

We agree. Management has made personnel changes to reduce the amount of turnover and provided cross training to additional staff so that more are familiar with the system that tracks receivables for Catering. New procedures are in place to ensure timeliness of invoicing which now occurs on a 10-14 day cycle.

Security Activity Log Review

We agree in principle, however, the cost of implementing this process has been determined to not be cost-effective. As an alternative, we have implemented an enhanced schedule for regular review of security logs.

University-wide Security Policy Signoff

We agree. All ISIS and HRizon accounts currently require proof of identification and signature prior to being established. A new security/ethics statement is being developed for implementation with the replacement of our administrative systems which will require the signature of all users prior to establishment of their account access.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 17
DATE: September 25, 2001

RECOMMENDATION

REPORT: OMB CIRCULAR A-133 SUPPLEMENTARY FINANCIAL REPORTS FOR THE YEAR ENDED JUNE 30, 2001

ACTION REQUESTED

It is recommended that the Board of Regents receive and place on file the OMB Circular A-133 Supplementary Financial Reports for the Year Ended June 30, 2001.

STAFF SUMMARY

The report includes an independent auditors' report on compliance with requirements applicable to the University's Federal awards programs. The report states that the University complied, in all material respects, with the requirements governing its major Federal Awards Programs for the year ended June 30, 2001. Total Federal expenditures amounted to \$60,797,372.

PricewaterhouseCoopers, independent public accountants, reported in the Schedule of Findings and Questioned Costs that there were no findings.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 18
DATE: September 25, 2001

RECOMMENDATION

REPORT: 2000-01 GENERAL FUND BUDGET MANAGEMENT REPORT

ACTION REQUESTED

It is recommended that the 2000-01 General Fund Budget Management Report be accepted and placed on file, and that funding authorization in the amount of \$5,387,673 be approved for outstanding obligations, commitments, encumbrances, and provisions.

STAFF SUMMARY

The approved FY 2001 General Fund budget included revenues (net of bad debts) of \$166,272,203 plus authorized allocation of fund balance for outstanding obligations, commitments, encumbrances and provisions of \$5,324,594 for a total funding source of \$171,596,797. Actual performance of \$171,189,643 fell short of the plan by \$407,154.

The approved FY 2001 General Fund expenditure budget was \$171,593,241. Actual expenditures of \$166,476,062 were \$5,117,179 below authorization.

Revenues (exclusive of allocated fund balance carryover for outstanding obligations, commitments, encumbrances and provisions) exceeded expenditures by \$133,620.

The allocated General Fund balance increased from \$5,324,594 to \$5,387,673 – an increase of \$63,079.

The unallocated General Fund balance increased from \$3,268,736 to \$3,339,277 – an increase of \$70,541.

FISCAL IMPLICATIONS

Net of operations exceeded plan by \$130,064.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

2000-01 Budget Management Report
General Fund
Summary

The following is a summary of the highlights of the 2000-01 Budget Management Report:

- As reported in the Financial Statement for the year-ending June 30, 2001 the general fund revenues exceeded expenditures and transfers by \$133,620 increasing the fund balance to \$8.73 million.
- Of this fund balance, \$5.388 million are either encumbered or allocated for provisions and commitments leaving an unallocated/unencumbered balance of \$3.34 million, an increase of \$70,541 over the prior year.
- General fund revenues, less the allowance for uncollectable tuition and fees, fell short of budget by \$407,154.
- FY 2001 State appropriations totaled \$86.28 million. In addition, the FY00 supplemental of \$2,547,092 was received and approved for technology enhancements.
- Student credit-hour enrollments of 541,468 exceeded the FY 2000 enrollments by 4,663 student-credit-hours or 0.5 percent, but fell short of plan by 4,130 student-credit-hours or 0.7 percent.
- Tuition and Continuing Education program fees fell short of planned revenues by \$890,453 reflecting the 4,130 shortfall in credit hours, and to a lesser extent, the enrollment mix.
- Investment income exceeded budget by \$152,596.
- Indirect cost recoveries exceeded the planned receipts by \$284,996.
- Expenditures and transfers were \$5.12 million less than the total spending authorization of \$171.59.
- Personal Services amounted to \$88.2 million compared to the approved budget of \$89.74 million.
- Faculty and Staff benefits costs totaled \$27.8 million, which was \$1.2 million less than budget. Savings from health care initiatives accounted for \$540,000 of this favorable budget outcome.
- Student financial aid distribution exceeded the planned amount by \$59,179. This is attributed primarily to an increase in retaining the Presidential and Regents scholars.
- Total expenditures and transfers of \$166.48 million increased over the prior year by \$8.2 million or 5.2 percent.

OUTCOME:

The year ended with revenues narrowly exceeding expenditures resulting in a slight increase in fund balance. Investment income and indirect cost recovery contributed \$437,592 more than planned and this, coupled with faculty and staff benefits costing \$1.2 million less than planned, offset the shortfall in tuition revenues.

2.

EASTERN MICHIGAN UNIVERSITY
2000-01 BUDGET MANAGEMENT REPORT
GENERAL FUND
BUDGET RECONCILIATION

REVENUES

REVENUE BUDGET (6/20/2000)	\$163,780,196	
REVENUE REVISION (9/19/2000)	\$689,548	
SUPPLEMENTAL APPROPRIATION(6/2001)	\$2,547,092	
ACCOUNT BALANCES	\$5,324,594	
Less:TUITION ALLOWANCE(Revised 9/19/2000)	(\$744,633)	
AUTHORIZED TOTAL FUNDING		<u><u>\$171,596,797</u></u>

EXPENDITURES

OPERATING BUDGET (6/20/2000)		\$163,721,555
SUPPLEMENTAL APPROPRIATION(6/2001)		\$2,547,092
ACCOUNT BALANCES-7/1/00*		
ENCUMBRANCES	\$1,956,698	
SUPPLEMENTAL CARRY FORWARD	\$456,594	
RESEARCH EXCELLENCE	\$323,857	
LINE ITEM PROJECTS	398,061	
CONTINUING EDUC. -PR. YR. BAL	512,489	
ACADEMIC FACULTY BALANCE	29,778	
NET DIVISIONAL BALANCE	1,719,939	
ATHLETIC PROGRAMS	(72,822)	\$5,324,594
TOTAL BUDGET AUTHORIZATIONS		<u><u>\$171,593,241</u></u>
UNALLOCATED FUNDS		\$3,556

Ref. 1999-00 Budget Management Report, General Fund, September 2000

BMRREC01.XLS

EASTERN MICHIGAN UNIVERSITY
2000-01 BUDGET MAINTENANCE REPORT
GENERAL FUND REVENUE SUMMARY
POST CLOSE

	APPROVED BUDGET	REVISED BUDGET	ACTUAL	VARIANCE
STATE APPROPRIATION	\$88,000,000	\$86,367,530	\$86,280,454	(\$87,076)
FY 00 SUPPLEMENTAL APPROPRIATION	\$0	\$2,547,092	\$2,547,092	\$0
TUITION & REGISTRATION FEES	\$60,825,048	\$62,237,294	\$61,740,021	(\$497,273)
TUITION-CONTINUING EDUCATION	\$6,904,263	\$7,191,585	\$7,034,742	(\$156,843)
PROGRAM FEES-CONT. EDUCATION	\$1,967,935	\$1,967,953	\$1,731,526	(\$236,427)
STUDENT FEES-SPECIAL PURPOSE	\$2,462,000	\$3,084,432	\$3,012,769	(\$71,663)
GENERAL FEE-FINANCIAL AID	\$423,040	\$423,040	\$423,040	\$0
APPLICATION FEES	\$400,000	\$400,000	\$467,516	\$67,516
FEDERAL CONTRACTS & GRANTS	\$190,000	\$190,000	\$201,496	\$11,496
INVESTMENT INCOME	\$796,815	\$796,815	\$949,411	\$152,596
INDIRECT COST RECOVERY	\$550,000	\$550,000	\$834,996	\$284,996
McKENNY/ LEASES	\$514,094	\$514,094	\$556,308	\$42,214
MISC INCOME	\$147,000	\$147,000	\$230,311	\$83,311
TRANSFERS/OPERATIONS	\$600,000	\$600,000	\$600,000	\$0
GENERAL REVENUES	\$163,780,195	\$167,016,835	\$166,609,682	(\$407,153)
LESS: TUITION ALLOWANCE	(\$721,412)	(\$744,633)	(\$743,488)	\$1,145
TOTAL FUNDING	\$163,058,783	\$166,272,202	\$165,866,194	(\$406,008)
Appropriation	53.73%	51.71%	51.79%	
Tuition/Fees (Incl. Cont Educ)	41.35%	41.57%	41.28%	
As a Percentage of General Revenue	95.08%	93.28%	93.06%	

3.

EASTERN MICHIGAN UNIVERSITY
2000-01 BUDGET MANAGEMENT REPORT
GENERAL FUND
TUITION SUMMARY

ENROLLMENT (FYES)*	2000-01 <u>Budget</u>	2000-01 <u>Actual</u>	<u>Variance</u>	<u>Percentage</u>
Academic Departments:				
Undergraduate	14,803	14,498	(305)	-2.1%
Graduate	<u>1,490</u>	<u>1,678</u>	<u>188</u>	12.6%
TOTAL	16,293	16,176	-117	-0.7%
Continuing Education:				
Undergraduate	842	1057	215	25.5%
Graduate	<u>925</u>	<u>822</u>	<u>(103)</u>	-11.1%
TOTAL	1,767	1,879	112	6.3%
UNIVERSITY TOTAL	<u>18,060</u>	<u>18,055</u>	<u>(5)</u>	0.0%

REVENUES (\$)

Tuition Academic Departments	\$59,679,294	\$59,236,200	(\$443,094)	-0.7%
Registration Fees	\$2,558,000	\$2,503,821	(\$54,179)	-2.1%
Tuition - Continuing Education	\$7,191,585	\$7,034,742	(\$156,843)	-2.2%
Program Fees	<u>\$1,967,953</u>	<u>\$1,731,526</u>	<u>(\$236,427)</u>	-12.0%
Less Allowance	<u>(721,412)</u>	<u>(698,720)</u>	<u>22,692</u>	-3.1%
TOTAL	<u>\$70,675,420</u>	<u>\$69,807,569</u>	<u>(\$867,851)</u>	-1.2%

*Enrollments by Course Level (Tuition rates are applied by course level.)

5.

EASTERN MICHIGAN UNIVERSITY
2000-01 BUDGET MANAGEMENT REPORT
OBJECT SUMMARY GENERAL FUND ALL ACCOUNTS - POST CLOSE

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OBJECT CATEGORY	1999-00 Expense	APPROVED BUDGET	REVISED BUDGET	2000-01 Expense
1010 Ranked Faculty-Fall/Winter	36,187,804	38,326,760	38,546,867	36,434,950
Faculty Sick Leave	141,497	242,051	242,051	289,184
1020 Ranked Faculty-Summer	1,502,301	1,554,679	1,554,679	1,854,527
1030 Ranked Faculty-Spring	3,140,883	3,231,347	3,229,012	3,274,637
1050 Ranked Faculty-Supplemental Fal	746,255	1,345,250	1,446,262	561,017
1080 Ranked Faculty-Sabbaticals	483,637	850,960	823,298	796,180
1100 Lecturers	2,690,058	4,979,017	4,934,809	3,353,052
1110 Lecturers C/E	1,459,205	17,530	17,530	1,086,823
1120 Lecturers 100% F/W	2,389,011	1,156,389	1,156,389	3,103,128
SUM OF FACULTY & LECTURERS	48,740,651	51,703,983	51,950,897	50,753,498
1210 A/P 10 & Above(NBF)	10,858,571	11,920,405	12,179,858	11,893,170
1220 A/P 09 & Below(NBF)	1,978,599	1,983,513	1,895,989	1,988,628
1230 Prof/Technical (UAW)	7,950,051	8,808,831	8,755,248	8,596,505
1240 Athletic Coaches	1,810,791	1,073,610	1,079,136	1,069,173
1250 Police Officers	520,685	494,686	494,686	550,811
1260 Police Sergeants	121,192	113,285	113,285	91,997
SUM OF ADMIN/PROF STAFF	23,239,889	24,394,330	24,518,202	24,190,284
1280 Clerical/Sec(UAW)	6,829,463	7,207,152	7,077,497	7,065,035
1290 Conf. Clerical(NBF)	314,947	312,423	333,999	320,747
1310 Maintenance (AFSME)	3,351,855	3,733,988	3,767,589	3,559,388
SUM OF SUPPORT STAFF	10,496,265	11,253,563	11,179,085	10,945,170
1340 Overtime/Shift	741,245	404,979	728,094	752,288
1350 Temporary	401,737	363,210	353,222	479,801
1360 Misc Pers. Scvs.	66,812	219,097	296,153	91,594
1361 Longevity	316,964	297,472	307,629	369,369
1363 Honorariums	547,587	205,500	410,795	706,254
1375 Uniform Allowance	9,656	0	0	8,425
SUM OF OT/TEMP/MISC. P.S.	2,084,001	1,490,258	2,095,893	2,407,731
TOTAL SUM OF PERSONAL SVS	84,560,806	88,842,134	89,744,077	88,296,683
1400 Graduate Assistant	2,306,445	2,201,020	2,307,574	2,431,637
1403 Doctoral Fellowships	133,356	49,440	51,048	71,231
1415 Student Help - CWSP	295,121	414,864	393,666	233,634
1420 Reg. Student Help	2,838,821	2,751,361	2,684,597	2,918,097
TOTAL SUM OF STUDENTS	5,573,743	5,416,685	5,436,885	5,654,599
2100 Fringe Bene.-Indir.	1,068,914	1,113,405	1,137,498	1,066,578
2500 Fringe Bene.-Dir.	26,380,267	27,942,032	28,084,591	26,760,244 *
SUM OF FRINGE BENEFITS	27,449,181	29,055,455	29,244,339	27,826,822
3000 Supp. Serv. & Mater.	16,866,683	15,995,768	19,541,980	19,264,954
3600 Utilities	3,590,100	4,037,738	3,888,138	3,621,426
3880 Distribution to EMU Foundation	1,309,692	1,322,068	1,322,068	1,319,927
4000 Travel	2,979,368	2,162,262	2,256,790	2,320,282
5000 Equip/Capital Outlay	2,796,932	1,387,612	3,006,363	980,855
5300 Library Acquisitions	1,764,925	2,043,099	1,720,012	1,624,218
7000 Student Fin. Aid	6,114,080	6,426,427	6,445,742	6,817,496
Michigan Indian Tuition	123,901	100,000	100,000	139,655
GA Tuition Reimbursement	1,593,172	1,570,769	1,732,050	1,840,767
N/R Tuition Differentials	944,164	1,003,020	1,141,126	1,213,886
8000 Recharge	(121,184)	(132,678)	(137,445)	(1,249,249)
8092 Recharges-Aux. Admin. Sup.	(1,146,820)	(1,095,011)	(1,165,011)	(70,000)
SUM OF OPERATING EXPENSE	36,815,013	34,821,074	39,851,813	37,824,217

6.

EASTERN MICHIGAN UNIVERSITY
2000-01 BUDGET MANAGEMENT REPORT
OBJECT SUMMARY GENERAL FUND ALL ACCOUNTS

OBJECT CATEGORY	1999-00 Expense	APPROVED BUDGET	REVISED BUDGET	2000-01 Expense
9613 Transfer - General Fee	(2,076,237)	(204,648)	(1,234,757)	(1,234,757)
9800 Mandatory Transfers	16,846	23,000	(158,005)	35,210
9840 Mt-Debt Service	2,650,437	2,448,220	2,616,725	2,616,725
9880 MT-Matching Funds	128,536	240,296	372,693	228,157
9900 Non-Mandatory Transfers, Other	736,874	348,524	350,981	203,608
9933 Convocation Center Support	902,319	1,031,403	1,048,281	1,048,281
9937 NMT-Facilities/Plant	1,195,137	618,000	3,238,796	3,485,255
9993 NMT-ICR Redistribution	347,176	360,000	360,000	491,262
SUM OF TRANSFERS	<u>3,901,088</u>	<u>4,864,795</u>	<u>6,594,714</u>	<u>6,873,741</u>
OPERATING BUDGET	<u>158,299,831</u>	<u>163,000,143</u>	<u>170,871,828</u>	<u>166,476,062</u>
Budget (Exp.) Incr. Between Year	6,058,445	4,203,523	5,004,208	8,176,231
% Increase Over Prior Year (1)				
Total Expenditures	4.40%	5.84%	3.54%	5.17%
Personal Services	2.31%	4.19%	1.66%	4.42%
PERCENTAGE OF TOTAL				
Personal Services	53.42%	54.50%	52.52%	53.04%
Student Help	3.52%	3.32%	3.18%	3.40%
Fringe Benefits	17.34%	17.83%	17.11%	16.72%
TOTAL COMPENSATION	<u>74.28%</u>	<u>75.65%</u>	<u>72.82%</u>	<u>73.15%</u>
% Dir. Benefits of Personal SVS.	<u>31.20%</u>	<u>31.45%</u>	<u>31.29%</u>	<u>30.31% *</u>
*ABR 3000 Bad Debt Expense	1,024,605	721,412	721,412	743,662
Total Expenditures	<u>\$159,324,436</u>	<u>\$163,721,555</u>	<u>\$171,593,240</u>	<u>\$167,219,724</u>

EASTERN MICHIGAN UNIVERSITY
2000-01
BUDGET MANAGEMENT REPORT
POSITION CONTROL SUMMARY
(FULL-TIME EQUIVALENCIES)

ABR	1999-00	1999-00	2000-01	2000-01
	<u>BUDGET</u>	<u>UTILIZATION</u>	<u>BUDGET</u>	<u>UTILIZATION</u>
1010 RANKED FACULTY FALL/WINTER	682.19	642.86	671.02	604.03
1020 RANKED FACULTY SUMMER	30.34	32.14	30.54	43.37
1030 RANKED FACULTY SPRING	59.02	54.00	58.68	60.68
1040 RANKED FACULTY SUPPLEMENTAL (CE)	47.39	54.34	53.81	40.58
1080 SABBATICALS	9.00	8.50	15.00	13.85
1100 LECTURERS	129.84	120.74	155.02	127.09
1110 LECTURERS (CE)	47.64	51.49	50.43	50.89
1120 LECTURERS 100% F/W	42.33	91.62	42.33	121.42
TOTAL - FACULTY	<u>1,047.75</u>	<u>1,055.69</u>	<u>1,076.83</u>	<u>1,061.91</u>
1210 ADMIN/PROF NBF AP10 & ABOVE	133.00	133.30	146.50	139.53
1220 ADMIN/PROF NBF AP09 & BELOW	51.50	41.52	46.50	40.44
1230 PROFESSIONAL/TECHNICAL (UAW)	233.20	211.92	240.20	220.91
1240 ATHLETIC COACHES	42.00	41.53	31.00	30.22
1250 POLICE OFFICERS	14.00	13.71	14.00	13.49
1260 POLICE SERGEANTS	2.50	2.50	2.50	1.82
TOTAL - ADMIN/PROF/STAFF	<u>476.20</u>	<u>444.48</u>	<u>480.70</u>	<u>446.41</u>
1280 CLERICAL/SECRETARIAL (UAW)	305.50	276.67	301.20	278.15
1290 CONFIDENTIAL CLERICAL NBF	10.00	9.90	10.00	9.78
1310 MAINTENANCE (AFSCME)	128.50	116.66	133.50	121.29
TOTAL - SUPPORT STAFF	<u>444.00</u>	<u>403.23</u>	<u>444.70</u>	<u>409.22</u>
SUBTOTAL - STAFF	920.20	847.71	925.40	855.63
1400 GRADUATE ASSISTANT	111.34	135.77	112.64	129.04
1403 DOCTORAL FELLOWSHIPS	2.00	2.89	2.00	2.06
1415 STUDENT HELP - CWSP	41.49	21.94	41.49	17.40
1420 REGULAR STUDENT HELP	235.22	211.02	242.63	209.36
TOTAL - STUDENT HELP	<u>390.05</u>	<u>371.62</u>	<u>398.76</u>	<u>357.86</u>
TOTAL - EMPLOYMENT	2,358.00	2,275.02	2,400.99	2,275.40

**EASTERN MICHIGAN UNIVERSITY
ANALYSIS OF STAFF BENEFITS
GENERAL FUND**

	1997-98 Expense	Reported 1998-99 Expense	Actual 1998-99 Expense	1999-00 Budget	1999-00 Expense	2000-01 Budget	2000-01 Expense
Salaries	\$78,751,630	\$80,801,501	\$80,801,501	\$85,273,959	\$84,560,805	\$88,842,134	\$88,309,531
BENEFITS							
Annual Leave Accrual	332,195	356,546	356,546	251,228	352,084	370,332	351,554
Sick Leave Provision	285,000	285,000	285,000	285,000	285,000	285,000	285,000
Tuition Refund	158,007	230,847	230,847	279,477	231,241	279,477	242,430
Medicare Refund	27,452	37,511	37,511	85,000	38,339	600	573
Employee Parking	136,593	142,957	142,957	135,660	148,050	135,660	147,300
Employee Assistance Program	0	0	0	0	16,200	42,336	39,721
(2100) TOTAL - INDIRECT	\$939,247	\$1,052,861	\$1,052,861	\$1,036,365	\$1,068,914	\$1,113,405	\$1,066,578
FICA (OASDHI)	5,837,816	5,857,489	5,857,489	6,550,000	6,270,222	6,796,423	6,328,082
TIAA/CREF	5,204,818	5,338,976	5,338,976	5,500,000	5,876,416	6,300,000	5,965,078
MPSERS	3,212,882	3,143,643	3,143,643	3,100,000	3,499,892	3,600,000	3,974,533
Group Health Insurance	6,010,020	6,873,773	6,873,773	7,993,997	8,122,677	8,720,609	8,181,796
Dental Insurance	818,138	915,335	915,335	900,000	1,147,798	1,150,000	935,249
Group Life Insurance	488,962	277,141	277,141	500,000	395,612	550,000	604,608
Long Term Disability	282,152	197,014	197,014	330,000	151,884	275,000	298,807
Short Term Disability	15,942	12,160	12,160	20,000	52,941	65,000	59,304
Workers Comp Insurance	636,799	-79,884	465,116	650,000	785,482	425,000	390,750
Unemployment Insurance	163,666	36,006	104,006	165,000	46,481	60,000	25,975
(2500) TOTAL - DIRECT	\$22,671,195	\$22,571,653	\$23,184,653	\$25,708,997	\$26,349,405	\$27,942,032	\$26,764,182
Total Direct as a % of Salaries	28.79%	27.93%	28.69%	30.15%	31.16%	31.45%	30.31%
Total Direct % Increase	3.24%	-0.44%	2.72%	10.89%	13.65%	6.04%	1.57%

9.

GENERAL FUND
2000-01 BUDGET MANAGEMENT REPORT
SUMMARY OF FUND BALANCE AND
ACCOUNT BALANCES
6/30/01
POST CLOSE

Fund Balances (Per Financial Statements)

General Fund Balance 6/30/00		\$8,593,330
2000-01 Revenues	\$166,609,682	
2000-01 Expenditures and Transfers	(\$166,476,062)	
Increase in Fund Balance		<u>\$133,620</u>
General Fund Balance 6/30/01		\$8,726,950

Account Balances 6/30/01

Continuing Education		\$534,556
Divisional Carry Forwards		\$986,698
Academic Affairs	\$350,545	
Advancement/Foundation	\$11,527	
Board of Regents	\$134	
Business & Finance	\$69,544	
Enrollment Services	(\$77,146)	
Info. & Communic. Tech	\$91,601	
University Relations	\$339,152	
Student Affairs	\$144,939	
President	\$56,402	
Line Item Projects		\$574,005
General Fee Accounts	\$337,120	
MLK Fellowships	\$127,468	
Approved Projects	\$109,417	
Athletics balance		(\$33,791)
Academic Faculty Balances		\$153,060
Research Excellence		\$139,739
Encumbered Balances*		\$1,783,406
Sub-Total Account Balances		<u>\$4,137,673</u>
Provision for Compensation Review	\$40,000	
Provision for ICT Classification Review	\$60,000	
Provis. for Program Fee Replacement	\$200,000	
Provision for Reorganization/Relocation	\$100,000	
Provision for Strategic Planning	\$850,000	
Sub-Total Provisions		\$1,250,000
Total Account Balances 6/30/01		<u><u>\$5,387,673</u></u>
Unallocated Balance 6/30/01		<u><u>\$3,339,277</u></u>
Increase in Unallocated Balance		<u><u>\$70,541</u></u>

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 19
DATE: September 25, 2001

RECOMMENDATION

REPORT: 2000-01 GENERAL FEE

ACTION REQUESTED

It is recommended that the report on the 2000-01 General Fee be placed on file.

STAFF SUMMARY

The Board of Regents first approved the recommendation for a general fee in April 1994 assigning revenues realized to specified commitments. The general fee was revised in November 1996 in support of the funding plan for the Convocation Center and Health and Human Services Building, increasing the fee from \$13.33 to \$18.00 per student credit hour. Effective Fall 2000, the general fee was increased to \$20.00 per student credit hour.

Based upon a planned enrollment of 545,600 student credit hours, the planned gross revenues amounted to \$10.8 million. Actual gross revenues earned amounted to \$10.7 million falling short of the plan by \$110,583 on recorded enrollments of 539,371.

The planned net revenues to be distributed amounted to \$10.2 million. Actual net revenues distributed amounted to \$9.36 million including the carry-over balances from the prior year.

The accompanying reports overview the use of these funds.

FISCAL IMPLICATIONS

Expenditures are limited to the general fee revenues realized. The undistributed balance of earned revenues amounting to \$820,023 will be carried over.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer _____

Date

Eastern Michigan University
2000-01 General Fee Report

June 30, 2001

2000-01 Plan

The approved general fee revenue schedule was based upon the planned enrollment of 545,600 student credit hours providing gross revenues of \$10,806,475. Revenues were discounted by one percent to cover uncollectible fees and by seven-tenths of one percent for the refund of withdrawals. In addition, the fees paid as a portion of the scholarships and grants-in-aid were funded by general fee revenues, reducing the planned net revenues to be distributed to \$10,199,724.

	<u>Summer '00</u>	<u>Fall/Winter/Spring</u>	<u>Totals</u>
SCH Forecast	27,375	518,225	545,600
Less Correspondence	<u>-200</u>	<u>-1,000</u>	
	27,175	517,225	
Rate:	<u>X 17.00</u>	<u>X 20.00</u>	
Gross Revenue	\$461,975	\$10,344,500	\$10,806,475
Less Bad Debt (-1%)	-4,620	-103,445	
Refunds (-.7%)	<u>-3,234</u>	<u>-72,412</u>	
Net Revenue	454,121	10,168,643	
Less fees paid	<u>--</u>	<u>-423,040</u>	
Distributed Revenue	\$454,121	\$9,745,603	\$10,199,724

Report

Gross general fee revenues amounted to \$10,695,892 based upon credit hour enrollments of 539,371, falling \$110,583 short of the revenue plan. Net revenues earned and available for distribution amounted to \$10,165,893.

At the beginning of the fiscal year, prior year undistributed fee revenues amounted to \$12,420, which were carried over. Revenues totaling \$9,358,290 were distributed leaving an undistributed balance of \$820,023, of which \$161,673 is unallocated reserve.

	<u>Planned</u>	<u>Net</u>	<u>Distributed</u>	<u>Prior Year</u>	<u>Undistribut.</u>
	<u>Distributions</u>	<u>Revenues</u>	<u>Revenue</u>	<u>Balance</u>	<u>Balance</u>
		<u>Earned</u>			
333310 Health	1,090,905	1,087,037	1,087,037	0	0
333320 Facilities	2,217,893	2,210,030	2,210,030	0	0
333330 Athletics	1,528,911	1,524,279	1,524,279	0	0
333340 Student Govern.	184,357	183,703	183,703	0	0
333350 Performing Arts	184,357	183,703	185,300	915	-682
333360 Technology	1,602,831	1,597,171	949,644	11,505	659,032
333370 Student Activities	537,742	535,835	535,835	0	0
333380 97 Debt Service	2,350,341	2,342,744	2,342,744	0	0
333300 Gen Fee Reserve	502,387	501,390	339,717	0	161,673
TOTAL	\$10,199,724	\$10,165,892	\$9,358,290	\$ 12,420	\$820,023

EASTERN MICHIGAN UNIVERSITYTM
General Fee Report for Fiscal Year 2000-2001
University Health Services

The University contributes a portion of University Health Services' (UHS) operating budget through a percentage of the general fee allocation, with the balance generated by fees-for-service. The 2000-2001 general fee budget was \$1,089,186. Because of the decrease in general fee collected, there was a total of \$1,087,037 distributed to Health Services. The credit hour fees accounted for approximately 57 percent of the revenue. Revenues generated by fees-for-service were \$796,305 or 41 percent of the revenue for 2000-2001. UHS ended the 2000-2001 fiscal year with an \$83,145 balance after final close.

The distribution of general fee revenues for University Health Services:

Health Service-General Clinic	27.80%
Health Service-Primary Care	37.20%
Health Service-Nursing Service	7.42%
Health Service-Health Education	14.45%
Health Service-Laboratory	1.76%
Health Service-Pharmacy	2.28%
Health Service-X-Ray	3.99%
Health Service-Specialty Clinics	<u>5.10%</u>
	100.00%

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BUDGET MANAGEMENT

EMU General Fee - Facilities Component

As of 06/30/01	FY 00/01 Plan	FY 00/01 Actual
Funding Sources:		
General Fee - Facilities Component	2,214,276	2,210,030
1997 Bonds Debt Service	2,347,229	2,342,744
Reserve Allocation	157,000	157,000
Total	4,718,505	4,709,774
Expenses:		
Facility Improvements	1,475,000	1,473,966
Debt Service	3,198,397	3,193,997
Total	4,673,397	4,667,963

Facility Improvements 2000-2001

4.

611 W Cross Psychology Clinic	157,000	*
Alexander Absorber Rebuild	12,996	
Alexander Crescendo Café	30,000	*
DC II Emergency Fire Alarms	38,900	
DC III Heating Pump	27,800	*
Eagle Crest Clubhouse Fire	66,820	
Eagle Crest Clubhouse Renovations	303,200	*
Forest Ave House	50,000	*
Halle Replace Ballast	20,046	
Heat Plant Boiler Control	12,000	*
Heating Plant Replace Oil Burner Guns	15,000	*
Housing Fire System Replacement	408,000	*
Hoyt Grocery Store	400,000	*
King Replace Condensate Pumps	9,720	
Mark Jefferson Elevator Controls	60,000	*
Mark Jefferson Foundation Storm Drain	10,000	*
Mark Jefferson Masonry	18,000	*
Mark Jefferson Repair Cooling Tower	18,000	*
McKenny Chiller	11,967	
McKenny Commuter Center	20,000	*
McKenny Floors & Finishes	23,024	
McKenny Freshens	50,000	*
McKenny Bank Renovations	15,000	
McKenny Reservations Office	120,000	*
McKenny Roof Leaks	35,000	*
McKenny Summer Improvement	26,000	*
Misc. Projects under \$7,500	100,089	
New Student Housing	13,000,000	*
Olds Pool Phase II	729,290	
Owen 301 Renovation	95,000	*
Parking & Paving	766,250	*
Partitions for Academic Advising	10,368	*
Physical Plant Design Center	40,000	*
Physical Plant Renovation	48,400	
Physical Plant Relocate Laundry/Electrical	47,763	
Pierce Hall Student Accounting/Cashiers	8,200	*
Porter COE Create Office Space	12,000	*
Pray-Harrod Drinking Fountains	8,943	
Pray-Harrod Fire	10,752,000	
Quirk Refurbish Interior Surfaces	8,000	*
Rackham Ceiling & finishes	12,520	
Relocations 2001	50,000	*
Replace Cooling Tower	136,251	
Replace Dwyer Kitchen Units Buell & Downing	24,000	*
Rynearson Seals & Seams	13,735	*
Rynearson Walls & Finishes	12,665	
Sellers A&W Relocation	20,000	*
Sill Floors & Finishes	31,000	*
Sill Hall Food for Thought A/C	16,515	
Sill Main Steam Line Leak	19,200	*
Smoke Alarms Best/Sellers	65,000	*
Snow Install Backflow Meter	7,610	
Tunnel Lighting Replacement	10,000	*
Tunnel Replace Rusted Pipe Supports	30,000	*
Welch Hall Lobby	8,079	*
Wise Hall A/C	18,942	
	<u>Total</u>	<u>\$28,060,293</u>
2000-2001 Facility Fee/Reserves	1,473,966	
Bond Proceeds	13,000,000	
Department Funding	107,000	
Eagle Crest Management Corp	303,200	
Gen/Des/Aux Maintenance Fund	1,675,841	
Insurance	10,821,825	
Parking & Paving	766,250	
	<u>Total Funding</u>	<u>\$28,148,082</u>
Carryover Balance:	\$87,789	

* Denotes Construction in Progress

**General Fee
Intercollegiate Athletics**

The earned revenue for 2000-01 amounted to \$1,524,279. Revenues were distributed in accordance with the Operational, Financial and Capital Assessment and Plan, as developed by Intercollegiate Athletics.

Based upon the plan, general fee revenue was primarily directed to support the operation of men's basketball and football programs. General fund support previously directed towards football and basketball was reallocated to other varsity sports with particular attention to Women's varsity sports, including the addition of Women's Crew.

EASTERN MICHIGAN UNIVERSITY**General Fee Report for Fiscal Year 2000-2001
Student Government and Women's Center****Overview**

The General Fee budget for Student Government for 2000-01 was \$184,392. The General Fee earned and distributed to Student Government a total of \$232,203. This increase was due to receiving \$43,500 additional funding for student organizations from the University. Out of the total distributed, Student Government allocated \$36,286 to the Women's Center. Student Government has a fund balance of \$74,551 as of June 30, 2001.

EASTERN MICHIGAN UNIVERSITY™
General Fee Report for Fiscal Year 2000-2001
Student Government and Women's Center

Expense Description	2000-01 Expense
Women's Center	\$36,286
Payroll	57,592
Business and Finance (Student Organization Support)	66,088
R.E.A.C.T.	7,666
Office Expense	12,424
Student Organization Center	962
Election Commission	2,797
Public Relations	1,737
Special Projects	33,741
Homecoming	2,856
Expense Total	\$222,149
Balance	

Carry forward balance at June 30, 2001 is \$74,551.

Eastern Michigan University
Division of Academic Affairs

Expenditures/Use of Performing Arts Fee Monies
Fiscal Year 2000/2001

<u>CATEGORY</u>	<u>6/30/00</u> <u>Carry-Forward</u>	<u>Distributed</u>	<u>Expended</u>	<u>6/30/01</u> <u>Balance</u>
<u>Music (10375)</u>				
Marching Band Operations			30,000	
Performing Equipment			8,386	
Guest Artists			10,876	
Travel			2,098	
Marketing			3,898	
Misc			2,434	
Subtotal	(7,828)	59,800	57,692	(5,720)
<u>DANCE (10785)</u>				
Guests Artists			6,921	
Technical Production & Supplies			3,378	
Marketing & Promotions			3,500	
Subtotal	2,506	16,700	13,799	5,407
<u>CTA (10425)</u>				
Scenography			26,500	
Marketing Displays/Ads			16,629	
Guest Artists/Musicians			17,500	
Sound Equipment			1,752	
National Forensics Tournament			11,411	
Subtotal	8	68,600		1
<u>FINE ARTS (10305)</u>				
Gallery Improvement			8,729	
Conference			25,315	
Speakers/Presenters			11,780	
Printing Brochures/Ads			3,000	
Exhibition Preparation/Set Up			19,783	
Subtotal	7,817	39,200	68,607	10,070
TOTAL	2,503	184,300	177,045	9,758
Performing Arts Fee Main Account 3-33350 Revenue	183,703			
Distributed	184,300			
6/30/2001 Balance	(597)			

General Fee Allocation: Learning Technologies Initiative

During the seven years of the Learning Technologies Initiative, revenues have totaled \$10.83 million of which \$6.33 million has been distributed into the LT fee spending accounts. The remaining \$4.5 million has been transferred into the plant fund to pay for integrated technologies in the Bruce T. Halle Library.

The overall goal of the plan is to continue to improve the EMU learning environment and meet the stated objectives by providing enhanced student access to:

- computing hardware and software
- network services and resources
- professional services
- integrated technologies in the Bruce T. Halle Library

During 2000-01, a total of \$804,609 was spent for the following Learning Technologies Initiative projects:

Student Access to Computing Hardware/Software	\$246,771
Student Access to Network Services/Resources	412,751
Student Access to Professional Services	<u>145,087</u>
 Total	 \$804,609

Also, \$798,398 was transferred to the plant account to fund the integrated technology system infrastructure in the Bruce T. Halle Library.

General Fee: Learning Technologies
 Analysis of Revenue and Distributions

	1994-95	1995-96	1996-97	1997-98	1998-99	1999-2000	2000-01	Total
Revenue	1,539,273	1,532,032	1,526,649	1,534,895	1,529,686	1,572,038	1,597,171	10,831,744
Distributions:								
Computing Hardware & Software	513,794	617,018	163,402	223,827	223,900	223,827	223,827	2,189,595
Network Services & Resources	312,114	197,378	122,359	327,590	327,590	327,590	327,590	1,942,211
Professional Services	31,008	179,364	12,000	227,511	266,241	240,544	247,356	1,204,024
Integrated Technologies	0	579,702	0	192,281	0	0	0	771,983
Halle Library--Learning Technology	100,000	100,000	0	2,022,501	710,650	769,877	798,398	4,501,426
Network Infrastructure	211,000	0	0	0	0	0	0	211,000
Total	1,167,916	1,673,462	297,761	2,993,710	1,528,381	1,561,838	1,597,171	10,820,239
Balance	371,357	-141,430	1,228,888	-1,458,815	1,305	10,200	0	11,505
Accumulated Balance	371,357	229,927	1,458,815	0	1,305	11,505	11,505	11,505

8/20/01

11.

EASTERN MICHIGAN UNIVERSITY™
General Fee Report for Fiscal Year 2000-2001
Student Activities

Overview

The general fee budget for Student Activities in 2000-01 was \$537,742. The general fee earned and distributed to student activities a total of \$535,834.

Carryover from 1999-00 was \$125,549. Revenue generated in 2000-01 was \$127,817, primarily through concerts, Performing Arts and MLK Day activities. Total available for programming was \$789,200 of which \$587,236 was expended leaving \$201,964 carryover into 2001-02 to supplement programming in 2000-01.

The general fee allocation for student activities was spread to 13 accounts and one staff/operational account. See attached report for specific account activity.

General Fee Program Summary

Programs and activities that are supported by the general fee for student activities include: concerts, EMU cable TV entertainment, national campus entertainment tours, N.E.T., student leadership conferences, students-of-color conferences, lectures, MLK Day programming, freshman academic success programs, multicultural programs, student organization support, school spirit programs for homecoming and convoy, faculty cocurricular program support, commuter programs and performing arts. In addition, one PT and three GAs are funded to assist with these programs.

**Campus Life Programs
General Fee Summary 2000-2001
As of June 30, 2001 Final Close**

ACCT #	ACCT. NAME	BEG. FUND BAL 6/00	ACTUAL 2000-01 FEE	PROGRAM REVENUE	TOTAL AVAIL.	PROGRAM EXPENSE	FUND BAL 6/30/01
3-33400	Concerts	\$834	\$48,225	\$30,641	\$79,700	\$75,439	\$4,261
3-33401	Entertainment	1,747	37,508	0	39,255	37,575	1,680
3-33402	Student Leadership	8,903	75,181	650	84,734	71,589	13,145
3-33403	Lectures	1,446	53,584	0	55,030	50,850	4,180
3-33404	Freshman Success	290	10,717	0	11,007	2,684	8,323
3-33405	Film Series	113	1,340	75	1,528	1,463	65
3-33406	Multi-Cultural Program	1,775	14,735	0	16,510	16,199	311
3-33407	Stu. Org. Program for Campus	4,644	20,094	0	24,738	14,050	10,688
3-33408	Rec/IM	1,331	5,358	0	6,689	1,151	5,538
3-33409	Spirit Program	1,142	9,377	0	10,519	6,197	4,322
3-33410	Support Program	48,480	34,829	14,337	97,646	49,003	48,643
3-33411	Commuter Program	13,580	44,933	14,614	73,127	56,814	16,313
3-33413	Pease	654	53,583	0	54,237	52,464	1,773
1-15125	Campus Life	40,610	126,370	67,500 *	234,480	151,758	82,722
		\$125,549	\$535,834	\$127,817	\$789,200	\$587,236	\$201,964

* Includes \$24,458 transfer in and \$43,042 staff support

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 20

DATE:

September 25, 2001

2000-2001 AUXILIARY FUND BUDGET MANAGEMENT REPORT

ACTION REQUESTED

It is recommended that the 2000-2001 Auxiliary Fund Budget Management Report be accepted and placed on file.

STAFF SUMMARY

The auxiliary operations earned revenue of \$33.72 million, which is \$1.14 million in excess of the budget plan. The excess revenue is attributed primarily to Dining Services Catering and Conference Operations, University Publications and Parking.

The net of operations amounts to \$6.78 million, which is \$1.78million in excess of budget plan.

Obligated payments from the net of operations include: \$1.19 million to the general fund for administrative support, \$1.11 million for debt service, \$325,000 to the facility plan, \$70,000 to the general fund for support of the heating plant operation, and \$93,211 to the designated fund for the "U. S. Department of Justice: COPs" mandatory match. The total of the above transfers from the net of operations is \$2.80 million leaving an operating balance of \$3.98 million.

A total of \$3.59 million was transferred to the plant fund: \$1.99 million for maintenance and \$1.60 million to reserves, exceeding plan by \$1.21million. The net change to the operating balance is \$387,763.

FISCAL IMPLICATIONS

The Auxiliary Fund operating account balances increased by \$387,763. The accumulated balance as of June 30, 2001 is \$2.59 million.

The reserve and capital accounts in the Plant Fund increased by \$1.60 million leaving an accumulated balance as of June 30, 2001 of \$9.22 million.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

1.

EASTERN MICHIGAN UNIVERSITY
2000-2001 BUDGET MANAGEMENT REPORT
AUXILIARY FUND

The 2000-2001 Auxiliary Financial Operations are evaluated with respect to the plan set forth in the auxiliary fund Operating Budget approved on June 20, 2000. The combined operations are summarized below and compared to the budget.

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Revenues	\$32,345,964	\$33,619,208	\$ 1,273,244
Fund Transfers to Auxiliary	<u>233,524</u>	<u>103,524</u>	<u>(130,000)</u>
Funds Available	\$32,579,488	\$33,722,732	\$ 1,143,244
Expenditures	<u>\$27,577,653</u>	<u>\$26,934,415</u>	<u>\$ (643,238)</u>
Net of Operations	\$ 5,001,835	\$ 6,788,317	\$ 1,786,481
Less Transfers for:			
Administrative Support	\$ 1,182,972	\$ 1,198,506	\$ 15,533
Debt Service	1,077,310	1,115,786	38,476
Facility Fee	200,000	325,000	125,000
Heating Plant	70,000	70,000	0
Transfer for Match	<u>25,000</u>	<u>93,211</u>	<u>(68,211)</u>
Total Transfers	\$ 2,555,282	\$ 2,802,503	\$ 247,220
Operating Balance	\$ 2,446,553	\$ 3,985,813	\$ 1,539,261
Maintenance/Reserve	<u>\$ 2,378,175</u>	<u>\$ 3,598,051</u>	<u>\$ 1,219,876</u>
Net Change to Opr. Bal.	\$ 68,378	\$ 387,763	\$ 319,385

The Auxiliary Operating Statement, as of June 30, 2001, is seen in Exhibit # 1.

The auxiliary fund beginning balance of \$2,204,849 was increased to \$2,592,612 on June 30, 2001. The increase is \$387,763.

The associated Plant Fund Reserve and capital accounts were increased during the year by \$1,606,131 yielding a June 30, 2001 balance of \$9,220,726.

The following is a summary of total funds available to the auxiliary entities.

	<u>June 30, 2000</u>	<u>June 30, 2001</u>	<u>Change +(-)</u>
Auxiliary Fund Balance	\$ 2,204,848	\$ 2,592,613	\$ 387,763
Plant Fund Balance	<u>7,614,595</u>	<u>9,220,726</u>	<u>1,606,131</u>
Total Funds Available	\$ 9,819,444	\$ 11,813,339	\$ 1,993,894

Eastern Michigan University
 Auxiliary Operating Statement
 As of June 30, 2001 (Final Close)

Student Affairs									
Apartment	Residence Halls	Dining Services	Rental Property	University Health Services	Children's Institute	Rec/IM	ICT (1) Student Tech Services	REVENUE	EXPENSES
2,655,050	9,624,158	12,308,850	51,092	796,305	574,606	567,536	154,848	Sales and Services	Cost of Goods Sold
0	0	0	0	1,087,038	0	0	0	Fees	Personnel Services
13,692	120,917	154,089	4,903	20,715	8,610	10,050	99	Investment Income	Misc. Personnel
2,668,742	9,745,075	12,463,739	56,800	1,904,057	583,217	577,586	154,947	TOTAL REVENUES	Fringe Benefits
0	0	0	0	0	78,524	0	25,000	Transfers from G.F.	Recouped Salaries (Abr 1367)
0	0	0	0	0	0	0	0	Transfers from D/E/R	Student Help
2,668,742	9,745,075	12,463,739	56,800	1,904,057	661,741	577,586	179,947	Allocations from Fund Balance	SS&M
0	3,942	4,546,753	0	375,618	0	115,871	0	TOTAL FUNDING	Travel
104,155	27,425	978,146	0	725,127	270,391	77,641	0	EXPENSES	Equipment
2,275	3,198	227,275	0	92,604	577	12,617	0	Cost of Goods Sold	Admin Support/HDC
41,627	19,163	442,404	42	273,075	104,307	28,715	646	Personnel Services	Custodial
68,310	1,062,236	1,677,510	0	17,935	123,248	16,890	0	Misc. Personnel	Maintenance Staff
1,225,460	2,082,272	1,258,453	46,986	165,188	59,959	90,370	243,072	Fringe Benefits	Other Expenses
16,276	14,954	35,932	0	1,797	0	1,602	0	Recouped Salaries (Abr 1367)	TOTAL EXPENSES
0	0	45,649	0	2,400	0	3,345	0	Student Help	NET OF OPERATIONS
191,677	1,706,814	1,237,133	6	132	48	30	62,057	SS&M	TRANSFERS
16,529	1,344,179	331,812	0	0	0	0	0	Travel	Admin Support/General Fund
325,551	725,306	211,806	7,243	0	0	0	0	Equipment	Mand. Debt
1,592,339	6,989,528	10,993,295	54,277	1,653,877	558,929	347,079	393,282	Admin Support/HDC	Facility Plan
676,403	2,755,547	1,470,441	2,524	250,180	102,811	230,507	(213,335)	Custodial	Maintenance Reserve/Plant Fund
73,927	371,605	355,969	972	145,175	54,078	15,528	7,238	Maintenance Staff	Power Plant
59,036	642,522	141,000	0	0	0	0	0	Other Expenses	Transfers to D/E/R (Match)
0	0	125,000	0	0	0	100,000	0	TOTAL EXPENSES	TOTAL TRANSFERS
486,548	1,696,523	719,610	1,552	21,342	26,113	298	(220,573)	NET OF OPERATIONS	BALANCE - OPR. ACTS.
16,452	44,072	8,463	0	518	156	0	0	TRANSFERS	
676,403	2,754,722	1,470,441	2,524	167,035	80,387	115,826	(213,335)	Admin Support/General Fund	
0	825	0	0	83,145	27,424	114,681	0	Mand. Debt	
0	0	0	0	0	0	0	0	Facility Plan	
0	0	0	0	0	0	0	0	Maintenance Reserve/Plant Fund	
0	0	0	0	0	0	0	0	Power Plant	
0	0	0	0	0	0	0	0	Transfers to D/E/R (Match)	
0	0	0	0	0	0	0	0	TOTAL TRANSFERS	
0	0	0	0	0	0	0	0	BALANCE - OPR. ACTS.	

2.

Exhibit 1

Eastern Michigan University
Auxiliary Operating Statement
As of June 30, 2001 (Final Close)

	Student Affairs	Marketing & Communications	Academic	Business and Finance	Printing/SEEUS and DPS Support
REVENUE					
Sales and Services	345,309	59,130	622,312	47,738	2,522,301
Fees	50,000	0	0	0	0
Investment Income	0	9,326	2,958	1,656	15,323
TOTAL REVENUES	395,309	68,456	625,270	49,394	2,537,624
Transfers from G F	0	0	0	0	0
Transfers from D/E/R	0	0	0	0	0
Allocations from Fund Balance	0	0	0	0	0
TOTAL FUNDING	395,309	68,456	625,270	49,394	2,537,624
EXPENSES					
Cost of Goods Sold	0	0	580,550	6,302	0
Personnel Services	92,627	0	0	0	490,660
Misc. Personnel	0	0	0	15,116	81,944
Fringe Benefits	34,312	36	86	1,216	192,616
Recouped Salaries (Abr 1367)	0	0	0	0	0
Student Help	118,158	0	17,258	0	0
SS&M	119,706	19,689	21,958	8,576	284,531
Travel	2,382	711	516	0	19,577
Equipment	0	0	0	0	4,929
Admin Support/HDC	33	1	0	0	0
Custodial	0	0	0	0	0
Maintenance Staff	0	0	0	0	0
Other Expenses	0	0	0	0	0
TOTAL EXPENSES	367,257	20,437	620,768	31,210	1,764,491
NET OF OPERATIONS	28,051	48,018	4,502	18,184	1,273,133
TRANSFERS					
Admin Support/General Fund	18,525	0	0	0	98,132
Mand. Debt	0	0	0	0	233,228
Faculty Plan	0	0	0	0	100,000
Maintenance Reserve/Plant Fund	340	51	0	17,000	724,000
Power Plant	119	0	0	0	0
Transfers to D/E/R (Match)	0	0	0	0	12,811
TOTAL TRANSFERS	18,554	51	0	17,000	1,168,171
BALANCE - OPR. ACTS.	9,057	47,968	4,502	1,184	104,962

(1) ICT Student Technology Services and ID Operations
Prepared by Financial Operations 8/23/2001

Total	REVENUE	EXPENSES	NET OF OPERATIONS	TRANSFERS	TOTAL TRANSFERS	BALANCE - OPR. ACTS.
32,115,344	Sales and Services	6,741,718	6,768,318	1,198,506	387,763	
1,137,038	Fees	2,052,984		1,115,786		
366,828	Investment Income	442,055		325,000		
33,619,208	TOTAL REVENUES	1,169,158		3,598,051		
103,524	Transfers from G F	0		70,000		
0	Transfers from D/E/R	3,376,211		93,211		
0	Allocations from Fund Balance	0		0		
33,722,732	TOTAL FUNDING	6,010,187		6,400,553		
	EXPENSES	6,010,187				
	Cost of Goods Sold	97,298				
	Personnel Services	83,800				
	Misc. Personnel	3,197,941				
	Fringe Benefits	1,692,920				
	Recouped Salaries (Abr 1367)	1,269,947				
	Student Help	0				
	SS&M	184				
	Travel	26,934,415				
	Equipment					
	Admin Support/HDC					
	Custodial					
	Maintenance Staff					
	Other Expenses					
	TOTAL EXPENSES					
	NET OF OPERATIONS					
	TRANSFERS					
	Admin Support/General Fund					
	Mand. Debt					
	Faculty Plan					
	Maintenance Reserve/Plant Fund					
	Power Plant					
	Transfers to D/E/R (Match)					
	TOTAL TRANSFERS					
	BALANCE - OPR. ACTS.					

3.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 21
DATE: September 25, 2001

RECOMMENDATION

ACCEPTANCE OF REAL PROPERTY – LAND IN THE CITY OF LAKE ANN, BENZIE COUNTY, MICHIGAN

ACTION REQUESTED

It is recommended that the Board of Regents accept the donation of 86.4 acres of land located at 5833 Bellows Lake Road, City of Lake Ann, Benzie County, Michigan, near Interlochen, south of Traverse City, Michigan.

STAFF SUMMARY

After a competitive proposal process between Eastern Michigan University and several other educational institutions, Eastern was recently selected as the recipient of the Jean Noble Parsons Trust. The Trust is currently valued at \$2,313,000, including cash and 86.4 acres of land containing a residential structure. The site will be named the "Jean Noble Parsons Center for the Study of Art and Science."

Ms. Parsons, a lifelong art educator and lover of nature, passed away in January 2000 leaving a trust in her name. The Trust provided that a trustee was to search for an educational institution that was willing to create and maintain an educational research center and wildlife preserve. After the eighth anniversary of Ms. Parsons' death, the land deed and entire principal of the trust will be transferred to the University. In the interim, the annual income from the trust will be paid to the University in the form of an endowment for maintenance and programming expenses.

In keeping with Ms. Parson's desire to ensure that the land is maintained in its natural state, the University will enter into a conservation easement agreement with a local land trust prior to the transfer of the estate in January 2008.

Planning has begun in order to offer educational programs between the Art, Biology, and Psychology Departments at the site. Consideration will be given towards integrating programs at this location with Eastern's Continuing Education Extension Center in nearby Traverse City.

A Phase I Environmental Study is being conducted and this recommendation is contingent on acceptable results from the study.

FISCAL IMPLICATIONS

The annual income from the trust assets is estimated to be \$81,000. Grant funding initiatives are being pursued in order to assist in making this operation self-supporting without additional resources from the University.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Jean Noble Parson Center for the Study of Art and Science

Executive Summary

1. Jean Noble Parsons, a lifelong art educator and lover of nature, passed away in January 2000, leaving a trust in her name. Eastern was selected as one of five finalists in competition to receive the proceeds of the Jean Noble Parsons Trust in November 2000. The Trust guidelines stated that the selected recipient must agree to maintain the land in its natural condition in perpetuity and offer educational programs comprised of the disciplines of Art, Biology, and Psychology. These programs, constructed to comply with the conditions of the trust, may be created for students of the institution, faculty, researchers, artists, and interdisciplinary experts and local community residents.

After a transition period of eight years following Ms. Parsons death, the Trust will dissolve and all assets will be transferred to the successful institution, including the cash principal and deed to the land. The Trustee will monitor the institution's progress towards accomplishing Ms. Parsons' goals during this transition period. In the interim, the interest income from the cash principal will be transferred to the institution on a regular basis in the form of an endowment, estimated at \$81,000 annually. Access to the principal is available upon a formal request to the trustee for valid building and programming costs, subject to trustee approval.

2. The Trust is currently valued at \$2.3 million, including approximately \$1.8 million in cash principle and the value of 86.4 acres of land with a residential building and art studio.
3. A comprehensive proposal outlining Eastern's programming concepts was prepared by the following University members:

Tom Venner, Department Head, Art Department
Bob Neely, Department head, Biology Department
Ken Rusiniak, Department head, Psychology Department
Barry Fish, Former Dean, College of Arts and Sciences
Patrick Doyle, Vice President, Business & Finance Division
Robert Brackenbury, Asst. to Vice President, Business & Finance Division

4. Following a campus tour of Eastern Michigan University by the Parsons Trust committee, the University was notified in April 2001 that it was the successful recipient of the Jean Noble Parsons Trust.
5. In order to accomplish Ms. Parsons' intent that the land remain essentially in its natural condition without development, the University will create a conservation easement with a local land trust near the end of the transition period. This will allow the University time to fully assess its infrastructure needs and effectively design an easement that will not unduly restrict the University's educational programming requirements.
6. University Physical Plant staff are currently determining infrastructure requirements necessary to offer educational programs at the site. A Phase I Environmental Study has been ordered by the trustee and results will be provided to the University. In addition, a professional building inspection has been ordered to assess the condition of the existing structures.
7. Course planning is currently underway by the Academic Affairs Division. Consideration will be given towards integrating classes currently offered at Eastern's nearby Traverse City Continuing Education Center with this new location.

Private Financial Group
1227 East Front Street
P. O. Box 1350
Traverse City, Michigan 49685



April 30, 2001

Mr. Barry Fish
Dean, College of Arts Sciences
Eastern Michigan University
Ypsilanti MI 48197

RE: Jean Noble Parsons Trust

Dear Dean Fish:

Allow me to first thank you for the hospitality and tour of the campus on April 8-9, 2001. Eastern has a lot to offer and that was evident in both your proposal and the visit by Mary Rush and myself.

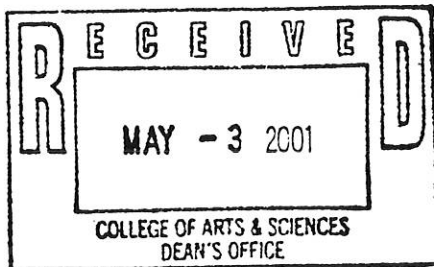
Second, I am pleased to inform you and the University staff that Eastern has been chosen as the institution to operate the Jean Noble Parsons Center for the Study of Art and Science pursuant to your proposal. Congratulations on your appointment and I look forward to working with Eastern in the coming years.

Please review your calendar for a meeting to discuss the pertinent issues of Insurance, Repairs & Maintenance, Improvements, Utility payments, Property Taxes and the Personal Property. Also, I would like to get an idea of a timeline for property and facility assessments, improvements and the start of actual programming.

Please contact me at your convenience and congratulations for your efforts.

Respectfully yours,

Ralph A. Munch, Jr.
Sr. Trust Officer



Jean Noble Parsons Center for the Study of Art and Science

Programming Budget Summary

	FY 01/02	FY 02/03	FY 03/04
Revenues			
Endowment Interest	\$81,000	\$81,000	\$81,000
Tuition & Fees	\$8,800	\$22,500	\$26,000
Housing Fees	\$4,700	\$11,740	\$13,500
Totals	\$94,500	\$115,240	\$120,500
Expenses			
Start-up Costs	\$31,000	\$15,500	---
EMU Personnel	\$19,700	\$25,000	\$30,000
SS&M	\$12,000	\$13,200	\$14,700
Travel	\$2,500	\$3,000	\$3,500
Parsons Scholars Program	\$7,000	\$10,000	\$12,000
Parsons Fellowships	\$3,000	\$4,500	\$6,000
Property Upkeep (taxes, utilities, ins., etc.)	\$15,000	\$16,500	\$18,100
Renovations and Improvements	\$4,200	\$12,000	\$20,000
Totals	\$94,400	\$99,700	\$104,300

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 22
DATE: September 25, 2001

RECOMMENDATION

COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND THE EASTERN MICHIGAN UNIVERSITY SERGEANTS' CHAPTER OF THE POLICE OFFICERS' LABOR COUNCIL

ACTION REQUESTED

It is recommended that the Board of Regents approve the Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Sergeants' Chapter of the Police Officers' Labor Council and that the President and the University's Bargaining Committee be authorized to execute the Agreement on behalf of the Board of Regents.

STAFF SUMMARY

The recommendation is based upon negotiations with the Sergeants' bargaining unit (Eastern Michigan University Sergeants' Chapter of the Police Officers' Labor Council) for a new four-year Collective Bargaining Agreement covering the period July 1, 2001, to June 30, 2005.

FISCAL IMPLICATIONS

It is projected that the proposed Agreement will increase the University's Department of Public Safety Sergeants' fiscal year 2001-2002 total compensation costs by approximately \$15,709. A cost projection for the duration of the Agreement is attached as Exhibit A. A summary of negotiated changes in the Agreement is attached as Exhibit B.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EXHIBIT A

SETTLEMENT COST ESTIMATES
POLICE OFFICERS' LABOR COUNCIL (SERGEANTS)

	Year 0 (00-01)	Year 1 (01-02)	Year 2 (02-03)	Year 3 (03-04)	Year 4 (04-05)
Total Base Rates	\$ 248,211	\$ 258,139	\$ 268,465	\$ 279,203	\$ 290,371
Retirement, Health Care and Statutory Benefits	77,119	80,204	83,412	86,748	90,218
Longevity	11,056	11,498	11,958	12,436	12,934
Overtime and Shift Premium	32,765	34,875	36,270	37,720	39,229
Other Benefits	3,603	3,747	3,897	4,053	4,215
Total Compensation	\$ 372,754	\$ 388,463	\$ 404,001	\$ 420,161	\$ 436,968
		\$ 15,709	\$ 15,539	\$ 16,160	\$ 16,806

EXHIBIT B

**SUMMARY OF NEGOTIATED CHANGES IN COLLECTIVE BARGAINING AGREEMENT
BETWEEN EASTERN MICHIGAN UNIVERSITY AND THE EASTERN MICHIGAN UNIVERSITY
SERGEANTS' CHAPTER OF THE POLICE OFFICERS' LABOR COUNCIL**

<u>ARTICLE</u>	<u>DESCRIPTION OF CHANGE</u>
XIII (B)	<ul style="list-style-type: none"> • Established panel of arbitrators in order to promote prompt resolution of grievances appealed to arbitration. • Designated Federal Mediation and Conciliation Service as source of neutrals if panel arbitrator is not available.
XIV (E)	<ul style="list-style-type: none"> • Extended time for initiating Step 1 grievance on written reprimands from three working days to five working days.
XIV (D)	<ul style="list-style-type: none"> • Added a new section on "Investigation of Employees."
XIX (B)	<ul style="list-style-type: none"> • Increased Second Shift premium to 40¢ per hour, and Third Shift and Swing Shift premiums to 50¢ per hour.
XIX (F)	<ul style="list-style-type: none"> • Maximum compensatory time bank reduced from 120 hours to 80 hours.
XXII (F)	<ul style="list-style-type: none"> • "Sick-personal" days increased from three to four.
XXIV(A)	<ul style="list-style-type: none"> • 4.0% general wage increase effective 7/1/01. • 4.0% general wage increase effective 7/1/02. • 4.0% general wage increase effective 7/1/03. • 4.0% general wage increase effective 7/1/04.
XXVII	<ul style="list-style-type: none"> • Uniform allowance increased to \$650 per year. Plainclothes allowance increase to \$835 per year.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 23
DATE: September 25, 2001

RECOMMENDATION

DOCTORAL FELLOWSHIP STIPEND ADJUSTMENTS FOR 2001-2001

ACTION REQUESTED

It is recommended that the Board of Regents approve a four percent (4%) increase in doctoral fellowship stipends beginning with the 2001 fall semester.

STAFF SUMMARY

Doctoral fellowship compensation consists of a stipend, tuition scholarship, and selected benefits including registration and general fees. The stipend as well as tuition and fee awards for partial fellowships are prorated based on time commitments. No change in the present tuition and fee waiver policy is being requested. This action is consistent with previous requests for doctoral fellowships.

FISCAL IMPLICATIONS

To implement the recommendation presented above, an increase of \$7,560.00 for 2001-2002 is required to increase the present 14 doctoral fellowship by the 4% proposed increase. This amount has been included in the 2001-2002 General Fund Budget recommendation previously approved by Board action.

A. Stipend

Fall 2000	Fall 2001	Increase
\$13,497	\$14,037	\$540 x 14 = \$7560

B. Tuition and Fees*

Resident	Fall 2000	Fall 2001
Tuition-36 credit hours	\$7,056.00	\$9,000.00
Registration Fee	160.00	160.00
General Fee-36 credit hours	720.00	720.00
Technology Fee-36 cr. hrs.	--	360.00
Program Fee-36 cr. hrs.	--	**
	\$7,936.00	\$10,240.00**
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Total Average Stipend, Tuition and Fees (Resident)	\$21,433.00	\$24,277.00**
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Non-Resident	Fall 2000	Fall 2001
Tuition-36 credit hours	\$14,760.00	\$18,000.00
Registration Fee	160.00	160.00
General Fee-36 credit hours	720.00	720.00
Technology Fee-36 cr. hrs.	--	360.00
Program Fee-36 cr. hrs.	--	**
	\$15,640.00	\$19,240.00**
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Total Average Stipend, Tuition and Fees (Non-Resident)	\$29,137.00	\$33,277.00**
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*2001-2002 tuition for 700/999-level courses is \$250.00/credit hour for residents and \$500.00/credit hour for non-residents. The Registration Fee is \$40.00 per registration. The General Fee for 2001-2002 is \$20.00/credit hour. The Technology Fee for 2001-2002 is \$10.00/credit hour.

**The Program Fee for doctoral students in Educational Leadership is \$30.00/credit hour for 500-799 level courses and \$40.00/credit hour for 800-999 level courses. Average cost figures do not include program registration fee estimates due to individual course variance. Doctoral fellows are provided up to 36 credits of tuition and fee support during the fiscal year.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Office _____
Provost and Vice President for Academic Affairs

Date