

**EASTERN MICHIGAN UNIVERSITY**

**Board of Regents**

201 Welch Hall

(734) 487-2410

Tuesday, January 15, 2002

- 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**

Call to Order  
Roll Call Attendance

Tab A Communications  
Lunch

Reconvene Regular Board Meeting  
Call to Order  
Roll Call Attendance

Tab B Resolutions  
Boaz Cheboiywo – NCAA Men’s Cross Country Champion  
Men’s Cross Country Mid-American Conference Champions

Tab C Minutes of November 27, 2001, Regular Board Meeting

Tab D President’s Report  
Tab E Executive Summary

## CONSENT AGENDA

- Section 1      REPORT:      Treasurer's Report (FC)
- Section 2      REPORT:      Internal Audit (FC)
- Section 3      REPORT:      Grants/Contracts (FC)
- Section 4      REPORT:      Construction Projects Progress (FC)
- Section 5      REPORT:      Accounts Receivable (FC)
- Section 6      REPORT:      Interim Budget Status (FC)
- Section 7      REPORT:      Technology Plan Implementation (FC)
- 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)

### Educational Policies Committee:

- Section 12     Monthly Report and Minutes (EPC)
- Section 13     Reissuance of Charter School – Great Lakes Academy (EPC)
- Section 14     Reissuance of Charter School – Academy for Business and Technology (EPC)
- Section 15     REPORT: General Education Reform (EPC)
- Section 16     University Mission (EPC)

### Faculty Affairs Committee:

- Section 17     Monthly Report and Minutes (FAC)

### Finance Committee:

- Section 18     Monthly Report (FC)
- Section 19     Amendment to Collective Bargaining Agreement Between EMU and  
The EMU Patrol Officers Chapter of the Police Officers' Labor  
Council (FC)
- Section 20     Amendment to Collective Bargaining Agreement Between EMU and  
UAW Local 1975 (Clerical/Secretarial bargaining unit)
- Section 21     Amendment to Collective Bargaining Agreement Between EMU and  
UAW Local 1976 (Professional/Technical bargaining unit)

### New Business:

- Section 22     Election of Board Officers



## **RESOLUTION – Boaz Cheboiywu**

**WHEREAS**, Eastern Michigan University's Boaz Cheboiywu won the 2001 NCAA Men's Cross Country Championship November 19, 2001, with a course record time of 28:47, seven seconds faster than the previous record for the 10-kilometer course; and

**WHEREAS**, Cheboiywu ran the fifth fastest time in NCAA cross country championship history since the race was extended to a 10-kilometer course in 1976; and

**WHEREAS**, Cheboiywu is the first Eastern Michigan University national champion in any sport at the Division I level and the first national champion in cross country; and

**WHEREAS**, Cheboiywu also won the NCAA Great Lakes Regional November 10, 2001, with a course record time of 29.52.0, nearly 45 seconds ahead of second place Alan Webb of the University of Michigan; and

**WHEREAS**, Cheboiywu also won the Mid-American Conference Championship October 27, 2001, by more than a minute with a time of 24:11.0; and

**WHEREAS**, Cheboiywu set five course records in the five races he competed in during 2001, including the Pre-National Invitational at Furman University October 13, 2001;

**NOW, THEREFORE, BE IT RESOLVED**, that the Eastern Michigan University Board of Regents congratulates and commends Boaz Cheboiywu for the honor and distinction he has brought himself and Eastern Michigan University.

January 15, 2002

## **RESOLUTION – Men’s Cross Country**

**WHEREAS**, the Eastern Michigan University Men’s Cross Country Team won its tenth Mid-American Conference Championship October 27, 2001, with a score of 30 points, a Mid-American Conference record score; and

**WHEREAS**, EMU’s Boaz Cheboiywo was the overall winner with a time of 24:11.0, more than a minute faster than his nearest competitor, and EMU’s Jordan Desilets finished third (25:12.5), Ryan Desgrange was fourth (25:15.5) and Steve Crane was ninth (25:28.0); and

**WHEREAS**, EMU Head Coach Brad Fairchild was named Mid-American Conference Coach of the Year; Chiboiywo, Desilets and Desgrange were selected for Mid-American Conference first team honors and Crane earned MAC second team honors; and

**WHEREAS**, EMU runners were selected four times as Mid-American Conference Runners of the Week, including Matt Wehrman (October 19), Boaz Cheboiywo (October 3 and October 16) and Neil Kirk (October 9);

**NOW, THEREFORE, BE IT RESOLVED**, that the Eastern Michigan University Board of Regents congratulates and commends the EMU Men’s Cross Country Team, Head Coach Brad Fairchild and athletes Boaz Cheboiywo, Jordan Desilets, Ryan Desgrange and Steve Crane for the honor and distinction they have brought themselves and Eastern Michigan University.

January 15, 2002

# General Education Reform

## Issues and Strategies

### General Education Reform

- Why change?
  - Curriculum and pedagogy
    - Lack of coherent curriculum for freshmen
      - Retention
      - Advising
    - Lack of common experiences
    - No lower division/upper division general education curriculum

### General Education Reform

- Why change?
  - Program size—half of an undergraduate degree
    - 48 hours of “general education”
    - 2 hours of PE & Health
    - 20 hours of minor
    - One source of “hours to degree” problem

### General Education Reform

- Why change?
  - Transfer issues
    - Course specific articulation
    - Graduation vs. general education requirements
    - Needs of transfer students different than freshmen

General Education Reform

- Strategies
  - Dual requirements
    - Recognize difference between "FTIAC" students and transfers
    - Create special program for four-year students
    - Enhance transfer services

General Education Reform

- Strategies
  - Structured FTIAC degree
    - focus on common freshman experience
    - Delay larger classes until sophomore/junior years
    - Incorporate out-of-class integrative experiences

General Education Reform

- Strategies
  - Modular approach for transfer students
    - Expanded equivalencies
    - More focus on articulation agreements
    - Model state systems
  - Upper-division general education
    - Minor vs. specific courses

*no minor*

*part 2 p. 11.  
gen. ed. 100.*

General Education Reform

- Processes
  - Committee charge
    - Delineation of program goals and objectives
    - Creation of program structure to meet goals and objectives

*not curic. is.  
faculty driven*

General Education Reform

- Processes
  - Approval of courses that fit structure and meet goals and objectives
  - Creation of implementation plan

General Education Reform

- Processes
  - Proposed committee structure
    - Faculty leaders
    - Deans and department heads
    - Faculty selected by Faculty Council
    - Professional advisor, Student Affairs representative

*Devise Tanguay & Gresham Nelson > co chairs*

General Education Reform

- Processes
  - Timeline
    - Goals and objectives by April 1, 2002
    - Review and approval by Faculty Council by May 1, 2002
    - Program structure by February 1, 2003

General Education Reform

- Timeline
  - Review and approval by Faculty Council by April 1, 2003
  - Course approval begins April, 2003
  - Experiment with courses in 2003-2004
  - Full implementation, fall 2004

General Education Reform

- Issues
  - General Education and SCH
  - General Education and major recruitment
  - General Education and major requirements
  - General Education resource requirements

General Education Reform

- Issues
  - Quality control on transfer programs

General Education Reform

- Advantages
  - Curricular and pedagogical
    - More students with common academic experience
    - Able to build majors on general education
    - Better use of minor experience
    - Assessable program

General Education Reform

- Advantages
  - Marketing
    - FTIACs
      - Integrated program, small classes \*
      - Time to degree
    - Transfers
      - Easy articulation
      - Time to degree

*to do no  
university*

General Education Reform

- Advantages
  - Institutional effectiveness
    - Improve retention
      - Special impact on minorities
    - Focus recruiting
    - Integrate academic program with other dimensions of student experience




## **The University Mission Statement**

Donald M. Loppnow, Ph.D.

Assistant to the President for Strategic Planning  
and Associate Vice President for Extended Programs






**EASTERN MICHIGAN UNIVERSITY**  
Growing in New Directions

### The Process of Revising the Mission Statement

- Revision process led by University Strategic Planning Committee
- Ideas developed by on-campus and off-campus focus groups of University stakeholders
- Reviewed current mission, other institutions' mission statements, and Association of Governing Boards guidelines
- Campus-wide workshop re: University Mission Statement, Values and Guiding Principles
- Faculty Council input



**EASTERN MICHIGAN UNIVERSITY**  
Growing in New Directions

### Developing a University Mission Statement

Association of Governing Boards' Guidelines:

- (1) What the institution is and strives to be (this suggests both current and forward-looking views);
- (2) Broad purpose;
- (3) Distinctiveness (competitive advantage);
- (4) Whom it primarily serves (key stakeholders).

2/12  
2/12



### **EMU's Current Mission Statement - 1990**

Eastern Michigan University is committed to distinguishing itself as a comprehensive educational institution which prepares people and organizations to adapt readily to a changing world. Central to this mission are:

- Providing an exceptional learning environment;
- Applying new technologies to teaching, learning and research;
- Expanding knowledge and providing leadership through research, contract learning, and public service;
- Continuously interpreting and responding to a changing regional, national, and global society.



### **New Mission Statement - 2002**

Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression. Building on a proud tradition of national leadership in the preparation of teachers, we maximize educational opportunities and personal and professional growth for students from diverse backgrounds through an array of baccalaureate, master's and doctoral programs. We provide a student-focused learning environment that positively affects the lives of students and the community. We extend our commitment beyond the campus boundaries to the wider community through service initiatives and partnerships of mutual interest addressing local, regional, national and international opportunities and challenges.



### **Institutional Values**

- Teaching and Learning
- Excellence
- Human Dignity and Respect
- Diversity
- Scholarship and Intellectual Freedom
- Public Engagement
- Leadership and Participatory Decision-Making
- Integrity



### **Guiding Principles**

- Accessibility
- Relevancy
- Responsiveness to change
- Flexibility
- Quality
- Collaboration
- Accountability
- Affordability



Martha Tack  
Senior Exec. for Presidential  
Initiatives  
202 Welch Hall

# EASTERN MICHIGAN UNIVERSITY

RECEIVED

JAN 07 2002

**TO:** Student Affairs Committee

**FROM:** Teri L. Papp,  
Committee Secretary

**DATE:** January 3, 2002

**SUBJECT:** **Student Affairs Committee Meeting**  
**Tuesday, January 15, 2002; 8:00 a.m.**  
**205 Welch Hall**

OFFICE OF THE PRESIDENT  
EASTERN MICHIGAN UNIVERSITY

This is to confirm that the Student Affairs Committee is scheduled to meet Tuesday, January 15, 2002.

The meeting will be held in Room 205 Welch Hall, beginning promptly at 8:00 a.m.

Enclosed for your review prior to the meeting are the minutes of the November 27, 2001 Student Affairs Committee meeting and the agenda for the January meeting.

/tlp

cc: Division Council Members



**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION:

DATE:

Jan. 15, 2002

**RECOMMENDATION**

**MONTHLY REPORT**  
**STUDENT AFFAIRS COMMITTEE**

**ACTION REQUESTED**

It is recommended that the Student Affairs Committee Agenda for January 15, 2002 and the Minutes of November 27, 2001 be received and placed on file.

**STAFF SUMMARY**

At its November 27, 2001 meeting the Student Affairs Committee heard position papers addressing Student Media Funding, Parking/Softball Fields and the Condition of Campus Sidewalks. Counseling Services Trends and Support and EMU Core Alcohol and Other Drug Data were also addressed

The January 15, 2002 agenda includes a presentation of the Health Center Funding Position Paper, an addendum to the Parking/Softball Fields Position Paper, an update on Academic Advising, a preview of the MLK Day events as well as an update on the new Marketplace/Freshens dining venues.

**FISCAL IMPLICATIONS**

None

**ADMINISTRATIVE RECOMMENDATION**

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

\_\_\_\_\_  
University Executive Officer

December 19, 2001

\_\_\_\_\_  
Date

EASTERN MICHIGAN UNIVERSITY  
Board of Regents  
Student Affairs Committee

Tuesday, January 15, 2002  
8:00 a.m.

Agenda

Room 205  
Welch Hall

- |  |                                |
|--|--------------------------------|
| 1. Approval of November 27, 2001 Meeting Minutes   | Regent Griffin                 |
| 2. Health Center Funding Position Paper            | Denise Beauvais                |
| 3. Parking/Softball Fields Position Paper Addendum | Adam Nekula/<br>Neil Ripley    |
| 4. Academic Advising Update                        | Allison Treppa/<br>Adam Nekula |
| 5. MLK Day Preview                                 | Glenna Frank Miller            |
| 6. Marketplace/Freshens Update                     | Michael Crabb                  |
| 7. Other   |                                |

EASTERN MICHIGAN UNIVERSITY  
Board of Regents  
**STUDENT AFFAIRS COMMITTEE**  
Minutes of November 27, 2001

**MEMBERS PRESENT**

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

**GUESTS**

- Regents: Steven Gordon
- Administration: Dawn Adams, Vickie Bagherzadeh, Kelly Baker, Rosalyn Barclay, Matt Calfin, Tom Cochran, Tamara Craig, Mary Jo Desprez, Paula Dykstra, Bob England, Mike Erwin, Rebecca Figura, Lynette Findley, Brian Fitzgerald, Thomas Fleming, Larry Gates, Ellen Gold, Cindy Hall, Peggy Harless, Marcus Jackson, Camilyah Johnson, Samuel Kirkpatrick, Ann Klaes, Jennifer Klimkiewicz, Bernice Lindke, Matt Lucas, Courtney McAnuff, John McAuliffe, Sarah Kersey Otto, Lee Reed, Juanita Reid, Kathleen Russell, Lewis Savage, Jeremiah Shinn, Karen Simpkins, Michael Stark, Cheryl Swanson, Robert Trotter, Cynthia Van Pelt, Chris Voss, Paul Dean Webb, Sandra Williams, Jason Wyckoff, Pamela Young
- Students: Jerome Barnes, Amy Burns, Alrita Prince, Kelly Sandor
- Press (Echo): Kristina Smith

Vice President Vick convened the meeting at 8:00 a.m. for Regent Griffin who was delayed by traffic.

The minutes of the September 25, 2001 meeting were approved as presented.

**Introduction of New Members**

With recent changes in Student Government, Neil Ripley was introduced in his new role as Student Body President. Michael Selby, recently appointed Student Body Vice President and LaTina Jackson, newly elected president of the National Pan-Hellenic Council were also introduced.

### **Student Media Funding Position Paper**

Neil Ripley presented a Student Media Funding Position Paper. The Eastern Echo operates as an auxiliary enterprise and has been solely supported by advertising revenues since the early 1980s. The present structure calls for the director's compensation to be provided by the Echo's advertising revenue. The Student Affairs Committee voted 10 to 2 in favor of supporting the Student Leader Group's recommendation that yearly funding be provided through the general fee to Student Media for the director's compensation, consistent with the practice at many other universities.

### **Parking/Softball Fields**

Jackie Jones, Panhellenic Council president and Adam Nekula, Interfraternity Council president outlined the Student Leader Group's position on the new parking proposal. Because of the distance of the proposed fields from main campus and because the existing fields are the only flat, open green space where students can enjoy outdoor activities, the Student Leader Group voted 11-1 to support the proposal with the following three caveats:

1. That the new fields include four softball fields built to ASA standards large enough to include four football fields entirely in the grass of the outfield, two soccer fields, permanent restrooms and storage/concessions facilities;
2. That safe, well-lit, convenient access be provided to the new fields and that some form of transportation be made available;
3. That the fields be constructed in such a way that the intramural program maintains its current football, softball and soccer schedules.

### **EMU Core Alcohol and Other Drug Data Profile: Implications for Action**

Mary Jo Desprez, health educator, offered an extended look at the EMU Core Alcohol and Other Drug Data and Implications for Action. The report outlined the University's highly collaborative prevention strategies and new initiatives, and examined trends from the core survey data.

### **Counseling Services Trends and Support**

Dr. Rosalyn Barclay, associate director of University Health Services, provided the Committee with a report on Counseling Services trends and support. Dr. Barclay indicated that 71% of students say their problem affects their learning and 81% say counseling helped them stay at EMU. Problems include anxiety and stress, depression, relationships/family problems, academic problems and loss and grief.



## **Health Center Funding Position Paper (Progress Report)**

Denise Beauvais, Residence Hall Association president, provided a brief update on the Health Center Funding Position Paper that will be advanced from the Student Leader Group to the Student Affairs Committee in January 2002. In part the proposal will call for an increase in the percentage of general fee support received by UHS.

## **Academic Advising (Progress Report)**

Allison Treppa, Campus Life Council representative and Adam Nekula provided a brief report on Academic Advising, which remains a top priority for the Student Leader Group. They will continue to meet with key members of the University administration and will report their recommendations to the Student Affairs Committee at an upcoming meeting.

## **Condition of Campus Sidewalks**

The Committee heard a report from the Students with Disabilities representative, Ron Honse, on the condition of campus sidewalks. The Committee voted unanimously to support the Student Leader Group's recommendation that the University allocate an additional \$2000 in the 2002-2003 budget to repair sidewalks and entrance ramps and to increase or maintain the allocation in subsequent budgets.

Regent Griffin adjourned the meeting at 8:55 a.m.

Respectfully submitted,

Teri L. Papp

**COMMUNICATIONS SECTION**

**PRESIDENT'S REPORT**  
**EASTERN MICHIGAN UNIVERSITY**  
**BOARD OF REGENTS' MEETING**  
**January 15, 2002**

As we embark on a new year at EMU and have many of our strategic planning and mission deliberations behind us, I want to focus on how our students, faculty and staff are advantaged by new services this winter; on recognitions of our excellence and personal accomplishments; and on our efforts to secure our future through public and private support.

New services, systems and facilities development are high priorities at EMU and they benefit all members of the University community. The University is responding to student concerns about academic advising. Through initiatives currently being implemented, we will nearly double our capacity to deliver professional academic advising to our students. Planning for the new Transfer Center in Pierce Hall also is underway. Renovations of the space are beginning and staff positions are being transferred and posted to provide one-stop service for prospective transfer students, ensuring quick access to all information needed to enroll at EMU. Our prospective students also are engaged electronically. Through the new GoalQuest targeted communication system, 3,000 high school students and other applicants are receiving regular electronic messages from EMU to help gauge their interest and encourage them to enroll. We are the first university in Michigan to use this targeted e-mail approach to admissions.

Our staff and faculty have new opportunities this semester to sharpen their skills, improve their benefits and participate in a streamlined employment process. EMU faculty and staff who serve in administrative positions are eligible to participate in an exciting new program that is part of our Human Resources transformation project—Leadership EMU. In February, and again in March, we will begin a professional development program for a cohort of academic professionals aimed at improving management skills and nurturing emerging talent at the University. Two groups of 30 participants will attend sessions one day per week for ten weeks as part of this new program.

Those throughout the campus involved in the hiring process also will be pleased to learn that we are implementing newly redesigned employment practices that are more efficient and decentralized, moving from over 100 steps with 24 approvals and 19 forms to a greatly simplified process.

We also are excited about the migration of almost 700 employees to the improved Community Blue PPO health care plan which allows us to reduce cost growth and develop wellness initiatives in addition to improving coverage for our staff. The agreements that have been approved by union members and considered by the Board today reflect the work of our collaborative Health Care Task Force. We remain concerned that not all employees are covered by this improved plan and that the changing health care landscape and reduced State support will make it much more difficult to provide this benefit for others in the future.

Facility projects that are not dependent upon State support are progressing rapidly. Proposals are due by the end of the month from firms interested in defining the program for the expansion of McKenny Union. Survey work for the parking expansion projects approved at the last Board meeting are underway, and we are nearing completion of our program statement for the modernization of Pray-Harrold, which we have asked the State to support. Dining Services has opened “Freshens” in the Union, which offers a dining menu that includes healthy food options, and the new College of Business computer lab and interactive classrooms, funded in part by a gift from Ford, have opened for students in classes at the start of the semester.

A new year is a time to celebrate institutional and individual accomplishments. The excellence of our people, programs and alumni is being recognized by diverse peers and organizations around the nation. EMU’s Office of Financial Aid has recently been honored by being designated as part of the Department of Education’s Quality Assurance Program. This is an honor that is afforded to only 5 percent of all US colleges and universities. It recognizes us for an outstanding audit record, financial procedures and efficiencies, and it rewards us by providing greater flexibility in administering federal aid programs and relaxing burdensome oversight regulations. It is an excellent example of our commitment to continuous improvement in a very demanding service area.

In addition to Board recognitions today for outstanding student achievements exemplified by our cross-country championships, our former students are being recognized in a variety of ways. I just returned from the annual meeting of the NCAA where the Association gave its prized Silver Anniversary Award for lifetime career achievement to alumnus Rodney Slater, an EMU Athletic Hall of Fame member and former US Secretary of Transportation. Steven Koponen, a 1993 graduate, has been named a recipient of the prestigious Milken Family Foundation “National Educator Award,” the twenty-second EMU graduate to earn this distinction. Also, at least 11 schools headed by EMU alumni received this year’s Golden Apple Award for heightened success on state achievement tests.

Members of the EMU faculty are consistently being recognized by their peers for excellence in teaching, research and creative activities. Bernie O’Connor, in the Political Science Department, was recently named 2001 Michigan Professor of the Year by the Carnegie Foundation for the Advancement of Teaching and the Council for Advancement and Support of Education; Tom Fleming, Special Assistant to the Provost, was one of 16 persons appointed to President Bush’s Commission on Excellence in Special Education; and Rebecca Martusewicz’s recent book, Seeking Passage: Post-Structuralism, Pedagogy, Ethics, received the Critic’s Award of the American Educational Studies Association.

We are doing well in our grant and contract activity and in private resource development. As we closed out the 2001 calendar year, there were 33 more grant proposals over the prior year, 39 more awards were received and the dollar value of grants increased over \$1 million. Examples include \$330,000 for the Law Enforcement, Fire and Emergency Management Technology program to provide training in forensics, cyber crime and management, and \$75,000 from SBC-. Ameritech to support Ellen Hoffman’s “New Teacher Resource Network,” which brings together expertise in technology and education to improve the quality of teaching as new teachers begin their careers.

As private support becomes increasingly important for achieving excellence, we recently celebrated one of the most significant gifts EMU has ever received—initial funding and a commitment of \$1 million from Ernest and Jeanne Merlanti to fund a program in business ethics, the capstone of which is a senior seminar. This gift will have a broad impact on our students, faculty, programs and future business leaders.

Resource development issues obviously are important and continue to attract our attention. Our largest donor is still the State of Michigan and its slipping economy is impacting us in major ways. The good news is that enrollment this winter is up over last winter by 2 percent, an increasingly important factor as State support diminishes, and the State has spared us from the mid-year budget cuts that have been applied to State agencies. The bad news is that State revenues are down over \$1 billion and many believe we would be fortunate to receive a level or slightly increased appropriation next fiscal year. We are working hard on these challenges through meetings with legislators and the governor, and we are growing in our innovative Alumni Legislative Connection, with a kick-off for this year's initiative later this month.

Michigan public universities have an excellent story to tell and in the face of considerable political discussion about tuition increases we must, once again, sustain our ability to shape revenue streams if we are to survive a serious threat to institutional quality. A decade ago Michigan was behind 31 other states in funding per full-time students and ranked thirty-fifth in the percent of tax revenue dedicated to public higher education. This was a result of a general decline in State support over a 20-year period and the tough fiscal pressures the State was facing. Through sound policy decisions, Michigan is now among the top third in key funding indicators. We must all work hard to keep Michigan from slipping in this ranking, just as we also engage in cost savings and cost avoidance, which amounted to over \$10 million in our universities last year.

We know that the ability to restrain tuition is directly linked to appropriation increases. When appropriations have gone down, tuition has gone up. This has preserved quality and actually increased access. State enrollments have increased the past seven years and we have used institutional resources to provide scholarships. Michigan universities disperse more direct student financial aid than any other state except New York and California. Indeed, Michigan public universities allocate over \$240 million of general fund revenues per year for student financial aid.

Although Michigan's economy is more diverse than in the past, it is still heavily subjected to cyclical forces. Our universities need the flexibility to adapt to the down cycles through enhanced revenue from other sources. If the State had not permitted this flexibility in prior stressful years, Michigan would have lost its reputation for quality. This will be an interesting spring in Lansing, and we will be there.

As we look ahead here in Ypsilanti, several significant events come to mind and I hope they are on your calendars. On January 21, EMU celebrates Martin Luther King Day with a full array of activities including workshops, presentations, the President's Luncheon now in the Convocation Center, and an address by Lani Guinier. On January 23, we will formally dedicate the new

Psychology Clinic at 611 West Cross Street and have an open house beginning at 3:30 p.m., including a program at 4:00 p.m. Finally, as a first sign of spring, we are getting ready for Mardi Gras by celebrating one of our own and raising funds for WEMU on the evening of February 8, in the Convocation Center.

As this report suggests, many have been hard at work since the November Board meeting and our spirits have been replenished by the holiday break. We look forward to a spirited new year.

**ORAL REPORT TO BE MADE BY THE PRESIDENT**

# EASTERN MICHIGAN UNIVERSITY

## Board of Regents' Meeting

The preliminary minutes of the November 27, 2001, Board of Regents Meeting.

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

Chairman Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

- Chairman Philip Incarnati
- Vice Chair Rosalind Griffin
- Regent Jan Brandon
- Regent Michael Morris
- Regent Karen Q. Valvo

The Board Members absent were:

- Regent Joseph Antonini
- Regent Robert DeMattia
- Regent Steven Gordon

Members of the Administration present were:

- President Samuel Kirkpatrick
- Vice President Paul Schollaert
- Vice President Patrick Doyle
- Vice President Courtney McAnuff
- Vice President Juanita Reid
- Vice President Jim Vick
- Vice President John Shorrock



Chairman Incarnati asked for a motion to take the agenda action items out of sequence in order to accommodate some travel plans by a regent. Regent Griffin so moved and Regent Valvo seconded the motion.

**Motion Carried.**

**COMMUNICATIONS    TAB A**

Secretary Aymond announced there were three requests to address the Board, and, abiding by the Board guidelines, 10 minutes would be allowed for each speaker.

Adam Nekula, President of the Interfraternity Council, spoke in opposition to moving the Rec/Im softball fields in order to accommodate more parking.

Denise Beauvais, President of the Resident Hall Association, spoke about the parking issue and loss of green space on campus.

Gloria Gallegos and Alrita Prince, representing Students of Color and the BSU, urged the Board to support diversity at the University.

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

The Board recessed for lunch.

The Regular Meeting of the Eastern Michigan University Board of Regents was reconvened at 1:31 p.m. and an attendance roll call was taken.

The Board Members present were:

Chairman Philip Incarnati  
Vice Chair Rosalind Griffin  
Regent Jan Brandon  
Regent Michael Morris  
Regent Karen Q. Valvo

The Board Members absent were:

Regent Joseph Antonini  
Regent Robert DeMattia  
Regent Steven Gordon

## **FINANCE COMMITTEE**

### **Section 19**

Regent Morris moved and Regent Griffin seconded that the Working Agenda for November 27, 2001 and the minutes for the September 25, 2001, Finance Committee meeting be received and placed on file.

**Motion Carried.**

## **FY 2003 APPROPRIATION REQUEST**

### **Section 20**

Regent Morris moved and Regent Griffin seconded that Board approve the FY2003 Appropriation Request to the Office of the State Budget.

**Motion Carried.**

## **2000-2001 EMU FOUNDATION ANNUAL REPORT**

### **Section 21**

Regent Morris moved and Regent Griffin seconded that the 2000-01 Eastern Michigan Foundation Annual Report be received and placed on file.

**Motion Carried.**

## **FY 2003 CAPITAL OUTLAY BUDGET REQUEST**

### **Section 22**

Regent Morris moved and Regent Griffin seconded that the Board approve the Modernization of Pray-Harrold as its number-one capital outlay priority.

**Motion Carried.**

**NEW PARKING STRUCTURE, SURFACE LOTS &  
RELATED PROJECTS**

**Section 23**

Regent Morris moved and Regent Griffin seconded the authorization to proceed with the construction of a new parking structure, two surface lots and related projects; and to enter into all necessary contracts to complete the projects.

**Motion Carried.**

**BOND AUTHORIZATION RESOLUTION:  
Resolution of the Board Authorizing the Issuance and Delivery  
Of General Revenue Bonds and Other Matters Relating Thereto**

**Section 24**

Regent Morris moved and Regent Griffin seconded the recommendation that the Resolution authorizing the issuance of general revenue bonds and other matters relating thereto be approved to finance additional parking facilities and related projects.

**Motion Carried.**

**AUTHORIZATION TO INCLUDE EMU FOUNDATION  
AND EAGLE CREST EMPLOYEES IN EMU'S MEDICAL  
BENEFITS PLAN**

**Section 25**

Regent Morris moved and Regent Griffin approved the recommendation that the Board approve the inclusion and participation of employees of the EMU Foundation and Eagle Crest Management Corporation in EMU's group medical benefits plan. The Board of Regents approval is subject to EMU's Vice President for Business and Finance negotiating and finalizing an agreement for the inclusion and participation of EMU Foundation and/or Eagle Crest employees in the plan.

**Motion Carried.**

## **FY 2003 PARKING RATES**

### **Section 26**

Regent Morris moved and Regent Griffin seconded that the Board approve the recommended FY 2003 Parking Rates.

**Motion Carried.**

## **EDUCATIONAL POLICIES COMMITTEE**

### **Section 12**

Regent Valvo moved and Regent Griffin seconded that the agenda for November 27, 2001, and the Minutes of the September 25, 2001 meeting be received and placed on file.

**Motion Carried.**

## **APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBER**

### **Section 13**

Regent Valvo moved and Regent Griffin seconded that Board appoint Kellie Childs to a three-year term on the Board of Directors of the Ann Arbor Learning Community.

**Motion Carried.**

## **2000-2001 CHARTER SCHOOLS ANNUAL REPORT**

### **Section 14**

Regent Valvo moved and Regent Griffin seconded that the Board receive and place on file the 2000-01 Charter Schools Annual Report.

**Motion Carried.**

## 2000 – 2001 AFFIRMATIVE ACTION AUDIT

### Section 15

Regent Valvo moved and Regent Griffin seconded that the Board receive and place on file the 2000-2001 Affirmative Action Audit.

**Motion Carried.**

## COMMENCEMENT SPEAKER

### Section 16


Regent Valvo moved and Regent Griffin seconded that the Board approve Paul T. Schollaert, provost and vice president for academic affairs and professor of sociology at Eastern Michigan University, as the December 16, 2001 Commencement speaker.

**Motion Carried.**

## POLICY: ENHANCED ACCESS TO PUBLIC RECORDS

### Section 17

Regent Valvo moved and Regent Griffin seconded the recommendation that the Board amend the Administrative Organization and Authority Michigan Freedom of Information Act Procedures and Guidelines to adopt the attached policy on enhanced access to public records. The policy allows the University to offer enhanced access to certain types of records related to geographical information systems.

<b>Effective Date</b>		<b>Date of Revision</b>			<h1>Policies, Rules and Regulations</h1>
<b>Chapter Name</b>			<b>Chapter No.</b>	<b>Page</b>	
			<b>Issue</b>		

**UNIVERSITY POLICY STATEMENT:**

WHEREAS Public Act 462 of 1996, as amended, the Enhanced Access to Public Records Act, allows public bodies to provide enhanced access for the inspection, purchase, or copying of a public record that is not confidential or otherwise exempt from disclosure; and

WHEREAS the legislation further requires that a public body, who wishes to provide such enhanced access, must produce a policy, approved by the governing body, in compliance with P.A. 462.

NOW THEREFORE BE IT RESOLVED that Eastern Michigan University (“the University”) wishes to be in compliance with the aforementioned act and to participate in data sharing with regard to geographical information systems or output from a geographical information system (“GIS”), which is defined as an informational unit or network capable of producing customized maps based on a digital representation of geographical data; and

BE IT FURTHER RESOLVED that, with regard to any GIS or output from a GIS:

1. The University may provide enhanced access, which is defined as immediate availability for public inspection, purchase or copying, to a GIS or to public records, which contain output from a GIS that are not confidential or otherwise exempt, by law from disclosure.
2. In accordance with P.A. 462, the University may establish reasonable fees for providing enhanced access to a GIS or output from a GIS to recover only those operating expenses related to the provision of enhanced access.
3. University officials, employees or agents who are responsible for the creation, preparation, custody, control, maintenance, preservation, retention, possession or use of a GIS or a public record containing output from GIS shall select the information to be made available through enhanced access, with due regard for intellectual property ownership and confidentiality considerations.



# Policies, Rules and Regulations

Effective Date	Date of Revision	Chapter Name	Chapter No.	Page
			Issue	

4. Recipients of enhanced access pursuant to this policy receive all information at their own risk and without warranties of any kind or nature.
5. This policy shall not be construed to require Eastern Michigan University to provide enhanced access to any specific public record.

### RESPONSIBILITY FOR IMPLEMENTATION:

The President of Eastern Michigan University is responsible for the overall implementation of this policy.

### SCOPE OF POLICY COVERAGE:

This policy applies to all appeals of final determinations by the University's Freedom of Information Officer in regard to requests made under the Michigan Freedom of Information Act.

### Motion Carried.

Authority for Creation or Revision

## **TREASURER'S REPORT**

### **Section 1**

Regent Morris moved and Regent Valvo seconded that the Treasurer's Report for the month of September 2001, be received and placed on file.

**Motion Carried.**

## **INTERNAL AUDIT**

### **Section 2**

Regent Morris moved and Regent Valvo seconded that the Internal Audit report for the period October 2001 through November 2001 be received and placed on file.

**Motion Carried.**

## **GRANTS/CONTRACTS**

### **Section 3**

Regent Morris moved and Regent Valvo seconded that 61 grants and contracts totaling \$3,438,005 for the period 9/1/01 through 10/31/01 be accepted.

**Motion Carried.**

## **CONSTRUCTION PROJECTS PROGRESS**

### **Section 4**

Regent Morris moved and Regent Valvo seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending November 8, 2001.

**Motion Carried.**



**ACCOUNTS RECEIVABLE**

**Section 5**

Regent Morris moved and Regent Valvo seconded that the Student Accounts Receivables Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of October 31, 2001, be received and placed on file.

**Motion Carried.**

**REPORT: Information and Communications  
Technology Initiatives**

**Section 6**

Regent Morris moved and Regent Valvo seconded that the Board accept and place on file the ICT Initiatives progress report.

**Motion Carried.**

**ACADEMIC AFFAIRS ADMINISTRATIVE  
AND PROFESSIONAL APPOINTMENTS**

**Section 7**

Regent Morris moved and Regent Valvo seconded that the Board approve one Administrative/Professional appointment at the rank, salary, and effective date shown on the following listing.

<u>Last Name</u>	<u>First Name</u>	<u>Race/Sex</u>	<u>Rank</u>	<u>Salary</u>	<u>Department</u>
Press	Steven	W/M	AP10	\$54,600	College of Education

**Motion Carried.**

## **STAFF APPOINTMENTS**

### **Section 8**

Regent Morris moved and Regent Valvo seconded that the Board of Regents approve the 28 staff appointments listed on the following pages.

DATE: 11/27/2001  
 BOARD RESOLUTION FOR: 11/27/01  
 ALPHABETICAL LISTING WITHIN  
 CLASSIFICATION LEVEL WITHIN  
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY  
 STAFF APPOINTMENTS

Page 1 of 1  
 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>
Pollock, E. Jill	Executive Director of Human Resources	AP-14	Executive Director Human Resources	11/26/01	\$107,000	100	W	F	New Hire
Harris, Whitney	Office of Diversity	AP-12	Director of Diversity/Affirmative Action	09/17/01	\$77,000	100	B	M	New Hire
Bogle, Margaret	Payroll	AP-10	Payroll Manager	11/16/01	\$55,000	100	W	F	New Hire
Michalak, Connie	Information & Communication Technologies	AP-09	Information & Communications Technology (ICT) Human Resources Analyst	09/17/01	\$50,000	100	W	F	New Hire
Joseph, Michael	Intercollegiate Athletics	AC-11	Assistant Coach Strength & Conditioning	09/03/01	\$27,000	100	W	M	New Hire
Davis-Cahimba, Elizabeth	Health Service Health Education	PT-08	Coordinator Health Education	10/01/01	\$32,200	92	B	F	New Hire
Clark-Johnson, Ruth	Foreign Student Affairs	PT-07	Foreign Student Advisor	10/29/01	\$35,500	100	W	F	New Hire
Overton, Tamalon	Comer Schools	PT-07	Administrative Associate I	11/05/01	\$31,150	100	B	F	New Hire
Richardson, Tina	Financial Aid	PT-07	Financial Aid Advisor	10/01/01	\$30,244	100	B	F	New Hire
Sheehan, Michael	CEITA Geography & Geology	PT-07	Conservator	09/10/01	\$32,500	100	W	M	New Hire

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<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>
Samoriski, Kathleen	Public Information	PT-06	Writer I	09/19/01	\$15,358	50	W	F	New Hire
VanHoose, Lewis	Intercollegiate Athletics	PT-07	Supervisor, Athletic Equipment	09/21/01	\$36,000	100	W	M	New Hire
Holmes, Andrew	Continuing Education	PT-05	Media Tech Services Assistant	09/24/01	\$26,000	100	W	M	New Hire
Jennings, Jonathan	Information & Communication Technologies	PT-05	Operations Specialist I	10/15/01	\$23,331	100	W	M	New Hire
Burhans, Deborah	Student Accounting	CS-05	Collection Specialist	11/05/01	\$25,113	100	W	F	New Hire
Delagarza, Julia	Financial Aid Office	CS-05	Financial Aid Processor	10/02/01	\$25,113	100	H	F	New Hire
Harris, Marie	Small Business Development	CS-05	Senior Secretary	10/29/01	\$25,113	100	B	F	New Hire
Henry, Patricia	Womens Studies	CS-05	Senior Secretary	10/08/01	\$25,113	100	W	F	New Hire
Vandenburg, Karen	Continuing Education	CS-05	Customer Service Representative II	10/17/01	\$25,113	100	W	F	New Hire
Graham, Nicholas	Physical Plant	FM-21	Carpenter	10/10/01	\$42,016	100	I	M	New Hire

2.

<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>
Nareski, Matthew	Intercollegiate Athletics- Equipment Maintenance	FM-10	Laundry Operator	10/29/01	\$18,450	100	W	M	New Hire
Weisbrodt, Michael	Dining Commons #1	FM-06	Cook	11/01/01	\$28,558	100	W	M	New Hire
Burgens, Ian	Eastern Eateries	FM-95	Fast Food Worker	09/12/01	\$10,275	62.5	B	M	New Hire
Fletcher, Jeffery	Eastern Eateries	FM-95	Fast Food Worker	09/09/01	\$10,275	62.5	W	M	New Hire
Lion, Jesus	Eastern Eateries	FM-95	Fast Food Worker	09/17/01	\$10,275	62.5	H	M	New Hire
Patterson, Byron	Eastern Eateries	FM-95	Fast Food Worker	09/04/01	\$10,275	62.5	B	M	New Hire
Patterson, Shondella	Eastern Eateries	FM-95	Fast Food Worker	10/10/01	\$10,275	62.5	B	F	New Hire
Richardson, Charlotte	Eastern Eateries	FM-95	Fast Food Worker	09/27/01	\$10,275	62.5	B	F	New Hire

Motion Carried.

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## SEPARATIONS/RETIREMENTS

### Section 9

Regent Morris moved and Regent Valvo seconded that the Board approve 25 separations and retirements as shown on the following listings:

DATE: November 27, 2001  
 BOARD RESOLUTION FOR: 11/27/01  
 ALPHABETICAL LISTING WITHIN  
 CLASSIFICATION LEVEL WITHIN  
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY  
 SEPARATIONS/RETIREMENTS

RETIRES/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>
Dahl, Carolyn	Cont Education Administration	AP-14A	Academic Dean-Continuing Education	08/01/98	10/11/01	\$98,129	100	W	F	Other Job
Williams, Regina	Nursing	AP-13A	Academic Department Head	08/20/90	09/16/01	\$95,365	100	B	F	Retired
Smart, Kevin	Employee Relations	AP-12	Director Employee Relations	03/15/91	10/20/01	\$88,339	100	W	M	Other Job
Schultz, William	Alumni Relations Office	AP-08	Assistant Director Alumni Relations	11/15/99	10/04/01	\$39,140	100	W	M	Leaving Area
Archbold, David	Foreign Student Services	PT-08	Student Services Associate	11/13/96	10/27/01	\$36,218	100	W	M	Other Job
Raymond, Judy	UAW-GM Cadillac Hamtramck	PT-08	Workplace Education Specialist	07/31/00	09/20/01	\$38,000	100	W	F	Did Not Return From Leave
Reuter, Grace	UAW-GM Cadillac Skis	PT-08	Workplace Education Specialist	08/28/01	10/06/01	\$40,560	100	W	F	Other Job
Hill, Beth	COMER Schools & Families Init.	PT-07	Administrative Associate I	07/02/01	09/20/01	\$36,565	100	B	F	Discharged
Perry, Barbara	Center for Organizational Risk Reduction	PT-07	Program Assistant II	12/03/91	10/26/01	\$32,086	100	B	F	Discharged
Rutherford, Christopher	Upward Bound 99-00	PT-07	Associate Director Project Upward Bound	05/15/00	09/22/01	\$36,634	100	B	M	Other Job
Caudill, Patricia	VP Enrollment Services	CS-07	Executive Secretary	08/25/80	11/01/01	\$32,930	100	W	F	Retired

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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>
Clark, Dawn	Arts & Sciences-Office of the Dean	CS-06	Administrative Secretary	10/11/70	11/02/01	\$36,789	100	W	F	Retired
Arbogast, Kathryn	Contract Services	CS-05	Account Specialist	12/08/75	09/29/01	\$31,149	100	W	F	Retired
Henes, Tina	Accounting	CS-05	Account Specialist	09/06/00	08/10/01	\$24,147	100	W	F	Did Not Return From Leave
LeDuc, Carol	Graduate School-Office of the Dean	CS-05	Senior Secretary	07/31/00	10/31/01	\$25,113	100	W	F	Did Not Return From Leave
Walls, Candace	Parking	CS-05	Police Dispatcher	08/12/01	12/03/01	\$25,113	100	W	F	Personal
Wiley, Vaidina	Upward Bound 99-00	CS-05	Senior Secretary	10/13/76	09/28/01	\$27,762	100	B	F	Retired
Anderson, Cory	Parking	CS-04	Customer Service Representative	07/23/01	10/09/01	\$22,224	100	B	M	Personal
Daley, Amy	Office of the Registrar	CS-04	Senior Clerk	07/25/00	07/26/01	\$22,224	100	W	F	Leaving Area
Holley, Sandra	Nursing	CS-04	Secretary II	05/01/01	09/26/01	\$22,224	100	M	F	Discharged
Wells, Diane	Payroll	CS-04	Data Entry Clerk II	07/30/01	09/14/01	\$22,224	100	W	F	Discharged
McGowan, Geoffrey	Heating Plant	FM-23	Stationary Engineer	01/05/99	11/02/01	\$46,155	100	W	M	Other Job

2.



DATE: October 27, 2001  
 BOARD Resolution No. 2001-01-01  
 ALPHABETICAL LISTING WITHIN  
 CLASSIFICATION LEVEL WITHIN  
 EMPLOYEE GROUP

EASTERN MICH. UNIVERSITY  
 SEPARATIONS/RETIREMENTS

PAGE 3  
 RETIREMENTS/  
 SEPARATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Becker, Jean	Dining Commons #1	FM-06	Cook	09/22/92	10/02/01	\$28,558	100	W	F	Retired
Cannon, Sharie	Dining Commons #1	FM-06	Cook	11/20/00	10/02/01	\$28,558	100	W	F	Retired
Runyon, Nadine	Custodial Services	FM-06	Custodian	12/11/00	09/12/01	\$21,133	100	W	F	Personal

3.

## EMERITUS STAFF STATUS

### Section 10

Regent Morris moved and Regent Valvo seconded that the Board grant Emeritus Staff Status to George A. Johnston, executive director of University Planning, Budgeting and Analysis, who retired August 8, 2001.

**Motion Carried.**

## STUDENT AFFAIRS COMMITTEE

### Section 11

Regent Griffin moved and Regent Brandon seconded that the Agenda for November 27, 2001, and the Minutes of September 25, 2001, be received and placed on file.

**Motion Carried.**

## FACULTY AFFAIRS COMMITTEE

### Section 18

Regent Brandon moved and Regent Morris seconded that the Board approve the agenda for November 27, 2001, and the minutes of September 25, 2001.

**Motion Carried.**

**TAB B**

**RESOLUTION: for Dr. Morell D. Boone**

Regent Griffin moved and Regent Brandon seconded to support the Resolution for Dr. Boone.

**WHEREAS**, Dr. Morell D. Boone has served Eastern Michigan University as Dean of Learning Resources and Technologies and Professor of Interdisciplinary Technology in the College of Technology, was the academic dean responsible for leadership and administration, providing a program of services offered by both the resources and technologies components within Learning Resources and Technologies, as well as serving as a member of the Deans' Advisory Council within the Division of Academic Affairs; and

**WHEREAS**, he took the lead in successfully conceiving, planning and developing the program of services to be offered in a new kind of learning environment—the “Cybrary” within and outside the walls of the Bruce T. Halle Library which opened in June 1998; and

**WHEREAS**, in the past several years, he has given over two dozen professional papers and presentations about the “Cybrary” and related topics at such places as the University of Southern California, Ferris State University, the University of Cape Town, the University of Limerick, University College London; and conferences held by the American Library Association, the Association of College and Research Libraries, CAUSE, EDUCOM, EDUCAUSE, and the Irish Library and Computing Center Directors Association; and

**WHEREAS**, he served as trustee and chairman of the Ypsilanti Educational Foundation, and currently serves as a member of the board and vice president of the Ypsilanti Meals on Wheels; and

**WHEREAS**, his biographical record has been included in every edition of the *Marquis Who's Who in America* publication since 1986—“inclusion in which is limited to those individuals who have demonstrated outstanding achievement in their own fields of endeavor and who have, thereby, contributed significantly to the betterment of contemporary society”; and

**WHEREAS**, he was presented with a plaque from the Learning Resources and Technologies Faculty and Staff on August 29, 2000 which reads, “In recognition of and appreciation for 20 years dedicated service to EMU students, faculty, and staff and the realization of the “Cybrary”—1980-2000;

**NOW, THEREFORE, BE IT RESOLVED**, that the Eastern Michigan University Board of Regents expresses its great appreciation to Dr. Morell D. Boone for his service as Dean of Learning Resources and Technologies, energies to teaching, research and service as Professor of Interdisciplinary Technology in the College of Technology, congratulates him on his many achievements in this position, and conveys best wishes for continued success.

**Motion Carried.**

**MINUTES OF SEPTEMBER 25, 2001  
REGULAR BOARD MEETING**

**Tab C**

Regent Griffin moved and Regent Valvo seconded to approve the minutes of the September 25, 2001, Regular Board of Regents Meeting.

**Motion Carried.**

**RECOGNITION FOR THE PRESIDENTIAL  
SCHOLARSHIP AWARD WINNERS  
FOR 2001-2002**

Karin Armour	Manchester, Michigan
Alison Bedingfield	Cincinnati, Ohio
Daniel Byrne	Livonia, Michigan
Evan Chall	Westland, Michigan
Charles DeGryse	Chelsea, Michigan
Benjamin Moy	Troy, Michigan
Joshua Neuenschwander	Dearborn, Michigan
Sara Vangieson	Belleville, Michigan
Jason Vibbart	Whitmore Lake, Michigan
Michael Wozniak	Livonia, Michigan
Emily Zehnder	Auburn Hills, Michigan

TAB D

**PRESIDENT'S REPORT  
EASTERN MICHIGAN UNIVERSITY  
BOARD OF REGENTS' MEETING  
November 26, 2001**

As the end of the fall semester rapidly approaches, I want to focus briefly on the commitment and accomplishments of EMU students, faculty and staff over the course of the past two months. Secondly, I want to look forward and provide a progress report on our institution-wide strategic planning and those key elements we will be implementing throughout the remainder of the fiscal year.

This fall the University has witnessed important acts of caring and generosity that are the hallmark of the EMU family. The campus United Way Campaign raised more than \$126,000, with both record contributions and participation, up more than 10 percent over last year, and with the number of leadership givers more than doubling. Our first Walk for Women's Athletics was a big success, raising more than \$20,000 and attracting several hundred people for a wellness fair, breakfast and fundraising walk for student scholarships. As indicated in the EMU Foundation Annual Report, we enjoyed another year of record giving, with just more than \$12M in private support for EMU. And we are once again in the midst of our Faculty and Staff Campaign, celebrating its fifteenth anniversary, under the able leadership of Dr. Amelia Chan and John McAuliffe. The highest institutional priority this year is scholarships for students and we hope to increase the participation rate to support this and related institutional priorities.

We also have seen an outpouring of caring beyond that which I reported at the time of the last Board meeting in direct response to the tragic events of September 11. Our students have been especially active in Red Cross blood drives, in joining with the College of Education faculty and alumni to provide a truckload of educational supplies for New York school children, and through the Golden Key Honor Society's "America United" quilt flag project. Student involvement and programming have also grown during this period. Applicants for the Michigan National Guard Tuition Grant program have increased dramatically. Our Centers for Corporate Training will host a major public and private sector conference on terrorism in the homeland this week. And our students and faculty are using these events as a "teachable moment" in American History. Two examples both involve field trips to "ground zero"—the Eastern Echo student staff had a first-hand look at New York City, subsequently developing a series of stories in a special edition of the Echo, and a group of journalism students visited the site and later conducted additional interviews on campus with specialists in terrorism, psychology and history, to yield a series of reports to appear over time.

Indeed, there is no more important time for us to comprehend these events or for us to understand each other as global citizens in a diverse world. Just as we have advocated caution nationally in the development of barriers to our historic commitment to international student exchange and openness, we have taken opportunities on campus

to protect our international students and to use these events as an educational tool. During International Week in October, we highlighted more than 1,150 international students, faculty and staff during a week full of cultural, educational and entertainment activities. We also showcased our institutional commitment to diversity and our leadership in curriculum diversity by hosting a national conference featuring Harvard Professor Cornel West.

All of these activities I have mentioned involved teamwork and collaborative accomplishments, reflecting a spirit of generosity and cooperation that makes EMU so successful. Before moving on to future plans, however, I want to note just a few personal accomplishments.

During our successful homecoming ceremonies, the Alumni Association gratefully recognized faculty for their teaching excellence. The honorees included Jamin Eisenbach, Biology; Gary Evans, Communication and Theatre Arts; Thomas Hennings, English; Joe Braden, Marketing; Carol Haddad, Interdisciplinary Technology; Robert Kreger, Special Education; and Sandra Nelson, Nursing. Kudos also to two students, Corey Roepken, who won honorable mention in this year's Associated Collegiate Press Story of the Year Competition, and Boaz Cheboiywo who led our cross country team to a MAC championship, won first place in the Midwest NCAA regionals, and most important, won the NCAA Men's Cross Country National Championship.

I am also pleased to introduce to you our latest senior staff appointee, Jill Pollock, who just this week assumed responsibilities as Executive Director of Human Resources. Jill comes to us most immediately from a similar position at the University of Detroit Mercy, and has an extensive history of leadership and involvement in human resource and organizational management consulting activities, coupled with more than a decade of senior management experience at Ford Motor Company.

As we look ahead to the new year, we can expect many new developments that will further strengthen EMU and support its mission. Following a year-long, comprehensive strategic planning process and high involvement from all of our stakeholders, we are ready to move forward with our first phase of implementation and with a period of further study and evaluation to complement it. The University Strategic Planning Committee received a large number of worthy initiatives to support the six key strategic directions articulated at the outset of the year. After considerable deliberation it produced a detailed strategic planning document which has been generally endorsed by the Cabinet, resulting in a set of specific endorsements and funding approvals that will be relayed to responsible campus administrators shortly, followed by articles in Focus. With over 50 strategic initiatives receiving endorsement and often budgetary support for the remainder of the fiscal year, the list is obviously too large to report in detail today. However, I would like to touch upon key themes and more comprehensive initiatives linked to each of the directions.

The first key direction is that EMU will be recognized for its strong undergraduate programs, co-curricular activities, and student support systems. Indeed, this has emerged as a top priority and one most in need of stronger resource support. Over the course of the next year we will create collegiate academic advising centers; make freshman orientation mandatory; develop a first year experience mentorship program; expand supplemental instruction; produce a comprehensive student handbook; establish a commuter center and a transfer center; expand our community college articulation and transfer programs; proactively communicate with potential returning students; jump start a Summer Institute in Forensics, Media and Theatre; and engage in general education curriculum reform and planning for heightened honors program development.

Our second objective is to be recognized for the synergy of theory and practice as we build our graduate and research programs. To this end, we will continue to develop our new doctoral programs, faculty and library holdings in Clinical Psychology and Technology; identify our management and computer information systems degrees as a Center of Program Excellence in the College of Business; expand our capacity in geographic information systems by strengthening programs and creating an Institute for Geospatial Research and Education; seed the development of new graduate certificate programs; redesign our graduate assistant stipends; and develop a plan to enhance our graduate program marketing.

Eastern Michigan will also become a model for public engagement and linkages with the broader community. In support of this public engagement direction, we will continue to give high priority to our expanded development and alumni programs; a new and more aggressive presence in the Nation's Capital; our marketing and visibility campaign; a more comprehensive academic program advisory committee system; new academic outreach programs in biology and writing; and a more integrative approach to academic program, research, and service in community building, civic engagement, academic service learning and non-profit leadership development.

As the University pursues direction four to become a model for the principles of diversity and inclusion, we will develop a comprehensive diversity, equity and inclusion action plan that flows from the Equal Opportunity and Affirmative Action Report, expand our Office for Access Services, regularize the leadership position for the Women's Studies Program, and pilot a new Summer Institute on Diversity.

As part of our desire to become a University with stronger global and multicultural perspectives, we have expanded student support through additional staff in a re-named Foreign Student Affairs Office, funded international student recruitment initiatives, piloted an International Cultural Competence Institute for our faculty and endorsed the development of an integrated, collaborative approach to international programming.



Finally, in pursuit of enhanced institutional effectiveness and continuous improvement, we have recently funded a comprehensive, enterprise-wide information and communications technology initiative; feasibility studies for the modernization of Pray-Harrold, McKenny Union and expanded parking; an additional regional site for Continuing Education in Detroit at the newly renovated Northwest Activities Center; and human resources process redesign. New initiatives that have been endorsed include support for a web services team to professionally design our portal; a funded program in staff development to include supervisory, customer service and new employee training; a wellness program available to faculty and staff; expanded institutional research capacity; a classroom upgrade study and plan; disaster protection for student records; an endorsement of interdisciplinary program faculty development activities and a redesign of faculty development programs.

Our implementation plan for all of these strategic initiatives, with accompanying administrative responsibilities, evaluation measures and funding support, will be issued in the near future. Although the list is long and represents a significant investment in our future from a variety of sources—state appropriations, tuition, fees, grants and gifts—it is also both cautious and insufficient given our aspirations and historic underfunding. It prudently takes the State’s fiscal condition into account as we plan for a challenging fiscal year in 2002-2003 following limited infusions this year, accompanied by a well received “hold harmless” provision by the governor and legislature that has, so far, spared us from having to return appropriations through executive orders. The strategic plan has also been the primary source of our appropriation request for FY 2003 and the ability to sustain many of our initiatives will at least partially depend on our level of appropriations. Many of these themes are repeated in our appropriations strategy before the Board today, which identifies a needs budget increase of \$13.9 M and further recognizes the State revenue downturn through a requested increase of only 5 percent. Central to the request and to building next year’s budget will be financial discipline and cost containment initiatives to ensure a balanced budget while continuing to provide exceptional services to students.

We all appreciate the time, energy and wisdom displayed by so many individuals participating in the strategic planning process. Our challenge is now to convert ideas to action, creating a better future for all of us.



**MEETING ADJOURNED**

Regent Incarnati moved and Regent Griffin seconded that the Regular Meeting of the Board of Regents be adjourned at 2:10 p.m.. The next meeting of the Board of Regents will be January 15, 2002.

Respectfully Submitted,

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Dana C. Aymond  
Secretary to the Board of Regents

# EXECUTIVE SUMMARY

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

**DATE:**

January 15, 2002

## EXECUTIVE SUMMARY

### SECTION 1 - REPORT: TREASURER'S REPORT

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

As of November 30, 2001, cash and investments totaled \$54,035,768.23 and were invested to return a total annualized return of 6.77%. The short-term investment fund yield was 2.40% compared to the 3-month Treasury Bill at 2.37%. The intermediate-term investment fund total return is 3.98% (9.56% annualized) compared to the Merrill Lynch 1-3 year Treasury index at 3.75% (9.00% annualized). Cash and investments (excluding bond proceeds) as of November 30, 2001 increased by \$16,040,814 compared to November 2000.

**Fiscal Implications:** Investment income is expected to meet budget.

### SECTION 2 - REPORT: INTERNAL AUDIT

Report was not ready at the time of printing.

### **SECTION 3 - REPORT: GRANTS/CONTRACTS**

It is recommended that the Board accept 82 grants and contracts totaling \$3,096,525 for the period 11/01/01 through 12/31/01.

One-hundred % sponsor-funded grants and contracts in the amount of \$1,997,935 were awarded to the University during the above period. Grants/contracts that required EMU cost-sharing and/or in-kind contributions totaled \$1,098,590.

**Fiscal Implications:** This action approves University matching funds in the amount of \$82,194 as cash contributions for projects awarded in the above period for a fiscal year-to-date total of \$182,466 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 December 10, 2001.

Preparation is underway for the upcoming parking expansion project. Hover renovation has begun. Relocating the softball fields to west campus is a priority with a goal not to miss a season of intramural sports activities.

The program statement for the modernization of Pray-Harrold is continuing.

Proposals for McKenny expansion are due in January.

The concrete foundation walls have been completed on the University House.

**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 November 30, 2001 be received and placed on file.

The Student Accounts Receivable Ratio Analysis balance is \$10,911,000 or 18.45% of revenue compared to \$9,570,000 (18.63%) as of November 30, 2000. This is a .18% decrease. The report shows a decrease of 1.45% compared to the 5 year average of 19.90%.

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

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

It is recommended that the Board receive and place on file the 2001-02 General Fund Budget Status Report.

Summer and Fall 2000 enrollments have exceeded plan by 9,588 or 3.4 percent..  
Appropriations from the State continue to accumulate at planned levels.  
General Fund expenditures and transfers are accumulating according to plan at \$68.9 million.  
Staff salary savings are exceeding plan but will be offset by increasing health care benefits in the second half of the fiscal year.

**Fiscal Implications:** It is anticipated that a balanced budget will be realized at year-end.

## **SECTION 7 – REPORT: INFORMATION AND COMMUNICATIONS TECHNOLOGY INITIATIVES**

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

**Fiscal Implications:** The ICT Initiatives are funded through a combination of the \$28 million and the ICT General Fund Budget

## **SECTION 8 – STAFF APPOINTMENTS**

It is recommended that the Board approve 29 staff appointments. 16 (55%) are female, 8 (28%) are African American, 2 (7%) are American Indian.

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

## **SECTION 9 - SEPARATIONS/RETIREMENTS**

It is recommended that the Board approve 15 separations and retirements for the dates listed. Of the 15, 7 (47%) are female, 1 (7%) are African American, 1 (7%) is Asian.

**Fiscal Implications:** None.

## **SECTION 10 - EMERITUS FACULTY STATUS**

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

Allen Cichanski - Associate Professor, Department of Geography and Geology  
From 1965 – 2002 (37 yrs.)

Mary D. Teal – Professor, Department of Music  
From 1969 – 2001 (32 yrs.)

**Fiscal Implications:** None.

## **SECTION 11 - STUDENT AFFAIRS COMMITTEE MONTHLY REPORT AND MINUTES**

It is recommended that the Student Affairs Committee Agenda for January 15, 2002 and the Minutes of November 27, 2001 be received and placed on file.

**Fiscal Implications:** None.

## **SECTION 12 – EDUCATIONAL POLICIES COMMITTEE MONTHLY REPORT AND MINUTES**

It is recommended that the EPC agenda for January 15, 2002, and the minutes of November 27, 2001 be received and placed on file.

**Fiscal implications:** None.

## **SECTION 13 – REISSUANCE OF CHARTER SCHOOL – GREAT LAKES ACADEMY**

It is recommended that the Board reissue the charter with Great Lakes Academy with a contract to expire in 2007.

**Fiscal Implications:** None.

**SECTION 14 – REISSUANCE OF CHARTER SCHOOL – ACADEMY FOR BUSINESS & TECHNOLOGY**

It is recommended that the Board reissue the charter with the Academy for Business and Technology with a contract to expire in 2007

**Fiscal Implications:** None.

**SECTION 15 – REPORT: GENERAL EDUCATION REFORM**

It is recommended that the General Education Reform report be received and placed on file.

**Fiscal Implications:** None.

**SECTION 16 – UNIVERSITY MISSION STATEMENT**

It is recommended that the Board approve the Mission Statement.

**Fiscal Implications:** None.

**SECTION 17 – FACULTY AFFAIRS COMMITTEE**

It is recommended that the FAC agenda for January 15, 2002, and the minutes of November 27, 2001, be received and placed on file.

**Fiscal Implications:** None.

**SECTION 18 - FINANCE COMMITTEE MONTHLY REPORT AND MINUTES**

It is recommended that the Working Agenda for January 15, 2002 and the minutes for the November 27, 2001 Finance Committee meeting be received and placed on file.

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

**SECTION 19 – AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT  
BETWEEN EMU AND THE EMU PATROL OFFICERS’ CHAPTER  
OF THE POLICE OFFICERS’ LABOR COUNCIL**

It is recommended that the Board approve the modifications to the health care provisions and that the administration be authorized to execute the Agreement.

**Fiscal Implications:** This action is projected to limit the increase in health care cost to 7.0% for 2002. This cost avoidance will be partially offset by a one-time \$400 payment to employees.

**SECTION 20 – AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT  
BETWEEN EMU AND UAW LOCAL 1975**

It is recommended that the Board approve the modifications to the health care provisions and that the administration be authorized to execute the Agreement.

**Fiscal Implications:** This action is projected to limit the increase in health care costs to 7.0% for 2002. This cost avoidance will be partially offset by a one-time \$400 payment to employees.

**SECTION 21 – AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT  
BETWEEN EMU AND UAW LOCAL 1976**

It is recommended that the Board approve the modifications to the health care provisions and that the administration be authorized to execute the Agreement.

**Fiscal Implications:** This action is projected to limit the increase in health care cost to 7.0% for 2002. This cost avoidance will be partially offset by a one-time \$400 payment to employees.

**SECTION 22 – ELECTION OF BOARD OFFICERS**

It is recommended that the Board elect a Chair and Vice Chair for 2002 and appoint the Board Treasurer, Secretary to the Board, and the Internal Auditor.

**Fiscal Implications:** None.

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 1
DATE: January 15, 2002

**RECOMMENDATION**

**REPORT: TREASURER'S**

**ACTION REQUESTED**

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

**STAFF SUMMARY**

As of November 30, 2001, Cash and Investments totaled \$54,035,768.23 and were invested to return a total annualized return of 6.77%. As summarized below, Eastern's latest investment performance compared favorably to the established benchmarks.

- |   |                          |
|---|--------------------------|
| • Short-Term Investment Fund Yield:                 | 2.40%                    |
| • Benchmark: 3-month Treasury Bill:                 | 2.37%                    |
| • Intermediate-Term Investment Fund Total Return:   | 3.98% (9.56% annualized) |
| • Benchmark: Merrill Lynch 1-3 Year Treasury Index: | 3.75% (9.00% annualized) |

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

- |   |   |
|---|---|
| • The portfolio has no investments in equities.         | • 0% of the portfolio is in variable rate obligations.                  |
| • The portfolio has no leveraged investments.           | • Average weighted credit quality of the portfolio is AA+.              |
| • The portfolio has no speculative derivatives.         | • Average weighted maturity of the portfolio is approximately 107 days. |
| • 100% of the portfolio is in fixed income obligations. |   |

Cash and investments (excluding bond proceeds) as of November 30, 2001 increased by \$16,040,814 when compared to November 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**  
**November 30, 2001**

**Cash**

	<u>Bank</u>
	<u>Balance</u>
Comerica Bank	\$1,714,683.34
FirStar Bank	\$3,814.55
Total Cash	<u>\$1,718,497.89</u>

**Eagle Crest Cash**

Conference Center	34,890.16
Golf Club	282,719.49
Maintenance Reserve	389,041.84
Total Cash	<u>\$706,651.49</u>

**Investments**

	Date Settled	Date Maturing	Total Return YTD (Annualized)	Principal
<b>Short Term Investment Funds:</b>				
Dreyfus Institutional Preferred	Daily	Mutual Fund	2.380% *	21,418,549.13
Dimensional Fund Advisors	Monthly	Mutual Fund	2.510% *	4,151,422.61
<b>Intermediate Term Investment Funds:</b>				
Vanguard Short Term Corporate	Monthly	Mutual Fund	8.750%	10,061,632.50
Federated US Government 2-5 Year	Monthly	Mutual Fund	12.600%	9,979,014.61
<b>Agencies:</b>				
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
Total Investments				<u>51,610,618.85</u>
<b>Subtotal Cash and Investments</b>				<u><u>\$54,035,768.23</u></u>

**General Revenue Bonds Investments**

Dimensional Fund Advisors	Monthly	Mutual Fund	2.510%	0.00
Dimensional Fund Advisors	Monthly	Mutual Fund	2.510%	0.00
<b>Subtotal General Revenue Bonds Investments</b>				<u>0.00</u>

**Grand Total: Cash, Investments**

\$54,035,768.23

Net Annualized Yield - Short Term	2.401%
Total Annualized Return - Total Investments	6.775%

\* Figure represents net yield.

**EASTERN MICHIGAN UNIVERSITY**  
**Summary of Cash/Investments and Bond Investments by Institution**  
**November 30, 2001**

		<u>Amount of EMU</u> <u>Cash/Investment</u>	<u>% of Total</u> <u>Cash/Investment</u>
A.	Book Cash Balance	1,718,497.89	3.18%
B.	Eagle Crest Cash Balance	706,651.49	1.31%
C.	Dreyfus Institutional Preferred	21,418,549.13	39.64%
D.	Dimensional Fund Advisors	4,151,422.61	7.68%
E.	Vanguard Short Term Corporate	10,061,632.50	18.62%
F.	Federated US Government 2-5	9,979,014.61	18.47%
G.	Federal Home Loan Bank	3,000,000.00	5.55%
H.	Federal Home Loan Mortgage Corp.	3,000,000.00	5.55%
		<u>54,035,768.23</u>	<u>100.00%</u>

		<u>Amount of EMU</u> <u>Bond Investment</u>	<u>% of Total</u> <u>Bond Investment</u>
I.	Dimensional Fund Advisors	0.00	0.00%
J.	Dimensional Fund Advisors	0.00	0.00%
		<u>0.00</u>	<u>0.00%</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 55 days and EMU has access to its funds on a daily basis.
- D./I./J. The Dimensional Fund Advisors Fund invests in high quality corporate and bank debt obligations. The average weighted maturity of the fund is 339 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 3.45 years.
- G./H./I. U.S. Agency Obligations.

**Eastern Michigan University  
University Investment Portfolio**

November 30, 2001

	Dreyfus*	DFA	Vanguard	Federated US Govt. 2-5	Net University Holdings	Total
<b>Total Fund Net Assets</b>	\$9,147,650,232	\$7,393,000,000	\$7,353,598,166	\$672,856,095		
EMU's Investment % of Total Fund	\$21,418,549 0.23%	\$4,151,423 0.06%	\$10,061,633 0.14%	\$9,979,015 1.48%	\$8,425,149	\$54,035,768
<b>Fund Inception Date</b>	11-Jun-97	27-Jul-83	29-Oct-82	1-Sep-91		
<b>Date of Initial EMU Investment</b>	20-Jan-01	18-Jan-96	18-Jan-96	22-Jan-96		
<b>Average Weighted Maturity</b>	54 days	341 days **	2.9 years	3.69 years		107 days
<b>Book NAV (7/1/00)</b>	1.00	10.15	10.46	10.39		
<b>Market NAV (11/30/01)</b>	1.00	10.31	10.88	11.21		
<b>Liquidity Option</b>	Same Day	Next Day	Next Day	Next Day		
<b>Morningstar Rating</b>	N/A	5 stars	5 stars	4 stars		
<b>3 Year Average Annual Total Return</b>	5.24%	5.27%	6.72%	6.24%		
<b>3 Year Benchmark</b>	4.96%	4.96%	6.54%	6.54%		
<b>Portfolio Mix</b>						
Commercial Paper Notes	25.6%					
Repos						
Variables						
Govt. Agency Mort. Backed Sec.				35.5%		
Time Deposits	26.7%					
Direct U.S. Govt. Agencies						
C.D.'s	27.6%					
U.S. Treasury's						
Other	20.1%					
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	
Comerica Bank (sweep account)					\$1,714,683	
FirStar Bank					\$3,815	
Eagle Crest Cash					\$706,651	
<b>Average Credit Quality Rating</b>	AAA	AAA	A-1	AAA	AAA	AA+

\* Money Market Fund

\*\* Average Duration

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 2
DATE: January 15, 2002

**RECOMMENDATION**

**REPORT: INTERNAL AUDIT**

**ACTION REQUESTED**

It is recommended that the Internal Auditor's activity report for the period November 2001 through January 2002 be received and placed on file.

**STAFF SUMMARY**

The reports for the Payroll and Conflict of Interest internal audits have been issued. The Payroll report includes 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.

Follow-up by management of previous audit findings have been completed. There are no audit recommendations outstanding at this time.

Enclosed is the updated internal audit schedule for the period ending September 30, 2002.

**FISCAL IMPLICATIONS**

It is expected that fiscal year 2001-2002 expended resources will be within approved budget limitations.

**ADMINISTRATIVE RECOMMENDATION**

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

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University Executive Officer

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Date



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

Date: December 18, 2001

To: Regent Philip A. Incarnati  
Chair, Board of Regents

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

**Re: CONFLICT OF INTEREST**

We have completed our Conflict of Interest review in accordance with University Policies 1.6 Conflict of Interest: Board of Regents, 3.1.6 Conflict of Interest, and 3.1.7 Conflict of Interest: Senior Administrators. Our objective was to evaluate adherence to the policies based on disclosures received. The scope of our review included the University's Board of Regents, President, and Administrative Professionals (AP) ranked as AP10 and above.

We distributed a copy of the applicable University policy and a Disclosure Statement to each individual and requested they return the Disclosure Statement with their signature acknowledging their understanding and adherence to the policy. Any potential conflicts were to be documented on the Disclosure Statement by the individual. Four returned Disclosure Statements noted potential conflicts.

We independently evaluated the four Disclosure Statements and consulted with University counsel. We concluded that there does not appear to be any substantial or material conflicts of interest based on the information disclosed.

If you have any questions or comments or would like more details relative to this matter, please do not hesitate to call Jeff Fineis or Amy Brown at (517) 487-5000.

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.

cc: Board of Regents  
President Samuel A. Kirkpatrick  
Vice President Patrick J. Doyle



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

Date: December 10, 2001

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

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

**Re: PAYROLL AUDIT**

Attached is the report for the internal audit review of the internal control process for Payroll. Revisions based on discussions with Mr. John Beaghan and Mr. Dan Cooper have been incorporated.

If you have any questions or comments or would like more details relative to this matter, please do not hesitate to call Jeff Fineis or Amy Brown at (517) 487-5000.

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

cc: Board of Regents  
President Samuel A. Kirkpatrick

# **AUDIT REPORT**

## **HUMAN RESOURCES/PAYROLL AUDIT**

### **Background**

In January 1999, the new Human Resources Information System, HRrizon, was brought on-line. The payroll processing is done in four separate payroll cycles: Biweekly Staff, Biweekly Students and Graduate Assistants, Semi-Monthly Staff and Faculty, and Off Cycle Checks.

#### *Biweekly Staff*

The biweekly staff payroll is comprised of union employees, employee consultants and temporary employees. Union employees include food service employees, maintenance employees, professional/technical employees, clerical staff, and police. Certain employees are paid on the basis of positive hours and, therefore, must report all hours worked. The remaining employees are paid a salary and, therefore, only report exception time (i.e., sick) for the purpose of tracking these hours. The biweekly staff are paid approximately two weeks following the last day of the pay period.

For our testing of the biweekly staff payroll, we selected the payroll period ending 9/22/01 and paid on 10/4/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

#### *Biweekly Students and Graduate Assistants*

The biweekly students and graduate assistants payroll is substantially the same as the biweekly staff. They are paid alternating weeks with the biweekly staff.

For our testing of the biweekly students and graduate assistants payroll, we selected the payroll period ending 9/29/01 and paid on 10/11/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

#### *Semi-Monthly Staff and Faculty*

The semi-monthly payroll includes two separate payroll runs: faculty and staff. The staff payroll consists of administrative professionals, confidential clericals, employee consultants, and athletic coaches. They are paid on a delay basis (i.e., paid on the last day of the month for hours worked the 1<sup>st</sup>-15<sup>th</sup> of the month). The faculty payroll is comprised of faculty, temporary faculty, and lecturers. Faculty and lecturers are further divided into groups: faculty 16, faculty 24, lecturer 16, and lecturer 24. Faculty/lecturer 16 is used for faculty and lecturers choosing to be paid on an academic year basis (16 semi-monthly pay periods September through April). Faculty/lecturer 24 is used for faculty and lecturers choosing to be paid on a calendar year basis (24 semi-monthly pay periods). The faculty and lecturers are paid to date (i.e., paid on the 15<sup>th</sup> of the month for hours worked the 1<sup>st</sup>-15<sup>th</sup> of the month).

### *Semi-Monthly Staff and Faculty (continued)*

For our testing of the semi-monthly staff, we selected the payroll period ending 9/30/01 and paid on 10/15/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

For our testing of the semi-monthly faculty, we selected the payroll period ending 9/30/01 and paid on 9/28/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

### *Off Cycle Checks*

On a periodic basis, the payroll department issues off cycle checks. Examples include an employee who is due back pay, voiding and replacement of an incorrect check, or some other emergency need. For our testing of off cycle checks we selected a haphazard sample of 28 checks from the period September 2000 to October 2001 and performed procedures to assess the accuracy, validity and completeness of the human resource/payroll system.

### **Objectives and Scope**

Our objectives were to evaluate the adequacy of internal controls for human resources and payroll processing and review the efficiency related to this processing.

The scope of our review included reviewing transactions and procedures specific to human resources and payroll processing. Our procedures were designed to review the four payroll cycles selected for our tests. We also reviewed the payroll history of employees who have access to payroll system. The following areas were included in our internal audit testing:

- Authorization of new hires
- Verification of pay rates
- Reconciliation of departmental batch sheets, payroll time vouchers, and cost center reports
- Authorization of paychecks/EFT deposits
- Posting to Financial Records System

Per discussion with Dan Cooper, Director of Financial Services, the University is in the process of implementing a new payroll system, SCT Banner. The expected implementation date of this new system is January 1, 2004.

### **Conclusion**

No significant findings were noted, however, we believe that certain controls could be improved to ensure that information is complete and accurate. In addition, the implementation of some of these controls may improve the efficiency in human resources and payroll processing.



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

We completed our audit fieldwork on November 19, 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.

***Finding—Exception Payroll Reporting/Full Payroll Reporting***

During our testing of payroll, we noted that there were some inconsistencies among the various departments in reporting time for exception reporting and full reporting on time cards and payroll time vouchers.

***Recommendation:***

We recommend that the University review and update the current policy to ensure that time reporting practices are designed to meet the University's needs in an effective manner. We also recommend that each department review the payroll policy to ensure that time cards and payroll time vouchers for exception and full payroll reporting are being completed consistently among the departments.

***Management's Response:***

We agree. Policies and procedures are being reviewed in preparation for the conversion to SCT Banner. We expect that the use of Banner's electronic approvals, workflow and ongoing training will help to resolve the reporting inconsistencies

***Finding—Payroll Adjustments***

We reviewed the payroll procedures with the University's Payroll Coordinator. Based upon this review, we understand that periodic reviews of adjustments processed by the payroll department by someone outside of the payroll department are not performed.

***Recommendation:***

To ensure all payroll adjustments are properly documented and approved, we recommend that someone outside of the payroll department periodically review payroll adjustments. This is most critical for adjustments affecting payroll and human resource employees.

***Management's Response:***

We agree. A procedure will be initiated where a periodic review of payroll adjustments is performed by an employee not associated with Payroll or Human Resources.

***Finding – Record Retention:***

During our testing, we noted that the payroll time report voucher and departmental batch sheet could not be found for one employee tested.

***Recommendation:***

We recommend that all documentation required by University policy for the recording and approval of payroll be retained for an appropriate period of time in support of the authorization and recording of payroll.

***Management's Response:***

We agree. This was an isolated incident. We will reinforce the existing practice of retaining the payroll time report vouchers and departmental batch sheets.

***Finding – Payroll Authorization and Reconciliation of Payroll Hours:***

During our testing, we noted the following exceptions:

- For one department tested, eight hours of sick time was reported on the department's cost center report but not on the departmental batch sheet or payroll time voucher for that department. The employee this sick time corresponded to worked for two departments and the sick time was reported on the payroll time voucher for the other department.
- For one student employee, total hours reported on the time card did not agree to the hours reported on the cost center report. The total hours for the related department's batch sheet did not agree to the total hours reported on the cost center report.
- For two departments tested the departmental batch sheets did not contain an approval signature from the department.

***Recommendation:***

We recommend a periodic communication be sent to all departments noting the importance of reviewing their monthly account statements and labor distribution reports to help ensure that personnel charges are being properly reflected.

We also recommend that the University enhance procedures to ensure proper signatures are on the departmental batch sheets.

***Management's Response:***

We agree. A formal communication will be developed and sent periodically noting the importance of reviewing monthly account statements and labor distribution reports. The existing procedure for obtaining approval signatures on departmental batch sheets will be reinforced with Payroll staff. With the implementation of Banner, the approval process will be done electronically.

***Finding – Off-Cycle/Manual Checks Record Retention:***

During our testing of off cycle/manual checks, we could not verify that the EMU logo was on the issued checks for two payroll checks tested, as the check stubs were not retained.

***Recommendation:***

We recommend that all off cycle/manual checks be copied and retained before issuance to support that the check issued has been properly completed, and to ensure proper authorization of payroll.

***Management's Response:***

We agree. We will begin to photocopy the original check, rather than printing a copy of the check with the signature and logo missing.

# Eastern Michigan University Internal Audit Schedule

## Andrews Hooper & Pavlik

For Period Ending September 30, 2002

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	Jan-02	40	Conflict of Interest Statements Board of Regents, President & Administrative Professionals 10 & above
Completed	Jan-02	200	Payroll
In Process	Mar-02	160	Information Systems
Jan-02	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	<u>100</u>	Contingencies
		<u><u>1,500</u></u>	

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 3

DATE:

January 15, 2002

**RECOMMENDATION**

**REPORT: GRANTS/CONTRACTS**

**ACTION REQUESTED**

It is recommended that 82 grants and contracts totaling \$3,096,525 for the period 11/01/01 through 12/31/01 be accepted.

**SUMMARY**

One-hundred percent sponsor-funded grants and contracts in the amount of \$1,997,935 were awarded to the University during the period 11/01/01 through 12/31/01. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled \$1,098,590.

Summary of Grants and Contracts (pp. 2-7)  
Grants & Contracts Progress Report (p. 8)  
November 2001 Proposal Activity (pp. 9-15)  
December 2001 Proposal Activity (pp. 16-21)

**FISCAL IMPLICATIONS**

This action approves allocating University matching funds in the amount of \$82,194 as cash contributions for projects awarded during the period 11/01/01 through 12/31/01, for a fiscal year-to-date total of \$182,466 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

/

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

1/15/2002

(Reported for FY 2001)

**100% Sponsored**

Title Grantor/Contractor	Director	Administrator	Amount
Ford Health and Safety Ford Motor Co.	Pamela Hill	Pamela Hill	\$432,835
Ford Quality 2002 Ford Motor Co.	Barbara Hopkins	Barbara Hopkins	\$352,983
Ford Motor Company Health and Safety Training--Excess Revenue UAW-Chrysler National Skill Development & Training Center	Pamela Hill	Ronald Kerrigan	\$220,593
UAW-Chrysler N.T. C.--Excess Revenue UAW-Chrysler National Skill Development & Training Center	Pamela Hill	Ronald Kerrigan	\$191,962
UAW-FORD NATIONAL JOINT COMMITTEE ON HEALTH AND SAFETY-CORE COMPETANCY II UAW-Ford National Joint Committee Health & Safety	Pamela Hill	Ronald Kerrigan	\$74,021
Application of Wavefront Sensors to Study of PVC Plastisol Fusion Parameters Armstrong World Industries, Inc.	Donald M. Snyder	Donald M. Snyder	\$73,021
Coca-Cola Company Research Agreement Coca Cola, USA	Frank Jones Ted Provder	Ted Provder	\$51,840
Consultation Education and Training Grant FY2001-2002 Michigan Department of Consumer and Industry Services	Pamela Hill	Arlene Cook	\$40,000
DaimlerChrysler Corporation Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$40,000
UAW-GM UAW-GM Center for Human Resources	Pamela Hill	Pamela Hill	\$34,500
UAW-Ford-National Joint Committee on health and Safety Certification Training Core Competency II-Task Two UAW-Ford National Joint Committee Health & Safety	Pamela Hill	Ronald Kerrigan	\$34,185
Executive Jet Executive Jet	Barbara Hopkins	Barbara Hopkins	\$25,050
Michigan Works Labor Market Information Michigan Department of Career Development	Charles Monsma	Charles Monsma	\$24,800
UAW-Ford National Joint Committee on Health and Safety Certification Training Core Competency II - Task One UAW-Ford National Programs Center	Pamela Hill	Ronald Kerrigan	\$24,500
Lear Corporation Lear Corporation	Barbara Hopkins	Barbara Hopkins	\$23,400
Michigan Works Labor Market Information Michigan Department of Career Development	Charles M. Monsma	Charles M. Monsma	\$21,450

<b>Title</b>	<b>Director</b>	<b>Administrator</b>	<b>Amount</b>
Project Outreach The Gill Foundation	Suzanne Hobson	David Clifford	\$20,000
Yazaki, North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$18,575
Wayne County Training Program 2001 Environmental Systems Research Institute, Inc	Janice Moses	Charles M. Monsma	\$14,000
Executive Jet Executive Jet	Barbara Hopkins	Barbara Hopkins	\$13,300
Mitek Products Mitek Products	Barbara Hopkins	Barbara Hopkins	\$12,525
Codman, a Johnson & Johnson Company Codman, A Johnson & Johnson Company	Barbara Hopkins	Barbara Hopkins	\$11,550
Teleflex Automotive Group Teleflex Automotive Group	Barbara Hopkins	Barbara Hopkins	\$11,200
International Truck & Engine Corporation International Truck & Engine Corp.	Barbara Hopkins	Barbara Hopkins	\$11,025
Executive Jet Executive Jet	Barbara Hopkins	Barbara Hopkins	\$10,550
Executive Jet Executive Jet	Barbara Hopkins	Barbara Hopkins	\$10,550
DaimlerChrysler Corporation Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$9,850
Subcontract to UM for NSF project, TKT University of Michigan	Jon Margerum-Leys	Jon Margerum-Leys	\$9,660
Visteon Corporation Visteon Corporation	Barbara Hopkins	Barbara Hopkins	\$9,350
Westwood Heights Schools Westwood Heights Schools	Barbara Hopkins	Barbara Hopkins	\$9,000
Michigan Truck Safety Commission Update of Strategic Plan Michigan Department of State Police	Joseph Ohren	Charles M. Monsma	\$8,500
Lear Corporation Lear Corporation	Barbara Hopkins	Barbara Hopkins	\$8,100
Double Eagle Steel Double Eagle Steel Coating Company	Pamela Hill	Arlene Cook	\$8,000
Dearborn Customer Service City of Dearborn	Charles M. Monsma Joseph Ohren	Charles M. Monsma	\$7,800
Delphi Automotive Delphi Automotive	Barbara Hopkins	Barbara Hopkins	\$6,914
TRIN TRIN	Barbara Hopkins	Barbara Hopkins	\$6,600
Emrick Plastics Emrick Plastics	Barbara Hopkins	Barbara Hopkins	\$6,600
Visteon Corporation Visteon Corporation	Barbara Hopkins	Barbara Hopkins	\$6,525
Visteon Corporation Visteon Automotive	Barbara Hopkins	Barbara Hopkins	\$6,525



<u>Title</u>	<u>Director</u>	<u>Administrator</u>	<u>Amount</u>
<u>Grantor/Contractor</u>			
The Andersons The Andersons, Inc.	Barbara Hopkins	Barbara Hopkins	\$6,150
The Andersons The Andersons, Inc.	Barbara Hopkins	Barbara Hopkins	\$6,150
Visteon Automotive Systems Visteon Corporation	Barbara Hopkins	Barbara Hopkins	\$5,650
Jabil Circuit Jabil Circuit	Barbara Hopkins	Barbara Hopkins	\$5,600
UAW-GM Control Technologies Symposium for Metal Removal Fluids-CEUs UAW-GM Center for Human Resources	Pamela Hill	Pamela Hill	\$5,230
La-Z-Boy La-Z-Boy	Barbara Hopkins	Barbara Hopkins	\$5,075
Various Sponsors--Excess Revenue Various Sponsors	Barbara Hopkins	Barb Hopkins	\$5,017
Midway Products Group, Inc. Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$4,775
Meridian Automotive Meridian Products Division	Pamela Hill	Arlene Cook	\$4,100
TI Automotive TI Automotive	Pamela Hill	Arlene Cook	\$4,000
NIFCO LLC NIFCOLLC	Barbara Hopkins	Barbara Hopkins	\$3,850
Cultural Beliefs and Breast Cancer Screening University of Michigan	Tsu-Yin Wu	Tsu-Yin Wu	\$3,516
American Axle and Manufacturing American Axle & Manufacturing	Pamela Hill	Arlene Cook	\$3,490
Navistar International Transportation Corp. Navistar International Transportation Corp.	Barbara Hopkins	Barbara Hopkins	\$3,400
Washtenaw County Business Improvement Process Washtenaw County Government	Charles M. Monsma Joseph Ohren	Charles M. Monsma	\$3,000
TDM Company Transportation, Design & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$2,950
Visteon Automotive Systems Visteon Corporation	Barbara Hopkins	Barbara Hopkins	\$2,875
American Axle and Manufacturing American Axle & Manufacturing	Pamela Hill	Arlene Cook	\$2,600
National Industrial Supply Company, Inc. National Industrial Supply Company, Inc.	Pamela Hill	Ronald Kerrigan	\$2,500
Woodbridge Group Woodbridge Corporation	Pamela Hill	Arlene Cook	\$2,100
Grosse Pointe Farms teambuilding program Grosse Pointe Farms	Charles M. Monsma Joseph Ohren	Charles M. Monsma	\$2,000
AVL North America, Inc. AVL North America, Inc.	Pamela Hill	Ronald Kerrigan	\$2,000
National Steel Corporation National Steel Corporation	Pamela Hill	Arlene Cook	\$1,875

<b>Title</b>	<b>Director</b>	<b>Administrator</b>	<b>Amount</b>
City of Saline Goal Setting City of Saline	Charles M. Monsma Joseph Ohren	Charles M. Monsma	\$1,800
City of Ypsilanti Action Plan City of Ypsilanti	Charles M. Monsma Joseph Ohren	Charles M. Monsma	\$1,800
Deluxe Stamping & Die Company Deluxe Stamping & Die Company	Barbara Hopkins	Barbara Hopkins	\$1,750
Contract with RCO Engineering for training and assistance on pattern input and design RCO Engineering, Inc, Roseville MI	Julie Becker	Julie Becker	\$1,603
Ypsilanti Downtown Development Authority Action Plan Ypsilanti Downtown Development Authority	Charles M. Monsma Joseph Ohren	Charles M. Monsma	\$500
Pattern input, verification and generation of electronic marker file for Cessna of Wichita, Kansas Various Sponsors	Julie Becker	Julie Becker	\$330
Pattern input, verification, and generation of marker plots for Universal Lettering of Wan Wert, Ohio Various Sponsors	Julie Becker	Julie Becker	\$330
Pattern input, verification, and generation of marker plots for Universal Lettering of Wan Wert, Ohio Various Sponsors	Julie Becker	Julie Becker	\$80

70 Grants and Contracts for a total of: \$1,997,935

**Eastern Michigan University**  
**Summary of Grants and Contracts**  
**1/15/2002**  
**(Reported for FY 2002)**  
**Requiring EMU Matching Funds**

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
EMU-Ypsilanti Community Outreach Partnership Center (COPC)	Elvia Krajewski-Jaime John Edgren	Susan C. Kattelus	?	\$75,230	\$394,556	\$2,288,972
U.S. Department of Housing and Urban Development						
Michigan DECA	Dave Wait	Dave Wait	\$779,715		\$65,500	\$845,215
Michigan Department of Career Development						
Select Student Support Services (4S) Program - 2001/2002	Lynette Findley	Lynette Findley	\$152,930		\$149,640	\$302,570
Michigan Department of Career Development						
Michigan Business Professionals of America (BPA)	Maurice Henderson	Maurice Henderson	\$203,150		\$65,500	\$268,650
Michigan Department of Career Development						
Improving Teacher Quality through Partnerships that Connect Teacher Performance to Student Learning - Year 3	Georgea Langer Patricia Pokay	Alane Starko	\$88,219	\$1,500	\$173,095	\$262,814
Western Kentucky University						
Michigan Family, Career and Community Leaders of America	David Wait	David Wait	\$84,000		\$45,000	\$129,000
Michigan Department of Career Development						
Eisenhower: Focus on Assessment in CLiMB	Jose Vites	Jose Vites	\$8,901		\$74,631	\$83,532
Michigan Department of Education						
Minority Achievement, Retention and Success (MARS): Morris Hood Educator Development Program	Carolyn Finch	Carolyn Finch	\$17,857	\$5,164	\$53,716	\$76,737
Michigan Department of Career Development						
Alzheimer's Education Program, 2001-2002	Anne Robinson	Anne Robinson	\$19,650		\$36,000	\$55,650
Michigan Department of Community Health						
Alzheimer's Research Program, 2001-2002	Shelly Weaverdyck	Elizabeth Schuster	\$12,600		\$36,000	\$48,600
Michigan Department of Community Health						
Eastern Michigan University-Wayne Center Partnership for Community Education Program	Melissa Motschall	Melissa Motschall	\$4,641	\$300	\$3,000	\$7,941
Michigan Campus Compact						
Intersections: Health, Theatre and Education	Jessica Alexander	Jessica Alexander	\$1,803		\$1,952	\$3,755
Michigan Campus Compact						

Title	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
Funding Agency						
12		Grants/Contracts for a total of:	\$3,192,652	\$82,194	\$1,098,590	\$4,373,436

**GRANTS AND CONTRACTS  
FY 2002 PROGRESS REPORT**

January 15, 2002

**Table I Current Proposal/Award Activity and Prior Year Comparison**

	FY01-02		FY01-02 Actual		FY01-02 Actual		FY00-01 Plan		FY00-01 Actual		FY00-01 Actual-		FY01-02 vs FY00-01	
	Annual Plan	To Date	To Date	Plan Variance	To Date	Plan Variance	To Date	Annual Plan	To Date	To Date	Plan Variance	Actual to Date Var.	Actual to Date Var.	Actual to Date Var.
Number of Proposals	480	240	221	(19)	188	(41)	229	457	188					33
Number of Awards	351	176	193	18	146	(33)	179	357	146					47
Dollar Value of Awards	\$16,500,000	\$8,250,000	\$8,800,823	\$550,823	\$7,704,656	\$154,656	\$7,550,000	\$15,100,000	\$7,704,656		\$154,656	\$1,096,167		\$1,096,167
Matching Funds	\$361,652	\$180,826	\$182,466	\$1,640	\$178,923	\$13,775	\$165,148	\$240,296	\$178,923		\$13,775	\$3,543		\$3,543

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

	Dollar Value	Budgeted Expenditures by Fiscal Year		
		FY01-02	FY02-03	FY03-04
FY01-02 Awards to Date	\$8,800,823	\$7,025,060	\$1,454,725	\$213,374
FY01-02 Matching Funds to Date	\$182,466	\$116,768	\$31,592	\$25,750
				\$8,356

**Table III Grant and Contract Expenditures**

	FY01-02	FY01-02 vs FY00-01 Variance
Expenditures to Date as of November 30	\$4,893,190	\$188,594

**Table IV Proposals Pending**

	FY01-02	FY00-01	FY01-02 vs FY00-01 Variance
No. of Pending Proposals as of December 31	96	81	15
Dollar Value of Pending Proposals	\$13,596,600	\$18,260,277	(4,663,677)

EASTERN MICHIGAN UNIVERSITY  
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 1/15/2002  
Grant/Contract Activity for November 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020530	AVL North America, Inc.	Center for Organizational Risk Reduction	Awarded 11/28/2001	\$2,000	\$2,000
20020505	City of Dearborn	ICARD Political Science	Awarded 11/28/2001	\$7,800	\$7,800
20020506	City of Saline	ICARD Political Science	Awarded 11/28/2001	\$1,800	\$1,800
20020217	Coca Cola, USA	Coatings Research Institute	Awarded 11/9/2001	\$51,840	\$51,840
20020441	Codman, A Johnson & Johnson Company	Center for Quality	Awarded 11/28/2001	\$11,550	\$11,550
20020444	Delphi Automotive	Center for Quality	Awarded 11/28/2001	\$6,914	\$6,914
20020438	Deluxe Stamping & Die Company	Center for Quality	Awarded 11/28/2001	\$1,750	\$1,750
20020529	Double Eagle Steel Coating Company	Center for Organizational Risk Reduction	Awarded 11/28/2001	\$8,000	\$8,000
20020523	Emrick Plastics	Center for Quality	Awarded 11/28/2001	\$6,600	\$6,600
20020433	Executive Jet	Center for Quality	Awarded 11/28/2001	\$13,300	\$13,300
20020434	Executive Jet	Center for Quality	Awarded 11/28/2001	\$25,050	\$25,050
20020524	Executive Jet	Center for Quality	Awarded 11/28/2001	\$10,550	\$10,550
20020525	Executive Jet	Center for Quality	Awarded 11/28/2001	\$10,550	\$10,550
20020442	International Truck & Engine Corp.	Center for Quality	Awarded 11/28/2001	\$11,025	\$11,025
20020519	Jabil Circuit	Center for Quality	Awarded 11/28/2001	\$5,600	\$5,600
20020520	La-Z-Boy	Center for Quality	Awarded 11/28/2001	\$5,075	\$5,075
20020425	Lear Corporation	Center for Quality	Awarded 11/28/2001	\$23,400	\$23,400
20020521	Lear Corporation	Center for Quality	Awarded 11/28/2001	\$8,100	\$8,100
20011218	Michigan Campus Compact	Communication & Theatre Arts	Awarded 11/19/2001	\$1,952	\$1,952
20020304	Michigan Campus Compact	English Language & Literature	Awarded 11/12/2001	\$3,000	\$3,000

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011106	Michigan Department of Career Development	ICARD	Awarded 11/28/2001	\$24,800	\$24,800
20011250	Michigan Department of Career Development	Office of the Dean of Education	Awarded 11/30/2001	\$53,716	\$53,716
20020219	Michigan Department of Career Development	Business & Technology Education	Awarded 11/30/2001	\$45,000	\$45,000
20020508	Michigan Department of Career Development	ICARD	Awarded 11/9/2001	\$21,450	\$21,450
20020110	Michigan Department of Education	Chemistry	Awarded 11/12/2001	\$74,631	\$74,631
20020535	Michigan Department of State Police	Political Science	Awarded 11/28/2001	\$8,500	\$8,500
20020309	Midway Products Group, Inc.	Center for Quality	Awarded 11/28/2001	\$4,775	\$4,775
20020436	Mitek Products	Center for Quality	Awarded 11/28/2001	\$12,525	\$12,525
20020437	Navistar International Transportation Corp.	Center for Quality	Awarded 11/28/2001	\$3,400	\$3,400
20020440	NIFCOLLC	Center for Quality	Awarded 11/28/2001	\$3,850	\$3,850
20020439	Teleflex Automotive Group	Center for Quality	Awarded 11/28/2001	\$11,200	\$11,200
20020430	The Andersons, Inc.	Center for Quality	Awarded 11/28/2001	\$6,150	\$6,150
20020518	The Andersons, Inc.	Center for Quality	Awarded 11/28/2001	\$6,150	\$6,150
20020528	TI Automotive	Center for Organizational Risk Reduction	Awarded 11/28/2001	\$4,000	\$4,000
20020431	Transportation, Design & Manufacturing	Center for Quality	Awarded 11/28/2001	\$2,950	\$2,950
20020443	TRIN	Center for Quality	Awarded 11/28/2001	\$6,600	\$6,600
20020526	UAW-Ford National Joint Committee Health & Safety	Center for Organizational Risk Reduction	Awarded 11/28/2001	\$74,021	\$74,021
20020211	University of Michigan	Teacher Education	Awarded 11/6/2001	\$9,660	\$9,660
20020416	University of Michigan	Nursing Education	Awarded 11/28/2001	\$3,516	\$3,516
20020522	Visteon Automotive	Center for Quality	Awarded 11/28/2001	\$6,525	\$6,525
20020429	Visteon Corporation	Center for Quality	Awarded 11/28/2001	\$6,525	\$6,525
20020432	Visteon Corporation	Center for Quality	Awarded 11/28/2001	\$2,875	\$2,875



Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020435	Visteon Corporation	Center for Quality	Awarded 11/28/2001	\$5,650	\$5,650
20020517	Visteon Corporation	Center for Quality	Awarded 11/28/2001	\$9,350	\$9,350
20020503	Washtenaw County Government	ICARD Political Science	Awarded 11/28/2001	\$3,000	\$3,000
20020516	Westwood Heights Schools	Center for Quality	Awarded 11/28/2001	\$9,000	\$9,000
20020527	Woodbridge Corporation	Center for Organizational Risk Reduction	Awarded 11/28/2001	\$2,100	\$2,100
20020424	Yazaki North America	Center for Quality	Awarded 11/28/2001	\$18,575	\$18,575
20020502	Ypsilanti Downtown Development Authority	ICARD Political Science	Awarded 11/28/2001	\$500	\$500
20020509	Johnson Controls	Textiles Research & Training Institute	Denied 11/20/2001	\$1,875	\$0
20020114	Kellogg Foundation, W.K.	Leadership & Counseling Associated Health Professions	Denied 11/6/2001	\$53,250	\$0
990611	Michigan Space Grant Consortium	Physics & Astronomy	Denied 11/21/2001	\$4,659	\$0
20010616	National Institutes of Health	Physics & Astronomy	Denied 11/21/2001	\$58,291	\$0
20010618	National Science Foundation	Biology	Denied 11/27/2001	\$266,598	\$0
20010702	U.S. Department of Education	Foreign Languages & Bilingual Studies	Denied 11/27/2001	\$756,980	\$0
20011139	U.S. Department of Education	Foreign Languages & Bilingual Studies	Denied 11/27/2001	\$444,854	\$0
20011255	U. S. Department of Health and Human Services	Social Work ISCFC	Denied 11/27/2001	\$919,367	\$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
20011007	Ameritech Foundation	HPERD Teacher Education	Pending	\$99,781	\$0
20020137	Andrew Goodman Foundation	Leadership & Counseling	Pending	\$10,000	\$0
20020343	Arnold & Mabel Beckman Foundation, Irvine CA	Biology	Pending	\$239,303	\$0



Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20000219	Associated General Contractors of America, Detroit, Inc.	Institute for Diversity in Business Services	Pending 8/31/2000	\$2,500	\$0
20020134	Billie Jean King Foundation	Leadership & Counseling	Pending	\$10,000	\$0
20020344	Chase Manhattan Foundation	National Institute for Consumer Education	Pending	\$85,354	\$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	ISCF	Pending	\$4,712	\$0
20020135	David Geffen Foundation	Leadership & Counseling	Pending	\$10,000	\$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
20020136	Ford Foundation	Leadership & Counseling	Pending	\$50,000	\$0
20020133	Ford Motor Co. Fund	Leadership & Counseling	Pending	\$20,000	\$0
20011144	Harry A. & Margaret D. Towsley Foundation	Alzheimer's Education Program	Pending	\$165,784	\$0
20010507	Illinois Soybean Promotion Board	Coatings Research Institute	Pending	\$178,855	\$0
20020226	International Association of Chiefs of Police	Public Safety	Pending	\$5,000	\$0
20000961	Koester Performance Research	Computer Science	Pending	\$85,311	\$0
990725	Michigan Department of Education	Business & Technology Education	Pending	\$1,680	\$0
20020408	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Pending	\$84,200	\$0
20020411	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Pending	\$21,250	\$0
20020412	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Pending	\$21,250	\$0
20010606	Michigan Department of State	Geography & Geology	Pending	\$31,327	\$0
20020126	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$139,323	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20011221	Michigan State University	Nursing Education	Pending	\$65,767	\$0
20020404	Michigan State University	Psychology	Pending	\$199,501	\$0
20010128	National Endowment for the Humanities	African American Studies	Pending	\$4,000	\$0
20020303	National Endowment for the Humanities	African American Studies	Pending	\$5,000	\$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
20011145	National Institutes of Health	Chemistry	Pending	\$124,304	\$0
20020334	National Institutes of Health	Biology	Pending	\$132,250	\$0
20001214	National Science Foundation	Chemistry	Pending	\$25,690	\$0
20010536	National Science Foundation	Geography & Geology Physics & Astronomy	Pending	\$229,645	\$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
20011217	National Science Foundation	Biology	Pending	\$52,620	\$0
20020308	National Science Foundation	CEITA	Pending	\$499,934	\$0
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020206	Ohio State University	Business & Technology Education	Pending	\$399,389	\$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
20020224	Spring Arbor University	Teacher Education	Pending	\$10,584	\$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
20020132	The Gill Foundation	Leadership & Counseling	Pending	\$35,000	\$0
20010705	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$1,204,790	\$0
20020445	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$339,632	\$0
20011003	U. S. Department of Health and Human Services	Psychology	Pending	\$123,391	\$0
20020111	U.S. Department of Housing and Urban Development	Sociology, Anthropology, and Criminology Social Work	Pending	\$394,556	\$0
20020306	UAW-GM Center for Human Resources	Center for Management & Leadership:Workforce Ed	Pending	\$240,894	\$0
20011248	United Soybean Board	Coatings Research Institute	Pending	\$162,062	\$0
20000814	University of Michigan	ISFC	Pending	\$14,981	\$0
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0
20011219	University of Michigan	Chemistry	Pending	\$51,870	\$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

<b>Proposal #</b>	<b>Funding Agency</b>	<b>EMU Unit</b>	<b>Award Status Date of Action</b>	<b>Amount Requested</b>	<b>Amount Awarded</b>
20010411	Wayne County, MI	CEITA	Pending	\$27,650	\$0
991217	Ypsilanti Public Housing Commission	ISFC	Pending	\$203,582	\$0

Quantity of Awards: 49  
Sum of Awards: \$656,850

Quantity of Pending: 81  
Quantity of Denied: 8

EASTERN MICHIGAN UNIVERSITY  
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 1/15/2002  
Grant/Contract Activity for December 2001

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020421	American Axle & Manufacturing	Center for Organizational Risk Reduction	Awarded 12/12/2001	\$2,600	\$2,600
20020422	American Axle & Manufacturing	Center for Organizational Risk Reduction	Awarded 12/12/2001	\$3,490	\$3,490
20020612	Armstrong World Industries, Inc.	Chemistry	Awarded 12/14/2001	\$73,021	\$73,021
20020507	City of Ypsilanti	ICARD Political Science	Awarded 12/12/2001	\$1,800	\$1,800
20020617	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 12/17/2001	\$9,850	\$9,850
20020618	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 12/14/2001	\$40,000	\$40,000
20020606	Environmental Systems Research Institute, Inc	ICARD	Awarded 12/12/2001	\$14,000	\$14,000
20020611	Ford Motor Co.	Center for Quality	Awarded 12/14/2001	\$352,983	\$352,983
20020620	Ford Motor Co.	Center for Organizational Risk Reduction	Awarded 12/17/2001	\$432,835	\$432,835
20020504	Grosse Pointe Farms	ICARD Political Science	Awarded 12/12/2001	\$2,000	\$2,000
20020419	Meridian Products Division	Center for Organizational Risk Reduction	Awarded 12/12/2001	\$4,100	\$4,100
20011259	Michigan Department of Career Development	Holman Learning Center	Awarded 12/12/2001	\$149,640	\$149,640
20020210	Michigan Department of Career Development	Business & Technology Education	Awarded 12/11/2001	\$65,500	\$65,500
20020216	Michigan Department of Career Development	Business & Technology Education	Awarded 12/11/2001	\$65,500	\$65,500
20020213	Michigan Department of Community Health	Alzheimer's Research Program	Awarded 12/11/2001	\$36,000	\$36,000
20020214	Michigan Department of Community Health	Alzheimer's Education Program	Awarded 12/11/2001	\$36,000	\$36,000
20020420	Michigan Department of Consumer and Industry Services	Center for Organizational Risk Reduction	Awarded 12/12/2001	\$40,000	\$40,000
20020616	National Industrial Supply Company, Inc.	Center for Organizational Risk Reduction	Awarded 12/17/2001	\$2,500	\$2,500
20020615	National Steel Corporation	Center for Organizational Risk Reduction	Awarded 12/17/2002	\$1,875	\$1,875
20020601	RCO Engineering, Inc, Roseville MI	Textiles Research & Training Institute	Awarded 12/17/2001	\$1,603	\$1,603

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020132	The Gill Foundation	Leadership & Counseling	Awarded 12/17/2001	\$20,000	\$20,000
20020111	U.S. Department of Housing and Urban Development	Social Work Economics	Awarded 12/14/2001	\$394,556	\$394,556
20020607	UAW-Chrysler National Skill Development & Training Center	Center for Organizational Risk Reduction	Awarded 12/14/2001	\$191,962	\$191,962
20020608	UAW-Chrysler National Skill Development & Training Center	Center for Organizational Risk Reduction	Awarded 12/14/2001	\$220,593	\$220,593
20011277	UAW-Ford National Joint Committee Health & Safety	Center for Organizational Risk Reduction	Awarded 12/14/2001	\$34,185	\$34,185
20020415	UAW-Ford National Programs Center	Center for Organizational Risk Reduction	Awarded 12/14/2001	\$24,500	\$24,500
20020418	UAW-GM Center for Human Resources	Center for Organizational Risk Reduction	Awarded 12/12/2001	\$5,230	\$5,230
20020619	UAW-GM Center for Human Resources	Center for Organizational Risk Reduction	Awarded 12/17/2001	\$34,500	\$34,500
20020532	Various Sponsors	Textiles Research & Training Institute	Awarded 12/11/2001	\$330	\$330
20020533	Various Sponsors	Textiles Research & Training Institute	Awarded 12/11/2001	\$80	\$80
20020534	Various Sponsors	Textiles Research & Training Institute	Awarded 12/17/2001	\$330	\$330
20020609	Various Sponsors	Center for Quality	Awarded 12/12/2001	\$5,017	\$5,017
20020333	Western Kentucky University	Teacher Education	Awarded 12/12/2001	\$173,095	\$173,095
20011261	Michigan Department of Education	Special Education	Denied 12/7/2001	\$74,000	\$0
20020204	Michigan Dept of Environmental Quality	Geography & Geology CEITA	Denied 12/7/2001	\$124,884	\$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
20020448	American Lung Association	Biology	Pending	\$70,000	\$0
20011007	Ameritech Foundation	HPERD Teacher Education	Pending	\$99,781	\$0
20020137	Andrew Goodman Foundation	Leadership & Counseling	Pending	\$10,000	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020343	Arnold & Mabel Beckman Foundation, Irvine CA	Biology	Pending	\$239,303	\$0
20000219	Associated General Contractors of America, Detroit, Inc.	Institute for Diversity in Business Services	Pending 8/31/2000	\$2,500	\$0
20020134	Billie Jean King Foundation	Leadership & Counseling	Pending	\$10,000	\$0
20020446	Canadian Embassy	Geography & Geology	Pending	\$4,500	\$0
20020510	Canadian Embassy	Political Science	Pending	\$4,495	\$0
20020344	Chase Manhattan Foundation	National Institute for Consumer Education	Pending	\$85,354	\$0
20010431	City of Jackson, Michigan	Geography & Geology	Pending	\$3,988	\$0
20010601	City of Phoenix	Interdisciplinary Technology	Pending	\$301,604	\$0
20020402	Coleman Foundation	Management	Pending	\$49,729	\$0
20000401	Corner Health Center	ISCFC	Pending	\$4,712	\$0
20020135	David Geffen Foundation	Leadership & Counseling	Pending	\$10,000	\$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
20020136	Ford Foundation	Leadership & Counseling	Pending	\$50,000	\$0
20020531	Ford Motor Co.	Office of the Dean of Business Office of the Dean of Technology	Pending	\$50,000	\$0
20020133	Ford Motor Co. Fund	Leadership & Counseling	Pending	\$20,000	\$0
20020414	General Electric Financial Adm.	National Institute for Consumer Education	Pending	\$23,095	\$0
20011144	Harry A. & Margaret D. Towsley Foundation	Alzheimer's Education Program	Pending	\$165,784	\$0
20010507	Illinois Soybean Promotion Board	Coatings Research Institute	Pending	\$178,855	\$0
20020226	International Association of Chiefs of Police	Public Safety	Pending	\$5,000	\$0
20000961	Koester Performance Research	Computer Science	Pending	\$85,311	\$0
20020449	Michigan Council for the Arts	WEMU Radio	Pending	\$4,000	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
990725	Michigan Department of Education	Business & Technology Education	Pending	\$1,680	\$0
20011260	Michigan Department of Education	Communication & Theatre Arts Special Education	Pending	\$25,000	\$0
20020408	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Pending	\$84,200	\$0
20020411	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Pending	\$21,250	\$0
20020412	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Pending	\$21,250	\$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
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20011221	Michigan State University	Nursing Education	Pending	\$65,767	\$0
20020404	Michigan State University	Psychology	Pending	\$199,501	\$0
20010128	National Endowment for the Humanities	African American Studies	Pending	\$4,000	\$0
20020303	National Endowment for the Humanities	African American Studies	Pending	\$5,000	\$0
20000714	National Institute of Justice	ISCF	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
20011145	National Institutes of Health	Chemistry	Pending	\$124,304	\$0
20020334	National Institutes of Health	Biology	Pending	\$132,250	\$0
20001214	National Science Foundation	Chemistry	Pending	\$25,690	\$0



Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20010536	National Science Foundation	Geography & Geology Physics & Astronomy	Pending	\$229,645	\$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
20011217	National Science Foundation	Biology	Pending	\$52,620	\$0
20020308	National Science Foundation	CEITA	Pending	\$499,934	\$0
20020407	National Science Foundation	Industrial Technology Business & Technology Education	Pending	\$188,318	\$0
20020423	National Science Foundation	Geography & Geology	Pending	\$799,976	\$0
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0
20020206	Ohio State University	Business & Technology Education	Pending	\$399,389	\$0
20020447	Oregon, State of	Social Work ISCFC	Pending	\$181,144	\$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
20020224	Spring Arbor University	Teacher Education	Pending	\$10,584	\$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

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020307	The Consumer Protection Fund	National Institute for Consumer Education	Pending	\$55,999	\$0
20020538	The Japan Foundation	Foreign Languages & Bilingual Studies	Pending	\$65,901	\$0
20020515	U.S. Department of Agriculture	HECR Chemistry	Pending	\$300,000	\$0
20010705	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$1,204,790	\$0
20020445	U.S. Department of Education	Foreign Languages & Bilingual Studies	Pending	\$339,632	\$0
20011003	U. S. Department of Health and Human Services	Psychology	Pending	\$123,391	\$0
20020306	UAW-GM Center for Human Resources	Center for Management & Leadership:Workforce Ed	Pending	\$240,894	\$0
20011248	United Soybean Board	Coatings Research Institute	Pending	\$162,062	\$0
20000814	University of Michigan	ISCF	Pending	\$14,981	\$0
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0
20011219	University of Michigan	Chemistry	Pending	\$51,870	\$0
20020610	University of Michigan	Graduate School	Pending	\$143,798	\$0
20020450	University of Wisconsin-Madison	Foreign Languages & Bilingual Studies	Pending	\$98,500	\$0
20020103	Washtenaw County Government	Geography & Geology CEITA	Pending	\$676,241	\$0
20020501	Washtenaw United Way	ICARD Teacher Education	Pending	\$15,733	\$0
20010512	Wayne County Airport	Interdisciplinary Technology	Pending	\$119,040	\$0
20010239	Wayne County, MI	CEITA	Pending	\$77,320	\$0
20010411	Wayne County, MI	CEITA	Pending	\$27,650	\$0
991217	Ypsilanti Public Housing Commission	ISCF	Pending	\$203,582	\$0

Quantity of Awards: 33  
Sum of Awards: \$2,439,675

Quantity of Pending: 96  
Quantity of Denied: 2

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: 4
DATE: January 15, 2002

**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 December 10, 2001.

**STAFF SUMMARY**

Preparation and planning is underway for the upcoming parking expansion project. The Hover renovation has begun with building clean up and abatement in progress. Code review is also under way. Soil investigation and borings have begun on all sites. Relocating the softball fields to west campus is a priority with a goal to not miss a season of intramural sports activities.

The program statement for the modernization of Pray-Harrold is continuing with the plan to present to the Board for approval in March 2002.

The Request for Proposals to develop a program statement for the Student Union (McKenny expansion) has been released. Proposals are due in January with the intention of starting the assessment in February 2002.

The design of the University House is substantially complete. All concrete foundation walls have been completed with framing to begin in January. Miscellaneous site work has commenced.

**FISCAL IMPLICATIONS**

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

**ADMINISTRATIVE RECOMMENDATION**

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

\_\_\_\_\_  
**University Executive Officer**

\_\_\_\_\_  
**Date**

1.

EASTERN MICHIGAN UNIVERSITY  
CONSTRUCTION PROJECTS PROGRESS REPORT  
DECEMBER 10, 2001

I. PROJECTS IN PROGRESS	BUDGET
<p>CREW TRAINING ROOM RENOVATIONS Account No: 7-77835 Source of Funds: Facility Reserves Project Manager: Staff Status: Design documents in progress Scheduled Completion: June 2002</p>	93,000
<p>HOUSING FIRE ALARM Account No: 7-77799 Source of Funds: Housing Reserve Design Consultant: Ghafari Associates Project Manager: Staff New fire alarm system for Hill completed and approved. Planning/Design for Wise, Best and Goddard is in progress. Completion Date: September 2002</p>	408,000
<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 Account No: 7-77824 Source of Funds: Housing and Dining Reserves Design Consultant: Angelini &amp; Associates Project Manager: Staff Schematic design in progress Scheduled Completion: March 2002</p>	600,000
<p>MCKENNY "FRESHENS" Account No. 7-77826 Source of Funds: Housing and Dining Reserves Project Manager: Staff Status: Demolition has been completed. New partitions are being constructed, and equipment being ordered. Scheduled Completion: January 2002</p>	50,000
<p>MARK JEFFERSON ELEVATOR CONTROL REPAIR Account No: 7-77817 Source of Funds: Asset Preservation Funds Project Manager: staff Status: Project has begun with circuit control repairs estimated to be 25% complete Scheduled Completion: June 2002</p>	60,000

EASTERN MICHIGAN UNIVERSITY  
CONSTRUCTION PROJECTS PROGRESS REPORT  
DECEMBER 10, 2001

I. PROJECTS IN PROGRESS

BUDGET

301 OWEN RENOVATION 95,000  
Account No: 7-77818  
Source of Funds: College of Business Funds  
Project Manager: Staff  
Status: Project is substantially complete with technology wiring in progress.  
Scheduled Completion: December 2001

PRAY HARROLD MODERNIZATION PROGRAM ASSESSMENT 56,000  
Account No: TBD  
Source of Funds: Facility Plan Funds  
Project Manager: Staff  
Status: Informational meetings have proceeded with use groups . Final program statement in progress.  
Scheduled Completion: February 2002

ROOSEVELT STAFF & COMMAND 50,000  
Account No: 7-77834  
Source of Funds: Department Funded  
Project Manager: Staff  
Status: Project is 95% complete and interior finishes in progress.  
Scheduled Completion: January 2002

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  
Replacement of stair landings, stair section, and steps is complete with finishes in progress on the stair tower of Parking Structure.  
Project is substantially complete.  
Scheduled Completion: December 2001

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 overhead pole line and demolition of old 4800 volt loop 4 in progress. Loop 3 - complete except section from DC3 to DC2 - funding required to complete. Coral Sub to Heating Plant tie line complete. Substation 2nd transformer installed/energized with relay and control work in progress.  
Scheduled Completion: December 2001

EASTERN MICHIGAN UNIVERSITY  
CONSTRUCTION PROJECTS PROGRESS REPORT  
DECEMBER 10, 2001

**I. PROJECTS IN PROGRESS**

**BUDGET**

UNIVERSITY APARTMENT RENOVATION  
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

275,000

UNIVERSITY HOUSE  
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/Staff  
Status: Design is 100% complete. Excavation is complete and footings and foundation walls have begun. Misc. sitework is in progress.  
Framing to commence in January.  
Scheduled Completion: December 2002

3,500,000

**TOTAL PROJECTS IN PROGRESS**

\$ 11,042,000

**PROJECTS ON HOLD**

Jones-Goddard Electrical Upgrades

110,000

**TOTAL PROJECTS ON HOLD**

\$ 110,000

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 5  
DATE:

January 15, 2002

**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 November 30, 2001 be received and placed on file.

**STAFF SUMMARY**

The Student Accounts Receivable Ratio Analysis reflects that the November 30, 2001 net receivable balance is \$10,911,000 or 18.45 percent of revenue as compared to \$9,570,000 or 18.63 percent of revenue as of November 30, 2000, which is a .18 percent decrease. The report shows a decrease of 1.45 percent as compared to the five year average of 19.90% percent.

**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			
Revenue	Net Receivable	Percent	Revenue	Net Receivable	Percent
\$ 34,859	\$ 29,663	85.09%	\$ *	\$ *	*
49,850	23,682	47.51%	55,113	31,922	57.92%
50,210	16,598	33.06%	58,088	22,627	38.95%
51,397	10,924	21.25%	58,900	12,758	21.66%
51,379	9,570	18.63%	59,130	10,911	18.45%
90,906	12,524	13.78%			49.20%
94,724	14,592	15.40%			34.77%
95,492	9,677	10.13%			20.54%
95,847	6,767	7.06%			19.90%
103,982	11,701	11.25%			
104,747	7,261	6.93%			
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 November 30, 2001

**Aging Report**

	Current	60-120 Days	121-180 Days	181-360 Days	Total
Gross Receivable	\$4,085,499	\$3,431,141	\$2,859,760	\$1,628,695	\$12,005,095
Allowance	112,573	163,592	272,653	545,305	1,094,122
Net Receivable	\$3,972,926	\$3,267,549	\$2,587,107	\$1,083,390	\$10,910,973
11/30/00 Balance	\$3,349,955	\$2,984,694	\$2,066,773	\$1,168,725	\$9,570,147

**Revenue Summary**

	Fiscal Year To Date	Prior Year To Date	Variance
<u>General Fund Revenue</u>			
Tuition & Required Fees	\$46,066,257	\$39,325,379	17.14%
Other Student Fees	1,597,661	1,422,463	12.32%
Total	47,663,918	40,747,842	16.97%
<u>Other Funds Revenue</u>			
Room & Board	10,313,777	9,556,744	7.92%
Miscellaneous	1,152,390	1,074,584	7.24%
Total	11,466,168	10,631,328	7.85%
Total Revenue	\$59,130,085	\$51,379,170	15.09%

**Eastern Michigan University**  
**Student Accounts Receivable**  
**Collection Agency Inventory**  
**For Month Ended November 30, 2001**

<u>Agency</u>	<u>Cumulative Inventory @ November 2001</u>	<u>Cumulative Inventory @ November 2000</u>
AssetCare	\$31,869	\$36,591
Credit Bureau of Ypsilanti	1,950,522	1,874,623
Enterprise Recovery	2,404,074	2,150,417
General Revenue Corporation	1,563,073	1,132,431
H. W. Ketchum Collection	1,046,470	1,108,988
Immediate Credit Recovery	3,939	102,340
National Enterprise Systems	602,044	-
World Credit, Inc.	144,479	151,249
<b>TOTALS</b>	<b>\$7,746,471</b>	<b>\$6,556,639</b>
Five Year Revenue	\$489,125,578	\$462,047,955
Five Year % of Revenue	1.58%	1.42%

**Eastern Michigan University**  
Collection Agency Comparison

**Net Assignments**

Agency	Y-T-D November 2001	Y-T-D November 2000
AssetCare	-	(139,321)
Credit Bureau of Ypsilanti	40,818	125,088
Enterprise Recovery	160,445	72,121
General Revenue Corporation	445,953	(40,045)
H. W. Ketchum Collection	(59,474)	(1,182)
Immediate Credit Recovery	(79,135)	(310,734)
National Enterprise Systems	205,731	-
World Credit, Inc.	-	-
<b>TOTALS</b>	<b>\$714,337</b>	<b>(\$294,073)</b>

**Recoveries**

Agency	Y-T-D November 2001	Y-T-D November 2000
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	53,553	66,729
Enterprise Recovery	127,757	101,116
General Revenue Corporation	98,515	107,991
H. W. Ketchum Collection	44,316	38,754
Immediate Credit Recovery	4,495	23,990
National Enterprise Systems	72,887	-
World Credit, Inc.	-	-
<b>TOTALS</b>	<b>\$401,525</b>	<b>\$338,579</b>

**Eastern Michigan University**  
Collection Agency Comparison

**Collection Expense**

Agency	Y-T-D November 2001	Y-T-D November 2000
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	24,779	30,466
Enterprise Recovery	40,441	31,526
General Revenue Corporation	28,746	34,369
H. W. Ketchum Collection	14,668	11,983
Immediate Credit Recovery	1,416	5,408
National Enterprise Systems	18,195	-
World Credit, Inc.	-	-
<b>TOTALS</b>	<b>\$128,244</b>	<b>\$113,752</b>

**Eastern Michigan University**  
Collection Agency Inventory Rollforward  
2001-02

Agency	Beginning Inventory October 2001	+November 2001 Assignments	-November 2001 Recoveries	=Ending Inventory November 2001
AssetCare	31,869	\$ -	\$ -	31,869
Credit Bureau of Ypsilanti	1,943,300	17,872	\$10,649	1,950,523
Enterprise Recovery	2,302,991	124,136	23,053	2,404,074
General Revenue Corporation	1,415,822	163,361	16,111	1,563,072
H. W. Ketchum Collection	1,054,490	(\$1,670)	6,349	1,046,471
Immediate Credit Recovery	3,939	-	-	3,939
National Enterprise Systems	535,378	78,968	12,300	602,046
World Credit, Inc.	144,479	-	-	144,479
<b>TOTALS</b>	<b>\$7,432,269</b>	<b>\$382,666</b>	<b>\$68,462</b>	<b>\$7,746,471</b>

**2000-01 (Prior Year)**

Agency	Beginning Inventory October 2000	+November 2000 Assignments	-November 2000 Recoveries	=Ending Inventory November 2000
AssetCare	\$96,764	(\$60,173)	\$ -	\$36,591
Credit Bureau of Ypsilanti	1,883,249	1,577	\$10,203	1,874,623
Enterprise Recovery	2,113,917	51,410	14,909	2,150,418
General Revenue Corporation	1,118,962	32,267	18,797	1,132,432
H. W. Ketchum Collection	1,117,584	(\$2,188)	6,408	1,108,988
Immediate Credit Recovery	349,754	(244,036)	3,378	102,340
World Credit, Inc.	151,249	-	-	151,249
<b>TOTALS</b>	<b>\$6,831,477</b>	<b>(\$221,143)</b>	<b>\$53,695</b>	<b>\$6,556,639</b>

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 6
DATE: January 15, 2002

**RECOMMENDATION**

**2001-02 GENERAL FUND BUDGET STATUS REPORT**

**ACTION REQUESTED**

It is requested that the 2001-02 General Fund Budget Report as of November 30, 2001 be accepted and placed on file.

**STAFF SUMMARY**

This report overviews the year-to-date revenues and expenditures versus the operating plan as of November 30, 2001.

Combined official Summer and year-to-date Fall 2001 enrollments have exceeded plan by 9,588 student credit hours or 3.4 percent.

Appropriations from the State of Michigan continue to accumulate at planned levels.

General Fund expenditures and transfers are accumulating according to plan at \$68.9 million. Salary and wages have been closely managed within budget. Staff salary savings are exceeding plan but will be offset by increasing health care benefit costs in the second half of the fiscal year.

**FISCAL IMPLICATIONS**

It is anticipated that a balanced budget will be realized at year-end.

**ADMINISTRATIVE RECOMMENDATION**

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

\_\_\_\_\_  
University Executive Officer

\_\_\_\_\_  
Date

**2001-2002 GENERAL FUND BUDGET STATUS REPORT**  
**July 1, 2001 through November 30, 2001**

The General Fund budget status report evaluates budget to actual revenue and expenditure performance. The data contained within represents posted activity to the Financial Record System through November 30, 2001. Enrollments for summer are official record. The Fall enrollment reporting is unofficial.

**REVENUES**

In June of 2001, the Board of Regents approved the General Fund Revenue budget of \$179,349,942.

General Fund Revenue Budget (6-19-01)	\$179,349,942
Prior Year Carry forward Authorizations (9-25-01)	\$5,387,673
Revised Revenue Budget (9-25-01)	<b><u>\$184,737,615</u></b>

The carry-forward balance of \$5,387,673 increased the total funding allocated to operations to \$184,737,615.

Revenues received to date are ahead of the plan. Through the end of this reporting period, \$67.8 million in current year has been recorded versus \$66.2 in planned revenue. The variance of \$1.5 million is a result of increased Summer and Fall enrollment.

**Appropriation**

The University's FY2001 appropriation from the State of Michigan totals \$87,349,942.

Through this period \$15.9 or 18% of the revised appropriation budget has been received. Planned revenues were forecast at \$15.9 through the same period. Accumulations are within plan.

**Enrollments/Tuition**

The original Enrollment Plan included 542,688 student credit hours, which are forecast to generate \$78,056,731 in tuition and fee revenue net of uncollectables.

Tuition collections for the year, to date, total \$43.4 million on 280,257 SCH or 3.5% above planned tuition and fee collections of \$41.4 million based upon 270,669 SCH.

Fall undergraduate credit hour enrollment is presently 7,668 hours or 3.6 percent above budget, while graduate credit hour enrollments are 2,062 hours, or 7.0 percent above budget. Overall, summer 2001 enrollments fell short of forecast by 151 credit hours.

Tuition, registration fees and official enrollments have been reviewed. No variances of significance have been identified for summer and fall semesters. Official enrollments will be reconciled when data is available.

### **Other Revenues**

Indirect cost recovery from grants and contracts totals \$346,400, 47% of the fiscal year plan vs. \$251,000 or 46% a year-a-go.

Falling interest rates have reduced earnings on investment income to \$293,000 short of plan by approximately \$83,000 with 32% of budget reported. This shortfall is expected to be offset with gains that will be recognized at the end of the year.

Application fees continue strong with \$200,000 collected to date. This exceeds the prior year accumulation of \$122,500 by \$77,500 through the same period.

Income from Program and Technology fees are accumulating at or above planned levels.

Other General Fund revenues are accumulating at normal rates.

## **EXPENDITURES**

### **Authorization**

The Board of Regents approved the 2001-2002 General Fund operating budget in June of 2001 totaling \$179,327,565 including provision for uncollectable tuition. In September of 2001 the Board authorized carryforward authorizations from the prior year of \$5,387,673. This increased the spending authority to \$184,715,238. Uncollectable tuition and fees were established at \$853,079.

General Fund Operating Budget (6-19-01)	\$178,474,486
Un-collectable Tuition and Fee Allowance	\$853,079
Carry forward Authorizations	<u>\$5,387,673</u>
 Total Spending Authority	 <b><u>\$184,715,238</u></b>



General Fund expenditures and transfers, adjusted for faculty payroll deferrals, total \$68.9 million or 37.3% of the total spending authorization. Planned expenditures through November totaled \$69.5 and represented 37% of budget. This represents a positive variance to plan of \$643,719 or .9%. Overall spending to date is consistent with the plan.

### **Personal Services**

Personal service budgets and authorized positions are centrally controlled and closely monitored. Authorized positions and expenditures for faculty, staff and students are within plan. To-date total compensation totals \$47.8 million versus the planned level of \$48.1 million.

Gross staff salary savings from vacant positions are exceeding the plan. At the end of the November reporting period, 72.2 FTE were unfilled. Budgeted at \$1.9 million, net staff salary recoupment including benefits is forecast to exceed budget.

### **SS&M/Travel/Equipment**

Expenditures to date are consistent within normal parameters. These controllable expenditures are monitored routinely. We do not anticipate problems at this time.

### **Financial Aid**

Financial aid expenditures total \$5.4 million or 48% of the funding provided. The November planned spending through this period was \$5.85 Million.

### **Utilities**

Utilities expenditures to date total \$1.5 million or 29.2% of budget. Planned Expenditures are running slightly below the planned level by \$131,000.

### **Central Operating Adjustments**

To-date, normal and usual program reallocations of \$510,000 have been distributed. This compares to \$284,000 last year.

### **Strategic Planning Initiatives**

Strategic program initiatives in the amount of \$1.1 million have been identified in the current fiscal year. Funding support was included in the FY 2002 spending authorization (operating budget).

### **CONCLUSION**

After 5 months, subject to the exceptions previously identified, revenues and expenditures are generally consistent with the operating plan.

12/12/2001	EASTERN MICHIGAN UNIVERSITY						
gfbor02nov2	2001-2002 GENERAL FUND BUDGET STATUS REPORT						
	JULY-NOVEMBER						
		<b>FY2002</b>		<b>Past 3 YR</b>	<b>FY2002</b>	<b>FY2002</b>	
	Budget	Actual	% of	Avg % of	11/30/01	Variance	
	2000-2001	11/30/01	Budget	Budget	Operating Plan	From Plan	
<b>Revenues</b>							
Appropriation	\$87,637,200	\$15,934,038	18.18%	18.17%	15,922,561	11,477	
Tuition and Fees*	\$84,635,532	\$43,409,431	51.29%	48.97%	41,445,764	1,963,667	
Investment Income	\$926,996	\$293,029	31.61%	40.54%	375,825	(82,796)	
Other Revenue***	\$6,150,214	\$2,731,424	44.41%	50.52%	3,107,155	(375,731)	
Total Revenue	\$179,349,942	\$62,367,922	34.77%	32.71%	60,851,306	1,516,616	
Carry-Forward Funding	\$5,387,673	\$5,387,673	100.00%	100.00%	5,387,673	0	
Total Approved Funding	\$184,737,615	\$67,755,595	36.68%	35.00%	66,238,979	1,516,616	
Supplemental Appropriation	\$0	\$0	0.00%	100.00%	0	0	
<b>Expenditures</b>							
Faculty Salaries	\$55,980,532	\$19,716,480	35.22% **	34.61%	19,375,556	340,924	
Staff Salaries	\$38,322,543	\$14,162,686	36.96%	37.75%	14,466,253	(303,567)	
Other Personal Services	\$1,607,245	\$921,780	57.35%	61.59%	989,889	(68,109)	
Student Help	\$5,902,855	\$2,333,468	39.53%	39.55%	2,334,849	(1,381)	
Benefits	\$30,635,415	\$10,719,220	34.99% **	35.65%	10,922,203	(202,983)	
Sub-Total Compensation	\$132,448,590	\$47,853,634	36.13%	36.32%	48,088,750	(235,116)	
SS&M/Travel/Equipment	\$30,705,374	\$10,930,876	35.60%	37.82%	11,613,321	(682,445)	
Utilities	\$5,274,820	\$1,537,588	29.15%	31.64%	1,668,927	(131,339)	
Financial Aid	\$11,253,045	\$5,433,813	48.29%	51.99%	5,850,349	(416,536)	
Distribution to EMU Foundat	\$1,563,000	\$1,563,000	100.00%	37.02%	578,600	984,400	
Recharges	(\$1,488,012)	(\$525,687)	35.33%	40.86%	(608,002)	82,315	
General Fee Transfers	(\$204,694)	(\$593,520)	289.95%	105.87%	(216,703)	(376,817)	
Other Transfers	\$5,163,115	\$2,664,733	51.61%	49.06%	2,532,913	131,820	
Total Expenditures	\$184,715,238	\$68,864,437	37.28%	37.14%	69,508,156	(643,719)	
Net Funding	\$22,377	(\$1,108,842)			(3,269,177)	2,160,335	
* Tuition YTD revenues includes only Summer & Fall							
** Total YTD Faculty payroll expense has been adjusted for payroll accounting changes thru 11/30/01 of \$3,153,052							
*** Athletic Revenues relocated to designated fund							
Continuing Ed Winter Revenue excluded							

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 7
DATE: January 15, 2002

**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 underway.

All initiatives are currently meeting schedule targets and budgets.

Margaret Cline, Chief Information Officer and Peter Masterson, Account Executive, SCT Corp. will present a detailed overview of the SCT Banner System 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

## **ICT STRATEGIC INITIATIVES PROGRESS REPORT**

**November 22, 2001 through December 21, 2001**

### **ICT REORGANIZATION**

- Consulting firm, Suzanne Forsyth Associates analyzing data collected in interviews.
  - Report in preparation.
- ICT Transition and Leadership teams have completed first draft of organization structure recommendations.

### **ENTERPRISE NETWORKING INFRASTRUCTURE**

- Enterprise Backup and Storage Systems delivered. Implementation in progress.
- Computer Room modifications continuing to accommodate Banner, Campus Pipeline, Network Operating System Changeout.
- Banyan Printers replacement with new print servers completed.
- UPS hardware and media converters, received and being installed.

### **FACULTY, STAFF AND STUDENT LAB PC REFRESHMENT**

- Faculty planning team completed first draft of Intel and Apple platform specifications.

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

#### **SCT Business Process Review Events**

- Human Resource Module
  - Review Prototype Information

#### **SCT Training Events**

- Finance
  - General Ledger Processing/ Chart of Accounts I – 12/3
  - General Ledger Processing/ Chart of Accounts I – 12/3
- Student Module
  - Navigation, General Person 12/3
  - Information Session for Faculty & Staff - 12/5, 12/6

#### **Hardware/Software Events**

- Banner Forms Server installed 12/10
- Installed Banner client software in training rooms and on authorized workstations

#### **E-mail, Calendaring, and Portal Implementation**

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

- Phase one of profile surveys for faculty, staff, and students completed. Preliminary results in progress.

**EXTENSION OF STUDENT COMPUTER LAB ACCESS HOURS**

- Halle computer labs opened 24 hours, beginning Wednesday, December 12 and continuing through midnight December 18. Average utilization between 2:00 a.m. and 7:00 a.m., 15 patrons; between 7:00 a.m. and midnight, 130 patrons; between midnight and 2:00 a.m., 15 patrons.

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: 8

DATE:

Jan. 15, 2002

**RECOMMENDATION**

**STAFF APPOINTMENTS**

**ACTION REQUESTED**

It is recommended that the Board of Regents approve 29 staff appointments for the reporting period October 21, 2001 through January 3, 2002.

**STAFF SUMMARY**

Of the 29 appointments, 16 (55 percent) are female, eight (28 percent) are African American, and two (7 percent) are American Indian. There are no other minorities.

**FISCAL IMPLICATIONS**

The salaries are part of the University's 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

DATE: JANUARY 15, 2002  
 BOARD REPORT FOR: 01/15/02  
 ALPHABETICAL LISTING WITHIN  
 CLASSIFICATION LEVEL WITHIN  
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY  
 STAFF APPOINTMENTS

AGE 1  
 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>
Salo, Patricia	USSBA: Small Business Development Center	PT-09	Senior Business Consultant	11/05/01	\$49,500	100	W	F	New Hire
Keller, Donald	Workforce Education	PT-08	Workplace Education Specialist	11/12/01	\$23,062	63	W	M	New Hire
Krug, Kristen	Workforce Education	PT-08	Workplace Education Specialist	11/07/01	\$39,500	100	W	F	New Hire
Pozon, Timolin	Workforce Education	PT-08	Workplace Education Specialist	11/12/01	\$37,650	100	B	F	New Hire
Reid, Ronald	Convocation Center Ticket Operations	PT-08	Manager Ticket Operations	01/02/02	\$40,000	100	W	M	New Hire
Taylor, Eva	Social Work	PT-08	Coordinator Student Field Placement	12/10/01	\$39,000	100	W	F	New Hire
Andrews, Florence	Upward Bound	PT-07	Associate Director Project Upward Bound	12/10/01	\$34,500	100	B	F	New Hire
Nemeth, Lisa	Cashier's Office	PT-07	Accountant II	12/10/01	\$34,169	100	W	F	New Hire
Ondercin, David	Intercollegiate Athletics Academic Advising	PT-07	Athletic Academic Support Counselor	11/29/01	\$32,500	100	W	M	New Hire
Willey, Daniel	Eastern Eateries	PT-05	Supervisor Dining Services	12/02/01	\$33,657	100	W	M	New Hire

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DATE: JANUARY 15, 2002  
 BOARD REPORT FOR: 01/15/02  
 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>
Dunt, Crystal	Admissions	CS-05	Admission Processor	12/11/01	\$25,113	100	W	F	New Hire
Elinski, Ann	Financial Aid	CS-05	Account Specialist	11/28/01	\$25,113	100	W	F	New Hire
Koch, Debra	Parking	CS-05	Police Dispatcher	01/03/02	\$25,113	100	W	F	New Hire
Sandifer, Frances	Continuing Education	CS-05	Customer Service Representative II	11/08/01	\$25,113	100	B	F	New Hire
Evans, Rebecca	Records & Registration	CS-04	Senior Clerk	11/26/01	\$13,334	60	H	F	New Hire
Koller, Margaret	Biology	CS-04	Secretary II	11/14/01	\$22,224	100	W	F	New Hire
Ramm, Laura	Arts & Sciences Dean	CS-04	Secretary II	12/03/01	\$22,224	100	W	F	New Hire
Smith, Adrienne	Center for Quality	CS-04	Secretary II	12/03/01	\$22,224	100	B	F	New Hire
Wallace, Khadija	Accounts Payable	CS-04	Senior Account Clerk	11/19/01	\$22,224	100	B	F	New Hire
Harris, Dante	Telephone Service	CS-03	Clerk	12/17/01	\$20,016	100	B	M	New Hire

2.

EASTERN MICHIGAN UNIVERSITY  
STAFF APPOINTMENTS

DATE: JANUARY 15, 2002  
BOARD REPORT FOR: 01/15/02  
ALPHABETICAL LISTING WITHIN  
CLASSIFICATION LEVEL WITHIN  
EMPLOYEE GROUP

<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>
Wells, Gregory	Physical Plant	FM-21	Electrician	11/26/01	\$44,043	100	W	M	New Hire
Douglass, Steve	Custodial Services	FM-06	Custodian	11/25/01	\$17,389	100	W	M	New Hire
Forester Jr., Jimmy	Custodial Services	FM-06	Custodian	12/09/01	\$17,389	100	W	M	New Hire
Gamboa, Ricardo	Custodial Services	FM-06	Custodian	12/10/01	\$17,389	100	H	M	New Hire
Larkins, Robert	Custodial Services	FM-06	Custodian	11/25/01	\$17,389	100	B	M	New Hire
Rehder, Hans	Custodial Services	FM-06	Custodian	12/09/01	\$17,389	100	W	M	New Hire
Wilkerson, Jacob	Custodial Services	FM-06	Custodian	11/25/01	\$17,389	100	W	M	New Hire
Wilkerson, Karen	Custodial Services	FM-06	Custodian	11/18/01	\$17,389	100	W	F	New Hire
Person, Kenneth	Eastern Eateries	FM-95	Fast Food Worker	10/21/01	\$10,275	62.5	B	M	New Hire

3.

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION:	9
DATE:	Jan. 15, 2002

**RECOMMENDATION**

**SEPARATIONS/RETIREMENTS**

**ACTION REQUESTED**

It is recommended that the Board of Regents approve 15 separations and retirements for the reporting period October 13, 2001 through February 2, 2002.

**STAFF SUMMARY**

Of the 15 separations and retirements, seven (47 percent) are female, one (7 percent) is African American, and one (7 percent) is Asian. There are no other minorities.

**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  
SEPARATIONS/RETIREMENTS

DATE: JANUARY 15, 2002  
BOARD REPORT FOR: 01/15/02  
ALPHABETICAL LISTING WITHIN  
CLASSIFICATION LEVEL WITHIN  
EMPLOYEE GROUP

<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>
Dayal, Sahab	Management	PROF	Professor	07/01/94	01/03/02	\$80,990	100	A	M	Personal
Field, Jan Michael	Department of Art	PROF	Professor	09/01/66	01/11/02	\$73,016	100	W	M	Retired
Zahratka, Michael	Department of Art	PROF	Professor	09/01/67	01/11/02	\$70,736	100	W	M	Retired
Cichanski, Allen	Geography & Geology	ASST	Assistant Professor	09/10/65	01/04/02	\$61,864	100	W	M	Retired
Kay, Joshua	Psychology	LECT	Lecturer III	08/29/01	01/01/02	\$30,000	100	W	M	Other Job
Popofski, George	Legal Affairs	AP-06	Legal Assistant	11/11/97	10/13/01	\$30,520	100	W	M	Other Job
Krakower, David	Convocation Center Ticket Operations	PT-08	Manager Ticket Operations	03/26/01	12/16/01	\$39,913	100	W	M	Other Job
Little, Dianne	RMS Titanic Materials Conservation	PT-07	Conservator	08/13/01	11/07/01	\$32,500	100	W	F	Assignment Ended
Moss, Nancy	Health Service Nursing Service	PT-07	Staff Nurse	09/12/83	01/18/02	\$19,607	50	W	F	Retired
Sheehan, Michael	RMS Titanic Materials Conservation	PT-07	Conservator	09/10/01	11/07/01	\$32,500	100	W	M	Assignment Ended
Davis, Lois Ann	Learning Resources-Library	CS-06	Administrative Secretary	11/07/74	02/02/02	\$33,936	100	B	F	Retired

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DATE: JANUARY 15, 2002

BOARD REPORT FOR: 01/15/02  
ALPHABETICAL LISTING WITHIN  
CLASSIFICATION LEVEL WITHIN  
EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY  
SEPARATIONS/RETIREMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Sabados, Carolyn	Marketing	CS-05	Senior Secretary	12/17/81	01/01/02	\$28,029	100	W	F	Retired
Stone, Phyllis	Convocation Center Manager Market	CS-05	Senior Secretary	09/06/95	01/08/02	\$25,113	100	W	F	Retired
Tisdale, Rhonda	Health Service Primary Care	CS-05	Customer Service Representative II	10/18/99	01/05/02	\$25,113	100	W	F	Personal
Randolph, Sandra	Custodial Services	FM-06	Custodian	09/28/94	11/15/01	\$28,558	100	W	F	Discharged

2.

**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 two (2) former faculty members listed in the attached report.

**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  
January 15, 2002**

**Allen Cichanski**

Assistant Professor, Department of Geography and Geology from 1965-2002  
(37 years)

Doctoral      Ohio State University, 1965  
Baccalaureate Ohio State University, 1961

**Mary D. Teal**

Professor, Department of Music from 1969-2001  
(32 years)

Doctoral      University of Michigan  
Masters      University of Michigan  
Baccalaureate Northwestern State University

DATE: 10/19/01

**EASTERN MICHIGAN UNIVERSITY  
DIVISION OF ACADEMIC AFFAIRS**

**EMERITUS FACULTY STATUS  
RECOMMENDATION**

The Department of Geog/Geol recommends the awarding of Emeritus Faculty Status for the following retiring faculty member:

NAME OF FACULTY MEMBER: Allen Cichawski

STATUS/RANK: Assistant Professor

NUMBER OF YEARS AT EASTERN: 37 RETIREMENT DATE: Jan 3, 02

BRIEF STATEMENT OF SUPPORT: Al's interest in the natural environment requires that he utilize facilities that EMU Emeritus Faculty are awarded. He is most deserving, being one of our most respected faculty for over 30 years.

Recommended by (please print): Michael Kasenow

Recommendation supported by:

Department Head \_\_\_\_\_ Date \_\_\_\_\_

Dean \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Date Recommended to Board \_\_\_\_\_



## MEMO

### Department of Geography and Geology

TO: Dr. Nina Contis, Interim Dean, CAS  
FROM: Michael Kasenow, Head, Geography and Geology  
SUBJECT: Support for Al Cichanski as Emeritus Faculty  
DATE: 11/19/01

Al Cichanski has taught geology and earth science courses at EMU for 37 years. He has been one of our excellent teachers, who I personally had the pleasure of being taught by when I was an undergraduate. Al simplified complex subjects, and by doing so, those of us who were intimidated by scientific concepts, were able to develop confidence, which allowed us to reach out into the scientific field, if we so desired. I did, and am grateful to Al for his attitude and demeanor, which was always student friendly. He is still the mentor and adviser of choice for many students.

Al taught mineralogy and other rock courses in both the Earth Science, and Geology Curriculums. He was one of the three initiators of the Geology Program, along with Drs Larry Ogden and Dan Turner. Al's keen insights and awareness of the natural environment, helped to promote the Geology Program as a systems science. He also supported and often lead further development of the Geology Program in the concentrations of Hydrogeology and Professional Geology.

For the eleven years that I have been at EMU, and I assume before that, Al was always ranked in the top three of credit hour production in our Department, and generally rated either at number one or two. This is a testament to his serving in introductory courses that are often avoided by others due to the novice minds that need special care with instruction.

Al often served as lab coordinator, and helped to develop many of the Earth Science labs. He was also a major adviser in the development of the Earth Science Lab Manual, which is still in use by our department.

Al's interest in the natural environment requires that he continue to utilize facilities that EMU Emeritus Faculty are awarded. He is most deserving, being one of our most respected faculty in Geography and Geology for the past 37 years.

**EASTERN MICHIGAN UNIVERSITY**  
**DIVISION OF ACADEMIC AFFAIRS**  
**EMERITUS FACULTY INFORMATION**

Please complete the following information on the retiring faculty member for whom you have submitted a recommendation for the awarding of emeritus faculty status. This information is needed for inclusion in the EMU Faculty/Staff/-Student Directory.

NAME OF FACULTY MEMBER: Allen Cichauski

HOME ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

HOME PHONE: \_\_\_\_\_

DEGREES/COLLEGE: B.S. 1961 - Ohio State Univ.

Ph.D. (ABD) 1965 Ohio State Univ.

DATE OF HIRE AT EMU: 9/10/65

DATE OF RETIREMENT: 1/3/02

DEPARTMENT: Geography/Geology

STATUS/RANK AT EMU: Assistant Professor

\*NAME OF SPOUSE (IF KNOWN): \_\_\_\_\_

\* The Emeritus Faculty Executive Committee requested this optional section be added. A list with spouses' names will be distributed to members as general information.

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. Please forward this completed form to:

Academic Affairs  
106 Welch Hall



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Mary D. Teal

Current Status/Rank at EMU: Professor

Date of Hire at EMU: Fall 1969 Retirement Date: September 10, 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: B.S., Northwestern State University, 1945

Masters: M.Mus., University of Michigan, 1955

Doctoral: Ph.D., University of Michigan, 1964

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
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

November 1, 2001

Division of Academic Affairs  
106 Welch Hall  
Eastern Michigan University  
Ypsilanti, Michigan 48197

Dear Board of Regents:

Please accept my nomination of Mary D. Teal, who retired on September 10, 2001, for Emeritus Faculty Status. As her colleague, I feel that it is my duty to see that this exceptional individual receives the commendation she so richly deserves. It is my sincere hope that Eastern Michigan University will choose to acknowledge her dedication, hard work, and exceptional accomplishments by awarding her Emeritus Status.

Dr. Teal exemplifies, in every respect, the qualities associated with the Emeritus designation. She was a faculty member in the Department of Music for thirty-two years. During that time, she served twenty years as a faculty advisor for both undergraduate and graduate students in Music Education, fifteen years as the Chairperson of the Music Personnel Committee, twelve years as the Chairperson of the General Music Education/Music Therapy Area, ten years as the Chairperson of the Music Graduate Committee, and ten years as the Coordinator of the undergraduate and graduate advising programs. She was also a member of the Music Graduate Committee from its inception through 1994 and gave many years of service on the Music Executive Committee—both as a voting member and as an *ad hoc* member.

Dr. Teal's contributions were not limited to the Department of Music. Her service extended to University committees such as the Graduate Council, several graduate program review committees, the College of Education Task Force, the General Education Committee, a committee established by the Board of Regents to plan the inauguration of a past University president, and many others. She additionally served as the Music representative to the CAS Department Head meetings during the absence of a former department head.

Dr. Teal possessed the reputation of being one of the finest teachers in the Department of Music. I was continually amazed by her ability to carrying on significant amounts of University service while functioning successfully as an instructor and a scholar. She was an exemplary example to both colleagues and students. She was, not only a respected colleague, but a mentor and loyal friend. She is truly deserving of Emeritus Status.

Should further information for this nomination be required, I would be happy to provide necessary details. I may be reached by phone (487-1284) or email ([marilyn.saker@emich.edu](mailto:marilyn.saker@emich.edu)). Thank you for your consideration.

Sincerely,

Marilyn Saker, Ph.D.  
Associate Professor of Music

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: //

DATE:

Jan. 15, 2002

**RECOMMENDATION**

**MONTHLY REPORT**  
**STUDENT AFFAIRS COMMITTEE**

**ACTION REQUESTED**

It is recommended that the Student Affairs Committee Agenda for January 15, 2002 and the Minutes of November 27, 2001 be received and placed on file.

**STAFF SUMMARY**

At its November 27, 2001 meeting the Student Affairs Committee heard position papers addressing Student Media Funding, Parking/Softball Fields and the Condition of Campus Sidewalks. Counseling Services Trends and Support and EMU Core Alcohol and Other Drug Data were also addressed

The January 15, 2002 agenda includes a presentation of the Health Center Funding Position Paper, an addendum to the Parking/Softball Fields Position Paper, an update on Academic Advising, a preview of the MLK Day events as well as an update on the new Marketplace/Freshens dining venues.

**FISCAL IMPLICATIONS**

None

**ADMINISTRATIVE RECOMMENDATION**

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

\_\_\_\_\_  
University Executive Officer

December 19, 2001

Date

**EASTERN MICHIGAN UNIVERSITY**  
Board of Regents  
Student Affairs Committee

Tuesday, January 15, 2002  
8:00 a.m.

Agenda

Room 205  
Welch Hall

1. Approval of November 27, 2001 Meeting Minutes  
Regent Griffin
2. Health Center Funding Position Paper  
Denise Beauvais
3. Parking/Softball Fields Position Paper Addendum  
Adam Nekula/  
Neil Ripley
4. Academic Advising Update  
Allison Treppa/  
Adam Nekula
5. MLK Day Preview  
Glenna Frank Miller
6. Marketplace/Freshens Update  
Michael Crabb
7. Other

EASTERN MICHIGAN UNIVERSITY  
Board of Regents  
**STUDENT AFFAIRS COMMITTEE**  
Minutes of November 27, 2001

**MEMBERS PRESENT**

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

**GUESTS**

- Regents: Steven Gordon
- Administration: Dawn Adams, Vickie Bagherzadeh, Kelly Baker, Rosalyn Barclay, Matt Calfin, Tom Cochran, Tamara Craig, Mary Jo Desprez, Paula Dykstra, Bob England, Mike Erwin, Rebecca Figura, Lynette Findley, Brian Fitzgerald, Thomas Fleming, Larry Gates, Ellen Gold, Cindy Hall, Peggy Harless, Marcus Jackson, Camilyah Johnson, Samuel Kirkpatrick, Ann Klaes, Jennifer Klimkiewicz, Bernice Lindke, Matt Lucas, Courtney McAnuff, John McAuliffe, Sarah Kersey Otto, Lee Reed, Juanita Reid, Kathleen Russell, Lewis Savage, Jeremiah Shinn, Karen Simpkins, Michael Stark, Cheryl Swanson, Robert Trotter, Cynthia Van Pelt, Chris Voss, Paul Dean Webb, Sandra Williams, Jason Wyckoff, Pamela Young
- Students: Jerome Barnes, Amy Burns, Alrita Prince, Kelly Sandor
- Press (Echo): Kristina Smith

Vice President Vick convened the meeting at 8:00 a.m. for Regent Griffin who was delayed by traffic.

The minutes of the September 25, 2001 meeting were approved as presented.

**Introduction of New Members**

With recent changes in Student Government, Neil Ripley was introduced in his new role as Student Body President. Michael Selby, recently appointed Student Body Vice President and LaTina Jackson, newly elected president of the National Pan-Hellenic Council were also introduced.



## **Student Media Funding Position Paper**

Neil Ripley presented a Student Media Funding Position Paper. The Eastern Echo operates as an auxiliary enterprise and has been solely supported by advertising revenues since the early 1980s. The present structure calls for the director's compensation to be provided by the Echo's advertising revenue. The Student Affairs Committee voted 10 to 2 in favor of supporting the Student Leader Group's recommendation that yearly funding be provided through the general fee to Student Media for the director's compensation, consistent with the practice at many other universities.

## **Parking/Softball Fields**

Jackie Jones, Panhellenic Council president and Adam Nekula, Interfraternity Council president outlined the Student Leader Group's position on the new parking proposal. Because of the distance of the proposed fields from main campus and because the existing fields are the only flat, open green space where students can enjoy outdoor activities, the Student Leader Group voted 11-1 to support the proposal with the following three caveats:

1. That the new fields include four softball fields built to ASA standards large enough to include four football fields entirely in the grass of the outfield, two soccer fields, permanent restrooms and storage/concessions facilities;
2. That safe, well-lit, convenient access be provided to the new fields and that some form of transportation be made available;
3. That the fields be constructed in such a way that the intramural program maintains its current football, softball and soccer schedules.

## **EMU Core Alcohol and Other Drug Data Profile: Implications for Action**

Mary Jo Desprez, health educator, offered an extended look at the EMU Core Alcohol and Other Drug Data and Implications for Action. The report outlined the University's highly collaborative prevention strategies and new initiatives, and examined trends from the core survey data.

## **Counseling Services Trends and Support**

Dr. Rosalyn Barclay, associate director of University Health Services, provided the Committee with a report on Counseling Services trends and support. Dr. Barclay indicated that 71% of students say their problem affects their learning and 81% say counseling helped them stay at EMU. Problems include anxiety and stress, depression, relationships/family problems, academic problems and loss and grief.



### **Health Center Funding Position Paper (Progress Report)**

Denise Beauvais, Residence Hall Association president, provided a brief update on the Health Center Funding Position Paper that will be advanced from the Student Leader Group to the Student Affairs Committee in January 2002. In part the proposal will call for an increase in the percentage of general fee support received by UHS.

### **Academic Advising (Progress Report)**

Allison Treppa, Campus Life Council representative and Adam Nekula provided a brief report on Academic Advising, which remains a top priority for the Student Leader Group. They will continue to meet with key members of the University administration and will report their recommendations to the Student Affairs Committee at an upcoming meeting.

### **Condition of Campus Sidewalks**

The Committee heard a report from the Students with Disabilities representative, Ron Honse, on the condition of campus sidewalks. The Committee voted unanimously to support the Student Leader Group's recommendation that the University allocate an additional \$2000 in the 2002-2003 budget to repair sidewalks and entrance ramps and to increase or maintain the allocation in subsequent budgets.

Regent Griffin adjourned the meeting at 8:55 a.m.

Respectfully submitted,

Teri L. Papp

SECTION: 12
DATE: January 15, 2002

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

**RECOMMENDATION**

**MONTHLY REPORT**  
**EDUCATIONAL POLICIES COMMITTEE**

**ACTION REQUESTED**

It is requested that the Educational Policies Committee Agenda for January 15, 2002, and the Minutes of the November 27, 2001, meeting be received and placed on file.

**SUMMARY**

The primary items for the January 15, 2002, Educational Policies Committee meeting included: (1) Staff Appointments, (2) Separations/Retirements, (3) Emeritus Faculty Status, (4) Reissuance of Charter School – Great Lakes Academy, (5) Reissuance of Charter School – Academy for Business and Technology, (6) A status report on General Education was presented, (7) A status report on the University Mission was presented, and (8) A status report on Work Force Analysis was presented.

**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**

January 15, 2002  
9:00 – 10:30 a.m.  
205 Welch Hall

**AGENDA**

**Consent Agenda**

Section 8	Staff Appointments (Jill Pollock)
Section 9	Separations/Retirements (Jill Pollock)
Section 10	Emeritus Faculty Status (David Tammany/Paul Schollaert)

**Regular Agenda**

Section 12	Monthly Report and Minutes (Regent Antonini)
Section 13	Reissuance of Charter School – (Great Lakes Academy) (Joe Pollack)
Section 14	Reissuance of Charter School – (Academy for Business and Technology) (Joe Pollack)

**Status Report**

	REPORT: Work Force Analysis (Jill Pollock)
Section 15	REPORT: General Education (Paul Schollaert)
Section 16	REPORT: University Mission (Donald Loppnow)

EASTERN MICHIGAN UNIVERSITY  
BOARD OF REGENTS

**EDUCATIONAL POLICIES COMMITTEE MINUTES**

November 27, 2001  
205 Welch Hall

**Attendees** (seated at tables): Regent Valvo (Chair), Regent Brandon, Regent Griffin, Provost Schollaert, Susan Patalan, and Jill Pollock

**Guests**: (per sign in roster) M. Brooks, D. deLaski-Smith, L. Findley, T. Fleming, M. Harris, W. Harris, J. Hassan, E. Healander, R. Holkeboer, M. Kanagy, R. Kinney, S. McCracken, G. McQuere, P. Moniodis, G. Nelson, M. O'Connell, J. Pollack, G. Reichbach, J. Reid, L. Ristau, L. Rocklage, K. Rusiniak, A. Starko, J. Todd, W. Tornquist, E. Tratras Contis, F. Wagner-Marsh, P. Williams, D. Woike, and P. Young

*Regent Valvo* convened the meeting at 9:01 a.m. in 205 Welch Hall.

*Regent Valvo* welcomed Executive Director of Human Resources, *Jill Pollock*, to the meeting.

**Academic Affairs Administrative/Professional Appointments (Section 7)**

*Provost Paul Schollaert* recommended that the Board approve one (1) new Administrative Professional appointment, Mr. Steven Press, Director of the College of Education Clinics. Of the one (1) appointment, zero (0) are female (0%); one (1) male (100%), and zero (0) minorities (0%).

*Regent Valvo* accepted the report.

**Staff Appointments (Section 8)**

Executive Director of Human Resources, *Jill Pollock*, recommended that the Board approve 28 staff appointments. Of the 28 appointments, 15 (54%) are female and nine (32%) are African American, two (7%) are Hispanic, and one (4%) is American Indian. There were no other minorities.

*Regent Valvo* accepted the report.

**Separations/Retirements (Section 9)**

*Jill Pollock* recommended that the Board approve 25 separations and retirements. Of the 25 separations and retirements, 19 (76%) are female and six (24%) are African American and one (4%) is Multi-racial. There were no other minorities.

*Regent Brandon* asked if there was a regular scheduled exit interview for employees that leave the University?

*Susan Patalan* answered all employees are given exit interviews as an integral portion of their out processing by Human Resources Compensation and Benefits.

*Regent Valvo* accepted the report.

### **Emeritus Staff Status (Section 10)**

*Regent Valvo* introduced *Juanita Reid*, Vice President of University Relations, who gave a brief introduction of George Johnston and listed his many successes, accomplishments and service through his 29 years as Executive Director of University Planning, Budgeting and Analysis. *Juanita Reid* recommended that the Board accept the report to grant Emeritus Staff Status to one former cabinet member:

- **George A. Johnston** (Emeritus Executive Director, University Planning, Budgeting and Analysis, 1972-2001) (29 years)

*Regent Valvo* accepted the report.

### **Monthly Report and Minutes (Section 12)**

*Regent Valvo* recommended approval of the Educational Policies Committee Agenda for November 27, 2001, and the Minutes of the September 25, 2001, meeting be received and placed on file.

The recommendation was accepted.

### **Appointment of Charter School Board Members (Section 13)**

*Joseph Pollack*, University Relations - Charter Schools, recommended the appointment of Kellie Childs to a three-year term on the Board of Directors of the Ann Arbor Learning Community.

The recommendation was accepted.

### **2000-2001 Charter Schools Annual Report (Section 14)**

*Joseph Pollack*, University Relations - Charter Schools, reported on an overview on each of Eastern Michigan University's Charter Schools covering founding information, base curriculum, specialized courses, class size, facilities, and major themes.

- Academy for Business and Technology (Grades 6-12) Dearborn Heights, MI
- Ann Arbor Learning Community (Grades K-8) Ann Arbor, MI
- Commonwealth Community Development Academy (Grades K-8) Detroit, MI
- Edison-Oakland Academy (Grades K-8) Ferndale, MI
- Gaudior Academy (Grades K-8) Inkster, MI
- Grand Blanc Academy (Grades K-8) Grand Blanc, MI
- Great Lakes Academy (Grades K-5) Pontiac, MI
- Hope Academy (Grades K-6) Detroit, MI

*Regent Brandon* asked about the general student population of each school?

*Joseph Pollack* stated that charters schools mostly draw from students who desire an alternative choice in schools and an innovative curriculum.

*Regent Griffin* asked about how each charter school chooses a name, and whether “Academy” is required?

*Joseph Pollack* stated each school has “Academy” officially in its name; the founding group selects the actual name.

*Regent Brandon* asked about how charter schools compare academically to their public and parochial neighbors?

*Joseph Pollack* stated two comparisons are provided to assess comparable results. The first is yearly testing comparing the results and improvements. The second is where each school primarily draws its students from: Detroit from local Detroit residents, Ann Arbor from a more diverse population.

*Regent Brandon* asked about how charter school students do compared to peers when they progress to high school?

*Joseph Pollack* stated that students do extremely well scholastically and are highly trained when they enter public or parochial high schools.

*Joseph Pollack* continued that the fiscal agents of these schools have processed 23 million dollars through the financial offices of Eastern Michigan University. The University charges a 3% handling fee, but returns this money back to the schools through grants. An increasing budget, the current fiscal year appears to show an increase in funding of 2 million dollars.

*Regent Brandon* asked when charters are renewed, how do schools compensate if they do not meet required state scores?

*Joseph Pollack* stated that each school provides a two-year plan, that step-by-step shows how this will be improved.

The recommendation was accepted.

### **2000-2001 Affirmative Action Report (Section 15)**

*Whitney Harris*, Director, Office of Diversity, opened his report by stating that Eastern Michigan University has been selected as one of the most diverse universities in the country. This is a status and position that the University strives to maintain and improve upon. This report is the first step in preparing the Affirmative Action Program for 2001-2002. The 2000-2001 Affirmative Action Audit compares the percentage of female and minority administrators, staff, and faculty at Eastern Michigan University (EMU) with the availability pool of appropriate labor markets in Michigan and the United States. Included in the audit are the work force changes at EMU from 1993 to 2001 and a description of current workforce by job group and division. In

addition, the report reviews 2000-2001 progress towards Affirmative Action employment goals and presents a description of over 300 diversity initiatives instituted by EMU.

The recommendation was accepted.

**Commencement Speaker (Section 16)**

*Rita Abent, Executive Director of University Marketing and Co-Chair of the Academic Ceremonies Committee*, announced that *Paul Schollaert, Provost and Vice President for Academic Affairs* would be the keynote speaker for the Winter Commencement Ceremony to be held December 16, 2001 at the Convocation Center.

*Regent Valvo* accepted the report.

**Enhanced Access to Public Records Policy (Section 17)**

*Brian Anderson, Director, Office of Research Development* - opened his report by stating that the subsection identified as "Practice" be stricken, the entire report is to be treated as the policy. It was recommended that the Board of Regents amend the Administrative Organization and Authority Michigan Freedom of Information Act Procedures and Guidelines to adopt the attached policy on enhanced access to public records. The policy allows the university to offer enhanced access to certain types of records related to geographical information systems.

*Regent Valvo* asked how would someone use this information?

*Brian Anderson* stated any number of uses could be used from our data sets, from crime figures to weather information.

The recommendation was accepted.

*Regent Valvo* adjourned the meeting at 9:44 a.m.

Respectfully submitted,

JOHN LONGSHORE, SENIOR Secretary  
Academic Affairs

(E:/Ristau/BoardReg/Minutes/EPC\_1101)

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 13
DATE: January 15, 2002

**RECOMMENDATION**

**REISSUANCE OF CHARTER – GREAT LAKES ACADEMY**

**ACTION REQUESTED**

It is recommended that the Eastern Michigan University Board of Regents reissue the charter with the Great Lakes Academy and authorize the president of the University to execute a new contract to expire on June 30, 2007.

**STAFF SUMMARY**

Great Lakes Academy received its first charter in May of 1997 and began as a K-3 elementary school in 1997-98. Its initial enrollment was 192 students. With the addition of fourth and fifth grades, the enrollment now totals 326 students and the Academy has a budget of almost \$3 million. At the end of the last school year, the Academy had a fund balance of approximately \$580,000 or 10 percent of its budget. Great Lakes Academy has an extensive and excellent curriculum covering all competencies at each grade level and is working to improve student test results on the MEAP and Terra Nova assessments. In September 2001, Great Lakes Academy concluded the final purchase of its school facility. The University's Charter Schools Review Committee has recommended a reissuance of the charter with Great Lakes Academy.

Accompanying this recommendation is a description of the activities of Great Lakes Academy.

**FISCAL IMPLICATIONS**

None.

**ADMINISTRATIVE RECOMMENDATION**

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

University Executive Officer



## GREAT LAKES ACADEMY

Great Lakes Academy is a public charter school located at 46312 Woodward Avenue in the city of Pontiac. Originally opened in 1997 with grades K-3, the school was managed by JCR and Associates. During the 1999-2000 school year, Beacon Education Management, Inc., of Massachusetts assumed managerial duties of the school following the purchase of JCR. The initial enrollment was 192 students. Currently, the school enrolls approximately 326 students in grades K-5.

According to its charter document, the general educational goals at Great Lakes Academy that deal with curricular and/or instructional issues are:

- To improve pupil achievement for all students by improving the learning environment.
- To stimulate innovative teaching methods.
- To create new professional opportunities for teachers in a new type of public school in which the school structure and educational program can be innovatively designed and managed by teachers at the school level site.
- To achieve school accountability for pupil education outcomes by placing full responsibility for performance at the school site level.

In reviewing these goals and aligning them with the practices currently being implemented at the school, it is evident that the school is making measurable progress toward the attainment of these goals.

Great Lakes Academy has an extensive written curriculum that encompasses all competency areas at each grade level. The goals and objectives for each competency area are well-written with clearly stated outcomes. Teachers are empowered and highly encouraged to help students meet these "exit skills" by using varied teaching strategies geared towards all learning styles. Each teacher is responsible for not only his or her students but also students throughout the learning environment. Collaboration among and between grade levels is highly stressed. Teachers and students are encouraged to become active participants within their educational environment.

Perhaps the most significant improvement at Great Lakes Academy during this school year is the addition of a state-of-the-art science lab. This lab, complete with science equipment and a certified science teacher, currently aids in the implementation of the school's extensive science curriculum.

Professional development has become a priority for the faculty and staff of Great Lakes Academy. The school has invited several speakers to the school to enhance the teaching practices and instructional programs already in place. In addition, teachers have attended

conferences and workshops on their own, reporting back to the faculty as a whole, as well as providing materials for the teachers' section of the school library. The increased emphasis on professional development among the teachers has benefited not only the faculty and staff but the students of Great Lakes Academy as well.

The Great Lakes Academy School Board recently purchased the facility in which the school is located with a long-term loan from Comerica Bank. As a result, many improvements are planned. These include the interior painting of the building, new flooring in several classrooms, resurfacing of the parking lot and expansion of the school into a newly renovated portion of the building. This expansion will give the school additional classroom space and a large multi-purpose room.

Great Lakes Academy continues to improve its instructional program. This is apparent in the improved MEAP scores and high average of yearly improvement on the Terra Nova, a standardized test of basic skills. The commitment on the part of the faculty and staff is responsible for the increased accountability and improved environment at Great Lakes Academy.

#### Financial Resources

During the past five years, Great Lakes Academy's annual budget has grown from \$1.5 million in 1997-98 to \$2.9 million during the last school year. The Academy has an excellent record of financial stability and has a current fund balance of approximately \$580,000.

With the recent purchase of the building, the school board has begun to utilize a portion of its fund balance for building and equipment needs.

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: 14
DATE: January 15, 2002

**RECOMMENDATION**

**REISSUANCE OF CHARTER – ACADEMY FOR BUSINESS AND TECHNOLOGY**

**ACTION REQUESTED**

It is recommended that the Eastern Michigan University Board of Regents reissue the charter with the Academy for Business and Technology and authorize the president of the University to execute a new contract to expire on June 30, 2007.

**STAFF SUMMARY**

The Academy for Business and Technology was the third public school academy to receive a charter from Eastern Michigan University, issued in January of 1997. The Academy began as a grade 7-10 secondary school with an initial enrollment of 127 students. Grades 6, 11 and 12 were added in subsequent years as the facilities were expanded. The present enrollment is 347 students. The Academy plans to add a K-5 elementary program when an appropriate facility is secured.

The Academy for Business and Technology has done an excellent job of maintaining a balanced budget by keeping instructional expenses as its highest priority while maintaining an appropriate fund balance. In the past year, the Academy for Business and Technology totally revised its curriculum to create better learning opportunities for its students. The University's Charter Schools Review Committee has recommended a reissuance of the charter with the Academy for Business and Technology.

Accompanying this recommendation is a description of the activities of the Academy for Business and Technology.

**FISCAL IMPLICATIONS**

None.

**ADMINISTRATIVE RECOMMENDATION**

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

University Executive Officer

\_\_\_\_\_  
Date

## **ACADEMY FOR BUSINESS AND TECHNOLOGY**

The Academy for Business and Technology is a charter secondary school operating in the city of Dearborn Heights. Housed in a former parochial school building, it is located at 26104 Eton Drive. First granted a charter by Eastern Michigan University in January of 1997, the school began operating later that year. Formerly known as the Academy for Business and International Studies, the school changed its name and focus to better reflect its mission. The Leona Group, a management company in Lansing, operates the school under a contract with the school board.

The Academy has grown from a school of 127 in 1997-98 to an enrollment of 347 students in the current year. During the past two years, the Academy has had two senior graduating classes. A K-5 elementary school is currently in the planning stage for the 2002-03 school year.

The school has developed a positive learning environment that encourages students to concentrate on business interests and technological advances. The goal is to provide students the skills necessary to operate and run their own business by their graduation date. In order to do this, the school combines a strong course of study in basic academic subject areas along with the above-mentioned financial and technology classes.

The most recent improvement at the Academy for Business and Technology is the extensive overhaul of their written curriculum. During the summer, the entire faculty, working with an outside consultant, created a new, improved curriculum that provides the school with a document that outlines the entire educational program available to students attending the Academy. This curriculum provides a complete scope and sequence of educational opportunities directly aligned with the Michigan Department of Education Curriculum Benchmarks. The next step is to gather data from both the MEAP and Terra Nova tests and use it to determine the effectiveness of the written curriculum and its implementation.

Professional development has become a priority for the faculty and staff of the Academy for Business and Technology. The school has invited several speakers to the school to enhance teaching practices and instructional programs already in place and to provide new opportunities to faculty members. In addition, teachers have attended several conferences, workshops and college courses on their own, reporting back to the faculty as a whole, as well as providing materials for the teachers' professional library. The increased emphasis on professional development among the teachers has benefited the staff and students of the Academy.

The Academy for Business and Technology has expanded its facilities thereby providing an improved physical environment in which their students may learn. By installing a large modular building, the school has added eight large classrooms, freeing up room within the main building for a library and additional office space.

The Academy for Business and Technology continues to improve its instructional program. This is apparent in the increased enrollment, high number of graduating students and high level of customer satisfaction. Hard work and a large time commitment on the part of the faculty and staff are responsible for the increased accountability and improved academic environment at the Academy for Business and Technology.

Although students generally show good results on the nationally standardized Terra Nova test, the Academy needs to improve the seventh and eighth grade MEAP results which are below the state averages.

#### Financial Resources

The Academy for Business and Technology's budget has increased from \$762,000 in its initial year to \$2.5 million in 2000-01. Its year-end fund balance for the period ending June 30, 2001, was \$340,000. If an appropriate facility is available in proximity to the current secondary school, the Academy plans to open a K-5 feeder program for the 2002-03 school year.

SECTION: 15
DATE: January 15, 2002

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

**RECOMMENDATION**

**REPORT:**  
**GENERAL EDUCATION REFORM**

**ACTION REQUESTED**

It is requested that the General Education Reform report be received and placed on file.

**SUMMARY**

Paul T. Schollaert, Provost and Vice President for Academic Affairs presented a report on General Education Reform.

**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

# **General Education Reform**

## **Issues and Strategies**

### **General Education Reform**

- **Why change?**
  - Curriculum and pedagogy
    - Lack of coherent curriculum for freshmen
      - Retention
      - Advising
    - Lack of common experiences
    - No lower division/upper division general education curriculum

### **General Education Reform**

- **Why change?**
  - Program size—half of an undergraduate degree
    - 48 hours of “general education”
    - 2 hours of PE & Health
    - 20 hours of minor
    - One source of “hours to degree” problem

### **General Education Reform**

- **Why change?**
  - Transfer issues
    - Course specific articulation
    - Graduation vs. general education requirements
    - Needs of transfer students different than freshmen

General Education Reform

- Strategies
  - Dual requirements
    - Recognize difference between “FTIAC” students and transfers
    - Create special program for four-year students
    - Enhance transfer services

General Education Reform

- Strategies
  - Structured FTIAC degree
    - focus on common freshman experience
    - Delay larger classes until sophomore/junior years
    - Incorporate out-of-class integrative experiences

General Education Reform

- Strategies
  - Modular approach for transfer students
    - Expanded equivalencies
    - More focus on articulation agreements
    - Model state systems
  - Upper-division general education
    - Minor vs. specific courses

General Education Reform

- Processes
  - Committee charge
    - Delineation of program goals and objectives
    - Creation of program structure to meet goals and objectives



General Education Reform

- Processes
  - Approval of courses that fit structure and meet goals and objectives
  - Creation of implementation plan

General Education Reform

- Processes
  - Proposed committee structure
    - Faculty leaders
    - Deans and department heads
    - Faculty selected by Faculty Council
    - Professional advisor, Student Affairs representative

General Education Reform

- Processes
  - Timeline
    - Goals and objectives by April 1, 2002
    - Review and approval by Faculty Council by May 1, 2002
    - Program structure by February 1, 2003

General Education Reform

- Timeline
  - Review and approval by Faculty Council by April 1, 2003
  - Course approval begins April, 2003
  - Experiment with courses in 2003-2004
  - Full implementation, fall 2004

General Education Reform

- Issues
  - General Education and SCH
  - General Education and major recruitment
  - General Education and major requirements
  - General Education resource requirements

General Education Reform

- Issues
  - Quality control on transfer programs

General Education Reform

- Advantages
  - Curricular and pedagogical
    - More students with common academic experience
    - Able to build majors on general education
    - Better use of minor experience
    - Assessable program

General Education Reform

- Advantages
  - Marketing
    - FTIACs
      - Integrated program, small classes
      - Time to degree
    - Transfers
      - Easy articulation
      - Time to degree

**General Education Reform**

- Advantages
  - Institutional effectiveness
    - Improve retention
      - Special impact on minorities
    - Focus recruiting
    - Integrate academic program with other dimensions of student experience

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: 16
DATE: January 15, 2002

**RECOMMENDATION**

**UNIVERSITY MISSION STATEMENT**

**ACTION REQUESTED**

It is recommended that a revised University Mission Statement, Values and Guiding Principles be approved

**STAFF SUMMARY**

The University Mission Statement has not been reviewed or updated since 1990. The University strategic planning process has resulted in a recommendation that the University Mission Statement, Values and Guiding Principles be revised to better reflect the current status of the University. Thorough study, deliberation and input took place during the past ten months, guided by the University Strategic Planning Committee. Numerous revisions evolved. The campus community and Faculty Council have provided extensive input. The Cabinet has reviewed the proposed mission statement.

In addition to comparing and contrasting the EMU mission with other institutions of higher education, an important benchmark is the Association of Governing Boards (AGB) Guidelines for Mission Statements. The AGB Guidelines include four key elements to be included in the mission statement: (1) What the institution is and strives to be (this suggests both current and forward-looking views); (2) The broad institutional purpose; (3) the institution's distinctiveness (competitive advantage); and (4) whom the institution primarily serves (key stakeholders).

The four sentences that make up the University Mission Statement meet the AGB guidelines as follows: "Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression" (Addresses guidelines 1 and 2). "Building on a proud tradition of national leadership in the preparation of teachers, we maximize educational opportunities and personal and professional growth for students from diverse backgrounds through an array of baccalaureate, master's and doctoral programs" (Addresses guidelines 2, 3 and 4). "We provide a student-focused learning environment that enhances the lives of students and positively affects the lives of students and the community" (Addresses guidelines 1, 3 and 4). "We extend our commitment beyond the

campus boundaries to the wider community through service initiatives and partnerships of mutual interest addressing local, regional, national and international opportunities and challenges" (Addresses guidelines 2, 3 and 4.

**FISCAL IMPLICATIONS**

None

**ADMINISTRATIVE RECOMMENDATION**

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

\_\_\_\_\_  
University President

January 2, 2002

\_\_\_\_\_  
Date

Effective Date	Date of Revision
11-2-64	1-15-02
Chapter Name	
POWERS AND LIMITATIONS OF THE REGENTS	



# Policies, Rules and Regulations

Chapter No.	Page
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Issue
UNIVERSITY MISSION

## UNIVERSITY MISSION STATEMENT

Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression. Building on a proud tradition of national leadership in the preparation of teachers, we maximize educational opportunities and personal and professional growth for students from diverse backgrounds through an array of baccalaureate, master's and doctoral programs. We provide a student-focused learning environment that positively affects the lives of students and the community. We extend our commitment beyond the campus boundaries to the wider community through service initiatives and partnerships of mutual interest addressing local, regional, national and international opportunities and challenges.

## INSTITUTIONAL VALUES AND GUIDING PRINCIPLES

### Institutional Values

Eastern Michigan University's mission and philosophy are built upon shared values that define and nourish the intellectual, ethical, and aesthetic environment. These values are:

**Teaching and Learning** -- We believe that teaching and learning are central to everything that we do. We recognize that we are a community of learners who discover, interpret, apply, and transmit knowledge.

**Excellence** -- We believe that the promotion of personal and academic excellence provides a foundation for institutional quality. We are committed to achieving the highest standards through ongoing assessment and continuous quality improvement.

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<b>Issue</b>		
UNIVERSITY MISSION		

Human Dignity and Respect -- We believe that wisdom, sound judgment, acceptance, and respect for other persons, cultures, and ideas are characteristics of an educated person. We seek to demonstrate, through all programs, activities, and services, an appreciation of human diversity and an atmosphere of mutual respect and support for individual differences.

Diversity -- We believe that cultural diversity enriches learning experiences and promotes respect and understanding. We welcome qualified learners of varying interests, abilities, backgrounds, and expectations and are committed to creating an inclusive educational environment that provides exceptional opportunities for all learners. We seek to attract, serve, and retain a highly qualified and diverse student body, faculty, and staff, and to make special effort to provide access to educational opportunities for non-traditional and under-represented populations.

Scholarship and Intellectual Freedom -- We believe that intellectual and creative freedom supports scholarship and advances the learning process. We promote, encourage, and support personal and academic freedom. We seek to provide an environment that fosters knowledge development and creative learning experiences through intellectual and cultural exchange.

Public Engagement – We believe that the University should engage the public in mutually beneficial relationships to achieve the public good. We aspire to develop regional, national, and international partnerships that allow us to serve our stakeholders more effectively, while providing increased learning opportunities for our students, faculty, and staff.

Leadership and Participatory Decision-Making -- We believe that effective organizations are characterized by visionary leadership and participatory decision-making at all levels. We are committed to creating and supporting an environment that fosters open communication and innovative approaches to change.

Integrity -- We believe that integrity is critical to our continued success and institutional effectiveness. We expect and support the highest level of personal, intellectual, academic, financial, and operational integrity within the University community.

Authority for Creation or Revision

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UNIVERSITY MISSION		

### Guiding Principles

The following guiding principles provide standards the University seeks to achieve:

**Accessibility** -- An inclusive community of learners that provides educational opportunities to any qualified individual who wishes to participate.

**Relevancy** -- Programs designed to broaden perspectives, heighten awareness, deepen understanding, establish disciplined habits of thought, respond to changes in the workplace and society, and help develop individuals who are informed, responsible citizens.

**Responsiveness to change** -- A learning community that is responsive to economic, social, and political change. As an agent of change, the University explores new alternatives, recognizes constraints, and makes wise institutional choices.

**Flexibility** -- While recognizing that various constituencies have different needs, University programs, activities and services are flexible so that people have the opportunity to participate and to achieve their goals and purposes.

**Quality** -- All programs, activities, and services achieve the highest standards of quality.

**Collaboration** -- All University programs, activities, and services work collaboratively to solve problems, provide greater efficiencies, and expand learning opportunities. Collaboration extends beyond the University to colleagues, communities, and institutions.

**Accountability** -- The University has consistent policies and procedures to ensure accountability at all levels. All members of the University community are accountable for their actions and decisions.

**Affordability** -- Qualified individuals who desire to participate are not discouraged from doing so because of financial resources.

### **Authority for Creation or Revision**

--



SECTION: 17
DATE:
January 15, 2002

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

**RECOMMENDATION**

**MONTHLY REPORT**  
**FACULTY AFFAIRS COMMITTEE**

**ACTION REQUESTED**

It is requested that the Faculty Affairs Committee Agenda for January 15, 2002, and the Minutes of the November 27, 2001, meeting be received and placed on file.

**STAFF SUMMARY**

The primary item for the January 15, 2002, Faculty Affairs Committee meeting was a presentation on "The Psychology Ph.D. Program and Clinic" by Paul T. Schollaert, Provost and Vice President for Academic Affairs, Michael Harris, Associate Provost, Kenneth Rusiniak, Head, Department of Psychology, Karen K. Downey, Clinic Director, EMU Psychology Clinic, Carol Freedman-Doan, Associate Professor, Department of Psychology, Dean Lauterbach, Associate Professor, Department of Psychology and David Richard, Associate Professor, Department of Psychology.

**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**

January 15, 2002  
8:00 – 9:00 a.m.  
201 Welch Hall

**AGENDA**

**Regular Agenda**

Section 17                      Monthly Report and Minutes (Regent Brandon)

**Status Report**

REPORT: “The Psychology Ph.D. Program and Clinic” by

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

Michael Harris, *Associate Provost*

Kenneth Rusiniak, *Head, Psychology*

Karen K. Downey, *Clinic Director, EMU Psychology Clinic*

Carol Freedman-Doan, *Associate Professor, Psychology*

Dean Lauterbach, *Associate Professor, Psychology*

David Richard, *Associate Professor, Psychology*

EASTERN MICHIGAN UNIVERSITY  
BOARD OF REGENTS

**FACULTY AFFAIRS COMMITTEE MINUTES**

November 27, 2001  
8 a.m., 201 Welch Hall

**Attendees** (seated at tables): Regent Brandon (Chair), Regent Valvo, Provost Schollaert, M. Harris, R. Holkeboer, M. Lintner, D. Loppnow, S. McCracken, and S. Moeller

**Guests**: (as signed in) R. Abent, D. Beagen, D. Bennion, D. Clifford, M. Dalbey, C. Finch, H. Höft, J. Hubbard, M. Kanagy, S. Kirkpatrick, R. Larson, M. Marz, G. McQuere, R. Neely, G. Nelson, J. Olson, J. Pignataro, G. Reichbach, L. Ristau, L. Rocklage, K. Rusiniak, A. Starko, E. Tratras-Contis, J. Todd, F. Wagner-Marsh, and D. Woike

The meeting was convened at 8:02 a.m.

**Monthly Report and Minutes (Section 18)**

*Regent Brandon* recommended approval of the Faculty Affairs Committee Agenda for the November 27, 2001, and the Minutes of the September 25, 2001 be accepted and placed on file. The recommendation was accepted.

**Status Report: Faculty Sponsored Research**

*Dr. Paul T. Schollaert, Provost and Vice President for Academic Affairs*, stated that one of the most exciting programs underway in undergraduate education nationally is the utilization of undergraduate and graduate student sponsored research. One of the advantages is that students work one-on-one with faculty in a scholarly setting. *Paul Schollaert* then introduced *Dr. Michael Harris, Associate Provost*.

*Dr. Harris* introduced three faculty sponsors. *David D. Reid, Professor of the Department of Physics and Astronomy*, *Barry Pyle of the Department of Political Science*, and *Kenneth Rusiniak, Head of the Department of Psychology*.

*David Reid* introduced his undergraduate student *Jason Alfonso Ruiz* who presented his research *The Feasibility of Interstellar Space Flight*. Jason Ruiz opened by outlining his purpose: to investigate the feasibility of an interstellar space flight to the nearest star system using a combination of rocket propulsion systems. He states that the main reason to travel to other stars is scientific curiosity; this progresses from the study of interstellar medium, the investigation of other stars, a new perspective of our own solar system, exploration of other planets, and the possibility of contact with other life. Another reason to travel to other stars is long-term survival identifying the limited resources in the solar

system, the limited life of the sun and the many processes that could disrupt our ability to live in this solar system. Basically it's a hard problem, and we need to start now.

He went on to state that the vast distances between stars makes a single propulsion system impractical. This is demonstrated in that Voyager 2, traveling at 37,000 mph would take 80,000 years to reach the closest star. A combination of propulsion systems would be the best solution. These consist of Chemical, Nuclear Fission, Ion Jet, and Solar Sail and many other possibilities to investigate.

*Jason Ruiz* has been working on a computer simulation that has had dramatic results. Originally projected first runs of new technology showed 60,000-year travel times between stars, with experimentation we are now down to 500 years. This shows much work remains to do. *Jason Ruiz* has received a special grant from the Michigan Space Grant Consortium.

*Regent Brandon* asked what are your plans after this?

*Jason Ruiz* replied with his B.S. in Physics he is planning to continue his education in Physics and hopefully continue working in the aerospace field.

*Barry Pyle* introduced his undergraduate student *Kaitlin A. L. Clark* who presented her research *Electoral College: To Abolish or Not to Abolish*. *Kaitlin A. L. Clark* began her presentation with some basic facts and history of the Electoral College. The Great Compromise, Constitutional Foundations, Size and Makeup and the Electors. The Electoral College progressed through five historical changes; Dissolution of Free Votes, Emergence of Political Parties, Political Elections vs. Congressional Elections, the Winner-Takes-All System, and finally the 12<sup>th</sup> Amendment. She then outlined four election outcome possibilities.

*Kaitlin A. L. Clark* presented arguments against the Electoral College consist of contradictory election results threaten legitimacy, small states are ignored for large states and "swing states", and the solution is a Direct-Voting System. Arguments for the Electoral College consist of prevention of tedious ballot recounting, effective governing is independent election mode, state representation, and the nature of a Constitutional Republic vs. a Democracy. As to how and what changes should be made to the Electoral College she stated they must be made as Proposals for Change, the Requirement for Amending the Constitution and the system allowing for slow, evolving change.

*Regent Brandon* asked what do you think should be done?

*Kaitlin A. L. Clark* replied that one of the great advantages of the system is that any improvements/changes to the system will happen at a slow determined pace. Changes can and will take place, but they need to be implemented at this slower and more thoughtful pace.

*Kenneth Rusiniak* introduced his graduate student *Wanda Heinz* who presented her research *Coping with Severe Marital Stressors*. *Wanda Heinz* outlined her previous research citing where *Cano and O'Leary (2000)* examined the effects of a humiliating event (HME: husbands infidelity, threats of marital dissolution) on women to determine whether an HME precipitates depression beyond the effects of marital discord. Their study controlled for marital discord, familial and lifetime histories of depression. Results showed that the HME group experienced significantly more major depressive episodes and more nonspecific symptoms of depression than the control group. *Wanda Heinz* identified the problem as (a.) Women who experience an HME also experience more major depressive episodes and more non-specific depressive symptoms and (b.) little research has been done to examine the coping strategies used by women who have experienced an HME and the effectiveness of these strategies.

*Moos (1993)* has identified four categories to classify coping: Cognitive Approach, Behavior Approach, Cognitive Avoidance and Behavioral Avoidance. The goals of the study were to examine the most common coping strategies used by women who have experienced HME, and to explore whether depression is related to the type of strategy used. The participants were recruited through community newspapers and direct mail flyers. The HME group consisted of 25 maritally discordant women who experienced a humiliating marital event within 2 months of the initial phone contact. The Control Group consisted of 25 maritally discordant women who did not experience a humiliating marital event within the two months of the initial phone contact.

*Wanda Heinz* concluded that both groups used the Approach and Avoidance coping strategies. The HME group experienced significantly more depressive symptoms. Correlations between coping and initial depressive symptoms revealed a significant relationship between Approach and anhedonic depression for the HME group, and for the Avoidance and nonspecific depression for the Control group. General discussion results show that women who experienced a severe marital stressor are just as likely to use Approach coping, as they are to use Avoidance coping. Further, Approach was a significant coping strategy for women who experienced anhedonic depression. Women who used Approach coping experienced a significant decline in anhedonic symptoms in a short period of time. This is an important finding because previous research (<*Clements & Sawhney, 2000*) has shown that women who experience severe non-marital stress are more likely to use Avoidance coping. The correlation between Approach coping and the reduction on anhedonic depression may be event specific. That is, the correlation between the coping strategy and depressive symptoms may be due to the nature or trauma of a humiliating marital event. Women who experience an HME would best benefit from therapeutic intervention immediately following the event.

*Regent Brandon* asked how she accumulated her data and if her research would include similar responses with men?

*Wanda Heinz* replied that Annmarie Cano accumulated the data over a five-year period in New York, collecting divergent data, to include male, etc. is one of my future goals.

*Regent Brandon* adjourned the meeting at 8:44.

Respectfully submitted,

~~John Longshore~~, Senior Secretary  
Academic Affairs

(E:/Ristau/BoardReg/Minutes/FAC\_1101)

## The Psychology Ph.D. Program and Clinic: 2001

- Kenneth W. Rusiniak, Head, Psychology Department
- Karen K. Downey, Director, Psychology Clinic
- Carol Freedman-Doan, Associate Professor of Psychology
- Dean Lauterbach, Associate Professor of Psychology
- David Richard, Associate Professor of Psychology

## Program Milestones

- Faculty Recruitment and Hiring
- The First Cohort-Student Recruitment and program start-up
- The Psychology Clinic
- The Clinic and Program in Action- Responding to 9-11

## Faculty Recruitment and Hiring

- New Faculty Hires
- Karen K. Downey, Ph.D (1993, Wayne State)
- Dean Lauterbach, Ph.D. (1995, Purdue)
- David C.S. Richard, Ph.D (1999, Hawaii)
- Michelle R. Byrd, Ph.D. (2002, Nevada-Reno)
- 2 Searches underway

## Features of training program

- Creates training model to address needs of mental health profession
- Emphasizes market-relevant skills
- Integrates M.S. and Ph.D. level work
- Provides tracks for two orientations
- Community and applied research focus
- Trains mental healthcare specialists

## Admission statistics for Ph.D. Clinical Psychology Programs in Michigan

University (year of data)	Client Degree	Median GRE	Median Undergraduate GPA	Median GRE	Median GRE	# Applicants	# Accepted	% Accepted
Central Michigan (2001)	Ph.D.	3.0	3.78	NA	1195	69	11/8	19%
Detroit Mercy (1998)	Ph.D.	3.0	3.40	1000	1100	120	14/10	12%
Michigan (1998)	Ph.D.	NA	3.86	NA	1270	340	9/4	3%
Michigan State (2001)	Ph.D.	NA	3.63	NA	1265	158	10/6	6%
Wayne State (1998)	Ph.D.	3.0	3.50	NA	1230	165	24/13	14%
Western Michigan (1998)	Ph.D.	3.0	3.44	1000	1069	70	6/6	8%
Eastern Michigan (2001)	Ph.D.	3.0	3.72	1000	1172	36	12/10	33%

Note: Nationally, over 60% of all clinical applicants are not accepted into any program

## Applicant pool - 2001

- Number of applicants: 36
- Location of applicants: Michigan, Ohio, South Dakota, Minnesota, Missouri, Massachusetts, Mississippi, Alaska, Wisconsin, Ontario, and Leipzig, Germany
- Undergraduate GPA range: 2.67 - 3.91
- Total GRE range: 630 - 1430
- Minority candidates: 3



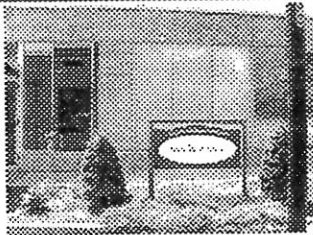
### Class of 2001

- Age range of students accepted: 23 - 47 years
- Gender of students accepted: 3 males, 7 females
- 3 Masters-level students; 7 Bachelors-level
- GPA range: 3.60 - 3.91
- GRE range: 990 - 1300
- Professional experiences and aspirations compatible with program goals and faculty

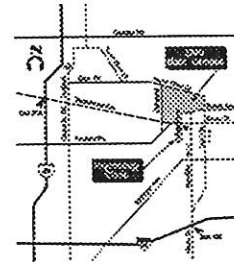
### Psychology Clinic Location, Hours, Contact Info

611 W. Cross Street  
(734) 487-4987  
8:30 a.m. - 5:00 p.m. Mon, Wed, Fri  
8:30 a.m. - 7:00 p.m. Tues, Thurs  
Operates 12 months per year  
Sliding Scale Fees

### Psychology Clinic



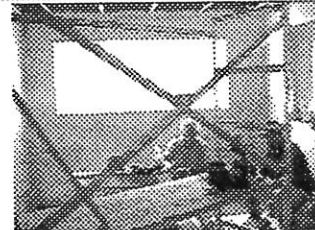
### Psychology Clinic Map



### A Work in Progress

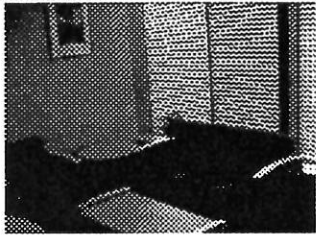


### A Deserved Break

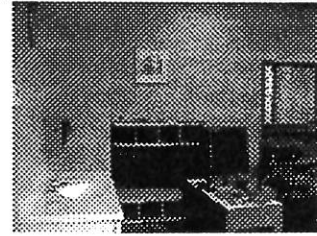




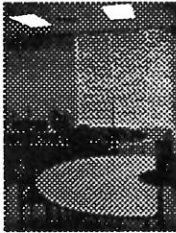
### Therapy Room



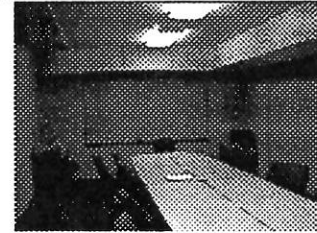
### Play Therapy Area



### Play Therapy Area



### Conference Room



### Psychology Clinic Staffing

- Graduate students provide direct care
- Licensed faculty provide supervision
- Tia Moody, Clinic Secretary
- Karen Downey, Clinic Director

### Psychology Clinic Procedures

- Telephone screening
- Case assignment
- Intake Evaluation
- Treatment Planning
- Consultation and coordination with other treatment providers

## Psychology Clinic Services

- Psychological Assessments
  - > Learning Disabilities (IQ/Achievement)
  - > ADHD
  - > Personality
  - > Psychosocial functioning
  - > Diagnosis
  - > Substance Abuse

## Psychology Clinic Services

- Psychological Treatment
  - > Relationship problems (Incl. Couples and Family therapy)
  - > Depression
  - > Anxiety (including PTSD)
  - > Anger management
  - > Stress management
  - > Developmental Disabilities
  - > Behavioral and emotional problems of childhood
  - > Behavioral medicine (compliance, chronic pain)
  - > Groups: Substance Abuse, Coping, Speech Anxiety

## Client Demographics to Date

- 36 referrals received, 21 active clients
- 70% female
- Average age = 29
- Half are single, most others divorced/separated
- 83% Caucasian
- 25% EMU students

## Community Outreach

- Community Mental Health
- Washtenaw Intermediate School District
- Christian Ministering Center
- SOS Community Services
- Neighborhood Health Clinic
- Help Source
- Catholic Social Services
- U of M Psychiatry

## Psychology Clinic Marketing & Public Relations

- Consultation with EMU Marketing and Public Information
- Meetings and telephone contacts with agency directors
- Mass mailing of Clinic brochures to area mental health agencies, medical clinics, schools, and churches
- Media: Press Release, EMU CASENOTES, Ann Arbor News, Eastern Echo
- Open House, January 23, 3:30-6:30
- Web page under development

## Responsive to the needs of our community – in tune with the nation

- As a consequence of the events of September 11<sup>th</sup>, a critical need was identified for training therapists to provide clinical services
- Utilizing local experts to provide comprehensive training
  - Outline of training schedule
    - General overview of terrorism, disaster management, and coping strategies (Richard, Lauterbach, & Kay)
    - Assessment and diagnosis of Posttraumatic Stress Disorder: Overview of instruments and interviewing techniques (Lauterbach & Richard)
    - Identifying and Treating Acute Stress Disorder and PTSD in Children and Adolescents (Freedman-Doan)
    - Critical Incident Stress Debriefing and Critical Incident Stress Management (Lauterbach)
    - Relaxation Training and Systematic Desensitization (Bonem)
    - Exposure Therapy: Research and Practice issues (Richard)

## Planning for the Future

- Conference planned for next year – keynote speakers to include:
  - Presenter(s) from the National Center for PTSD who provided services at "ground zero"
  - Presenter(s) from the National Center for PTSD to discuss program review under crisis – a case example of the assessment of emergency response units following the September 11<sup>th</sup> terrorist acts
  - Presentations from local clinicians/researchers on the continuing impact of the September 11<sup>th</sup> acts

## Publicity Materials

- Psychology Clinic Brochure
- Ypsilanti Press/Ann Arbor News, Nov 2001
- Casenotes, CAS Newsletter, Fall 2001
- EMU Focus, Dec 11, 2001
- EMU Echo, Dec 12, 2001
- Clinic preview for Board of Regents, Jan 15, 2001
- Clinic Open House, Jan 23, 2001

**Kenneth W. Rusiniak**  
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### **Curriculum Vitae**

#### **Education**

Ph.D.	Physiological Psychology	University of California Los Angeles	1976
M.A.	Physiological Psychology	University of California Los Angeles	1974
B.S.	Biology/Chemistry	Northern Illinois University	1971

#### **Professional Experience**

##### Eastern Michigan University

- 1989-99, 2000-present, Professor and Head, Department of Psychology
- 1999-2000, Interim Associate Vice President of Academic Affairs
- 1981-1989, Assistant /Associate Professor of Psychology

##### University of California Los Angeles

- 1976-1981, Postdoctoral Fellow/Assistant Research Psychologist

##### Recent Research Consultant/Adjunct Professor

- 1999, Zoo Atlanta/World Wildlife Federation/South Africa National Parks
- 1998, Warner Lambert-Parke Davis Company
- 1986-88, Michigan State University (Ph. D. Dissertation Supervision)

#### **Professional Honors/Awards**

- Phi Kappa Phi
- Graduate Teaching/Research Fellow, UCLA, University of Utah, SUNY Stony Brook
- Illinois State Scholarship

#### **Professional Activity (selected)**

- American Psychological Association, American Psychological Society, Midwestern Psychological Association, Council of Graduate Departments of Psychology/Council of Applied Masters Programs of Psychology
- Editorial Consultant, Neuroscience Research Methods, MIT Press, Behavioral Neuroscience

#### **Professional Publications and Presentations (selected)**

- Rusiniak, K.W. (1999). Baboon Predation Control at Cape Point National Park, Behavior Analysis Association of Michigan, Ypsilanti, MI.
- Lipinski, W.J., Rusiniak, K.W., Hilliard, M. & Davis, R.E. (1995). Nerve growth factor facilitates conditioned taste aversion learning in normal rats. *Brain Research*, *692*, 143-153.
- Rusiniak, K.W. (1992). Seven principles derived from the Cast Iron IQ (CI IQ) Test. Paper in Symposium entitled "Las Lecciones del Investigador John Garcia," Gustavson, C.R. (chair), Western Psychological Association, Portland, OR.
- Steigerwald, E.L., Rusiniak, K.W., Eckel, D.L. & O'Regan, M.H. (1988). Aversive conditioning properties of caffeine in rats, *Pharmacology, Biochemistry and Behavior*, *31*, 579-584.
- Palmerino, C.C., Rusiniak, K.W. & Garcia, J. (1980). Flavor-illness aversions: The peculiar roles of odor and taste in memory for poison. *Science*, *208*, 753-755.
- Rusiniak, K.W., Hankins, W.G., Garcia, J., & Brett, L.P. (1979). Flavor-illness aversions: Potentiation of odor by taste. *Behavioral and Neural Biology*, *25*, 1-17.
- Rusiniak, K.W., Gustavson, C.R., Hankins, W.G., & Garcia, J. (1976). Prey-lithium aversions. II. Rats and ferrets. *Behavioral Biology*, *73-85*
- Garcia, J., Hankins, W.G., & Rusiniak, K.W. (1974). Behavioral regulation of the milieu interne in man and rat. *Science*, *185*, 824-831.

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**Curriculum Vitae**

**Education**

Ph.D. Clinical Psychology	Wayne State University	1993
M.A. Clinical Psychology	Wayne State University	1991
B.A. Psychology	Colby College	1986

**Professional Experience**

1992-1993	Lecturer, Wayne State University Department of Psychology
1993-1995	Post-Doctoral Fellow, University of Michigan, Dept. of Psychiatry
1995-2001	Assistant Professor, Wayne State University School of Medicine Department of Psychiatry and Behavioral Neurosciences
1995-97; 00-01	Clinical Director, PBMP (Psychiatry and Behavioral Medicine Professionals) UPC Jefferson Avenue Research Program
2001-present	Associate Professor and Clinic Director, Eastern Michigan University, Dept. of Psychology

**Licensure**

State of Michigan License in Psychology, License #6301008453

**Professional Honors/Awards**

Phi Kappa Phi (1985)

American Psychological Association Science Directorate Student Travel Award (1993)

EMU Provost's Research Support Award for New Faculty (2002)

**Professional Activity (selected)**

American Psychological Association (member); College on Problems of Drug Dependence (member, and chair of the Underrepresented Populations Committee); Society of Research on Nicotine & Tobacco (member); Association of Directors of Psychology Training Clinics (member and Executive Board Member-at-Large), NIH SBIR Grant Review Study Section member

**Professional Publications and Presentations (selected)**

Pomerleau, CS, Downey, KK, Snedecor, SM, Mehringer, AM, Marks, JL, & Pomerleau, OF. (in press).

Smoking patterns and abstinence effects in smokers with no ADHD, childhood ADHD, and adult ADHD symptomatology. *Addictive Behaviors*.

Schuh, LM, Stamat, H, Downey, KK, Schuh, KS. (2001). Subjective and discriminative stimulus effects of two de-nicotized cigarettes with different tar contents. *Nicotine & Tobacco Research*, 3, 71-77.

Ledgerwood, D & Downey, KK (in press). Relationship between problem gambling substance abuse, and psychiatric comorbidity in a methadone maintenance treatment population. *Addictive Behaviors*.

Helmus, T, Downey, KK, Wang, LM, Rhodes, G. & Schuster, CR. (2001). The relationship between self-reported cocaine withdrawal symptoms and history of mood disorder. *Addiction*, 26, 461-467.

Downey, KK, Helmus, T, & Schuster, CR. (2000). Treatment of heroin dependent poly-drug abusers with contingency management and buprenorphine maintenance. *Exp & Clin Psychopharm*, 8, 176-184.

Downey, KK, Helmus, T, & Schuster, CR. (2000). Contingency management for accurate predictions of urinalysis test results and lack of correspondence with self-reported drug use among poly-drug abusers. *Psychology of Addictive Behaviors*, 14, 69-72.

Downey, K.K., Pomerleau, C.S., Huth, A., & Silk, K. (1998). The effect of a restricted smoking policy on motivation to quit smoking in psychiatric inpatients. *Journal of Addictive Diseases*, 17,1-8.

Downey, K.K., Pomerleau, C.S., & Pomerleau, O.F. Personality differences related to smoking and adult Attention Deficit Hyperactivity Disorder. *Journal of Substance Abuse*, 8, 129-135, 1996.

**Carol R. Freedman-Doan**

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**Curriculum Vitae**

**Education**

Ph.D.	Clinical Psychology	Wayne State University	1994
M.A.	Clinical Psychology	Wayne State University	1990
B.S.	Special Education	Kent State University	1977

**Professional Experience**

Eastern Michigan University

- 1995-present, Assistant /Associate Professor of Psychology

University of Michigan

- 1996-2001, Adjunct Research Scientist, Institute for Social Research

Clinical Psychology Experiences

- 1995-present, Private practice
- 1994-1995, Intern, Hawthorn Children's Center
- 1988-1989, Intern, Michigan Osteopathic Medical Center

Teaching Experiences

1977-1986, Teacher for Severely Behavior Disordered Children

**Professional Honors/Awards**

Graduate Professional Scholarship, Wayne State University, 1986 - 1994

Federal Teacher's Training Grant, University of Michigan, 1984 - 1985

**Professional Activity (selected)**

- American Psychological Association, Society for Research in Child Development, Society for Research in Adolescence
- Editorial Consultant- Merrill-Palmer Quarterly, J of Adolescent Research, J of Research on Adolescence
- Fully licensed Clinical Psychologist in Michigan, 2000

**Professional Publications and Presentations (selected)**

Roeser, R. W., Eccles, J. S., & Freedman-Doan, C. R. (1999). Academic functioning and mental health in adolescence: Patterns, progressions, and routes from childhood. *Journal of Adolescent Research-Special Issue, 14* (2), 135-174.

Eccles, J. S., Roeser, R. W., Wigfield, A., Freedman-Doan, C. R. (2000). Academic and motivational pathways through middle childhood. In L. Balter and C. Tamis-LeMonda (Eds.), Child Psychology: A Handbook of Contemporary Issues. Garland Press.

Freedman-Doan, C. R. (2000). How Can Children from the Same Family Be So Different? In Becoming a Family: Parents' Stories and Their Practice, Policy, and Research Implications, R. D. Harold (Ed.). Mahwah, New Jersey: Lawrence Erlbaum Associates.

Freedman-Doan, C.R., Wigfield, A., Eccles, J.S., Harold, R.D., Arbreton, A.J., & Yoon, K.S. (2000). What am I best at? Elementary school-age children's beliefs about the achievement activities they do. *Journal of Applied Developmental Psychology*.

Eccles, J. S., Wigfield, A., Jacobs, J., Freedman-Doan, C.R., Davis-Kean, P. The Ontogeny of Self and Task Concepts and Activity Choice. National Institute of Health and Human Services (Grant #RO1 - 17553 - 09). Subcontracts to Eastern Michigan University: Totaling \$18,347.

Freedman-Doan, C. R. (2001, April). Looking forward to adolescence revisited: The relation between parents' expectations and adolescents' behavior. Symposium title: Parents' and Children's Expectations for Adolescence: Predictors and Consequences. Paper presented at Society for Research in Child Development, Minneapolis, MN.



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### **Curriculum Vitae**

#### **Education**

Ph.D.	Clinical Psychology	Purdue University	1994
M.A.	Clinical Psychology	Purdue University	1988
B.S.	Psychology	University of Wisconsin-Madison	1984

#### **Professional Experience**

##### Eastern Michigan University

- 2001-present, Associate Professor of Psychology

##### Northwestern State University

- 1995-2001, Assistant Professor of Psychology

#### **Professional Activity (selected)**

- American Psychological Association, American Psychological Association-Division 12, American Psychological Society, Midwestern Psychological Association, International Society for Traumatic Stress Studies
- Editorial Consultant, Journal of Traumatic Stress, Journal of Consulting and Clinical Psychology, Canadian Journal of Behavioral Science

#### **Professional Publications (selected)**

- Lauterbach, D. (1999). Trauma among college students: Reasons to consider studying this population. Traumatic Stress Points, 13(3), 6.
- Lauterbach, D. (in press). Personality profiles of trauma survivors. Traumatology.
- Lauterbach, D., & Vrana, S. (1996). Three studies on the reliability and validity of a self-report measure of Posttraumatic Stress Disorder. Assessment, 3, 17-25.
- Lauterbach, D., & Vrana, S. (in press). Relationship between trauma exposure and substance use in a sample of college students. Journal of Trauma Practice.
- Lauterbach, D., & Vrana, S. (2001). The relationship among personality variables, exposure to traumatic events, and severity of posttraumatic stress symptoms. Journal of Traumatic Stress, 14, 29-45.
- Lauterbach, D., Vrana, S., King, D., & King, L. (1997). Psychometric properties of the civilian version of the Mississippi PTSD scale. Journal of Traumatic Stress, 10, 499-514.

#### **Grants (selected)**

- Lauterbach, D. (1999). Longitudinal course and impact of traumatic events. Louisiana Board of Regents Support Fund - Research and Development Subprogram. \$58,000.00.
- Lauterbach, D. (2001). Development of a Multidimensional Model of PTSD Development. Eastern Michigan University Spring/summer research award.
- Lauterbach, D., & Moulton, P. (2000). Training therapists for the millennium. Louisiana Board of Regents Support Fund - Enhancement Program. \$18,400.00
- Richard, C. S., Lauterbach, D., Downey, K., Kay, J. B., Hoodin, F., Bonem, M., & Freedman-Doan, C. (2001). Acute Stress Disorder and Posttraumatic Stress Disorder in Eastern Michigan University students and the citizens of Ypsilanti in the wake of the World Trade Center and Pentagon act of war. Eastern Michigan University Graduate Research Support Fund. \$3,000.00.

## David C. S. Richard

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### Curriculum Vitae

#### Education

Ph.D.	Clinical Psychology	University of Hawaii
M.A.	Clinical Psychology	University of Hawaii
M.Ed.	Counseling and Consulting Psychology	Harvard University
B.A.	Political Science and Psychology	University of California at San Diego

#### Professional Experience

- Eastern Michigan University (2001-present). Associate Professor of Psychology
- Southwest Missouri State University (1996-2001). Assistant Professor of Psychology

#### Professional Activity (selected)

- Member, Association for the Advancement of Behavior Therapy (AABT)
- Member, Midwestern Psychological Association
- Periodic Reviewer, *Psychological Assessment*

#### Selected Professional Publications (chronologically ordered)

- Richard, D. C. S., & Bobicz, K. (in press). Computer applications in behavioral assessment. *The Behavior Therapist*.
- Richard, D. C. S., & Haynes, S. N. (in press). Behavioral assessment. In M. Hersen (Ed.), *Encyclopedia of Psychology*. New York: Academic Press.
- Richard, D. C. S. (in press). The Booklet Category Test: A review. *Mental Measurements Yearbook*.
- Richard, D. C. S. (in press). The WAIS-R NI: A review. *Mental Measurements Yearbook*.
- Richard, D. C. S., & Haynes, S. N. (2000). Computerized psychological assessment. In W. E. Craighead and C. B. Nemeroff (Eds.), *The Corsini Encyclopedia of Psychology and Behavioral Science, 3rd Edition*. (pp. 339-341). New York: Wiley and Sons.
- Richard, D. C. S., & Mayo, S. (1997). Computers in the twenty-first century: The challenge to behavioral assessment and behavior therapy. *The Behavior Therapist, 20* (10), 186-190
- Haynes, S. N., Richard, D. C., & O'Brien, W. (1996). Functienanalyse in de gedragstherapie: Het schatten van de sterkte van causale relaties voor het opzetten van behandelprogramma's [The functional analysis in behavior therapy: Estimating the strength of causal relationships for the design of treatment programs]. *Gedragstherapie, 4*, 289-315.
- Haynes, S. N., Richard, D. C., & Kubany, E. S. (1995). Content validity in psychological assessment: A functional approach to concepts and methods. *Psychological Assessment, 7* (3), 238-247.
- Kubany, E. S., Richard, D. C., Bauer, G. B., & Muraoka, M. Y. (1992). Impact of assertive and accusatory communication of distress and anger: A verbal component analysis. *Aggressive Behavior, 18*, 337-347.
- Kubany, E. S., Richard, D. C., Bauer, G. B., & Muraoka, M. Y. (1992). Verbalized anger and accusatory "you" messages as cues for anger and antagonism among adolescents. *Adolescence, 27*, 505-516.

#### Grants (selected)

##### Funded External Grants

- Richard, D., & Minke, K. (1992). Received a \$5000.00 grant from the Straub Pacific Health Foundation to conduct a developmental research project on automated psychological assessment.

##### Internal Grants and Fellowships

- Richard, D. C. S., Lauterbach, D., Downey, K., Kay, J. B., Hoodin, F., Bonem, M., & Freedman-Doan, C. (2001). *Acute Stress Disorder and Posttraumatic Stress Disorder in Eastern Michigan University students and the citizens of Ypsilanti in the wake of the World Trade Center and Pentagon act of war*. Eastern Michigan University Graduate Research Support Fund. \$3,000.00
- Richard, D. C. S., & Lauterbach, D. (2001). *Self-monitoring of traumatic stress symptoms using a personal digital assistant*. Eastern Michigan University Graduate Research Support Fund. \$2,000.00
- Richard, D. C. S. (2001). *Reliability, validity, and diagnostic efficiency of the Computerized PTSD Scale, Multimedia (CPS-M)*. Eastern Michigan University, Spring-Summer Award.
- Received a \$1400 internal grant designed to improve the clinical psychology web site at Southwest Missouri State University (1999).
- Schartz, H., Schartz, K., & Richard, D. (1996). *Taking the psychology department into the twenty-first century: PRISM (Psychology Research and Instructional Support Medium)*. \$29,000 grant from the vice-president's office to fund a multimedia development computer and research/teaching lab.



**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: 18
DATE: January 15, 2002

**RECOMMENDATION**

**MONTHLY REPORT - FINANCE COMMITTEE**

**ACTION REQUESTED**

It is recommended that the Working Agenda for January 15, 2002 and the minutes for the November 27, 2001 Finance Committee meeting be received and placed on file.

**STAFF SUMMARY**

The primary items discussed at the November 27, 2001 Finance Committee were: Monthly Report, Treasurer's Report, Internal Audit Report, Grants/Contracts Report, Construction Projects Progress Report, Accounts Receivable Report and Technology Plan Implementation Report; FY 2002-03 Appropriation Request, 2000-01 Eastern Michigan University Foundation Annual Report, FY 2003 Capital Outlay Budget Request; New Parking Structure, Surface Lots and Related Projects; Bond Authorization Resolution – New Parking Facility and Related Projects; Authorization to Include Eastern Michigan University Foundation and Eagle Crest Employees in Eastern Michigan University's Medical Benefits Plan; and FY 2003 Parking Rates.

**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

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

**January 15, 2002  
10:30 a.m.  
201 Welch Hall**

**REGULAR AGENDA**

- Section 18: Finance Committee Monthly Report**  
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 19: Amendment to Collective Bargaining Agreement Between Eastern Michigan University and the Eastern Michigan University Patrol Officers' Chapter of the Police Officers' Labor Council**  
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 20: Amendment to Collective Bargaining Agreement Between Eastern Michigan University and UAW Local 1975 (Clerical/Secretarial bargaining unit)**  
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 21: Amendment to Collective Bargaining Agreement Between Eastern Michigan University and UAW Local 1976 (Professional/Technical bargaining unit)**  
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

**CONSENT AGENDA**

- Section 1: REPORT: Treasurer's**  
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 2: REPORT: Internal Audit**  
Jeff Fineis of Andrews, Hooper and Pavlik P.L.C.
- Section 3: REPORT: Grants/Contracts**  
Brian Anderson, Director, Office of Research Development
- Section 4: REPORT: Construction Projects Progress**  
Anthony Catner, Executive Director, Physical Plant
- Section 5: REPORT: Accounts Receivable**  
John Beaghan, University Controller
- Section 6: REPORT: Interim Budget Status**  
Al Levett, Director, Budget Management
- Section 7: REPORT: 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**  
 November 27, 2001

Present: Regents Morris, Brandon, Griffith, Valvo, Incarnati; and Vice President Doyle. Regent DeMattia was absent. Regent Morris presided over the Finance Committee meeting.

**MONTHLY REPORT**

Patrick Doyle, Vice President for Business and Finance, recommended that the working agenda for the November 27, 2001 Finance Committee and the minutes for the September 25, 2001 Finance Committee meeting be received and placed on file. There were no questions.

**FY 2002-03 APPROPRIATION REQUEST**

Patrick Doyle recommended that the Board approve the FY 2003 Appropriation Request to the Office of the State Budget. Doyle reported that 2002-03 general fund operating expenditures are projected to be \$192.38 million, an increase of \$13.9 million or 7.8 percent over the current year budget, which was approved on June 21, 2000. The University is requesting an appropriation of \$92.0 million. This represents an increase of \$4.4 million or 5.0 percent of the FY 2002 appropriation. If enacted, it is anticipated that resident undergraduate tuition rate increases can be limited to no more than 7.7 percent. No supplemental appropriation was requested due to lower than projected state revenues.

Doyle reported that the University has experienced a three percent increase in enrollment this fall as a result of enrollment strategies, and enrollment is expected to increase by two to three percent next year. Increased enrollments bring associated costs in order for the University to provide the level of service students expect. Doyle stated that tuition and fee revenue provides approximately 50 percent of the cost to deliver programs and services. Doyle reported that increases in current fixed costs continue to increase: 88 percent of employees are in bargained-for groups, most under multi-year contracts; investments in technology and maintaining those systems will increase the demand for electricity; the University will experience a full year under the new gas rates; financial aid continues to grow; instructional instrumentation has been under funded in past years. Doyle reported that program enhancements and strategic planning initiatives ready for implementation include student access and success programs, a freshman program, transfer and non-traditional student programs, undergraduate research, graduate program development, public engagement and outreach and continuous improvement, and a Ph.D. in Technology program. The total of associated fixed costs, program enhancements, and the doctorate in technology program amounts to \$13.9 million. Doyle stated that these costs would require an appropriation increase of over 15 percent if the state was able to provide funding. No funding from the state would require a 12.2 percent increase in tuition and mandatory fees if the University was to fund all of the costs as identified. Doyle stated that the University is developing contingency plans in case the five percent appropriation request does not materialize, and is focusing on cost containment measures and process efficiencies. Regent Morris asked if the other state universities were equally frugal in their requests to the state. Doyle responded that the requests are yet unknown. Morris asked what will become of some of the initiatives if they are not funded. Don Loppnow responded that the President would prioritize initiatives and funding in the absence of state

support. There were no further questions.

### **2000-01 EASTERN MICHIGAN UNIVERSITY FOUNDATION ANNUAL REPORT**

John Shorrock requested that the Board of Regents receive and place on file the report of the Eastern Michigan University Foundation for the fiscal year ending June 30, 2001. Laura Wilbanks presented the Foundation's financial profile. Wilbanks reported that total net consolidated assets reported at year-end were \$35,789,318, representing a 15.3 percent decrease from the value at fiscal year-end 2000. Contributions during 2000-01 totaled \$12,044,350 of which \$3,138,701 was cash and \$8,905,649 was gifts-in-kind received by the University. In addition, funding provided from endowed scholarships and other endowments totaled \$750,490 which is a 28 percent increase over the previous year. Wilbanks reported that the market value of the endowment fell from \$39.9 million to \$33.6 million due to unforeseen market conditions. Wilbanks stated that strategies are being developed to enhance the funding of the endowment. Regent Morris asked what the fund-raising goal was prior to receiving the Oracle gift. Wilbanks answered the goal was approximately \$4.3 million. Morris asked if the Foundation established a goal for the number of contributors. Shorrock responded that the Foundation's objective is to increase the number of alumni contributions as well as the contributions of individual friends, corporations and foundations. Shorrock reported that alumni gifts accounted for 6.2 percent of the total contributed during the fiscal year, which is below the national average. Regent Brandon asked what the fund-raising goal is for the next fiscal year. Shorrock responded that it has not been set yet. Regent Morris commented that broadening the fund-raising base to increase alumni contributions would be good for the University.

### **FY 2003 CAPITAL OUTLAY BUDGET REQUEST**

Patrick Doyle recommended that the Board approve the modernization of Pray-Harrold as the University's number-one capital outlay priority. Doyle reported that upgrading Pray-Harrold, the largest classroom building, would benefit and positively affect more students than any other capital project. The estimated cost to modernize Pray-Harrold is \$37,800,000 with a University cost share of \$9,450,000. Doyle stated that the University will continue to pursue using insurance proceeds in the range of \$8.5 million as part of the matching requirement. The remaining match, or to the extent insurance proceeds are not allowed, may require bond indebtedness. Regent Morris asked if the insurance proceeds have been received. Doyle responded that they have been received. Regent Morris commented that enrollment statistics for the period 1997 through 2001 show fewer high school students who have been accepted for admission at EMU are actually enrolling for classes. In 1997, 43.9 percent of the students the University accepted eventually enrolled. The number dropped to 40.3 percent in 2001. Morris recommended that the University prepare an analysis and report to the Board at some time in the future.

### **NEW PARKING STRUCTURE, SURFACE LOTS AND RELATED PROJECTS**

Patrick Doyle recommended that the Board authorize the administration to proceed with the construction of a new parking structure, two surface lots and related projects; and to enter into all necessary contracts to complete the projects. Doyle reported that in June the Board authorized the

administration to proceed with identifying the site, cost and possible privatization of a new parking structure. With authorization to proceed, *Rich and Associates*, Parking Consultants, Architects, Engineers and Planners were engaged to assist in identifying a site for a new parking structure. Four sites were identified as possibilities: Pease Auditorium – south side, where the Business and Finance Building is located, and north side, on the existing Pease surface parking lot; the existing Ford parking lot; the green-space and pedestrian thoroughfare immediately north of Porter and west of Pray-Harrold; and the existing Bowman/Roosevelt surface parking lots located between Pray-Harrold, Roosevelt, Porter, Marshall, King and Jones/Goddard. Doyle reported that further evaluation revealed that building a structure on existing surface lots would be cost prohibitive. The committee recognized that building a parking deck on the Pray-Harrold green space would negatively impact pedestrian traffic and destroy the natural beauty and character of the space. Doyle reported that a table-top parking deck on the south side of Pease would be easily accessed, help reduce the parking shortage in that area and provide parking for Pease events, and enhance the Cross Street area but would not alone measurably improve parking capacity. Therefore, two additional surface parking sites were identified – a 72-space lot east of the Alexander Music Building and a 1,031-space surface lot on the land currently occupied by four softball fields north of Phelps-Sellers. The softball fields would be relocated to west campus and bus service to west campus would be terminated. The lots and deck would increase available parking by 1,363 spaces or 25 percent. The Business and Finance building will need to be removed to make room for the structure and staff will be relocated to a renewed Hover building. Doyle reported that the capital cost for the proposal is \$6.6 million, and recommends funding with bond proceeds. Operating costs are estimated to be \$655,000 annually (includes debt service, operations and maintenance reserves). Regent Brandon asked about the bus service to west campus and the impact to students if it's terminated. Doyle said that the University has been unsuccessful in encouraging students to park in the west campus Rynearson lot and ride the bus to main campus. Doyle reported that rider-ship data indicates a maximum of 500 people parking in the west lot during the week. Regent Griffin asked if there will be additional expense for security in the new lots. Doyle responded that he does not expect any additional security costs and that the cost of lighting and security cameras are included in the project cost. Regent Incarnati asked if the operating cost of \$655,000 includes depreciation. Doyle responded no, only debt service, operational costs and maintenance reserves. Regent Morris emphasized the importance of relocating the softball fields as soon as possible and hopes that they can be relocated before next fall semester. Doyle responded that relocating the fields will be one of the first steps of the project in order to avoid disrupting any recreation/intramural activity. There were no further questions.

#### **BOND AUTHORIZATION RESOLUTION: ISSUANCE AND DELIVERY OF GENERAL REVENUE BONDS AND OTHER MATTERS RELATING THERETO**

Patrick Doyle recommended that the Board approve a Resolution of the Board of Regents of Eastern Michigan University authorizing the issuance of general revenue bonds to finance additional parking facilities and related projects. The resolution authorizes the administration to finance the capital cost of the project in an amount not to exceed \$7.5 million. This action will increase the University's annual debt service by approximately \$520,000. Annual debt service funding will be provided for through increased parking rates, new structure access fees, and a budget reallocation of the west



campus bus system to debt service. Regent Morris asked if a competitive bid process is used to select the underwriter for the bond issue. Doyle responded that the administration had recently competitively bid this service and probably would use the same firms. Regent Morris suggested trying to negotiate lower fees as an incentive for the firms to retain the business with the University. Regent Incarnati asked about the University's debt capacity. Doyle responded that the University has an outstanding debt of approximately \$100 million, but capacity remains available.

**AUTHORIZATION TO INCLUDE EMU FOUNDATION AND EAGLE CREST EMPLOYEES  
IN THE UNIVERSITY'S MEDICAL BENEFITS PLAN**

Ken McKanders recommended that the Board approve the inclusion and participation of employees of The Eastern Michigan University Foundation and Eagle Crest Management Corporation in EMU's group medical benefits plan. McKanders noted that the Board's approval is subject to the Vice President for Business and Finance (Patrick Doyle) negotiating and finalizing an agreement for the inclusion and participation of EMU Foundation and/or Eagle Crest employees in the plan. McKanders reported that the Foundation and Eagle Crest believe that this action will enhance the level of health care benefits provided to their employees, assist in attracting and retaining qualified staff, and provide an economy of scale that should result in reduced medical benefits costs to the Foundation and Eagle Crest. McKanders reported that Vice President Doyle has been in discussion with John Shorrock of the Foundation, and if approved by the Board, plans to immediately proceed with the inclusion of Foundation employees in the University's medical benefits plan. Proceeding with the inclusion of Eagle Crest employees will occur at a later date when appropriate and time allows. It is anticipated that Foundation and Eagle Crest employees will participate in the Blue Cross and Blue Shield Community Blue Preferred Provider Organization (PPO) plan. McKanders reported that the Foundation and Eagle Crest would be required to pay the full cost (at actuarially determined illustrative rates) of their employees' participation in EMU's group medical benefits plan. There were no questions.

**FY 2003 PARKING RATES**

Patrick Doyle recommended that the Board approve increasing the parking decal rates from \$50 per term to \$65 per term, effective Fall 2002. Doyle reported that this action would generate projected revenues of \$350,000 that will be used to fund operating costs of the proposed parking expansion program. In addition, premium reserved parking spaces may be sold to faculty, staff and students at a price expected to range from \$200 to \$800 annually per space. Doyle stated that the sale of premium reserved parking spaces is expected to generate \$100,000 in revenue. There were no questions.

**TREASURER'S REPORT**

Patrick Doyle recommended that the Treasurer's Report for the month of September 2001 be received and placed on file. Doyle reported that cash and investments as of September 30, 2001 totaled \$60,012,946.49 and were invested to return a total annualized yield of 9.11 percent. Cash and investments (excluding bond proceeds) as of September 30, 2001 increased by \$13,795,332 when compared to September 2000. There were no questions.

### **INTERNAL AUDIT REPORT**

Jeff Fineis and Amy Brown of Andrews, Hooper and Pavlik recommended that the Internal Auditor's activity report for the period October 2001 through November 2001 be received and placed on file. Fineis reported that the reports for the Conflict of Interest and Payroll audits are in process and will be presented at the January 2002 board meeting as scheduled. The internal audit schedule for the period ending September 30, 2002 was also included in the materials. Fineis reported that the status report on recommendations made from the previous Children's Institute, University Apartments, Tuition and Vending Operations audits completed in July 2001 was prepared by University management and is included. Recommendations that were made from these audits are either fully implemented or substantially implemented as of the date they were verified by University management. There were no questions.

### **GRANTS AND CONTRACTS REPORT**

Brian Anderson recommended that 61 grants and contracts totaling \$3,438,005 for the period September 1 through October 31, 2001 be accepted. Of those awards, 100 percent sponsored funded grants and contracts in the amount of \$1,717,643 were awarded. Anderson reported that grants and contracts that require EMU cost sharing and/or inkind contributions totaled \$1,720,362. The cash contributions to those awards were \$8600 for a fiscal year to date total of \$100,272 against a base budget of \$361,652. From the progress report, Anderson noted that 158 proposals were processed through October 31, which is minus two from the plan; awards received was 110, which is minus seven from the plan; the dollar value of awards received was \$5,704,298, which is plus \$204,000 from the plan; and matching funds allocated were \$100,272 which is under \$20,279 from the plan. In comparing current fiscal year-to-date to previous fiscal year-to-date totals, Anderson reported that the University processed 33 more proposals; received 13 additional awards, and the dollar value of awards received is up \$1,088,348; and matching funds committed are down \$74,431 from last fiscal year. There were no questions.

### **CONSTRUCTION PROJECTS PROGRESS REPORT**

Tony Catner and Aaron Preston requested that the Board receive and place on file the Construction Projects Progress Report for the period ending November 8, 2001. Preston reported that expenditures and contract obligations to date do not exceed the budgets of approved projects. Catner reported that immediate focus will be placed on relocation of the softball fields to west campus in order to avoid missing a season of intramural sports activities. A request for services to develop a program statement for the expansion of McKenny Union has been released. Catner reported that the design of the University House is 90 percent complete and the basement has been dug and poured. There were no questions.

### **ACCOUNTS RECEIVABLE**

Patrick Doyle recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of October 31, 2001 be received and placed on file. Doyle reported that the October 31, 2001 net receivable balance is \$12,758,000 or 21.66 percent of revenue as compared to \$10,924,000; or 21.25 percent of revenue as of October 31,

2000, which is a .41 percent increase. The report shows an increase of 1.12 percent as compared to the five year average of 20.54% percent. Regent Valvo asked if recoveries are reflected as gross or net of recoveries. Doyle responded that they represent gross recoveries.

### ICT INITIATIVES

Margaret Cline recommended that the progress report for ICT initiatives for the period September 25, 2001 through November 9, 2001 be received and placed on file. Cline reported that all initiatives are currently on schedule and within budget. An on-line survey is in progress to profile faculty, staff and student ICT skills and needs. There were no questions.

Regent Morris adjourned the Finance Committee meeting at 11:35 a.m..

Respectfully submitted,  
Susan Brazin  
January 15, 2002



**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 19
DATE: January 15, 2002

**RECOMMENDATION**

**AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND THE EASTERN MICHIGAN UNIVERSITY PATROL OFFICERS' CHAPTER OF THE POLICE OFFICERS' LABOR COUNCIL**

**ACTION REQUESTED**

It is recommended that the Board of Regents approve modifications to the health care provisions of the existing Collective Bargaining Agreement between Eastern Michigan University and the Police Officers Labor Council (Officers) and that the administration be authorized to execute the Agreement on behalf of the Board of Regents.

**STAFF SUMMARY**

This recommendation is based upon health care negotiations with the Police Officers Labor Council (Officers) following the completion of a Health Care Task Force report. The proposed changes to the health care plan allows the University to better control the rising cost of providing health care to employees. In addition to managing health care cost increases, the University is able to offer a new health care plan that, in many respects, improves the benefit levels available to each employee. A summary of the negotiated changes are reflected on the following page.

**FISCAL IMPLICATIONS**

This action is projected to limit the increase in health care cost to 7.0 percent (down from 12.6 percent if no actions were taken) for the calendar year 2002. This cost avoidance will be partially offset by a one-time \$400 payment to employees.

**ADMINISTRATIVE RECOMMENDATION**

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

\_\_\_\_\_  
University Executive Officer

\_\_\_\_\_  
Date

/c

Summary of Negotiated Changes to the Collective Bargaining Agreement  
between Eastern Michigan University and POLC (Officers)

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<u>Article</u>	<u>Description of Change</u>
XXIV	<p><u>Group Benefits and Insurance, ¶A (1) – Group Medical Benefits</u> – The University will provide health care plan participation in the BC/BS Community Blue PPO plan. This plan will provide prescription drugs at \$10/generic, \$20/brand name with a mail order prescription drug program.</p> <p><u>Group Benefits and Insurance, ¶A (1) (a) – Group Medical Benefits</u> – A \$75/month opt-out provision is provided for employees who have health care coverage available through a spouse and waive coverage and the University.</p> <p><u>Group Benefits and Insurance, ¶A (1) (b) – Group Medical Benefits</u> – Effective after bargaining unit and University Board of Regents approval, all bargaining unit members on the active payroll as of such approval date will receive a \$400 non-base lump sum bonus.</p>
Appendix D	<p><u>Flexible Spending Account</u> – The University will allow employee participation in a pre-tax flexible spending account to provide tax benefits for medical care expenses.</p>
Appendix E	<p><u>Domestic Partner Benefits</u> – The University will provide Domestic Partner benefits to qualified employees.</p> <p><u>Memorandum of Understanding</u> – Limited to current health care negotiations between the University and select bargaining units before June 30, 2002, the University will increase the \$400 non-base lump sum bonus should an agreement be reached to provide a higher bonus amount to other select bargaining units.</p> <p><u>Memorandum of Understanding</u> – Since the bargaining unit’s current labor contract expires during 2002, the University and the bargaining unit consider this agreement on health care benefits to extend through the term of the next contract.</p>

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

SECTION: 20
DATE: January 15, 2002

**RECOMMENDATION**

**AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT BETWEEN  
EASTERN MICHIGAN UNIVERSITY AND UAW LOCAL 1975**

**ACTION REQUESTED**

It is recommended that the Board of Regents approve modifications to the health care provisions of the existing Collective Bargaining Agreement between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Local 1975 (UAW Local 1975 – Clerical/Secretarial) and that the administration be authorized to execute the Agreement on behalf of the Board of Regents.

**STAFF SUMMARY**

This recommendation is based upon health care negotiations with the UAW Local 1975 following the completion of a Health Care Task Force report. The proposed changes to the health care plan allows the University to better control the rising cost of providing health care to employees. In addition to managing health care cost increases, the University is able to offer a new health care plan that, in many respects, improves the benefit levels available to each employee. A summary of the negotiated changes are reflected on the following page.

**FISCAL IMPLICATIONS**

This action is projected to limit the increase in health care cost to 7.0 percent (down from 12.6 percent if no actions were taken) for the calendar year 2002. This cost avoidance will be partially offset by a one-time \$400 payment to employees.

**ADMINISTRATIVE RECOMMENDATION**

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

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University Executive Officer

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Date

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Summary of Negotiated Changes to the Collective Bargaining Agreement  
between Eastern Michigan University and UAW Local 1975

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<u>Article</u>	<u>Description of Change</u>
XXVI	<p><u>Compensation, ¶D (1) – Group Medical Benefits</u> – The University will provide health care plan participation in the BC/BS Community Blue PPO plan. This plan will provide prescription drugs at \$10/generic, \$20/brand name with a mail order prescription drug program.</p> <p><u>Compensation, ¶D (1) (a) – Group Medical Benefits</u> – Effective after bargaining unit and University Board of Regents approval, all bargaining unit members on the active payroll as of such approval date will receive a \$400 non-base lump sum bonus.</p> <p><u>Compensation, ¶D (1) (b) – Group Medical Benefits</u> – The effective date of the \$10/generic, \$20/brand name prescription drug program will be 1/1/04. Prior to this effective date, the plan will provide prescription drugs at \$7/generic, \$15/brand name.</p>
Appendix N	<p><u>Flexible Spending Account</u> – The University will allow employee participation in a pre-tax flexible spending account to provide tax benefits for medical care expenses.</p>
Appendix O	<p><u>Domestic Partner Benefits</u> – The University will provide Domestic Partner benefits to qualified employees.</p> <p><u>Memorandum of Understanding</u> – Limited to current health care negotiations between the University and select bargaining units before June 30, 2002, the University will increase the \$400 non-base lump sum bonus should an agreement be reached to provide a higher bonus amount to other select bargaining units.</p>

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: 21

DATE:

January 15, 2002

**RECOMMENDATION**

**AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN  
EASTERN MICHIGAN UNIVERSITY AND UAW LOCAL 1976**

**ACTION REQUESTED**

It is recommended that the Board of Regents approve modifications to the health care provisions of the existing Collective Bargaining Agreement between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Local 1976 (UAW Local 1976 – Professional/Technical) and that the administration be authorized to execute the Agreement on behalf of the Board of Regents.

**STAFF SUMMARY**

This recommendation is based upon health care negotiations with UAW Local 1976 following the completion of a Health Care Task Force report. The proposed changes to the health care plan allows the University to better control the rising cost of providing health care to employees. In addition to managing health care cost increases, the University is able to offer a new health care plan that, in many respects, improves the benefit levels available to each employee. A summary of the negotiated changes are reflected on the following page.

**FISCAL IMPLICATIONS**

This action is projected to limit the increase in health care cost to 7.0 percent (down from 12.6 percent if no actions were taken) for the calendar year 2002. This cost avoidance will be partially offset by a one-time \$400 payment to employees.

**ADMINISTRATIVE RECOMMENDATION**

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

\_\_\_\_\_  
University Executive Officer

\_\_\_\_\_  
Date

/c

Summary of Negotiated Changes to the Collective Bargaining Agreement  
between Eastern Michigan University and UAW Local 1976

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<u>Article</u>	<u>Description of Change</u>
XXIV	<p><u>Compensation, ¶D (1) – Group Medical Benefits</u> – The University will provide health care plan participation in the BC/BS Community Blue PPO plan. This plan will provide prescription drugs at \$10/generic, \$20/brand name with a mail order prescription drug program.</p> <p><u>Compensation, ¶D (1) (a) – Group Medical Benefits</u> – Effective after bargaining unit and University Board of Regents approval, all bargaining unit members on the active payroll as of such approval date will receive a \$400 non-base lump sum bonus.</p> <p><u>Compensation, ¶D (1) (b) – Group Medical Benefits</u> – The effective date of the \$10/generic, \$20/brand name prescription drug program will be 7/1/03. Prior to this effective date, the plan will provide prescription drugs at \$7/generic, \$15/brand name.</p>
Appendix L	<p><u>Flexible Spending Account</u> – The University will allow employee participation in a pre-tax flexible spending account to provide tax benefits for medical care expenses.</p> <p><u>Memorandum of Understanding</u> – Limited to current health care negotiations between the University and select bargaining units before June 30, 2002, the University will increase the \$400 non-base lump sum bonus should an agreement be reached to provide a higher bonus amount to other select bargaining units.</p> <p><u>Memorandum of Understanding</u> – Since the bargaining unit's current labor contract expires during 2002, the University and the bargaining unit consider this agreement on health care benefits to extend through the term of the next contract.</p>

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

SECTION: 22
DATE: January 15, 2002

**RECOMMENDATION**

**ELECTION OF BOARD OFFICERS**

**ACTIONS REQUESTED**

**ELECTION OF CHAIR**

In accordance with the Board of Regents By-Laws, Article IV, Section 4.01, it is recommended that the Board of Regents elect \_\_\_\_\_ as Chair of the Board of Regents.

**ELECTION OF VICE CHAIR**

In accordance with the Board of Regents By-Laws, Article IV, Section 4.02, it is recommended that the Board of Regents elect \_\_\_\_\_ Vice Chair of the Board of Regents.

**APPOINTMENT OF BOARD TREASURER**

In accordance with the Board of Regents By-Laws, Article IV, Section 4.07, it is recommended that the Board of Regents appoint \_\_\_\_\_ as Treasurer to the Board of Regents.

**APPOINTMENT OF THE SECRETARY OF THE BOARD**

In accordance with the Board of Regents By-Laws, Article IV, Section 4.05, it is recommended that the Board of Regents appoint \_\_\_\_\_ as Secretary of the Board of Regents.

**APPOINTMENT OF THE INTERNAL AUDITOR**

In accordance with the Board of Regents By-Laws, Article IV, Section 4.12, it is recommended that the Board of Regents appoint \_\_\_\_\_ as Internal Auditor.