

EASTERN MICHIGAN UNIVERSITY

Board of Regents

201 Welch Hall

(734) 487-2410

Tuesday, March 19, 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. Adjourn for lunch
204 Welch Hall
- 1:30 p.m. Reconvene Regular Board Meeting
201 Welch Hall

• **AGENDA**

Call to Order
Roll Call Attendance

Tab A - Communications
Lunch

Reconvene Regular Board Meeting
Call to Order
Roll Call Attendance

Tab B – Resolution – Dr. Ronald W. Collins

Tab C - Minutes of January 15, 2002, 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 Academic Affairs Administrative/Professional Appointments/Transfers (EPC)
- Section 9 Staff Appointments (EPC)
- Section 10 Separations/Retirements (EPC)
- Section 11 Emeritus Faculty Status (EPC)
- Section 12 Faculty Appointments (EPC)

REGULAR AGENDA

Student Affairs Committee

- Section 13 Monthly Report and Minutes (SAC)

Educational Policies Committee:

- Section 14 Monthly Report and Minutes (EPC)
- Section 15 Official Reporting Dates for 2002-03 Fiscal Year (EPC)
- Section 16 Report: Charter Schools (EPC)
- Section 17 Support for CORR (Center for Organizational Risk Reduction) (EPC)

Faculty Affairs Committee:

- Section 18 Monthly Report and Minutes (FAC)

Finance Committee:

- Section 19 Monthly Report (FC)
- Section 20 POLICY REVISION: Conflict of Interest (FC)
- Section 21 Lease Agreement – McKenny Union/Wendy's (FC)
- Section 22 FY 2003 General Fund Scholarships, Grants-in-Aid-Enhancement (FC)
- Section 23 Graduate Assistantship Stipends for 2002-03 (FC)
- Section 24 Doctoral Fellowship Stipend Adjustment for 2002-03 (FC)

New Business

- Section 25 Commencement Speaker and Honorary Degree Recipient (EPC)



Martha Tack
Senior Executive for Presidential
Initiatives
202 Welch Hall

EASTERN MICHIGAN UNIVERSITY

RECEIVED

MAR 13 2002

OFFICE OF THE PRESIDENT
EASTERN MICHIGAN UNIVERSITY

TO: Student Affairs Committee

FROM: Teri L. Papp,
Committee Secretary

DATE: March 11, 2002

SUBJECT: Student Affairs Committee Meeting
Tuesday, March 19, 2002; 8:00 a.m.
205 Welch Hall

This is to confirm that the Student Affairs Committee is scheduled to meet Tuesday, March 19, 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 January 15, 2002 Student Affairs Committee meeting and the agenda for the March meeting.

/tlp

cc: Cabinet
Division Council Members

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION:

DATE:

Mar. 19 2002

RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for March 19, 2002 and the Minutes of January 15, 2002 be received and placed on file.

STAFF SUMMARY

At its January 15, 2002 meeting the Student Affairs Committee heard position papers addressing Health Center Funding, Parking/Softball Fields and Academic Advising. Updates were also heard on new Dining Services venues and the Greek Social Policy.

The March 19, 2002 agenda includes discussion of the new Greek Social Policy and updates on GoalQuest, General Fund Scholarships, Health Center Funding, Recreation Fields, McKenny Expansion and Celebration of Excellence Week. Alternative Spring Break student reports will also be heard and CIRP Survey Data will be presented.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Student Affairs Committee
REVISED

Tuesday, March 19, 2002
8:00 a.m.

Agenda

Room 205
Welch Hall

- | | |
|---|----------------------------------|
| 1. Approval of January 15, 2002 Meeting Minutes | Regent Griffin |
| 2. Introduction of New Members | Jim Vick |
| 3. Greek Social Policy | Jackie Jones/
Adam Nekula |
| 4. GoalQuest Update | Courtney McAnuff |
| 5. General Fund Scholarships Update | Courtney McAnuff |
| 6. Recreation Fields Follow-Up | Adam Nekula |
| 7. Alternative Spring Break Student Reports | Peggy Harless/
Allison Treppa |
| 8. McKenny Expansion Update | Glenna Frank Miller |
| 9. CIRP Survey Data | Sandra Williams |
| 10. Celebration of Excellence Week Update | Glenna Frank Miller |
| 11. Announcements | |
| 12. Other | |

EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes of January 15, 2002

MEMBERS PRESENT

Regents: Dr. Rosalind E. Griffin

Administration: Glenna Frank Miller, Greg Peoples, Jim Vick

Students: Denise Beauvais, Gloria Gallegos, Emily Hamman, Ron Honse, Jackie Jones, Holly Justice, Adam Nekula, Neil Ripley, Allison Treppa

GUESTS

Regents: Steven Gordon

Administration: Dawn Adams, Matt Calfin, David Carroll, Victor Chiasson, Andre Clanton, Tom Cochran, Michael Crabb, Paula Dykstra, Bob England, Rebecca Figura, Larry Gates, Whitney Harris, Camilyah Johnson, Samuel Kirkpatrick, Ann Klaes, Jennifer Klimkiewicz, Bernice Lindke, Jim Locke, Paul Moniodis, Sarah Kersey Otto, Kathleen Quinn, Lee Reed, Erika Roberts, Lewis Savage, Jeremiah Shinn, Karen Simpkins, Cheryl Swanson, Chris Voss, Paul Dean Webb, Pat Williams, Sandra Williams, Jason Wyckoff, Pamela Young

Students: Kelly Sandor, Curt Sayers, Robert Trotter

Press (Echo): Joe Novak, Kristina Smith

Regent Griffin convened the meeting at 8:00 a.m. The minutes of the September 25, 2001 meeting were approved as presented.

Introduction of New Members

Jim Vick introduced Emily Hamman, the new LGBT representative. He also reported that International Student Association elections will be held in February and the new ISA president will attend the March meeting.

Health Center Funding Position Paper

In keeping with its new approach, the committee heard a very thorough position paper presented by Denise Beauvais on University Health Services and the need for increased funding. Approximately 7000 students accessed University Health Services in the past year, creating 17-21,000 visits. Currently the only funds that come from EMU are a small portion of the per credit hour general fee; the remainder comes from

fees for service, with the current ratio being 55% from general fees and 45% from service fees. The \$2.13 per credit hour that UHS receives from the general fee has remained constant since 1994-95. Health education programs are most at risk if funding is not increased since a fee-for-service is not charged. The Student Affairs Committee voted unanimously to endorse the Position Paper and recommend to the Board of Regents that University Health Services funding move toward the 67%/33% level set by the Board in 1984-85. The Committee further recommended that the general fee be increased proportionately so that any additional funding for UHS doesn't come from other general fee allocations.

Parking/Softball Fields Position Paper Addendum

Adam Nekula presented an addendum to the Parking/Softball Fields Position Paper approved by the Student Affairs Committee on November 27, 2001. The addendum includes the following recommendations:

1. Build the four new softball fields to ASA standards large enough to include four football fields entirely in the grass of the outfield and two soccer fields.
2. Reconsider the recommendation to eliminate the shuttle service. Students living in Westview Apartments and those using the new fields will require some type of safe transportation.
3. Include a well-lit direct path for students to walk to the fields.
4. Construct the fields in such a way that the intramural program will not lose a year of play.

The addendum also includes a recommendation to replace the existing tennis courts that are in need of repair with twelve courts to be located at the Rec/IM fields being built on the west campus. The Student Affairs Committee voted unanimously to endorse the recommendations outlined in the addendum.

Academic Advising Update

The Committee unanimously endorsed a position paper on Academic Advising – the Student Leader Group's number one priority – presented by Allison Treppa and Adam Nekula. The paper:

- encourages the hiring of full-time academic advisors and administrative support in each of the colleges, providing a central location for students to go for information in their college
- encourages any and all action to make the transfer process to Eastern Michigan University easier for students
- recommends that the University devise a way of clarifying to students which advisors to see and when
- recommends changing the hours of Faculty Academic Advising training to better accommodate teaching schedules
- recommends that all faculty advisors be trained by the general Academic Advising office in order to stay current on changes in basic studies requirements and
- recommends that a student/academic advisor ratio be established in conjunction with CAS Standards
- and, applauds the efforts of Vice President McAnuff and Provost Schollaert

for their proactive approach to addressing the need for improvements in the area of Academic Advising.

MLK Day Preview

Glenna Frank Miller, director of McKenny Union and Campus Life, outlined the exciting week of events planned in celebration of Martin Luther King Day.

Marketplace/Freshens Update

Michael Crabb, director of Dining Services and Anne Klaes, assistant director, Catering/Contract Operations reported on the newest Dining Services venues, "It's a Toss Up & Company" and "Crossroads Marketplace." The Crossroads Marketplace will include an Einstein Brothers Bagels shop that will produce bagels for all of the Dining Services venues on campus. EMU is the first self-operated college to have an Einstein Brothers Bagels on its campus.

Greek Social Policy

Jackie Jones, Panhellenic Council president and Adam Nekula, Inter-fraternity Council president reported on the proactive approach being taken by the presidents of EMU's Greek organizations in developing a Greek Social Policy in response to events that have taken place on other Michigan campuses.

Other

Ron Honse, Students with Disabilities representative, took a moment to publicly thank Vice President Doyle for the \$5000 increase allocated for sidewalk improvements in the 2002-03 budget. This represents a \$3000 increase in the amount requested by the Student Affairs Committee at its November meeting.

Student Body President Neil Ripley publicly recognized DPS Officer Chuck Mosher for his diligence in policing campus handicap parking spaces on behalf of Eastern Michigan's students with disabilities.

Allison Treppa, Campus Life Council representative, reported that 90 students will work at nine different sites during Alternative Spring Break activities in February.

Emily Hamman reported the LGBT Resource Center has planned a full calendar of events this year including a workshop on career strategies for the LGBT population.

Regent Griffin adjourned the meeting at 8:53 a.m.

Respectfully submitted,

Teri L. Papp

EASTERN MICHIGAN UNIVERSITY

VICE PRESIDENT FOR BUSINESS AND FINANCE
101 WELCH HALL

RECEIVED

DATE: February 19, 2002

TO: Samuel A. Kirkpatrick
President

FEB 20 2002

FROM: Patrick J. Doyle
Vice President for Business and Finance

OFFICE OF THE PRESIDENT
EASTERN MICHIGAN UNIVERSITY

SUBJECT: Tentative Finance Committee Agenda Topics for the March 19, 2002 Board of Regents Meeting

The Consent and Regular Agenda items have been identified for presentation to the Finance Committee of the Board of Regents on March 19, 2002 at 10:30 a.m.. They are listed below:

Regents Consent Agenda

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

Finance Committee Agenda

- Monthly Report
- Policy Revision – Conflict of Interest
- Lease Agreement – Wendy's/McKenny Union

/slb

cc: Dana Aymond
Cabinet

ALERT

Special Report

RECEIVED

DATE: February 6, 2002
TO: Cabinet
FROM: Dana Aymond
Secretary to the Board
Subject: Schedule for the Tuesday, March 19, 2002, Board Meeting

FEB 06 2002

OFFICE OF THE PRESIDENT
EASTERN MICHIGAN UNIVERSITY

The next regular Board of Regents meeting is scheduled for Tuesday, March 19, 2002, at 12:00 p.m., in 201 Welch Hall. In order to prepare the Board materials for distribution, the following schedule has been developed:

Tuesday	February 19	Board agenda topics to the Board of Regents Office, 201-B Welch.
<u>Wednesday</u>	<u>March 6</u>	<u>Final Board documents</u> to the Board of Regents Office, 201-B Welch, by 12:00 noon.
Monday	March 11	Board notebooks distributed to Board of Regents (one week in advance of Board meeting, per Board direction)

The Board committee meeting schedule for Tuesday, March 19, 2002, is as follows:

Faculty Affairs Committee	8:00 a.m.	201 Welch
Student Affairs Committee	8:00 a.m.	205 Welch
Educational Policies Committee	9:00 a.m.	205 Welch
Finance Committee	10:30 a.m.	201 Welch
Regular Meeting	12:00 noon	201 Welch
Recess for lunch	12:30 p.m.	204 Welch
Reconvene Regular Meeting	1:30 p.m.	201 Welch

Please notify appropriate members of your staff about the above schedule. Should you have any questions, please contact me at 7-2410.

cc: Michael Harris Loretta Newman Susan Brazin Carol Wilkins
Teri Papp Sue Campbell Sherry Kelley Brian Anderson
Christina Bell Gail Getz Lori Ristau Gerri Beaugrand
Gale Brandau

EASTERN MICHIGAN UNIVERSITY
Board of Regents
201 Welch Hall
(734) 487-2410

Tuesday, March 19, 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.	Adjourn for lunch 204 Welch Hall
1:30	p.m.	Reconvene Regular Board Meeting 201 Welch Hall

• **AGENDA**

Call to Order
Roll Call Attendance

Tab A - Communications
Lunch

Reconvene Regular Board Meeting
Call to Order
Roll Call Attendance

Tab B – Resolution – Dr. Ronald W. Collins

Tab C - Minutes of January 15, 2002, 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 Academic Affairs Administrative/Professional Appointments/Transfers (EPC)
- Section 9 Staff Appointments (EPC)
- Section 10 Separations/Retirements (EPC)
- Section 11 Emeritus Faculty Status (EPC)
- Section 12 Faculty Appointments (EPC)

REGULAR AGENDA

Student Affairs Committee

- Section 13 Monthly Report and Minutes (SAC)

Educational Policies Committee:

- Section 14 Monthly Report and Minutes (EPC)
- Section 15 Opening of Term and Official Record Dates for 2002-03 Fiscal Year (EPC)
- Section 16 Report: Charter Schools

Faculty Affairs Committee:

- Section 17 Monthly Report and Minutes (FAC)

Finance Committee:

- Section 18 Monthly Report (FC)
- Section 19 POLICY REVISION: Conflict of Interest (FC)
- Section 20 Lease Agreement – Wendy's/McKenny Union (FC)
- Section 21 FY 2003 General Fund Scholarships, Grants-in-Aid-Enhancement
- Section 22 Graduate Assistantship Stipends and Tuition Budget for 2002-03 (EPC)

COMMUNICATIONS SECTION

RESOLUTION TO RECOGNIZE DR. RONALD W. COLLINS (posthumous)

WHEREAS, Dr. Ronald W. Collins served at Eastern Michigan University for 35 years as Provost and Vice President for Academic Affairs for 17 years, as acting vice president for academic affairs for nine months, as associate vice president for academic affairs for two and one half years and as head of the department of chemistry for three years. He was Professor of Chemistry in the College of Arts and Sciences; winner of Eastern Michigan University Distinguished Faculty Award for teaching 1977; nationally recognized scholar and a widely regarded author. Dr. Collins' remarkable legacy to Eastern Michigan included

- **the development of many strong academic programs.** He led efforts to create the University's first two doctoral programs, an Ed.D. in Educational Leadership and a Ph.D. in Clinical Psychology, to establish the Department of African American Studies, and to develop numerous baccalaureate and master's degree programs. He initiated numerous improvements in the general education curriculum, and he supported the establishment of the University Honors Program.
- **enhanced scholarly and creative activity by the faculty.** Dr. Collins' passionate support for faculty research efforts led to a strong program of sabbatical leaves and direct research support. He ensured that scholarly and creative endeavors were supported even in the most challenging times.
- **strong support for outreach and community engagement efforts.** The University's strong programs in continuing education, its groundbreaking leadership in on-line education, and its outstanding record of service to the metropolitan community all are the result of Dr. Collins' leadership.
- **an unwavering commitment to student success.** Dr. Collins focused on maximizing the opportunity for academic success for all students. He championed strong program review and assessment, excellence in advising, and expanded curricular opportunities for all students. His dedication to superior teaching resulted in the creation of the Faculty Center for Instructional Excellence.
- **significant enhancement of University instructional facilities.** Under Dr. Collins' leadership, a buildings for the College of Health and Human Sciences and for the College of Business were planned and constructed, and a magnificent new library was completed. He also was responsible for the transformation of the Porter Building and Boone Hall into outstanding academic facilities.
- **improvement of academic resources.** Through careful budgeting, persuasive work with the legislature, private fundraising efforts, and the growth of grant and contract activities, Dr. Collins was responsible for a significant improvement in the University's resource base. These efforts have resulted in a University far more able to meet the many challenges and opportunities it faces.

- **a model of love and commitment to Eastern Michigan University.** Dr. Collins' devotion to Eastern Michigan was rooted in the academic core of the University, but he demonstrated a deep devotion to all areas of the institution. He was a devoted supporter of programs across the campus and gave personal as well as professional time to the University.

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents expresses its great appreciation to Dr. Ronald W. Collins for his service as Provost and Vice President for Academic Affairs, energies to teaching, research and service as Professor of Chemistry in the College of Arts and Sciences, as we memorialize his life at EMU we congratulate his numerous achievements and successes and note that his legacy will continue at Eastern Michigan University.

EASTERN MICHIGAN UNIVERSITY

Board of Regents' Meeting

The preliminary minutes of the January 15, 2002, Board of Regents Meeting.

The Regular Meeting of the Eastern Michigan University Board of Regents was called to order by Chair Incarnati at 12:01 p.m. in Room 201, Welch Hall, on the campus at Ypsilanti, Michigan.

Chair Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

- Chairman Philip Incarnati
- Regent Jan Brandon
- Regent Robert DeMattia
- Regent Steven Gordon
- Regent Rosalind Griffin
- Regent Michael Morris
- Regent Karen Valvo

The Board member who was absent was:

- Regent Joseph Antonini

Members of the Administration present were:

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

COMMUNICATIONS

Secretary Aymond announced there were four requests to address the Board, and, abiding by the Board guidelines, 7 minutes would be allowed for each speaker

Malcolm Marts, a member of the Washtenaw Coalition for a Living Wage, spoke about the poverty wage on campus.

Jackie Jones and Adam Nekula, President of the Panhellenic Council and the Interfraternity Council, announced work on a Greek Affairs Social Policy.

Adam Nekula, President of the Interfraternity Council, spoke in support of the new softball fields and wished new tennis courts to be a part of the new complex.

Tyrone Wilson, representing the UAW Local 1976, thanked the Board in advance for supporting approving the Community Blue PPO Healthcare plan.

The Communications portion of the agenda concluded at 12:20 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:

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

The Board member absent was:

Regent Joseph Antonini

RESOLUTION: Boaz Cheboiywu

Regent Gordon moved and Regent Morris seconded to support the Resolution for 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

Motion Carried.

**RESOLUTION: Men's Cross Country Mid-American
Conference Champions**

Regent Valvo moved and Regent Morris seconded to support the Resolution for the Men's Cross Country Team.

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

Motion Carried.

MINUTES OF THE NOVEMBER 27, 2001, REGULAR BOARD MEETING

Regent Incarnati moved and Regent Brandon seconded to approve the minutes of the November 27, 2001, Regular Meeting of the Board of Regents.

Motion Carried.

PRESIDENT'S REPORT

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-Harold, 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.

TREASURER'S REPORT

Section 1

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

Motion Carried.

INTERNAL AUDIT

Section 2

Regent DeMattia moved and Regent Griffin seconded that the Internal Audit report for November 2001 through January 2002 be received and placed on file.

Motion Carried.

GRANTS/CONTRACTS

Section 3

Regent DeMattia moved and Regent Griffin seconded that 82 grants and contracts totaling \$3,096,525 for the period 11/01/01 through 12/31/01 be accepted.

Motion Carried.

CONSTRUCTION PROJECTS PROGRESS

Section 4

Regent DeMattia moved and Regent Griffin seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending December 10, 2001.

Motion Carried.

ACCOUNTS RECEIVABLE

Section 5

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

Motion Carried.

2001-02 GENERAL FUND BUDGET STATUS REPORT

Section 6

Regent DeMattia moved and Regent Griffin seconded that the 2001-02 General Fund Budget Status Report for November 30, 2001, be accepted and placed on file.

Motion Carried.

REPORT: Information and Communications Technology Initiatives

Section 7

Regent DeMattia moved and Regent Griffin seconded that the Report on the progress of ICT Initiatives be accepted and placed on file.

Motion Carried.

STAFF APPOINTMENTS

Section 8

Regent DeMattia moved and Regent Griffin seconded that Board approve the 29 appointments for the months and dates shown on the following listings.

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

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

PAGE 1
 APP. COMMENTS

<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>
Sato, 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

<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>
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

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

SEPARATIONS/RETIREMENTS

Section 9

Regent DeMattia moved and Regent Griffin seconded to approve the 15 separations and retirements for the months and dates shown on the following listings.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
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
Zahralka, 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

<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>
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

EMERITUS FACULTY STATUS

Section 10

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

ALLEN CICHANSKI

Assistant Professor, Department of Geography and Geology from
1965 – 2002 (37 yrs.)
Ph.D. Ohio State University, 1965
B.S. Ohio State University, 1961

MARY D. TEAL

Professor, Department of Music from 1969 – 2001 (32 yrs.)
Ph.D. University of Michigan
Masters University of Michigan
Baccalaureate Northwestern State University

Motion Carried.

STUDENT AFFAIRS COMMITTEE

Section 11

Regent Griffin moved and Regent Brandon seconded that the Board accept the Student Affairs Committee agenda for January 15, 2002, and the Minutes of November 27, 2001.

Motion Carried.

EDUCATIONAL POLICIES COMMITTEE

Section 12

Regent Valvo moved and Regent Griffin seconded 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.

Motion Carried.

REISSUANCE OF CHARTER SCHOOL GREAT LAKES ACADEMY

Section 13

Regent Valvo moved and Regent Brandon seconded that the Board 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.

Motion Carried.

REISSUANCE OF CHARTER SCHOOL ACADEMY FOR BUSINESS AND TECHNOLOGY

Section 14

Regent Valvo moved and Regent Morris seconded that the Board 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.

Motion Carried.

REPORT: GENERAL EDUCATION REFORM

Section 15


Regent Valvo moved and Regent Griffin seconded that the General Education Reform report be received and placed on file.

Motion Carried.

POLICY: UNIVERSITY MISSION STATEMENT

Section 16

Regent Valvo moved and Regent Griffin recommended that a revised University Mission Statement, Values and Guiding Principles be approved. The statement is listed on the following pages.

Effective Date	Date of Revision	 Policies, Rules and Regulations
11-2-64	1-15-02	
Chapter Name	Chapter No.	Page
POWERS AND LIMITATIONS OF THE REGENTS	1.3	1 of 3
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.

Chapter Name	Chapter No.	Page
POWERS AND LIMITATIONS OF THE REGENTS	1.3	2 of 3
Issue		
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.

Chapter Name	Chapter No.	Page
POWERS AND LIMITATIONS OF THE REGENTS	1.3	3 of 3
Issue		
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 work-place 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

Motion Carried.

FACULTY AFFAIRS COMMITTEE

Section 17

Regent Brandon moved and Regent Griffin seconded 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.

Motion Carried.

FINANCE COMMITTEE

Section 18

Regent DeMattia moved and Regent Griffin seconded that the agenda for January 15, 2002, and the Minutes of November 27, 2001 be received and placed on file.

Motion Carried.

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

Section 19

Regent DeMattia moved and Regent Griffin seconded that the Board approve modifications to the health care provisions of the existing Collective Bargaining Agreement between EMU and the Police Officers Labor Council (Officers) and that the administration be authorized to execute the Agreement on behalf of the Board of Regents.

Motion Carried.

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

Section 20

Regent DeMattia moved and Regent Griffin seconded that the Board approve modifications to the health care provisions of the existing Collective Bargaining Agreement between EMU 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.

Motion Carried.

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

Section 21

Regent DeMattia moved and Regent Griffin seconded that the Board approve modifications to the health care provisions of the existing Collective Bargaining Agreement between EMU 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.

Motion Carried.

ELECTION OF BOARD OFFICERS

Section 22

ELECTION OF CHAIR

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

Motion Carried.

ELECTION OF VICE CHAIR

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

Motion Carried.

APPOINTMENT OF BOARD TREASURER

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

Motion Carried.

APPOINTMENT OF THE SECRETARY OF THE BOARD

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

Motion Carried.

APPOINTMENT OF THE INTERNAL AUDITOR

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

Motion Carried.

MEETING ADJOURNED

Regent Incarnati moved and Regent DeMattia seconded that the Regular Meeting of the Board of Regents be adjourned at 2:12 p.m.

Motion Carried.

Chairman Philip Incarnati announced the next official Board of Regents meeting will be March 19, 2002.

The official Board of Regent meeting dates for the year 2002 are:

January 15, 2002

March 19, 2002

June 25, 2002

September 24, 2002

November 19, 2002

Respectfully submitted,

Dana C. Aymond
Secretary to the Board of Regents

ORAL REPORT TO BE MADE BY THE PRESIDENT

EXECUTIVE SUMMARY

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

DATE:

March 19, 2002

EXECUTIVE SUMMARY

SECTION 1 - REPORT: TREASURER'S REPORT

It is recommended that the Treasurer's Report for the month of January 2002 be received and placed on file.

As of January 31, 2002, cash and investments totaled \$77,749,639.56 and were invested to return a total annualized return of 4.76%. The short-term investment fund yield was 2.11% compared to the 3-month Treasury Bill at 1.67%. The intermediate-term investment fund total return is 3.91% (6.70% annualized) compared to the Merrill Lynch 1-3 year Treasury index at 3.99% (6.84% annualized). Cash and investments (excluding bond proceeds) as of January 31, 2002 increased by \$11,179,993 compared to January 2001.

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 37 grants and contracts totaling \$2,053,330 for the period 01/01/02 through 02/28/02.

One-hundred % sponsor-funded grants and contracts in the amount of \$1,895,192 were awarded to the University during the above period. Grants/contracts that required EMU cost-sharing and/or in-kind contributions totaled \$158,138.

Fiscal Implications: This action approves University matching funds in the amount of \$37,500 as cash contributions for projects awarded in the above period for a fiscal year-to-date total of \$219,966 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 February 28, 2002.

Preparation is underway for the upcoming parking expansion project. The focus on relocating the softball fields to west campus is a priority.

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

Three proposals for McKenny expansion are being reviewed.

The design on the University House is complete. Steel has been erected and carpentry begun.

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

SECTION 5 - REPORT: ACCOUNTS RECEIVABLE

Report not ready at the time of printing.

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.

Enrollments to date exceeded the operating plan by 12,644 student credit hours or 2.5%. Tuition revenues exceeded the planned level by \$2.86 million.

Appropriations from the State continue to accumulate at planned levels.

General Fund expenditures of \$105.6 million are accumulating within plan.

New program initiatives of \$1.1 million have been funded from tuition balances and planned allocations.

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 – ACADEMIC AFFAIRS ADMINISTRATIVE/PROFESSIONAL APPOINTMENTS/TRANSFERS

It is recommended that the Board approve two appointments.

Fiscal Implications: Salaries will be absorbed in the 2001-02 personnel budget.

SECTION 9 – STAFF APPOINTMENTS

It is recommended that the Board approve 23 staff appointments. 14 (61%) are female, 7 (30%) are African American, 1 (4%) is Hispanic, and 1 (4%) is Asian.

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

SECTION 10 - SEPARATIONS/RETIREMENTS

It is recommended that the Board approve 25 separations and retirements for the dates listed. Of the 25, 13 (52%) are female, 3 (12%) are African American, 2 (8%) are Hispanic.

Fiscal Implications: None.

SECTION 11 - EMERITUS FACULTY STATUS

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

Mary Clare Beck - Professor, University Library
From 1970 – 1998 (28 yrs.)

Ronald W. Collins (Posthumous) – Professor, Department of Chemistry
From 1965 – 2001
Provost and Vice President for Academic Affairs
From 1983 – 2001 (35 yrs.)

James Sandall – Professor, Department of Art
From 1975 – 2001 (26 yrs.)

Warren Williams – Professor, Department of Teacher Education
From 1969 – 1994 (25 yrs.)

Fiscal Implications: None.

SECTION 12 – FACULTY APPOINTMENTS

It is recommended that the Board approve five new tenure-track faculty appointments for the 2002-2003 academic year.

Fiscal Implications: Salaries will be absorbed in the faculty salary budget.

SECTION 13 - STUDENT AFFAIRS COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Student Affairs Committee Agenda for March 19, 2002 and the Minutes of January 15, 2002 be received and placed on file.

Fiscal Implications: None.

SECTION 14 – EDUCATIONAL POLICIES COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the EPC agenda for March 19, 2002, and the minutes of January 15, 2002 be received and placed on file.

Fiscal implications: None.

SECTION 15 – OFFICIAL REPORTING DATES

It is recommended that the Board formally accept the Opening of Term and Official Recording dates for 2002-03.

Fiscal Implications: None.

SECTION 16 – REPORT: CHARTER SCHOOLS

SECTION 17 – SUPPORT FOR THE CENTER FOR ORGANIZATIONAL RISK REDUCTION TO APPLY TO CONTINUE AS A DEPARTMENT OF LABOR/OSHA TRAINING INSTITUTE EDUCATION CENTER (THE MOTOR CITY EDUCATION CENTER)

It is recommended that the Board approve the submittal of an application to OSHA to continue as an OSHA Training Institute Education Center.

Fiscal Implications: These centers are self-funded.

SECTION 18 – FACULTY AFFAIRS COMMITTEE

It is recommended that the FAC agenda for March 19, 2002, and the minutes of January 15, 2002, be received and placed on file.

Fiscal Implications: None.

SECTION 19 - FINANCE COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Working Agenda for March 19, 2002 and the minutes for the January 15, 2002 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 20 – POLICY REVISION: CONFLICT OF INTEREST

It is recommended that the Board approve the modifications to the Conflict of Interest policy.

Fiscal Implications: None.

SECTION 21 – LEASE AGREEMENT EXTENSION: MCKENNY UNION/WENDY'S

It is recommended that the Board approve an extension to the existing lease with Stanton Associates on a year-to-year basis not to exceed two years.

Fiscal Implications: Annual rent guarantee is \$25,000 or 7% of gross sales, whichever is greater.

SECTION 22 – FY 2003 GENERAL FUND SCHOLARSHIPS, AND GRANT-IN-AID ENHANCEMENT

It is recommended that the Board approve an enhancement to the FY 2003 General Fund Scholarships and Grants-in-Aid in the amount of \$828,500.

Fiscal Implications: For FY 2003 the Michigan Merit Plus Award, at a cost of \$528,000, would be funded from FY 2002 tuition revenues in excess of plan. The Great Lakes Merit Award, at a cost of \$300,000, will be funded directly from revenue generated from the enrollment of students who qualify for the program.

SECTION 23 – REPORT: GRADUATE ASSISTANSHIP STIPENDS FOR 2002-03

It is recommended that the Board approve a 4% increase to the GA stipend base rate beginning with fall 2002 and that a process for offering variable stipends based on market factors by academic discipline be approved. It is also recommended that the budgets be funded at the average determined by a study of benchmark universities.

Fiscal Implications: \$100,000 is required to fund the 4% and \$300,000 for variable stipends. \$300,000 is from Strategic Planning funds. \$400,000 will be in the 2002-03 General Fund Budget recommendations for Board approval.

SECTION 24 – DOCTORAL FELLOWSHIP STIPEND ADJUSTMENT FOR 2002-03

It is recommended that the Board approve a 4% increase beginning with fall semester.

Fiscal Implications: An increase of \$7,868.00 is required. This amount is being included in the 2002-03 General Fund Budget recommendation.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 1
DATE: March 19, 2002

RECOMMENDATION

REPORT: TREASURER'S

ACTION REQUESTED

It is recommended that the Treasurer's Report for the month of January 2002 be received and placed on file.

STAFF SUMMARY

As of January 31, 2002, Cash and Investments totaled \$77,749,639.56 and were invested to return a total annualized return of 4.76%. As summarized below, Eastern's latest investment performance is compared to the established benchmarks.

- | | |
|---|--------------------------|
| • Short-Term Investment Fund Yield: | 2.11% |
| • Benchmark: 3-month Treasury Bill: | 1.67% |
| • Intermediate-Term Investment Fund Total Return: | 3.91% (6.70% annualized) |
| • Benchmark: Merrill Lynch 1-3 Year Treasury Index: | 3.99% (6.84% 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 74 days. |
| • 100% of the portfolio is in fixed income obligations. | |

Cash and investments (excluding bond proceeds) as of January 31, 2002 increased by \$11,179,993 when compared to January 2001.

FISCAL IMPLICATIONS

The investment income is expected to meet budget.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
Cash and Investments
January 31, 2002

Cash

	<u>Bank</u>
	<u>Balance</u>
Comerica Bank	\$1,968,917.31
FirStar Bank	\$1,295.43
Total Cash	<u>\$1,970,212.74</u>

Eagle Crest Cash

Conference Center	15,379.00
Golf Club	227,223.00
Maintenance Reserve	388,468.19
Total Cash	<u>\$631,070.19</u>

Investments

	Date Settled	Date Maturing	Total Return YTD (Annualized)	Principal
Short Term Investment Funds:				
Dreyfus Institutional Preferred	Daily	Mutual Fund	2.000% *	34,970,722.80
Dimensional Fund Advisors	Monthly	Mutual Fund	2.370% *	14,150,921.65
Intermediate Term Investment Funds:				
Vanguard Short Term Corporate	Monthly	Mutual Fund	6.758%	7,012,582.23
Federated US Government 2-5 Year	Monthly	Mutual Fund	8.691%	7,014,129.95
Agencies:				
Federal Home Loan Mortgage Corp.	08/26/99	07/14/04	6.000%	3,000,000.00
Federal Home Loan Bank	09/10/99	09/10/04	5.750%	3,000,000.00
Federal Home Loan Bank	09/10/99	09/10/04	5.125%	3,000,000.00
Federal Home Loan Bank	09/10/99	09/10/04	5.150%	3,000,000.00
Total Investments				<u>75,148,356.63</u>
Subtotal Cash and Investments				<u>\$77,749,639.56</u>
Grand Total: Cash, Investments				<u>\$77,749,639.56</u>

Net Annualized Yield - Short Term	2.107%
Total Annualized Return - Total Investments	4.758%

* Figure represents net yield.

EASTERN MICHIGAN UNIVERSITY
Summary of Cash/Investments and Bond Investments by Institution
January 31, 2002

	<u>Amount of EMU Cash/Investment</u>	<u>% of Total Cash/Investment</u>
A. Book Cash Balance	1,970,212.74	2.53%
B. Eagle Crest Cash Balance	631,070.19	0.81%
C. Dreyfus Institutional Preferred	34,970,722.80	44.98%
D. Dimensional Fund Advisors	14,150,921.65	18.20%
E. Vanguard Short Term Corporate	7,012,582.23	9.02%
F. Federated US Government 2-5	7,014,129.95	9.02%
G. Federal Home Loan Mortgage Corp.	3,000,000.00	3.86%
H. Federal Home Loan Bank	3,000,000.00	3.86%
I. Federal Home Loan Bank	3,000,000.00	3.86%
J. Federal Home Loan Bank	3,000,000.00	3.86%
	<u>77,749,639.56</u>	<u>100.00%</u>

Notes:

- C. The Dreyfus Institutional Preferred Money Market Fund invests in a diversified portfolio of high quality, short-term debt securities. The average maturity of the fund approximates 55 days and EMU has access to its funds on a daily basis.
- D. 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./J. U.S. Agency Obligations.

**Eastern Michigan University
University Investment Portfolio**

January 31, 2002

	Dreyfus*	DFA	Vanguard	Federated US Govt. 2-5	Net University Holdings	Total
Total Fund Net Assets	\$9,234,706,731	\$7,751,000,000	\$7,611,398,616	\$656,518,363		
EMU's Investment % of Total Fund	\$34,970,723 0.38%	\$14,150,922 0.18%	\$7,012,582 0.09%	\$7,014,130 1.07%	\$14,601,283	\$77,749,640
Fund Inception Date	11-Jun-97	27-Jul-83	29-Oct-82	1-Sep-91		
Date of Initial EMU Investment	20-Jan-01	18-Jan-96	18-Jan-96	22-Jan-96		
Average Weighted Maturity	51 days	346 days **	2.8 years	3.64 years		74 days
Book NAV (7/1/00)	1.00	10.15	10.46	10.39		
Market NAV (01/31/02)	1.00	10.29	10.82	11.10		
Liquidity Option	Same Day	Next Day	Next Day	Next Day		
Morningstar Rating	N/A	5 stars	5 stars	4 stars		
3 Year Average Annual Total Return	5.12%	5.27%	6.43%	5.93%		
3 Year Benchmark	4.79%	4.79%	6.36%	6.36%		
Portfolio Mix						
Commercial Paper Notes	18.8%					
Repos						
Variables						
Govt. Agency Mort. Backed Sec.				38.0%		
Time Deposits	36.2%					
Direct U.S. Govt. Agencies						
C.D.'s	28.1%					
U.S. Treasury's						
Other	16.9%			60.9%		
Bonds		99.8%	99.3%	1.2%		
Cash		0.2%	0.7%			
Federal Home Loan Mortgage Corp.					\$3,000,000	
Federal Home Loan Bank					\$3,000,000	
Federal Home Loan Bank					\$3,000,000	
Federal Home Loan Bank					\$3,000,000	
Comerica Bank (sweep account)					\$1,968,917	
FirStar Bank					\$1,295	
Eagle Crest Cash					\$631,070	
Average Credit Quality Rating	AAA	AAA	A-1	AAA	AAA	AA+

* Money Market Fund

** Average Duration

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 2
DATE: March 19, 2002

RECOMMENDATION

REPORT: INTERNAL AUDIT

ACTION REQUESTED

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

STAFF SUMMARY

The reports for the Ticket Sales and Information Systems internal audits have been issued. These reports include findings and corresponding recommendations to improve controls. The recommendations have been discussed with appropriate personnel. Management agrees with the recommendations and is proceeding with actions to implement the recommendations. Andrews Hooper & Pavlik is satisfied that management's responses will satisfy the intent of the recommendations.

In addition, attached is a report prepared by University management on the status of recommendations made from the previous Human Resources/Payroll and Conflict of Interest audits completed in January 2002. As noted in the report, management has agreed with the internal auditor's recommendations and has found that all recommendations have been implemented.

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.

University Executive Officer

Date

Date: March 4, 2002

To: Juanita M. Reid
Vice President University Relations

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

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

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

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

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

Attachment

cc: Board of Regents
Cheryl Swanson

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

Background

The University has completed the process of converting from a preprinted ticket format to a computerized system that prints and records ticket sales at the time of sale (excluding season tickets). Tickets for the 2001-2002 basketball season were issued using the new computerized system. The 2001 football season tickets were printed in-house due to complications in getting the order to the ticket printing company. The ticket office also sells tickets for concerts, volleyball games and other events on campus. University students are admitted to athletic events free of charge by showing their student identification at the gate. Student attendance counts are maintained for football tickets per NCAA policy.

Based on our discussion with Ron Reid, Ticket Manager, football season tickets historically account for 4,000 - 4,500 tickets per game and basketball season tickets account for approximately 1,000 – 1,500 tickets per game. Unsold season tickets are sold as reserved tickets prior to game day. Individual general admission tickets are available for sale on or before game day. Season tickets and general admission tickets each carry a \$5 - \$10 face value for football and an \$8 - \$10 face value for basketball. Sets of general admission tickets are used for corporate season tickets. Other available tickets include complimentary, press box, athletic director suite, and athletic club suite tickets and are priced accordingly.

Objectives and Scope

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

The scope of our procedures are listed below by area:

Ticket Sales Audit Procedures – All

We reviewed the basic procedures for ticket sales including the process for fulfilling season ticket requests, collecting and recording cash receipts and the issuance of complimentary tickets.

We assessed the internal control policies and procedures implemented using the new computerized ticket program. Our assessment covered the areas associated with computer program access, ticket sales and cashier functions, and accounting reconciliations.

We selected a sample of fifteen deposits and compared the daily sales from the ticketing system to the cash receipts voucher. We also compared the cash receipts voucher in total and by payment type (credit card, check or cash) to the transaction receipt provided by the University Cashier’s Office. Finally, we traced the daily sales amounts from the cash receipts voucher into the Financial Records System for all accounts. Our sample of cash receipts included nine football deposits, six basketball deposits and nine deposits for other events.

Ticket Sales Audit Procedures - Football

Management prepared a reconciliation for the football ticket sales in total and we reviewed that reconciliation. We also reviewed the ticket request forms for authorization and indication of compliance with NCAA ticket limitations for visiting coaches and prospect admissions for four home football games.

Ticket Sales Audit Procedures - Basketball and Other Events

Our procedures included determining the number of basketball season tickets ordered and received by reviewing the ticket printer's invoice and comparing it to the ticket receiving report prepared by the ticket office. We also reconciled the number of total season tickets issued to the number recorded as sold. We counted the number of unused season tickets. We reviewed the ticket request forms for authorization and indication of compliance with NCAA ticket limitations for visiting coaches and prospect admissions for four men's basketball games and two women's basketball games.

Conclusion

We have identified opportunities for strengthening the University's internal controls as they relate to the issuance of complimentary tickets and other areas.

The remainder of this report details work performed and recommendations to management for improving the internal control process for ticket issuance.

We completed our audit fieldwork on March 4, 2002.

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

Findings and Recommendations

Football Ticket Sales

Finding

We noted for six out of the nine daily deposits which included football receipts, that the cash receipt voucher total did not agree to the ticketing system printout. Management has indicated the differences were caused by complications related to the printing of the football season tickets. We reviewed management's reconciliation for football ticket sales in total, which supported the recorded revenues for the football tickets in total for the season. A small difference in the football season ticket fee income (\$1.00 per ticket) remains unreconciled. We noted that it was difficult to test consignment football ticket sales for individual football games.

Recommendation

Differences in the daily ticket sales should be documented each day regardless of the cause of the difference. To allow for testing of consignment football ticket sales for individual football games, we recommend that a log be kept of each consignment ticket seller. We also recommend that each consignment ticket seller prepare and sign a reconciliation showing the number of tickets that they were issued, the number tickets they returned and the number of tickets they sold. Before the ticket seller is allowed to leave, their reconciliation should be reviewed and signed off by a supervisor and the supervisor should recount the number of tickets they are returning and agree them to the reconciliation. Each ticket seller's reconciliation should be kept along with the tickets they return to provide for an adequate audit trail. Finally, a person separate from the ticket reconciliation process should enter the number of consignment tickets that were returned to the ticketing system.

Management's Response

We agree. Forms and related procedures, as outlined in the recommendation, will be developed and implemented to better account for ticket sales.

Basketball Ticket Sales

Finding

Fewer season tickets were counted than were available per the ticketing system. Following is a summary of the basketball season ticket reconciliation:

BASKETBALL SEASON TICKET RECONCILIATION

Total sets of season tickets available for sale	856
Less: Number of unsold tickets counted	478
Number of complimentary and sold tickets	286
Total number of sets of season tickets accounted for	<u>764</u>
Number of sets of season tickets unaccounted for	<u>92</u>

Recommendation

We recommend that tickets not be given to the recipients until they are reported as sold in the ticketing system.

Management's Response

We agree. Of the 92 tickets, 90 were identified as corporate sponsor season tickets, which were entered incorrectly into the system by the previous ticket manager. Effective immediately, procedures have been designed so that tickets will be distributed only after they have been properly recorded in the ticketing system.

General Ticket Sales

Finding

Based on our discussion with the Ticket Manager, a list of complimentary tickets issued for each game was not retained. Instead there is a listing of all types of tickets distributed for the entire season.

Recommendation

We recommend that a list of complimentary tickets handed out for each game be retained. In addition we recommend that support with the proper approval for each complimentary ticket be matched up with the complimentary list of tickets for each game to help ensure that complimentary tickets are only handed out to the appropriate people.

Management's Response

We agree. Due to change in management, previous reports were not able to be located, however they were produced. The ticket system has this reporting capability and procedures include this process. These reports will be produced for all events and kept on file.

Cash Receipts Procedures

Finding

We noted the ticketing system operators are able to process credit card sales as cash transactions in the ticketing system. This causes differences between types of sales (credit card, cash or check) when totals by type of sale are compared to the cash receipts voucher. However, this does not affect the total sales reported for the day.

Recommendation

We recommend that the ticket office reconcile the summary from the ticketing systems to the physical daily deposit in total and by payment type before each deposit is made.

Management's Response

We agree. The ticket office will reconcile the end of day summary from the ticketing system to the daily deposit in total and by payment type. Any differences will be investigated and resolved.

Finding

We found thirteen of the fifteen deposits we tested were not made within 48 hours of receipt, as required by University guidelines. These thirteen deposits were made between three to eighteen days after receipt.

Recommendation

We recommend that deposits be made within 48 hours to be in compliance with University guidelines.

Management's Response

We agree, with the following caveat. The current deposit guidelines are being modified to allow appropriate flexibility in the deposit timeline. It currently states that funds "must be deposited within 48 hours of receipt at the Cashier's Office". It will be changed to funds "must be deposited within two business days at the Cashier's Office, for deposits in excess of \$100 in cash". This will allow for scheduling exceptions like weekends and holidays. The amounts that were not deposited within 48 hours were secured in a controlled environment; in a locked safe, in a locked office, with security cameras.

Date: February 27, 2002

To: Margaret Cline
Chief Information Officer

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

Re: INFORMATION SYSTEMS AUDIT

Attached is the report for the internal audit review of Information Systems. Revisions based on discussions with Mr. John Beaghan have been incorporated.

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

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

Attachment

cc: Board of Regents

Audit Report

Information Systems

Background

The Information and Communications Technology division is responsible for maintaining campus-wide software licenses; however, the individual departments are responsible for purchasing and maintaining most software that is used by their departments. Each division and some departments have an individual who is in charge of monitoring software licenses, as well as installing software onto individual computers. This individual is responsible for maintaining a listing of all computers within a department, as well as the software loaded on each computer. Before software is loaded on a computer, the number of licenses available and used should be checked to ensure that licenses are still available.

Objectives and Scope

Our objective was to evaluate the adequacy of internal controls in regards to the licensing of software by department, as well as campus wide.

The scope of our procedures included obtaining a list of all departments within the University. From that list, we selected five departments to test. We selected the Controller's Office, Health Services, Admissions, College of Business, and the Student Technology departments. For each of the departments listed above, we requested a listing of every computer in the department, which included all software installed on each computer. From this list, we judgmentally chose a sample of five computers per department to test for accuracy. In addition to testing five individual computers per department, we also selected five software programs utilized by the department and counted the number of software licenses for each program listed as being utilized for each department. We then compared the number of software licenses being utilized for a specific software package to the number of licenses purchased as reported by the network technician of each department.

Conclusion

We identified opportunities for strengthening the University's internal controls as they relate to the areas we reviewed. We have included recommendations to management for improving the internal control process over software licensing practices.

We concluded our audit fieldwork on February 18, 2002.

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 and Recommendation

Finding

In general, we noted that several of the departments do not maintain an ongoing list of all the computers in their department and the software loaded on each computer. As such, it does not appear that the number of licenses is being tracked by the departments to ensure that they are not exceeding their licensing agreements. For some departments selected, it appears the department does not have a sufficient number of licenses to support certain software in use; however, it should be noted that current excess licenses in one department may compensate for deficiencies in other departments. In addition, employees or students using personal software on University devices must demonstrate evidence of ownership in accordance with University policy.

Recommendation

The University should develop a strategy for each department to keep an updated list of each computer and the software on each computer. A reconciliation between the software being used and the licenses on record should also be kept. Along with the reconciliation, an external determination of licensing compliance should be made of each department's reconciliation on at least an annual basis. Management should review the results of the reconciliation on a regular basis to help ensure that a sufficient number of licenses are purchased and available.

Management's Response

We agree. A formal strategy will be developed to ensure compliance with software licensing requirements. In addition, a communication will be generated, reminding faculty, staff and students of their responsibility in complying with the University's Acceptable Use of Information Technology Resources guidelines. The guidelines outline the University's commitment to complying with software licensing agreements.

STATUS OF AUDIT RECOMMENDATION

March 19, 2002

**Human Resources/Payroll Audit
Conflict of Interest**

Prepared by
Vice President for Business and Finance Office

INTERNAL AUDIT RECOMMENDATION STATUS

11

Audit Performed: CONFLICT OF INTEREST
Date Completed: November 19, 2001

Recommendation(s):

1. None by AHP. However, the Board of Regents recommended that a contract directly involving an individual Board member be submitted for approved by the Board of Regents. In addition, contracts with the University where a University employee is directly involved must be reviewed for potential conflicts and approved prior to the employee executing the contract.

Client Response: See current Board recommendation regarding policy revision, Conflict of Interest.

Audit Performed: HUMAN RESOURCES/PAYROLL
Date Completed: November 19, 2001

EXCEPTION PAYROLL REPORTING/FULL PAYROLL REPORTING

Recommendation(s):

1. 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.

Client 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.

Implementation Status: *Recommendation implemented. Management reported that they are reviewing policies as an integral part of the SCT Banner software implementation. Current draft revisions to policies will be updated once the software program is in service (anticipated Payroll module date is 1/1/03).*

Obtained copies of revised draft policies for Payroll and General Personnel Policy, which will be submitted for approval once draft reviews are completed.

Verification Date: 3/6/02

PAYROLL ADJUSTMENTS

Recommendation(s):

1. 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.

Client 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.

12.

Implementation Status: *Recommendation implemented. Payroll management reported that in addition to compensating controls that were in place prior to this audit recommendation (Budget Office oversight, Department Head review of Labor Distribution Reports and Monthly Account Statements, and separation of duties within the Payroll Office), a new procedure has been developed where an independent party (an Accounting Department Supervisor who does not have any Payroll or Human Resources responsibilities) reviews Labor Distribution Reports and supporting documentation for all adjustments affecting Payroll and Human Resources employees.*

Obtained a copy of a memo notifying the Designated Fund Accountant of this responsibility and procedures. Management reported that the first review will take place during the 3/15/02 pay cycle.

Verification Date: 3/6/02

RECORD RETENTION

Recommendation(s):

1. 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.

Client 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.

Implementation Status: *Recommendation implemented. Management reported that the existing procedure of retaining proper documentation have been reinforced with Payroll staff, both in staff meetings and via an internal memo. Noted document retention and obtained a copy of the internal memo, dated 2/22/02.*

Verification Date: 3/6/02

PAYROLL AUTHORIZATION AND RECONCILIATION OF PAYROLL HOURS

Recommendation(s):

1. 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 changes are being properly reflected. We also recommend that the University enhance procedures to ensure proper signatures are on the departmental batch sheets.

Client 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.

Implementation Status: Recommendation implemented. Management has disseminated a memo to all departments noting their responsibility to review Account Statements and Labor Distribution Reports. In the memo, a centralized email account was identified for the reporting of any discrepancies in personnel charges to accounts. 13.

Emphasized the need to continue this communication process on a periodic basis to all relevant departmental representatives.

Verification Date: 3/6/02

OFF-CYCLE/MANUAL CHECKS RECORD RETENTION

Recommendation(s):

1. 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.

Client 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.

Implementation Status: Recommendation implemented. The Payroll Department now photocopies the original off-cycle checks, with the signature and EMU logo present, and retains these records. This replaces the old procedure of printing a duplicate check copy without the original notations present.

Reviewed the files and noted that the Payroll Coordinator is now retaining photocopy versions of the checks. Obtained a copy of a revised internal departmental procedure that was updated to reflect the new procedure.

Verification Date: 3/6/02

Audit recommendations verified by:

Robert Brackenbury
Assistant to the Vice President for Business & Finance

Eastern Michigan University Internal Audit Schedule

Andrews Hooper & Pavlik

For Period Ending September 30, 2002

Timing		Budget	Item
Work Pfm'd	Report	Hours	
Various	Various	100	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Completed	Jan-02	40	Conflict of Interest Statements Board of Regents, President & Administrative Professionals 10 & above
Completed	Jan-02	200	Payroll
Completed	Mar-02	160	Information Systems
Completed	Mar-02	50	Football/Basketball Ticket Sales (including special events) Advance Sales At Game Sales
Mar-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:

March 19, 2002

RECOMMENDATION

REPORT: GRANTS/CONTRACTS

ACTION REQUESTED

It is recommended that 37 grants and contracts totaling \$2,053,330 for the period 01/01/02 through 02/28/02 be accepted.

SUMMARY

One-hundred percent sponsor-funded grants and contracts in the amount of \$1,895,192 were awarded to the University during the period 01/01/02 through 02/28/02. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled \$158,138.

Summary of Grants and Contracts (pp. 2-4)
Grants & Contracts Progress Report (p. 5)
January 2002 Proposal Activity (pp. 6-11)
February 2002 Proposal Activity (pp. 12-17)

FISCAL IMPLICATIONS

This action approves allocating University matching funds in the amount of \$37,500 as cash contributions for projects awarded during the period 01/01/02 through 02/28/02, for a fiscal year-to-date total of \$219,966 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

11

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

3/19/2002

(Reported for FY 2001)

100% Sponsored

Title Grantor/Contractor	Director	Administrator	Amount
UAW-Ford NPC Rouge Plants 2001-2002 Contract Year	Melanie Ferren	Melanie Ferren	\$778,524
UAW-Ford National Programs Center			
Oregon Foster Care Review Project - Phase IV Oregon, State of	Mark Ragg Peggy Wiencek	Peggy Wiencek	\$181,144
Development of Non-yellowing Soybean-based Waterborne Coatings (Year-Two) United Soybean Board	Jamil Baghdachi	Ted Provder	\$118,733
Michigan Coalition for School Technology Improvement - Center for Information Development, Year 2 Eaton County ISD	Ellen Hoffman	Ellen Hoffman	\$115,000
Incat 01/02 State Michigan Economic Development Corporation	Melanie Ferren	Kerry Keene	\$93,000
EMU School of Police Staff and Command- Eastern Michigan University Michigan Department of State Police	Gerald Lawver	Gerald Lawver	\$84,031
Ameritech New Teacher Technology Program Ameritech Foundation	Ellen Hoffman Jon Margerum-Leys Roberta Faust	Ellen Hoffman	\$75,000
Ford Motor Company/Eastern Michigan University Partnership Ford Motor Co.	Earl Potter John Dugger	Earl Potter	\$50,000
EMU School of Cybercrime Investigation Michigan Department of State Police	Gerald Lawver	Gerald Lawver	\$44,394
Carlisle 01/02 State Michigan Economic Development Corporation	Melanie Ferren	Kerry Keene	\$42,900
Conflating Street Centerline Attributes from the Emergency 911 Centerline to the DOP-Based Centerline Livingston County	Yichun Xie	Yichun Xie	\$32,690
EMU School of Cybercrime Investigation -- Computer Forensics Michigan Department of State Police	Gerald Lawver	Gerald Lawver	\$31,208
Incat 01/02 Employer Incat Systems, Inc.	Melanie Ferren	Kerry Keene	\$31,000
The Universal Group of Companies The Universal Group of Companies	Barbara Hopkins	Barbara Hopkins	\$30,000
NSF I/U CRC Membership 2001-2002 - Flint Ink Flint Ink Inc.	Ted Provder	Ted Provder	\$30,000
NSF I/U CRC Membership 2001-2002 - MASCO R&D MASCO R&D	Ted Provder	Ted Provder	\$30,000
NSF I/U CRC Membership 2001-2002 - Ford Motor Company Ford Motor Co.	Ted Provder	Ted Provder	\$30,000

Title	Director	Administrator	Amount
<u>Grantor/Contractor</u>			
The Andersons The Andersons, Inc.	Barbara Hopkins	Barbara Hopkins	\$21,450
Carlisle 01/02 Employer Carlisle EngineeredProducts	Melanie Ferren	Kerry Keene	\$14,302
Plug Power Inc. Plug Power, Inc.	Barbara Hopkins	Barbara Hopkins	\$10,150
Livingston County GIS contract: Digital Ortho Viewing Application Livingston County	Yichun Xie	Yichun Xie	\$9,580
Shure Communications Shure Communications	Barbara Hopkins	Barbara Hopkins	\$8,000
City of Sylvania, Ohio for preparation of a Reconnaissance Level Survey of the entire city Various Sponsors	Ted J. Ligibel	Ted J. Ligibel	\$6,997
Dana/ Epic Corporation Dana Corporation	Barbara Hopkins	Barbara Hopkins	\$6,525
Jabil Circuit Jabil Circuit	Barbara Hopkins	Barbara Hopkins	\$5,600
Navistar International Transportation Corp. Navistar International Transportation Corp.	Barbara Hopkins	Barbara Hopkins	\$3,400
Midway Products Midway Products Group, Inc.	Barbara Hopkins	Barbara Hopkins	\$3,025
City of Monroe Action Plan City of Monroe, Michigan	Joseph Ohren Charles M. Monsma	Charles M. Monsma	\$2,300
Training and Assistance for Second Chance Body Armor, Inc. Second Chance Body Armor, Inc.	Julie Becker	Julie Becker	\$2,000
Training and assistance on pattern input and design, February 2002 Oakland Technical Center	Julie Becker	Julie Becker	\$1,875
Training and assistance on pattern input and design, January 2002 Intier Automotive, Farmington Hills MI	Julie Becker	Julie Becker	\$1,500
Pattern input and design, February 2002 RECARO North America, Inc.	Julie Becker	Julie Becker	\$864
32 Grants and Contracts for a total of:			\$1,895,192

Eastern Michigan University
 Summary of Grants and Contracts
 3/19/2002
 (Reported for FY 2002)
 Requiring EMU Matching Funds

Title	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
CCLI: Adaptation and Implementation of Inquiry-based Genomics into the Undergraduate Curriculum National Science Foundation	David Kass Daniel Clemans Elizabeth Butch Steve Pernecky	David Kass	\$112,494	\$37,500	\$123,711	\$273,705
MSW Child and Family Specialty with Michigan Family Independence Agency Michigan Family Independence Agency (MDSS)	Marilyn Wedenoja	Marilyn Wedenoja	\$12,448		\$15,435	\$27,883
Art Fair Jazz & Blues Stage and Live Broadcast Michigan Council for the Arts	Molly Motherwell	Molly Motherwell	\$13,000		\$3,380	\$16,380
Graduate Assistantship with the State of Michigan Historic Preservation Office State of Michigan	Ted J. Ligibel	Ted J. Ligibel	\$3,870		\$6,843	\$10,713
Partnership Uniting Libraries and Schools Electronically II (PULSE II) Canton Public Library	Raymond Rosenfeld Charles Monsma	Charles M. Monsma	\$720		\$8,769	\$9,489
5	Grants/Contracts for a total of:		\$142,532	\$37,500	\$158,138	\$338,170

**GRANTS AND CONTRACTS
FY 2002 PROGRESS REPORT**

March 19, 2002

Table I Current Proposal/Award Activity and Prior Year Comparison

	FY01-02 Annual Plan	FY01-02 Plan To Date	FY01-02 Actual To Date	FY01-02 Actual- Plan Variance	FY00-01 Annual Plan	FY00-01 Plan To Date	FY00-01 Actual To Date	FY00-01 Actual- Plan Variance	FY01-02 vs FY00-01 Actual to Date Var.
Number of Proposals	480	320	299	(21)	457	305	268	(37)	31
Number of Awards	351	234	230	(4)	357	238	215	(23)	15
Dollar Value of Awards	\$16,500,000	\$11,000,000	\$10,854,153	(\$145,847)	\$15,100,000	\$10,066,667	\$10,605,114	\$538,447	\$249,039
Matching Funds	\$361,652	\$241,101	\$219,966	(\$21,135)	\$240,296	\$160,197	\$198,723	\$38,526	\$21,243

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

	Dollar Value	Budgeted Expenditures by Fiscal Year		
		FY01-02	FY02-03	FY03-04 FY04-05
FY01-02 Awards to Date	\$10,854,153	\$7,959,616	\$2,449,803	\$190,128
FY01-02 Matching Funds to Date	\$219,966	\$114,710	\$44,084	\$22,930

Table III Grant and Contract Expenditures

	FY01-02	FY00-01	FY01-02 vs FY00-01 Variance
Expenditures to Date as of January 31	\$7,079,904	\$6,594,172	\$485,732

Table IV Proposals Pending

	FY01-02	FY00-01	FY01-02 vs FY00-01 Variance
No. of Pending Proposals as of February 28	108	74	34
Dollar Value of Pending Proposals	\$15,841,571	\$16,025,999	(184,428)

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 3/19/2002
Grant/Contract Activity for January 2002

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011007	Ameritech Foundation	Teacher Education	Awarded 1/31/2002	\$75,000	\$75,000
20020605	Canton Public Library	Political Science ICARD	Awarded 1/31/2002	\$8,769	\$8,769
20020712	Dana Corporation	Center for Quality	Awarded 1/31/2002	\$6,525	\$6,525
20020403	Eaton County ISD	Teacher Education	Awarded 1/31/2002	\$115,000	\$115,000
20020726	Flint Ink Inc.	Coatings Research Institute	Awarded 1/31/2002	\$30,000	\$30,000
20020728	Ford Motor Co.	Coatings Research Institute	Awarded 1/31/2002	\$30,000	\$30,000
20020713	Jabil Circuit	Center for Quality	Awarded 1/31/2002	\$5,600	\$5,600
20020336	Livingston County	CEITA	Awarded 1/31/2002	\$9,580	\$9,580
20020542	Livingston County	CEITA	Awarded 1/31/2002	\$32,690	\$32,690
20020727	MASCO R&D	Coatings Research Institute	Awarded 1/31/2002	\$30,000	\$30,000
20020449	Michigan Council for the Arts	WEMU Radio	Awarded 1/31/2002	\$3,380	\$3,380
20020717	Midway Products Group, Inc.	Center for Quality	Awarded 1/31/2002	\$3,025	\$3,025
20020714	Navistar International Transportation Corp.	Center for Quality	Awarded 1/31/2002	\$3,400	\$3,400
20020447	Oregon, State of	Social Work ISCFC	Awarded 1/31/2002	\$181,144	\$181,144
20020710	Plug Power, Inc.	Center for Quality	Awarded 1/31/2002	\$10,150	\$10,150
20020703	Second Chance Body Armor, Inc.	Textiles Research & Training Institute	Awarded 1/31/2002	\$2,000	\$2,000
20020716	Shure Communications	Center for Quality	Awarded 1/31/2002	\$8,000	\$8,000
20020702	State of Michigan	Geography & Geology	Awarded 1/31/2002	\$6,843	\$6,843
20020715	The Andersons, Inc.	Center for Quality	Awarded 1/31/2002	\$21,450	\$21,450
20020711	The Universal Group of Companies	Center for Quality	Awarded 1/31/2002	\$30,000	\$30,000

b.

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020719	Various Sponsors	Geography & Geology	Awarded 1/31/2002	\$6,997	\$6,997
20020402	Coleman Foundation	Management	Denied 1/2/2002	\$49,729	\$0
20011126	National Science Foundation	Industrial Technology	Denied 1/21/2002	\$33,315	\$0
20020101	National Science Foundation	Biology	Denied 1/16/2002	\$227,523	\$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
20020614	American Library Association	Halle Library	Pending	\$1,000	\$0
20020448	American Lung Association	Biology	Pending	\$70,000	\$0
20020137	Andrew Goodman Foundation	Leadership & Counseling	Pending	\$10,000	\$0
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	\$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
20020112	Coca Cola Foundation	Social Work	Pending	\$34,975	\$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

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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
20020602	Livingston County	CEITA	Pending	\$9,580	\$0
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

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20011221	Michigan State University	Nursing Education	Pending	\$65,767	\$0
20020404	Michigan State University	Psychology	Pending	\$199,501	\$0
20020603	Michigan State University	CEITA	Pending	\$14,400	\$0
20020539	National Council on Economic Education	National Institute for Consumer Education	Pending	\$4,850	\$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
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
20011137	National Science Foundation	Teacher Education	Pending	\$363,503	\$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
20020537	National Science Foundation	Geography & Geology Physics & Astronomy	Pending	\$163,206	\$0
20020613	Nature Conservancy	Biology	Pending	\$4,000	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20001008	Oakland County Community Mental Hlth Auth	Associated Health Professions	Pending	\$9,420	\$0
20020206	Ohio State University	Business & Technology Education	Pending	\$65,000	\$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
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
20020512	Trinity Community Health Fund (TCHF)	Teacher Education Social Work	Pending	\$200,000	\$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	ISCFC	Pending	\$14,981	\$0
20000826	University of Michigan	Psychology	Pending	\$473,745	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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
20020604	Van Buren Township, Michigan	CEITA	Pending	\$35,000	\$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	ISCFC	Pending	\$203,582	\$0

Quantity of Awards: 21
Sum of Awards: \$619,553

Quantity of Pending: 102
Quantity of Denied: 3

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 3/19/2002

Grant/Contract Activity for February 2002

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020745	Carlisle EngineeredProducts	Workforce Education	Awarded 2/13/2002	\$14,302	\$14,302
20020734	City of Monroe, Michigan	Political Science ICARD	Awarded 2/27/2002	\$2,300	\$2,300
20020531	Ford Motor Co.	Office of the Dean of Business Office of the Dean of Technology	Awarded 2/13/2002	\$50,000	\$50,000
20020747	Incat Systems, Inc.	Workforce Education	Awarded 2/28/2002	\$31,000	\$31,000
20020806	Intier Automotive, Farmington Hills MI	Textiles Research & Training Institute	Awarded 2/25/2002	\$1,500	\$1,500
20020126	Michigan Department of State Police	Interdisciplinary Technology	Awarded 2/13/2002	\$84,031	\$84,031
20020130	Michigan Department of State Police	Interdisciplinary Technology	Awarded 2/13/2002	\$44,394	\$44,394
20020131	Michigan Department of State Police	Interdisciplinary Technology	Awarded 2/13/2002	\$31,208	\$31,208
20020744	Michigan Economic Development Corporation	Workforce Education	Awarded 2/13/2002	\$42,900	\$42,900
20020746	Michigan Economic Development Corporation	Workforce Education	Awarded 2/28/2002	\$93,000	\$93,000
20020119	Michigan Family Independence Agency (MDSS)	Social Work	Awarded 2/27/2002	\$15,435	\$15,435
20011211	National Science Foundation	Biology	Awarded 2/27/2002	\$123,711	\$123,711
20020804	Oakland Technical Center	Textiles Research & Training Institute	Awarded 2/25/2002	\$1,875	\$1,875
20020805	RECARO North America, Inc.	Textiles Research & Training Institute	Awarded 2/25/2002	\$864	\$864
20020536	UAW-Ford National Programs Center	Workforce Education	Awarded 2/13/2002	\$778,524	\$778,524
20020722	United Soybean Board	Coatings Research Institute	Awarded 2/13/2002	\$118,733	\$118,733
20000219	Associated General Contractors of America, Detroit, Inc.	Institute for Diversity in Business Services	Denied	\$2,500	\$0
20011221	Michigan State University	Nursing Education	Denied 2/15/2002	\$65,767	\$0
20011217	National Science Foundation	Biology	Denied 2/14/2002	\$52,620	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020423	National Science Foundation	Geography & Geology	Denied 2/28/2002	\$799,976	\$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
20020614	American Library Association	Halle Library	Pending	\$1,000	\$0
20020448	American Lung Association	Biology	Pending	\$70,000	\$0
20020137	Andrew Goodman Foundation	Leadership & Counseling	Pending	\$10,000	\$0
20020343	Arnold & Mabel Beckman Foundation, Irvine CA	Biology	Pending	\$239,303	\$0
20020134	Billie Jean King Foundation	Leadership & Counseling	Pending	\$10,000	\$0
20020624	Biotest Laboratories, LLC, Colorado	HPERD	Pending	\$10,000	\$0
20020623	Bodyonics, Inc. (Pinnacle/Bodyonics), Hicksville NY	HPERD	Pending	\$10,000	\$0
20020446	Canadian Embassy	Geography & Geology	Pending	\$3,500	\$0
20020510	Canadian Embassy	Political Science	Pending	\$4,495	\$0
20020344	Chase Manhattan Foundation	National Institute for Consumer Education	Pending	\$85,354	\$0
20020621	Chase Manhattan Foundation	National Institute for Consumer Education	Pending	\$15,892	\$0
20010431	City of Jackson, Michigan	Geography & Geology	Pending	\$3,988	\$0
20010601	City of Phoenix	Interdisciplinary Technology	Pending	\$301,604	\$0
20020701	City of Ypsilanti	Geography & Geology	Pending	\$10,676	\$0
20020706	City of Ypsilanti	ISCFC	Pending	\$21,412	\$0
20020112	Coca Cola Foundation	Social Work	Pending	\$34,975	\$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
20020725	DSM Research	Coatings Research Institute	Pending	\$74,999	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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
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
20020602	Livingston County	CEITA	Pending	\$9,580	\$0
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
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
20020514	Michigan Dept of Environmental Quality	Biology Political Science	Pending	\$214,147	\$0
20020625	Michigan Economic Development Corporation	Management	Pending	\$121,000	\$0
20010516	Michigan Space Grant Consortium	Industrial Technology	Pending	\$4,000	\$0
20020404	Michigan State University	Psychology	Pending	\$199,501	\$0
20020603	Michigan State University	CEITA	Pending	\$14,400	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20020539	National Council on Economic Education	National Institute for Consumer Education	Pending	\$4,850	\$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
20020731	National Institutes of Health	Psychology	Pending	\$1,444,990	\$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
20011137	National Science Foundation	Teacher Education	Pending	\$363,503	\$0
20011213	National Science Foundation	Interdisciplinary Technology	Pending	\$23,070	\$0
20020308	National Science Foundation	CEITA	Pending	\$499,934	\$0
20020407	National Science Foundation	Industrial Technology Business & Technology Education	Pending	\$188,318	\$0
20020537	National Science Foundation	Geography & Geology Physics & Astronomy	Pending	\$163,206	\$0
20020707	National Science Foundation	Biology	Pending	\$378,691	\$0
20020708	National Science Foundation	Biology	Pending	\$303,233	\$0
20020709	National Science Foundation	Biology	Pending	\$352,363	\$0
20020613	Nature Conservancy	Biology	Pending	\$4,000	\$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	\$65,000	\$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
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
20020512	Trinity Community Health Fund (TCHF)	Teacher Education Social Work	Pending	\$200,000	\$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
20020801	UAW-American Axle Manufacturing	Workforce Education	Pending	\$177,284	\$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

16

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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
20020604	Van Buren Township, Michigan	CEITA	Pending	\$35,000	\$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
20020705	Wayne State University	Political Science	Pending	\$139,590	\$0
991217	Ypsilanti Public Housing Commission	ISCFC	Pending	\$203,582	\$0

Quantity of Awards: 16
Sum of Awards: \$1,433,777

Quantity of Pending: 108
Quantity of Denied: 4

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: March 19, 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 February 28, 2002.

STAFF SUMMARY

Preparation and planning is underway for the upcoming parking expansion project. Bid documents and code review are in progress and soil investigation and borings have begun on all sites. The focus on relocating the softball fields to west campus is continuing with attention to coordinating activities in order not to miss a season of intramural sports activities.

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

Proposals from three finalists to develop a program statement for the expansion of McKenny Union are being reviewed.

The design of the University House is substantially complete. Steel has been erected and rough carpentry has commenced. Landscape berms will continue to be built with excess dirt from the foundation. Most of the framing should be complete by the end of March.

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 that would cause project budgets to be exceeded.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
 CONSTRUCTION PROJECTS PROGRESS REPORT
 FEBRUARY 28, 2002

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>	<p>93,000</p>
<p>HOUSING FIRE ALARM Account No: 7-77799 Source of Funds: Housing Reserve Design Consultant: Ghafari Associates Project Manager: Staff Status: New fire alarm system for Hill completed and approved. Planning/Design for Wise, Best and Goddard are in progress. Scheduled Completion: September 2002</p>	<p>408,000</p>
<p>HOYT ELEVATOR MODERNIZATION Account No: 7-77833 Source of Funds: Housing Design Consultant: Staff Project Manager: Staff Status: Project awarded to Detroit Elevator Co. Scheduled Completion: July 2002</p>	<p>290,000</p>
<p>HOYT EMPORIUM Account No: 7-77824 Source of Funds: Housing and Dining Reserves Design Consultant: Angelini & Associates Project Manager: Staff Status: Schematic design in progress Scheduled Completion: March 2002</p>	<p>600,000</p>
<p>MCKENNY "FRESHENS" Account No. 7-77826 Source of Funds: Housing and Dining Project Manager: Staff Status: Project is complete</p>	<p>50,000</p>
<p>MARK JEFFERSON ELEVATOR CONTROL REPAIR Account No: 7-77817 Source of Funds: Asset Preservation Project Manager: Staff Status: Project has begun with circuit control repairs estimated to be 25% complete Scheduled Completion: June 2002</p>	<p>60,000</p>

EASTERN MICHIGAN UNIVERSITY
CONSTRUCTION PROJECTS PROGRESS REPORT
FEBRUARY 28, 2002

I. PROJECTS IN PROGRESS

BUDGET

301 OWEN RENOVATION Account No: 7-77818 Source of Funds: Department Funded Project Manager: Staff Status: Project is substantially complete with technology wiring in progress. Scheduled Completion: December 2001	95,000
PARKING AND PAVING 2002 Account No.: TBD Source of Funds: Bond Proceeds Project Manager: Staff Design Consultant: Staff Status: Planning underway; soil investigation and borings have begun. Scheduled Completion: Surface lots August 2002; Structure December 2002	6,644,000
PRAY-HARROLD MODERNIZATION PROGRAM ASSESSMENT Account No: TBD Source of Funds: Facility Plan Project Manager: Staff Status: Preliminary report complete. Final Program Statement underway Scheduled Completion: April 2002	56,000
ROOSEVELT STAFF & COMMAND 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	50,000
SOUTHEAST STAIR TOWER REPAIRS Account No: 7-77832 Source of Funds: Parking and Paving Reserve Design Consultant: NTH Consultants Project Manager: NTH Consultants Status: Replacement of stair landings, stair section, and steps is complete with finishes in progress on the stair tower of Parking Structure. Project is Complete	65,000
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

EASTERN MICHIGAN UNIVERSITY
 CONSTRUCTION PROJECTS PROGRESS REPORT
 FEBRUARY 28, 2002

I. PROJECTS IN PROGRESS

BUDGET

UNIVERSITY HOUSE 3,500,000
 Account No: 7-77778
 Source of Funds: royalties, gifts, debt refinancing, equity from Forest
 Ave. house and Stonebridge residence.
 Design Consultant: David Schaff
 Project Manager: Walt Menard/Staff
 Status: Wall framing is in progress and 50% complete.
 Scheduled Completion: December 2002

TOTAL PROJECTS IN PROGRESS \$12,186,000

DEVELOPING PROJECTS

Phase II Student Housing
 Main Campus Parking Structure Renovation - Phase II
 Hoyt Fire Alarm System Replacements - Hoyt, Buell, Jones-Goddard
 Rackham Fire Alarm System Replacement
 Energy Performance Contract
 Buell Substation/Switch Panels
 McKenny Union Expansion

PROJECTS ON HOLD 110,000

Jones-Goddard Electrical Upgrades

TOTAL PROJECTS ON HOLD \$110,000

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 5
DATE:

March 19, 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 February 28, 2002 be received and placed on file.

STAFF SUMMARY

The Student Accounts Receivable Ratio Analysis reflects that the February 28, 2002 net receivable balance is \$10,508,000 or 9.34 percent of revenue as compared to \$9,677,000 or 10.13 percent of revenue as of February 28, 2001, which is a .79 percent decrease. The report shows a decrease of .44 percent as compared to the five year average of 9.78 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			5 Year Average Percent
	Revenue	Net Receivable	Percent	Revenue	Net Receivable	Percent	
July	\$ 34,859	\$ 29,663	85.09%	\$ *	\$ *	*	*
August	49,850	23,682	47.51%	55,113	31,922	57.92%	49.20%
September	50,210	16,598	33.06%	58,088	22,627	38.95%	34.77%
October	51,397	10,924	21.25%	58,900	12,758	21.66%	20.54%
November	51,379	9,570	18.63%	59,130	10,911	18.45%	19.90%
December	90,906	12,524	13.78%	107,205	21,402	19.96%	17.25%
January	94,724	14,592	15.40%	111,791	15,583	13.94%	14.30%
February	95,492	9,677	10.13%	112,511	10,508	9.34%	9.78%
March	95,847	6,767	7.06%				
April	103,982	11,701	11.25%				
May	104,747	7,261	6.93%				
June	104,822	4,571	4.36%				

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

Eastern Michigan University
 Student Accounts Receivable Reports
 For Month Ended February 28, 2002

Aging Report

	Current	60-120 Days	121-180 Days	181-360 Days	Total
Gross Receivable	\$4,193,905	\$4,616,024	\$1,128,457	\$1,788,305	\$11,726,691
Allowance	121,841	182,762	304,603	609,206	1,218,412
Net Receivable	\$4,072,064	\$4,433,262	\$823,854	\$1,179,100	\$10,508,279
02/28/01 Balance	\$3,957,204	\$3,592,550	\$702,349	\$1,424,825	\$9,676,928

Revenue Summary

	Fiscal Year To Date	Prior Year To Date	Variance
<u>General Fund Revenue</u>			
Tuition & Required Fees	\$88,097,486	\$73,117,745	20.49%
Other Student Fees	2,698,295	2,294,700	17.59%
Total	90,795,781	75,412,445	20.40%
<u>Other Funds Revenue</u>			
Room & Board	19,993,356	18,418,422	8.55%
Miscellaneous	1,721,509	1,660,700	3.66%
Total	21,714,865	20,079,122	8.15%
Total Revenue	\$112,510,646	\$95,491,567	17.82%

Eastern Michigan University

Student Accounts Receivable
Collection Agency Inventory
For Month Ended February 28, 2002

Agency	Cumulative Inventory @ February 2002	Cumulative Inventory @ February 2001
AssetCare	\$31,869	\$35,838
Credit Bureau of Ypsilanti	1,993,097	1,971,531
Enterprise Recovery	2,645,471	2,197,426
General Revenue Corporation	1,748,652	1,034,586
H. W. Ketchum Collection	1,001,551	1,032,933
Immediate Credit Recovery	1,565	96,632
National Enterprise Systems	819,696	-
World Credit, Inc.	144,479	151,249
TOTALS	<u>\$8,386,380</u>	<u>\$6,520,196</u>
Five Year Revenue	\$506,011,594	\$470,377,434
Five Year % of Revenue	1.66%	1.39%

Eastern Michigan University
Collection Agency Comparison

Net Assignments

Agency	Y-T-D February 2002	Y-T-D February 2001
AssetCare	-	(140,074)
Credit Bureau of Ypsilanti	110,795	246,345
Enterprise Recovery	468,790	179,637
General Revenue Corporation	681,499	(86,240)
H. W. Ketchum Collection	(83,396)	(61,615)
Immediate Credit Recovery	(78,589)	(306,347)
National Enterprise Systems	484,086	-
World Credit, Inc.	-	-
TOTALS	\$1,583,185	(\$168,294)

Recoveries

Agency	Y-T-D February 2002	Y-T-D February 2001
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	80,956	91,079
Enterprise Recovery	194,706	161,623
General Revenue Corporation	148,482	159,640
H. W. Ketchum Collection	65,313	54,376
Immediate Credit Recovery	7,416	34,085
National Enterprise Systems	133,590	-
World Credit, Inc.	-	-
TOTALS	\$630,463	\$500,803

Eastern Michigan University
Collection Agency Comparison

Collection Expense

Agency	Y-T-D February 2002	Y-T-D February 2001
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	37,510	41,546
Enterprise Recovery	60,108	51,076
General Revenue Corporation	42,964	51,111
H. W. Ketchum Collection	21,649	17,185
Immediate Credit Recovery	2,151	7,687
National Enterprise Systems	30,015	-
World Credit, Inc.	-	-
TOTALS	\$194,397	\$168,605

Eastern Michigan University
Collection Agency Inventory Rollforward
2001-02

Agency	Beginning Inventory January 2002	+February 2002 Assignments	-February 2002 Recoveries	=Ending Inventory February 2002
AssetCare	31,869	\$ -	\$ -	31,869
Credit Bureau of Ypsilanti	1,989,688	13,236	9,826	1,993,097
Enterprise Recovery	2,430,657	244,976	30,163	2,645,471
General Revenue Corporation	1,522,503	245,756	19,607	1,748,652
H. W. Ketchum Collection	1,009,365	1,628	9,441	1,001,551
Immediate Credit Recovery	1,955	-	389	1,565
National Enterprise Systems	783,986	54,003	18,292	819,696
World Credit, Inc.	144,479	-	-	144,479
TOTALS	\$7,914,499	\$559,598	\$87,717	\$8,386,380

2000-01 (Prior Year)

Agency	Beginning Inventory January 2001	+February 2001 Assignments	-February 2001 Recoveries	=Ending Inventory February 2001
AssetCare	\$36,591	(\$753)	\$ -	\$35,838
Credit Bureau of Ypsilanti	1,903,184	81,179	\$12,832	1,971,531
Enterprise Recovery	2,210,112	15,087	27,773	2,197,426
General Revenue Corporation	1,160,041	(103,513)	21,940	1,034,588
H. W. Ketchum Collection	1,104,266	(\$63,028)	8,305	1,032,933
Immediate Credit Recovery	95,840	4,388	3,596	96,632
World Credit, Inc.	151,249	-	-	151,249
TOTALS	\$6,661,283	(\$66,640)	\$74,446	\$6,520,196

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 6
DATE: March 19, 2002

REPORT: 2001-02 GENERAL FUND BUDGET STATUS

ACTION REQUESTED

It is requested that the 2001-02 General Fund Budget Report as of January 31, 2002 be accepted and placed on file.

STAFF SUMMARY

This report overviews the year-to-date revenues and expenditures versus the operating plan as of January 31, 2002.

Enrollments to date of 510,246 student credit hours exceed the operating plan by 12,644 student credit hours or 2.5%. Tuition revenues exceed the planned level by \$2.86 million.

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

General fund expenditures of \$105.6 million are accumulating within plan. Salary and benefit costs continue to be closely monitored.

New program initiatives of \$1.1 million have been funded from tuition balances and planned provisional allocations.

FISCAL IMPLICATIONS

We anticipate a balanced budget 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 January 31, 2002

The General Fund budget status report compares both budget to actual revenue and expenses and to the operating plan, which is based on expected performance. The data contained within represents posted activity to the Financial Record System through January 31, 2002. Enrollments for summer and fall terms are official record. Winter 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 Spending Budget (9-25-01)	<u>\$184,737,615</u>

The carry-forward balance of \$5,387,673 approved by the Board in September 2002, 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, \$115.6 million in current year has been recorded versus \$112.5 in planned revenue. The variance of \$3.1 million is a result of increased on campus enrollments and other revenues net of reduced investment income.

Appropriation

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

Through this period \$31.9 or 36% of the revised appropriation budget has been received. Planned revenues were forecast at \$31.9 through the same period. Accumulations are within plan.

Enrollments/Tuition

The original Enrollment Plan forecasted 542,688 student credit hours representing \$78,056,731 in tuition and fee revenue net of uncollectables.

Tuition revenues for summer, fall and unofficial winter terms are above plan by 12,644 credit hours, exceeding plan by approximately \$2.9 million.

Summer and fall tuition, registration fees and official enrollments have been reconciled. No variances of significance have been identified. Official winter enrollments will be reconciled when data is available.

Investment Income

Realized and unrealized gains on investments have not been booked, leaving investment income \$206,000 short of plan. By the end of the year budget will be met.

Other Revenues

Indirect cost recovery from grants and contracts totals \$621,333, which is 84% of the fiscal year plan vs. \$416,871; or 76% from last year. This reflects more grant activity and a higher indirect cost recovery rate reflecting charter school activity.

Late fee and installment fee income have increased over plan. Collections for the two activities have increased \$360,000 over the prior years experience.

Application fees are consistent with the prior fiscal year with \$285,751 collected to date.

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	 <u>\$184,715,238</u>

General Fund expenditures and transfers, adjusted for faculty payroll deferrals, total \$105.6 million or 57.2% of the total spending authorization. Planned expenditures through January totaled \$107.3 million, which represents 57% of budget. This represents a favorable variance to plan of \$1.1 million due to expenditures occurring at a slower rate than expected.

The majority of the variance or \$950K results from lower than planned personal services costs. This includes recently funded staff and faculty positions included in the President's planning initiatives that have yet to be filled.

Overall spending to date is generally consistent with the plan.

Personal Services

Personal service budgets and authorized positions are centrally controlled and closely monitored. Authorized positions and expenditures for both faculty and staff are within plan. To-date total compensation for faculty, staff and other personal services totals \$74.2 million versus the planned level of \$75.1 million.

Staff salary savings from vacant positions are exceeding the plan. At the end of the January reporting period, 79.7 FTE were unfilled. Eleven of these are new positions in support of new planning initiatives. Net staff salary recoupment, including benefits, is expected to exceed forecast.

Fringe Benefits

Health care costs have increased beyond the planned provision. This is a result of rate increases for hospital, doctors and prescription medicine, increased claims, as well as growth in the number of contracts.

Funding has been identified to address this shortfall.

SS&M/Travel/Equipment

Support expenditures to date are occurring at a rate slightly slower than expected by approximately \$223,000. This is due in part to expense authorizations related to recently funded planning initiatives not being fully reflected in the January reporting period. We also anticipate savings in utility costs associated in part to energy conservation initiatives. Uncommitted strategic planning resources are also a component of this balance. Expenditures are also generally consistent within normal parameters. These expenditures are monitored routinely.

Financial Aid

Financial aid expenditures total \$10.4 million or 92% of the funding provided. Expenditures are lagging from the plan. The January planned spending through this period was \$10.6 million. The Office of Financial Aid reports that all financial aid resources will be distributed.

Utilities

Utilities expenditures to date total \$2.3 million or 42.5% of budget. Utility expenditures customarily absorb over 49% of budget through the January reporting period. Lighting retrofits and "rightsizing" water meters, accompanied by a mild winter, are contributing factors.

Extended Programs

Extended programs are self supporting activities. However, they are consolidated as part of the overall general fund operations as reported above.

Continuing Education/Extended Learning program expenditures total \$4.9 million or 45% of the \$11.0 million budget versus \$4.0 million a year ago. Tuition revenue to-date of \$8.1 million represents 75% of the \$10.8 million revenue plan. A year ago tuition revenues totaled \$6.7 million through the same period. The net of operations to-date totals \$3.2 million. The department anticipates a balance at year-end of between \$400,000 and \$500,000.

Strategic Planning Initiatives

New program initiatives in the amount of \$1.1 million have been identified and funded in the current fiscal year. Funding support has been identified from tuition balances and prior provision planning.

CONCLUSION

After 7 months, subject to the exceptions previously identified, revenues and expenditures are generally consistent with the operating plan. Tuition revenues in excess of plan have been earmarked for strategic planning initiatives. A balanced budget with a small increase in fund balance is anticipated.

**EASTERN MICHIGAN UNIVERSITY
2001-02 GENERAL FUND BUDGET STATUS REPORT
JULY - JANUARY**

	<u>7/1/01 Plan</u> Budget <u>2001-2002</u>	<u>FY2002</u> Actual <u>01/31/02</u>	<u>% of</u> <u>Budget</u>	<u>1/31/02</u> Plan Avg % of Budget	<u>FY2002</u> <u>01/31/02</u> Operating Plan***	<u>FY2002</u> Variance <u>From Plan</u>
Revenues						
Appropriation*	\$87,637,200	\$31,868,074	36.36%	36.36%	\$31,868,074	\$0
Tuition and Fees	\$84,635,532	\$78,794,473	93.10%	89.72%	\$75,936,722	\$2,857,751
Investment Income	\$926,996	\$458,877	49.50%	71.74%	\$664,994	(\$206,117)
Other Revenue	\$6,150,214	\$4,449,603	72.35%	64.60%	\$3,973,119	\$476,484
Total Revenue	\$179,349,942	\$115,571,027	64.44%	61.62%	\$112,442,909	\$3,128,118
Carry-Forward Funding	\$5,387,673	\$5,387,673	100.00%	100.00%	\$5,387,673	\$0
Total Approved Funding	\$184,737,615	\$120,958,700	65.48%	62.88%	\$117,830,582	\$3,128,118
Expenditures						
Faculty Salaries**	\$55,277,769	\$31,283,092	56.59%	58.07%	\$31,702,331	(\$419,239)
Staff Salaries	\$39,368,911	\$20,266,950	51.48%	52.84%	\$20,803,315	(\$536,365)
Other Personal Services	\$1,673,997	\$1,281,133	76.53%	81.89%	\$1,370,868	(\$89,735)
Student Help	\$6,064,706	\$3,575,258	58.95%	57.93%	\$3,513,264	\$61,994
Benefits	\$30,643,429	\$17,763,834	57.97%	56.41%	\$17,285,865	\$477,969
Sub-Total Compensation	\$133,028,812	\$74,170,267	55.76%	56.46%	\$75,107,050	(\$505,375)
SS&M/Travel/Equipment	\$30,641,045	\$15,544,330	50.73%	51.46%	\$15,767,307	(\$222,977)
Utilities	\$5,379,540	\$2,285,215	42.48%	49.42%	\$2,658,515	(\$373,300)
Financial Aid	\$11,305,487	\$10,390,871	91.91%	98.53%	\$10,639,805	(\$248,934)
Distribution to EMU Founda	\$1,563,000	\$1,563,000	100.00%	100.00%	\$1,563,000	\$0
Recharges	(\$1,488,012)	(\$743,783)	49.99%	58.15%	(\$865,240)	\$121,457
General Fee Transfers	(\$1,100,302)	(\$1,052,070)	95.62%	98.97%	(\$1,088,936)	\$36,866
Other Transfers	\$5,385,668	\$3,442,819	63.93%	64.88%	\$3,494,340	(\$51,521)
Total Expenditures	\$184,715,238	\$105,600,649	57.17%	57.04%	\$107,275,841	(\$1,243,784)

*State Appropriation is accumulating at the planned level.

**Total YTD Faculty payroll expense includes accrued but unpaid faculty salaries and benefits.

***The operating plan generally represents the expected rate of realizing revenue and expenses based on the previous years experience. Noteworthy variances are analyzed and reported in the preceeding written report

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 7

DATE:

March 19, 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 ICT Strategic Initiatives currently underway.

All initiatives are currently meeting schedule targets and budgets.

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

(c

ICT STRATEGIC INITIATIVES PROGRESS REPORT

December 21, 2001 through March 1, 2002

ICT REORGANIZATION

- Consulting firm, Suzanne Forsyth Associates analyzing data collected in interviews.
 - Report of all interviews completed.
 - Cover report and recommendations in progress.
- ICT Transition and Leadership teams have completed final organization structure recommendations, prepared a timeline for implementation, and presented their work to the management team and staff.

ENTERPRISE NETWORKING INFRASTRUCTURE

- Enterprise Backup and Storage Systems installed. Moving existing servers to enterprise backup system.
- Added Fiber Optic Cable "run" from Pray-Harrold to Pierce to accommodate new Gigabit backbone core.
- Added Fiber Optic Cable "risers" in Pray-Harrold in anticipation of Pray-Harrold network equipment upgrade.
- Working to repair Fiber Optic Cable link between main campus and College of Business to accommodate equipment to be installed there this year.
- Working with Physical Plant to plan for fiber optic cable moves required by planned razing of Business and Finance Building and to plan for fiber installation and data equipment required for the remodel of Hover Hall.
- Bench testing new Cisco backbone core nodes. Working to configure environmental controls to accommodate these two new nodes so that they can be installed and connected to the existing campus network.
- Replaced core network equipment in Porter.

FACULTY, STAFF AND STUDENT LAB PC REFRESHMENT

- Faculty planning team completed recommendation of Intel and Apple platform specifications.
- Developing methodology to distribute ordering and delivery of new systems.

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

SCT Business Process Review Events

- Human Resource Module
 - Second Business Process Review 1/14-1/18

- Financial Aid
 - Business Process Review I 2/4-2/8
 - Business Process Review II 2/18-2/22

SCT Training Events

- Finance
 - Finance Rules, Security & Approvals 1/28
 - Conversion & Interfaces I 1/30
 - Finance Sponsored Research 2/4-2/8
 - Fixed Assets 2/27-3/1
 - Budget Development & Position Control 3/04-3/08
- Student Module
 - Catalog & Schedule 2/11-2/15
 - Admissions & Records 3/04-3/08
- Technical Training
 - Conversion Training – HR & Finance

Hardware/Software Events

- Systems ordered for Workflow & Web4 products
- Database Machines connected to EMC Storage Environment

Other Events

- Presentation of Banner Alumni/Development System to Alumni Relations & EMU Foundation offices.
- Change Management Training 2/25, 2/26
- Direction Change to pursue Banner Web Native environment rather than client / server.
- Banner Training Team created. Objectives of the team are to design and implement a training structure for general users of the new Banner system.

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. Student profile completed.

SECTION: 8
DATE: March 19, 2002

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

REPORT:

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

ACTION REQUESTED

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

FISCAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

ADMINISTRATIVE/PROFESSIONAL TRANSFERS

<u>Last Name</u>	<u>First Name</u>	<u>Race/Sex</u>	<u>Rank</u>	<u>Salary</u>	<u>Department</u>
Carman	Kirk	W/M	AP 09	\$45,000	Continuing Education
Kinney	Rhonda	W/F	AP 13a	\$84,593	Political Science

ADMINISTRATIVE PROFESSIONAL TRANSFERS

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Kirk Carman</u>	W	M

Manager of Publicity and Promotions in Continuing Education effective January 14, 2002 at an annual base salary of \$45,000.

Education

M.A.	Eastern Michigan University, 1995
B.S.	Eastern Michigan University, 1993

Experience

1995-present	Eastern Michigan University
--------------	-----------------------------

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Rhonda Kinney</u>	W	F

Academic Department Head in Political Science effective February 1, 2002 at an annual base salary of \$84,593.

Education

Ph.D.	University of Iowa, 1996
B.A.	University of Iowa, 1988

Experience

1994-present	Eastern Michigan University
1991-1993	University of Iowa

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 9
DATE: March 19, 2002

RECOMMENDATION

STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 23 staff appointments for the reporting period January 2, 2002 through February 19, 2002.

STAFF SUMMARY

Of the 23 appointments, 14 (61 percent) are female, seven (30 percent) are African American, one (4 percent) is Hispanic, and one (4 percent) is Asian. 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: March 19, 2002
 BOARD REPORT FOR: 3/19/02
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

PAGE 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>
Sriram, Gayathri	English Language & Literature	PT-09	Database Analyst/Programmer	01/07/02	\$49,036	100	A	F	New Hire
Rusiniak, Annmarie	Health Service Nursing Service	PT-07	Staff Nurse	01/28/02	\$18,000	50	W	F	New Hire
Staub, Selva	Office of Research Development	PT-07	Administrative Associate I	01/07/02	\$32,900	100	W	F	New Hire
May, Leigh	Grants Accounting	PT-06	Accountant I	01/02/02	\$30,716	100	W	F	New Hire
Noland, Latasha	Accounting	PT-06	Accountant I	01/30/02	\$30,716	100	B	F	New Hire
Clanton, Andre	University Apartments	PT-05	Manager Apartments Facilities Coordinator	01/17/02	\$34,549	100	B	M	New Hire
Foran, Heather	Psychology	PT-05	Research Assistant	02/07/02	\$14,508	50	W	F	New Hire
Harrison, Jameka	Financial Aid	CS-05	Account Specialist	02/04/02	\$25,113	100	B	F	New Hire
Linn, Erin	Financial Aid	CS-05	Account Specialist	01/21/02	\$25,113	100	W	F	New Hire
Vanover, Chelyan	Financial Aid	CS-05	Account Specialist	02/04/02	\$25,113	100	B	F	New Hire

DATE: March 19, 2002
 BOARD REPORT FOR: 3/19/02
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 STAFF APPOINTMENTS

PAGE 2
 APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS. RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Brown, Andrea	Special Education	CS-04	Secretary II	02/04/02	\$22,224	100	W	F	New Hire
Fournier, Jacqueline	Social Work	CS-04	Secretary II	01/16/02	\$11,112	50	W	F	New Hire
Metz, Karen	Teacher Education	CS-04	Secretary II	02/04/02	\$22,224	100	W	F	New Hire
Danna, Alvin	Physical Plant	FM-24	Stationary Engineer	02/19/02	\$52,000	100	B	M	New Hire
Glueck, Charles	Physical Plant	FM-24	Stationary Engineer	02/04/02	\$52,000	100	W	M	New Hire
Franklin, Gray	Physical Plant	FM-21	Electrician	01/07/02	\$44,034	100	W	M	New Hire
Czinski, Robert	Physical Plant	FM-12	Groundsperson	01/21/02	\$9,485	50	W	M	New Hire
Woody, Laura	Dining Services	FM-12	Dining Services Unit Leader I	01/21/02	\$21,418	70	W	F	New Hire
Bush, David	Physical Plant	FM-06	Custodian	01/14/02	\$17,389	100	W	M	New Hire
Gray, Lisa	Physical Plant	FM-06	Custodian	01/14/02	\$17,389	100	B	F	New Hire

DATE: March 19, 2002
 BOARD REPORT FOR: 3/19/02
 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>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Layner, Walter	Dining Services	FM-06	Pot & Pan Utility	02/11/02	\$22,984	100	W	M	New Hire
Ruffin, Charles	Physical Plant	FM-06	Custodian	02/17/02	\$17,389	100	B	M	New Hire
Gonzalez, Roberto	Eastern Eateries	FM-95	Fast Food Worker	01/21/02	\$16,640	100	H	M	New Hire

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 10
DATE: March 19, 2002

RECOMMENDATION

REPORT: SEPARATIONS/RETIREMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 25 separations and retirements for the reporting period December 20, 2001 through March 1, 2002.

STAFF SUMMARY

Of the 25 separations and retirements, 13 (52 percent) are female; three (12 percent) are African American; and two (8 percent) are Hispanic. There are no other minorities reported.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

DATE: March 19, 2002
 BOARD REPORT FOR: 3/19/02
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

AGE 1
 RETIREMENTS/
 SEPARATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Conti, Gerry	Associated Health Professions	ASST	Assistant Professor	08/30/95	01/03/02	\$45,545	100	W	F	Resignation
Frentrup, Julie	Chemistry	L16	Lecturer II	08/29/01	02/21/02	\$31,750	100	W	F	Discharged - For Cause
Bush, Richard	Learning Technologies- Technical Services	AP-13	Director Learning Technology	01/31/00	02/02/02	\$82,686	100	W	M	Position Eliminated
DiMantova, Walter	Center for Corporate Training Administration	AP-12	Director Center for Corporate Training	04/06/89	01/03/02	\$91,925	100	W	M	Resignation
Lower, David	Convocation Center Manager Market	AP-09	Assistant Director Events Marketing & Promotions	12/06/99	01/10/02	\$43,775	100	W	M	Resignation
Giancola, Frank	Compensation & Employment Services	AP-08	Compensation/Employment Service Representative	09/27/99	01/27/02	\$44,117	100	W	M	Resignation
Cummings, Michael	Intercollegiate Athletics	AC-12	Assistant Coach Football	12/20/99	01/26/02	\$57,000	100	W	M	Resignation
Schroeder, Scott	Intercollegiate Athletics	AC-12	Assistant Coach Football	12/20/99	02/09/02	\$46,000	100	W	M	Resignation
Dhaenens, Jennifer	Intercollegiate Athletics	AC-11	Assistant Coach Volleyball	07/07/99	01/01/02	\$25,707	100	W	F	Assignment Ended
Sandsbury, Jennifer	Financial Aid Office	PT-09	Assistant Director Student Loans	09/20/99	01/05/02	\$42,616	100	W	F	Resignation
Valden, Arnold	UAW-Ford Pilot 2000	PT-08	Workplace Education Specialist	12/09/98	01/09/02	\$39,789	88	W	M	Resignation

DATE: March 19, 2002
 BOARD REPORT FOR: 3/19/02
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

PAGE 2
 RETIREMENTS/
 SEPARATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Keeton, Kelly	Accounting-Student Accounting	CS-06	Account Specialist Senior	03/27/89	12/20/01	\$19,750	75	W	F	Did Not Return From Leave
Kuch, Peggy	Nursing	CS-05	Senior Secretary	04/09/01	02/12/02	\$25,113	100	W	F	Resignation
Maggard, Wanda	Financial Aid Office	CS-05	Account Specialist	11/04/98	01/01/02	\$25,113	100	W	F	Retired
Misko, Sally	Institute For Community & Reg	CS-05	Senior Secretary	01/02/92	03/01/02	\$25,859	100	H	F	Retired
Muldrow, Jacqueline	Accounting-Student Accounting	CS-05	Senior Secretary	05/11/98	01/10/02	\$25,113	100	B	F	Resignation
Nareski, Matthew	Intercollegiate Athletics- Equipment Maintenance	FM-10	Laundry Operator	10/29/01	01/11/02	\$18,450	100	W	M	Resignation
Stemen, Stephen	Custodial Services	FM-10	Custodian/Housekeeper Group Leader	10/24/78	01/24/02	\$29,682	100	W	M	Retired
Beaudry, Mary	Custodial Services	FM-06	Custodian	06/13/88	01/05/02	\$27,602	100	W	F	Did Not Return From Leave
Bishop, Donald	Custodial Services	FM-06	Custodian	05/28/96	02/01/02	\$28,558	100	B	M	Deceased
Douglass, Steve	Custodial Services	FM-06	Custodian	11/25/01	01/19/02	\$17,389	100	W	M	Resignation
Gray, Lisa	Custodial Services	FM-06	Custodian	01/14/02	01/20/02	\$17,389	100	B	F	Discharged - Probationary

DATE: March 19, 2002
 BOARD REPORT FOR: 3/19/02
 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>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Wilkerson, Karen	Custodial Services	FM-06	Custodian	11/18/01	01/07/02	\$17,889	100	W	F	Discharged - Probationary
Williams, Lesa	Custodial Services	FM-06	Custodian	10/08/00	02/01/02	\$21,133	100	W	F	Resignation
Gonzalez, Roberto	Eastern Eateries	FM-95	Fast Food Worker	01/21/02	02/19/02	\$16,640	100	H	M	Authorization to work expired

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 four (4) 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
March 19, 2002**

Mary Clare Beck

Professor, University Library from 1970-1998
(28 years)

Masters Eastern Michigan University, 1976
Masters University of Denver, 1966
Baccalaureate University of Chicago, 1963

Ronald W. Collins (Posthumous)

Professor, Department of Chemistry from 1965-2001
Provost and Vice President for Academic Affairs from 1983-2001
(35 years)

Doctoral Indiana University, 1962
Baccalaureate University of Dayton, 1957

James Sandall

Professor, Department of Art from 1975-2001
(26 years)

M.F.A. Arizona State University, 1975

Warren Williams

Professor, Department of Teacher Education from 1969-1994
(25 years)

Doctorate University of Rochester, 1969
Masters University of Rochester, 1968
Baccalaureate Hobart College, 1964



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Mary Clare Beck

Current Status/Rank at EMU: Professor, retired August 31, 1998

Date of Hire at EMU: 7-6-70 Retirement Date: 8-31-98

Number of Years at EMU: 28 (Minimum of 15 years of service required)

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

Home Address:

Home Telephone: E-Mail Address:

Name of Spouse:

Degree(s)/Institutions/Year: Baccalaureate: B.A., University of Chicago, 1963

Masters: M.A., University of Denver, 1966
M.A., Eastern Michigan University, 1976

Doctoral:

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

Interim Univ. Librarian Date Associate Provost Date

Provost Date Date Submitted to Board of Regents

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

EMERITUS FACULTY RECOMMENDATION
FOR
Mary Clare Beck

Statement of Support

Mary Clare Beck served the Eastern Michigan University for twenty-eight years. From her date of hire on July 6, 1970 through her retirement date of August 31, 1998 she served as Government Documents Librarian. She was promoted to full professor in 1993. Ms. Beck provided leadership and guidance for the campus community during her many years of service. Professional responsibilities included:

1. Government Documents Librarian.
2. Made presentations to classes in various departments on such topics as legislative process, policy information, and current and historical government publications.
3. Prepared and contributed to library guides and bibliographies on such topics as women in politics, environmental impact statements, local statistics, the 1980 Census, and government policy sources.
4. Prepared library exhibits on such topics as the Space Program, Supreme Court and the Constitution.
5. Promoted the library as a source of government information with the distribution of tax forms, copyright forms, and copies of important government pamphlets. During the first half of the 80' she disseminated information about the 1980 Census. In cooperation with the University of Michigan Libraries and the Washtenaw County Metropolitan Planning Commission, she offered well-attended workshops and distributed a directory and newsletter.
6. Prepared a written procedure manual for the Government Documents collection.

Served on the Library's Self-Study Committee for the NCA Accreditation Report (1980-81), the Task Force on Issues facing the CER (1981), and the Library's Collection Committee (1985-89). In the Michigan Academy of Science, Arts and Letters Ms. Beck served as both Vice-Chair (1982-83) and Chair (1983-1984) of the Library and Information Sciences Section. As Chair, she arranged the Section meetings and attended MASAL Council meetings. She also arranged for a showing of the ACRL/LOEX bibliographic instruction display at the Annual Conference. In 1984-85 she chaired the Section's nominating committee. In 1986 she evaluated papers sent to the MASAL's journal The Academician. Ms. Beck attended Depository Council meetings in 1983, 1988, and 1989 and spoke up on a variety of topics at the Open Forum Sessions. Served two terms (1983-85) as a member of the Michigan Library Association's Legislative Committee. She served on EMU's Women's Studies Committee (1984) and the Institutional Policies Committee (1989-1990). Professional publications, presentations, performances and exhibitions include:

"The Campus Health Center as a Model for Reference" in PROCEEDINGS OF THE NATIONAL CONFERENCE OF THE ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES, pages 308-311, Chicago, 1992.

Ms. Beck's refereed paper was one of 52 selected from 120 submitted. This "position paper" built upon published work by Durance, Ford, and others to suggest consideration of alternative models for library reference service.

"Fear of Women in Suits: Dealing with Gender Roles in Librarianship," CANADIAN JOURNAL OF INFORMATION SCIENCE, 17:29-39, Sept. 1992.

"Reference Services: A Handmaid's Tale," LIBRARY JOURNAL, 116:32-37, April 15, 1991.

"Genevieve Walton and Library Instruction at the Michigan State Normal College," COLLEGE AND RESEARCH LIBRARIES, 50:441-447, July 1987.

KNOW YOUR COUNTY: A GUIDE TO WASHTENAW COUNTY GOVERNMENT, Ann Arbor, League of Women Voters of the Ann Arbor Area, 1984.

1980 CENSUS RESOURCES, A DIRECTORY FOR WASHTENAW COUNTY DATA USERS, Ann Arbor, University of Michigan Libraries, 1980.

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



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Division of Academic Affairs recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Ronald William Collins (Posthumous)

Current Status/Rank at EMU: Provost and Vice President for Academic Affairs, Professor of Chemistry

Date of Hire at EMU: September 1, 1965 Retirement Date: February 2001 (2/1/2001 Deceased)

Number of Years at EMU: 35 (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:

Name of Spouse

Degree(s)/Institutions/Year: Baccalaureate: B.S. University of Dayton
Masters: N/A
Doctoral: Ph.D. Indiana University

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.

The Division of Academic Affairs 03/06/02
Recommended by (please print) Date

Department Head [Signature] Date Dean Date
Provost Date 03/06/02 Date Submitted to Board of Regents

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



EASTERN MICHIGAN UNIVERSITY

March 6, 2002

To the Eastern Michigan University Board of Regents

The Division of Academic Affairs requests your support to remember Dr. Ronald W. Collins as an inspirational and integral figure in the development and leadership of Eastern Michigan University for 35 years. We can best do this by adding his memory and name to the distinguished rank of emeritus faculty at Eastern Michigan University.

Dr. Collins was Provost and Vice President for Academic Affairs beginning in August 1983 after serving as acting Vice President for Academic Affairs, Associate Vice President for Academic Affairs and head of the Department of Chemistry. He had 38 years total professional experience, including three years in industry and 35 years at EMU. His experience profile was varied, including basic and applied industrial research, teaching and research, and academic administration.

A graduate of Indiana University earning a Ph.D. in Inorganic Chemistry (1962), Dr. Collins devoted most of his academic career to chemistry education, instructional computer usage and as an academic administrator. He prioritized the interests of students and education before his own. In just six years he advanced in the organization from a faculty member to Provost and Vice President for Academic Affairs. He initiated a University Honors Program, doctoral programs, a Affirmative Action faculty hiring program, a World College, revised the General Education requirements, revised the Faculty/Course Evaluation system, and established the following faculty professional development centers: Faculty Center for Instructional Excellence (FCIE); Center for Instructional Computing (CIC); Center for Research Support (CRS), implemented a Library Automation Project, implemented a comprehensive Program Review process, created the Department of African American Studies, coordinated the preparation of the self-study for visit/review by the North Central Association (NCA), initiated mini-sabbaticals for administrators and initiated programs to maximize the opportunity for academic success for all first year students.

Dr. Collins, while Provost served as the University's chief academic officer for the Division of Academic Affairs, with final supervisory responsibility for the college deans, academic department heads, program/office directors, faculty, and all administrative and clerical staff members. He was responsible for the academic strategic planning processes, administration planning and budget processes, the University instructional program and delivery system consisting of five colleges (Arts and Sciences, Business, Education, Health and Human Services, and Technology) plus the Graduate School, Extended Programs/Continuing Education, and the University Library formerly Learning Resources and Technologies. He played a significant role in fundraising and external relations. He initiated a major fundraising campaign entitled the Campaign for Scholars, which raised \$17.3 million for academics.

Dr. Collins was a nationally recognized scholar and expert in the field of instructional computer usage. In 1977, he received EMU's first Distinguished Faculty Award for teaching. He also received the University of Dayton Alumni Association's Special Achievement Award in 1979. In 1980, he was awarded the Chemical Manufacturers Association's Catalyst Award, a national honor presented to only four faculty members each year.

It was all this, and his love of Eastern Michigan University that was such an integral part of his life and as a result, our lives. It would be a most deserving honor to award posthumously the status of emeritus faculty he so greatly supported.

The Division of Academic Affairs

Ronald Collins died unexpectedly on February 1, 2001, after 35 years of service to EMU. Dr. Collins joined the Chemistry Department as an inorganic professor in 1965. His scholarly interest was a good match for EMU's normal college roots: He was intrigued with the notion of applying a wonderful new technology to the teaching of college chemistry—the mainframe computer, punch cards, and the teletype terminal!

Ron was always a popular teacher; in fact, he earned the first EMU distinguished faculty award for teaching excellence. Ron served as the head of the Chemistry Department from 1978-1980. He served as Provost and Vice president for Academic Affairs from 1983 until his death. His years of leadership have profoundly shaped EMU and the path laid out for the institution for decades to come. Indeed, all but two of the faculty members who make up the Chemistry Department today were hired during Dr. Collins' vice presidency.

As provost, Collins was a constant and generous supporter of the Chemistry Department. He and his wife Gerrie established the Collins' Endowed Scholarship in Chemistry in 1992, which is annually given to our top undergraduate students to encourage them to participate in faculty-directed research.

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: James Sandall

Current Status/Rank at EMU: Retired Professor of Art

Date of Hire: September 2, 1975 Retirement Date: August 31, 2001

Number of Years at EMU: 26

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

Home Address: _____

Home Telephone: _____

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

Name of spouse: _____

PLEASE ATTACH A BRIEF STATEMENT OF SUPPORT.

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

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

Recommended by (please print), _____ Date _____

Department Head _____

De _____

Provost _____ Date _____

Date Submitted to Board of Regents _____



EASTERN MICHIGAN UNIVERSITY

January 30, 2002

Board of Regents
Eastern Michigan University

Dear Members of the Board;

On behalf of the faculty of the Art Department, it is my pleasure to request that Professor of Art, James Sandall, be awarded the title of Professor of Art *Emeritus*.

In 1975, James Sandall, who had just earned his Master of Fine Arts degree in Photography from Arizona State University, joined Eastern Michigan University's Art Department. His black and white photographs added a stark and powerful presence to the annual faculty exhibition at EMU. That same year, he submitted work to the annual juried show at the Detroit Institute of Arts. He was accepted and awarded a prize for one of his photographs.

For the next twenty-five years, James very ably and professionally performed his duties as the university's sole fine arts professor of photography. He earned the love and respect of hundreds of students, many of whom have gone on to successful careers in photography. In the mid-eighties, James was awarded a National Endowment for the Arts grant in support of his photography. Just preceding his retirement in 2000, the Detroit Institute of Art accepted one of his photographs into its permanent collection, a rare and prestigious event. Also around this time, the EMU Art Masters Association voted him "Teacher of the Year."

For his many years of excellent service, the Art Department faculty has voted unanimously to request that Professor James Sandall be awarded the title, Professor of Art *Emeritus*.

Respectfully submitted,

Thomas K. Venner
Professor and Head
Art Department



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Dr. Warren S. Williams, Teacher Education

Current Status/Rank at EMU: Retired (Prof. Professor)

Date of Hire at EMU: 9/15/69 Retirement Date: 4/26/94

Number of Years at EMU: 25 (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: BS, HOBART COLLEGE, 1964
Masters: MA, UNIV of ROCHESTER, 1968
Doctoral: ED.D, UNIV of ROCHESTER, 1969

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	Date
Provost		Date	Date Submitted to Board of Regents

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

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS
OFFICE OF THE ASSOCIATE PROVOST
INTER-OFFICE MEMORANDUM

TO: Paul Schollaert, Provost

FROM: Michael Harris, Associate Provost

DATE: January 11, 2002

SUBJECT: Emeritus Faculty Recommendation

Attached for your review is an Emeritus recommendation for Dr. Warren Williams. Dr. Williams was a faculty member at Eastern Michigan University for 25 years in the Teacher Education Department. Dr. Williams specialized in measurement and evaluation and he taught courses in that area for many years. In the late 1970's he began teaching one of the first computer courses in the College of Education. Dr. Williams was responsible for developing the undergraduate course in educational technology that also led to the development of a graduate degree program in educational technology. He had a distinguished career.

Dr. Williams retired from Eastern Michigan in 1994. Dr. Greene a former department head has recommended that we grant Dr. Williams an emeritus status. I recommend that he be approved for the Emeritus Faculty status.

SECTION: 12
DATE: March 19, 2002

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

FACULTY APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve five (5) new tenure-track faculty appointment for the 2002-2003 academic year at the rank, salary, and effective date shown on the attached list.

STAFF SUMMARY

Of the five (5) new tenure-track faculty appointment, three (3) are female (60%), two (2) male (40%), and one (1) minority (20%).

FISCAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

FACULTY HIRING REPORT

College	Name	Race/Sex	Rank	Salary	Department	Specialization
CAS	Harriet Lindsay	W/F	ASST	\$45,910	Chemistry	Organic Chemistry
CHHS	Nancy Vandewiele-Milligan	W/F	ASST	\$43,700	AHP	Occupational Therapy
COB	Edwin Etter	W/M	ASST	\$85,000	Acctg. & Finance	Financial Accounting
COE	Lidia Lee	A/F	ASSC	\$67,000	Special Ed	Audiology
COT	William Moylan	W/M	INST	\$55,000	Indust. Tech	Construction Management

Hiring Statistics:

Total:	5	
Female:	3	(60%)
Male:	2	(40%)
Black:	0	(0.0%)
Hispanic:	0	(0.0%)
Asian:	1	(20%)
Native-American:	0	(0.0%)
Multi-Racial:	0	(0.0%)
White:	4	(80%)
Total Minorities (Race):	1	(20%)

NEW FACULTY APPOINTMENTS

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Edwin Etter</u>	W	M

Assistant Professor in the Department of Accounting and Finance effective August 28, 2002 at an academic year base salary of \$85,000.

Education

Ph.D.	Ohio State University, 1992
M.A.S.	University of Illinois, Urbana-Champaign, 1982
B.S.	University of Illinois, Urbana-Champaign, 1980

Experience

1998-present	University of South Florida
1993-1998	Syracuse University
1987-1993	Ohio State University
1984-1987	Monsanto Company
1983-1984	McDonnell Douglas Company
1982-1983	College of the Virgin Islands

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Lidia Lee</u>	A	F

Associate Professor in the Department of Special Education effective January 23, 2002 at an academic year base salary of \$67,000.

Education

Ph.D.	Indiana University, 1993
M.S.	Purdue University, 1989
B.A.	Whittier College, 1986

Experience

2002-present	Eastern Michigan University
1999-2001	Sonus-USA, Inc.
1993-2000	Northern Illinois University

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Harriet Lindsay</u>	W	F

Assistant Professor in the Department of Chemistry effective August 28, 2002 at an academic year base salary of \$45,910.

Education

Ph.D.	University of Arkansas (expected Spring, 2002)
Ed.D.	University of Arkansas, 2001
M.S.	University of Arkansas at Little Rock, 1995
B.A.	Hendrix College, 1992

Experience

1996-1996	Shorter College
1995-1997	University of Arkansas at Little Rock

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>William Moylan</u>	W	M

Instructor in the Department of Industrial Technology effective January 2, 2002 at an academic year base salary of \$55,000.

Education

S.M.	Massachusetts Institute of Technology, 1980
B.S.	Lawrence Technological University, 1974

Experience

1997-present	WA Moylan and Associates, Inc.
1993-1998	Plan Tech, Inc.
1991-1993	Automotive Support Group, Inc.
1989-1991	Management Technologies, Inc.
1986-present	Lawrence Technological University
1986-1986	Engineering Labs, Inc.
1976-1985	Aramco Fire Protection
1974-1985	Arabian American Oil Company

<u>Name</u>	<u>Race</u>	<u>Sex</u>
<u>Nancy Vandewiele-Milligan</u>	W	F

Assistant Professor in the Department of Associated Health Professions effective August 28, 2002 at an academic year base salary of \$43,700.

Education

Ph.D.	Nova Southeastern University (expected 2003)
M.S.	University of Michigan, 1980
B.S.	Eastern Michigan University, 1975

Experience

1998-present	Wayne State University
1996-present	AAA of Michigan
1986-1998	Michigan Institute for Spinal Cord Injuries
1979-present	Schoolcraft College
1977-1986	Private Practice
1977-1979	Providence Hospital
1976-1977	Whitmore Lake Convalescent Center

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: **13**

DATE:

Mar. 19 2002

RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for March 19, 2002 and the Minutes of January 15, 2002 be received and placed on file.

STAFF SUMMARY

At its January 15, 2002 meeting the Student Affairs Committee heard position papers addressing Health Center Funding, Parking/Softball Fields and Academic Advising. Updates were also heard on new Dining Services venues and the Greek Social Policy.

The March 19, 2002 agenda includes discussion of the new Greek Social Policy and updates on GoalQuest, General Fund Scholarships, Health Center Funding, Recreation Fields, McKenny Expansion and Celebration of Excellence Week. Alternative Spring Break student reports will also be heard and CIRP Survey Data will be presented.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer _____

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Student Affairs Committee

Tuesday, March 19, 2002
8:00 a.m.

Agenda

Room 205
Welch Hall

- | | |
|---|----------------------------------|
| 1. Approval of January 15, 2002 Meeting Minutes | Regent Griffin |
| 2. Introduction of New Members | Jim Vick |
| 3. Greek Social Policy | Jackie Jones/
Adam Nekula |
| 4. Residence Hall Safety Policy Changes | Denise Beauvais |
| 5. GoalQuest Update | Courtney McAnuff |
| 6. General Fund Scholarships Update | Courtney McAnuff |
| 7. Recreation Fields Follow-Up | Adam Nekula |
| 8. Alternative Spring Break Student Reports | Peggy Harless/
Allison Treppa |
| 9. McKenny Expansion Update | Glenna Frank Miller |
| 10. CIRP Survey Data | Sandra Williams |
| 11. Celebration of Excellence Week Update | Glenna Frank Miller |
| 12. Announcements | |
| 13. Other | |

EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes of January 15, 2002

MEMBERS PRESENT

Regents: Dr. Rosalind E. Griffin

Administration: Glenna Frank Miller, Greg Peoples, Jim Vick

Students: Denise Beauvais, Gloria Gallegos, Emily Hamman, Ron Honse, Jackie Jones, Holly Justice, Adam Nekula, Neil Ripley, Allison Treppa

GUESTS

Regents: Steven Gordon

Administration: Dawn Adams, Matt Calfin, David Carroll, Victor Chiasson, Andre Clanton, Tom Cochran, Michael Crabb, Paula Dykstra, Bob England, Rebecca Figura, Larry Gates, Whitney Harris, Camilyah Johnson, Samuel Kirkpatrick, Ann Klaes, Jennifer Klimkiewicz, Bernice Lindke, Jim Locke, Paul Moniodis, Sarah Kersey Otto, Kathleen Quinn, Lee Reed, Erika Roberts, Lewis Savage, Jeremiah Shinn, Karen Simpkins, Cheryl Swanson, Chris Voss, Paul Dean Webb, Pat Williams, Sandra Williams, Jason Wyckoff, Pamela Young

Students: Kelly Sandor, Curt Sayers, Robert Trotter

Press (Echo): Joe Novak, Kristina Smith

Regent Griffin convened the meeting at 8:00 a.m. The minutes of the September 25, 2001 meeting were approved as presented.

Introduction of New Members

Jim Vick introduced Emily Hamman, the new LGBT representative. He also reported that International Student Association elections will be held in February and the new ISA president will attend the March meeting.

Health Center Funding Position Paper

In keeping with its new approach, the committee heard a very thorough position paper presented by Denise Beauvais on University Health Services and the need for increased funding. Approximately 7000 students accessed University Health Services in the past year, creating 17-21,000 visits. Currently the only funds that come from EMU are a small portion of the per credit hour general fee; the remainder comes from

fees for service, with the current ratio being 55% from general fees and 45% from service fees. The \$2.13 per credit hour that UHS receives from the general fee has remained constant since 1994-95. Health education programs are most at risk if funding is not increased since a fee-for-service is not charged. The Student Affairs Committee voted unanimously to endorse the Position Paper and recommend to the Board of Regents that University Health Services funding move toward the 67%/33% level set by the Board in 1984-85. The Committee further recommended that the general fee be increased proportionately so that any additional funding for UHS doesn't come from other general fee allocations.

Parking/Softball Fields Position Paper Addendum

Adam Nekula presented an addendum to the Parking/Softball Fields Position Paper approved by the Student Affairs Committee on November 27, 2001. The addendum includes the following recommendations:

1. Build the four new softball fields to ASA standards large enough to include four football fields entirely in the grass of the outfield and two soccer fields.
2. Reconsider the recommendation to eliminate the shuttle service. Students living in Westview Apartments and those using the new fields will require some type of safe transportation.
3. Include a well-lit direct path for students to walk to the fields.
4. Construct the fields in such a way that the intramural program will not lose a year of play.

The addendum also includes a recommendation to replace the existing tennis courts that are in need of repair with twelve courts to be located at the Rec/IM fields being built on the west campus. The Student Affairs Committee voted unanimously to endorse the recommendations outlined in the addendum.

Academic Advising Update

The Committee unanimously endorsed a position paper on Academic Advising – the Student Leader Group's number one priority – presented by Allison Treppa and Adam Nekula. The paper:

- encourages the hiring of full-time academic advisors and administrative support in each of the colleges, providing a central location for students to go for information in their college
- encourages any and all action to make the transfer process to Eastern Michigan University easier for students
- recommends that the University devise a way of clarifying to students which advisors to see and when
- recommends changing the hours of Faculty Academic Advising training to better accommodate teaching schedules
- recommends that all faculty advisors be trained by the general Academic Advising office in order to stay current on changes in basic studies requirements and
- recommends that a student/academic advisor ratio be established in conjunction with CAS Standards
- and, applauds the efforts of Vice President McAnuff and Provost Schollaert

for their proactive approach to addressing the need for improvements in the area of Academic Advising.

MLK Day Preview

Glenna Frank Miller, director of McKenny Union and Campus Life, outlined the exciting week of events planned in celebration of Martin Luther King Day.

Marketplace/Freshens Update

Michael Crabb, director of Dining Services and Anne Klaes, assistant director, Catering/Contract Operations reported on the newest Dining Services venues, "It's a Toss Up & Company" and "Crossroads Marketplace." The Crossroads Marketplace will include an Einstein Brothers Bagels shop that will produce bagels for all of the Dining Services venues on campus. EMU is the first self-operated college to have an Einstein Brothers Bagels on its campus.

Greek Social Policy

Jackie Jones, Panhellenic Council president and Adam Nekula, Inter-fraternity Council president reported on the proactive approach being taken by the presidents of EMU's Greek organizations in developing a Greek Social Policy in response to events that have taken place on other Michigan campuses.

Other

Ron Honse, Students with Disabilities representative, took a moment to publicly thank Vice President Doyle for the \$5000 increase allocated for sidewalk improvements in the 2002-03 budget. This represents a \$3000 increase in the amount requested by the Student Affairs Committee at its November meeting.

Student Body President Neil Ripley publicly recognized DPS Officer Chuck Mosher for his diligence in policing campus handicap parking spaces on behalf of Eastern Michigan's students with disabilities.

Allison Treppa, Campus Life Council representative, reported that 90 students will work at nine different sites during Alternative Spring Break activities in February.

Emily Hamman reported the LGBT Resource Center has planned a full calendar of events this year including a workshop on career strategies for the LGBT population.

Regent Griffin adjourned the meeting at 8:53 a.m.

Respectfully submitted,

Teri L. Papp

SECTION: 14
DATE: March 19, 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 March 19, 2002, and the Minutes of the January 15, 2002, meeting be received and placed on file.

SUMMARY

The primary items for the March 19, 2002, Educational Policies Committee meeting included: (1) Academic Affairs Administrative/Professional Appointments/Transfers, (2) Staff Appointments, (3) Separations/Retirements, (4) Emeritus Faculty Status, (5) Faculty Appointments, (6) Opening of Term and Official Records Dates for the 2002-2003 fiscal year, (7) Charter Schools, (8) Committee on Risk Reduction, and (9) Commencement Speaker and Honorary Degree Recipient. 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

March 19, 2002
9:00 – 10:30 a.m.
205 Welch Hall

AGENDA

Consent Agenda

- Section 8 Academic Affairs Administrative/Professional
Appointments/Transfers (David Tammany/Paul Schollaert)
Section 9 Staff Appointments (Jill Pollock)
Section 10 Separations/Retirements (Jill Pollock)
Section 11 Emeritus Faculty Status (David Tammany/Paul Schollaert)
Section 12 Faculty Appointments (David Tammany/Paul Schollaert)

Regular Agenda

- Section 14 Monthly Report and Minutes (Regent Antonini)
Section 15 Opening of Term and Official Record Dates for the 2002-2003
fiscal year (Paul Schollaert)
Section 16 Report: Charter Schools (Joe Pollack)
Section 17 CORR (Committee on Risk Reduction) (Pam Hill)

New Business

- Section 25 Commencement Speaker and Honorary Degree Recipient (Rita Abent)

Status Report

- Work Force Analysis (Jill Pollock)

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

EDUCATIONAL POLICIES COMMITTEE MINUTES

January 15, 2002
205 Welch Hall

Attendees (seated at tables): Regent Valvo (Chair), Regent Brandon, Regent Griffin, Provost Schollaert, D. Tammany, and Jill Pollock

Guests: (per sign in roster) D. Bennion, P. Buchanan, V. Chaisson, M. Chan, T. Cianciolo, D. Clifford, M. Dalbey, D. deLaski-Smith, L. Findley, R. Hanna, W. Harris, J. Hassan, B. Hoxie, G. Liepa, M. Kanagy, R. Kinney, M. Marz, S. McCracken, G. McQuere, P. Melia, P. Moniodis, B. Morgan, R. Neely, K Quinn, J. Rankin, J. Reid, M Reifel, L. Ristau, K. Rusiniak, C. Swanson, M. Tack, K. Tinney, J. Todd, W. Tornquist, E. Tratras Contis, P. Williams, D. Woike, and P. Young

Regent Valvo convened the meeting at 9:02 a.m. in 205 Welch Hall.

Staff Appointments (Section 8)

Executive Director of Human Resources, *Jill Pollock*, recommended that the Board approve 29 staff appointments. Of the 29 appointments, 16 (55%) are female and eight (28%) are African American, two (7%) are American Indian. There were no other minorities.

Regent Valvo accepted the report.

Separations/Retirements (Section 9)

Jill Pollock recommended that the Board approve 15 separations and retirements. Of the 15 separations and retirements, seven (47%) are female and one (7%) is African American and one (7%) is Asian. There were no other minorities.

Regent Valvo accepted the report.

Emeritus Staff Status (Section 10)

Provost Paul Schollaert recommended that the Board accept the report to grant Emeritus Faculty Status to two former faculty members:

- **Allen Cichanski** (Emeritus Professor, Department of Geography and Geology, 1965-2002) (37 years)
- **Mary D. Teal** (Emeritus Professor, Department of Music, 1969-2001) (32 years)

Regent Valvo accepted the report.

Monthly Report and Minutes (Section 12)

Regent Valvo recommended approval of the Educational Policies Committee Agenda for

January 15, 2002, and the Minutes of the November 27, 2001, meeting be received and placed on file.

The recommendation was accepted.

Re-issuance of Charter School (Section 13)

Joseph Pollack, University Relations - Charter Schools, recommended 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

The recommendation was accepted.

Re-issuance of Charter School (Section 13)

Joseph Pollack, University Relations - Charter Schools, recommended 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. He also brought up that each contract is for five years and requires a full curriculum and budget audit reviewing fiscal viability.

Regent Brandon asked what are the alternatives when children reach the fifth grade and graduate from this particular charter school?

J. Pollock responded that there are other charter schools in addition to local parochial/private schools. These choices are available all the way up to and including high schools.

The recommendation was accepted.

Work Force Analysis

Jill Pollock stated that the overall workforce has increased +25 for a total of 2068 personnel. 360 are minorities and 1091 women of the +25 increase, 14 are minorities and 11 are women.

REPORT: General Education (Section 15)

Provost Paul Schollaert opened his report by stating that Eastern Michigan University is about to embark on a very thorough analysis of the total undergraduate curriculum with an emphasis in particular in General Education. General Education defined, as the basic core curriculum required of all graduates.

Why Change?

- Curriculum and Teaching: There is a lack of coherent curriculum for freshmen. This affects retention/advising. There is a lack of common experiences. There is no lower division/upper division general education curriculum.
- Program size – half of an undergraduate degree (unwieldy). The requirement is 48 hours of “general education” in addition to 2 hours of PE & Health and 20 hours of minor. Minor is not general education but added to general education. One source of “hours to degree” problem (over 70).

- Transfer issues. Difficulty with course specific articulation. Bringing in graduation vs. general education requirements. Needs of transfer students are much different than freshman.

Strategies:

- Dual Requirements! Recognize the difference between FTIAC (First Time in any College) students and transfers. Create special program for four-year students. Enhance transfer services.
- Structured FTIAC degree with a focus on common freshman experience. Delay larger classes until sophomore/junior years. Effort to incorporate out-of-class integrative experiences.
- Modular approach for transfer students. Expanded equivalencies. More focus on articulation agreements. Model state systems.
- Upper division general education regarding minor vs. specific courses

Processes:

- Committee: Charged with the delineation of program goals and objectives and the creation of program structure to meet goals and objectives. Approval of courses that fit structure and meet goals and objectives and the creation of an implementation plan
- The proposed committee structure would encompass faculty leaders, deans and department heads, faculty selected by the Faculty Council, professional advisors, and Student Affairs representatives.
- Timeline
 - o Goals and objectives by April 1, 2002
 - o Review and approval by Faculty Council by May 1, 2002
 - o Program structure by February 1, 2003
 - o Review and approved by Faculty Council by April 1, 2003
 - o Course approval begins April 2003
 - o Experiment with courses in 2003-2004
 - o Full implementation, fall 2004

Issues:

- General Education and SCH, major recruitment, major requirements, resource requirements and quality control on transfer programs.

- Advantages: Curricular and Teaching: more students with common academic experiences
Able to build majors on general education. Better use of minor experience Assessable programs.
- Marketing
 - FTIACs - integrated program small classes, time to degree
 - Transfers easy articulation, time to degree.
 - Improve institutional effectiveness, and retention with special impact on minorities.
Focus recruiting and integrating academic program with other dimensions of student experience.

The recommendation was accepted.

University Mission (Section 16)

Donald Loppnow, Assistant to the President for Strategic Planning and Associate Vice President for Extended Programs presented to the Board of Regents for approval the proposed New Mission Statement for Eastern Michigan University – 2002.

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.

Regent Valvo accepted the report.

The recommendation was accepted.

Regent Valvo adjourned the meeting at 9:48 a.m.

Respectfully submitted,

John Longshore, Senior Secretary
Academic Affairs

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

OFFICIAL REPORTING DATES

ACTION REQUESTED

It is recommended that the Board of Regents formally accept the following Opening of Term and Official Record dates for the 2002-2003 fiscal year as determined by University policy:

	<u>Opening of Term</u>	<u>Official Record</u>
Summer 2002	July 1, 2002	September 13, 2002
Fall 2002	September 13, 2002	January 24, 2003
Winter 2003	January 15, 2003	May 23, 2003
Spring 2003	May 8, 2003	July 18, 2003

STAFF SUMMARY

The proposed official record dates for the 2002-2003 fiscal year represent the date when 10% of the total classes in each semester have been held. The dates are used for reporting University information on enrollment when reporting to the State of Michigan.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

 University Executive Officer
 Provost and Vice President for Academic Affairs

 Date

**THE REPORT ON CHARTER SCHOOLS WILL BE AN ORAL REPORT BY
JOE POLLACK AND THERE IS NO PRINTED MATERIAL IN SECTION 16.**

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

**SUPPORT FOR THE CENTER FOR ORGANIZATIONAL RISK REDUCTION TO
APPLY TO CONTINUE AS A DEPARTMENT OF LABOR/OSHA TRAINING
INSTITUTE EDUCATION CENTER (THE MOTOR CITY EDUCATION CENTER)**

ACTION REQUESTED

It is recommended that the Board of Regents approve the submittal of an application to OSHA to continue as an OSHA Training Institute Education Center.

STAFF SUMMARY

EMU's Center for Organizational Risk Reduction (CORR) is preparing to reapply for a competitive grant to continue as an OSHA Training Institute Education Center. The federal funding agency (The Department of Labor) requires, as a condition of eligibility, that the University must provide a copy of a resolution by the Board of Regents approving the submittal of an application to OSHA to become an OSHA Training Institute Education Center.

EMU has been approved as an OSHA Training Institute in two previous competitions (i.e., The OSHA Motor City Education Center). Currently OSHA is conducting a nationwide competition with universities and other nonprofit agencies to provide short-term technical training in occupational safety and health for private sector personnel and federal personnel from agencies other than OSHA. The next approval will extend for five (5) years, ending in 2007. The proposal will include a plan for collaboration with three other universities in Federal Region V to expand outreach and efficiencies in delivery of programs.

FISCAL IMPLICATIONS

The OSHA Motor City Education Center and Center for Organizational Risk Reduction are self-funded centers.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

SECTION: 18
DATE: March 19, 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 March 19, 2002, and the Minutes of the January 15, 2002, meeting be received and placed on file.

STAFF SUMMARY

The primary item for the March 19, 2002, Faculty Affairs Committee meeting was a presentation on "How Faculty Development through Sabbatical Leaves Benefit EMU" by Paul T. Schollaert, Provost and Vice President for Academic Affairs; Michael Harris, Associate Provost

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

March 19, 2002
8:00 – 9:00 a.m.
201 Welch Hall

AGENDA

Regular Agenda

Section 18 Monthly Report and Minutes (Regent Brandon)

Status Report

REPORT: “How Faculty Development through Sabbatical Leaves Benefit EMU” by

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

Michael Harris, *Associate Provost*

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

FACULTY AFFAIRS COMMITTEE MINUTES

January 15, 2002
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, D. Tammany

Guests: (as signed in) D. Bennion, P. Buchanan, T. Cianciolo, A. Chan, D. Clifford, S. Dotson, J. Dugger, H. Höft, B. Hoxie, M. Kanagy, R. Larson, G. Liepa, M. Marz, G. McQuere, P. Melia, B. Morgan, M. O'Connell, J. Pignataro, J. Rankin, L. Ristau, J. Roberts, P. Schmitz, A. Starko, M. Tack, H. Thomson, J. Todd, E. Tratras-Contis, U. Ungh, S. Weber, and D. Woike

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

Monthly Report and Minutes (Section 17)

Regent Brandon recommended approval of the Faculty Affairs Committee Agenda for the January 15, 2002, and the Minutes of the November 27, 2001 be accepted and placed on file. The recommendation was accepted.

Status Report: The Psychology Ph.D. Program and Clinic

Dr. Paul T. Schollaert, Provost and Vice President for Academic Affairs, announced that he was very excited with the Ph.D. Program in Psychology and proud to announce the opening of the Psychology Clinic. *Paul Schollaert* then introduced *Dr. Michael Harris, Associate Provost*.

Dr. Harris introduced *Kenneth Rusiniak, Head of the Department of Psychology*.

Kenneth Rusiniak introduced his staff; *Karen K. Downey, Director of the Psychology Clinic; Carol Freedman-Doan, Associate Professor of Psychology; Dean Lauterbach, Associate Professor of Psychology; and David Richard, Associate Professor of Psychology*. Also asked to stand were the ten members of the first cohort of doctoral candidates "the Class of 2001".

Kenneth Rusiniak began his presentation outlining the program milestones used in creating the Psychology Ph.D. Program and Clinic. Faculty Recruitment and Hiring; The First Cohort-Student Recruitment and program start up; The Psychology Clinic; and The Clinic and Program in Action – Responding to 9-11. Recently hired were four new faculty with two new current searches underway, this will be key to a solid doctoral

foundation. Features of the training program were that it creates a 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.

The applicant pool – for 2001 doctoral program consisted of 36 applicants hailing from California to Michigan to Germany. The Undergraduate GPA range was 2.67 – 3.91 and total GRE range: 630 – 1430, there were three minority candidates. The Class of 2001 consists of 10 students age range 23-47, three males, seven females, three masters level students and seven bachelors level. G.P.A. ranges of 3.60-3.91 with a GRE range of 990 – 1300. Professional experiences and aspirations compatible with program goals and faculty expertise.

Kenneth Rusiniak introduced *Karen K. Downey* who began a presentation on the EMU Psychology Clinic located at 611 W. Cross Street, Ypsilanti, MI. Daily hours are 8:30 a.m. to 5:00 p.m. Monday, Wednesday and Friday; 8:30-7:00 p.m. Tuesday, Thursday. The Psychology Clinic staffing has graduate students providing direct care, licensed faculty provide supervision. Procedures for admission involve a telephone screening, case assignment, intake evaluation, treatment planning, consultation and coordination with other treatment providers. Services include psychological assessments of learning disabilities, ADHD, personality, psychosocial functioning diagnosis, and substance abuse. Clinic services also include psychological treatment of relationship problems, depression, anxiety, anger management, stress management, developmental disabilities, behavioral and emotional problems of childhood, behavioral medicine (compliance, chronic pain) and group therapy in substance abuse, coping, and anxiety.

Karen K. Downey went on to mention client demographics to date. Of 36 referrals received, 21 are clients. 70% are female, with an average age of 29. Half are single, most others divorced/separated. 83% are Caucasian and 25% EMU students. The Community Outreach is significant with the Community Mental Health, Washtenaw Intermediate School District, Christian Ministering Center, SOS Community Services, Neighborhood Health Center, Help Source, Catholic Social Services and University of Michigan Psychiatry. A very heavy marketing and public relations plan included consultation with EMU Marketing and Public Information, Meeting and telephone contacts with agency directors, mass mailing of clinic brochures to area mental health agencies, medical clinics, schools and churches, media press releases, *EMU Casenotes*, *Ann Arbor New*, *Eastern Echo*, an Open House January 23 and web page under construction.

Kenneth Rusiniak introduced *David Richard* who outlined the Psychology Departments response to the events of 9-11. As a consequence of the events of September 11th a critical need was identified for training therapists to provide clinical services. Utilizing local experts to provide comprehensive training. The objective: to be responsive to the needs of our community, and in tune with the nation. An outline of the training schedule consisted of a general overview of terrorism, disaster management, and coping strategies, assessment and diagnosis of post-traumatic stress disorder (PTSD); overview of

instruments and interviewing techniques, identifying and treating acute stress disorder and PTSD in children and adolescents, critical incident stress debriefing and critical incident stress management, relaxation training and systematic desensitization, exposure therapy; research and practice issues.

Publicity materials have been published and printed in the Psychology Clinic Brochure, *Ypsilanti Press/Ann Arbor News*, *Casenotes*, CAS newsletter, *EMU Focus*, *EMU Echo*, clinic preview for Board of Regents, and the presentation of a Clinic Open House. Planning for the future – keynote speakers are projected to include: Presenters from the National center for PTSD who provided services at “ground zero”, Presenters 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 11th terrorist acts and presentations from local clinicians/researchers on the continuing impact of the September 11th acts.

Regent Brandon thanked the presenters for their report

Regent Brandon adjourned the meeting at 8:32.

Respectfully submitted,

John Longsnore, Senior Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/FAC_0102)

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 19
DATE: March 19, 2002

RECOMMENDATION

MONTHLY REPORT - FINANCE COMMITTEE

ACTION REQUESTED

It is recommended that the Working Agenda for March 19, 2002 and the minutes for the January 15, 2002 Finance Committee meeting be received and placed on file.

STAFF SUMMARY

The primary items discussed at the January 15, 2002 Finance Committee were: Monthly Report, Treasurer's Report, Internal Audit Report, Grants/Contracts Report, Construction Projects Progress Report, Accounts Receivable Report; 2001-02 General Fund Budget Status Report; and Technology Plan Implementation Report; Amendment to Collective Bargaining Agreement Between Eastern Michigan University and the Eastern Michigan University Patrol Officers' Chapter of the Police Officers' Labor Council; Amendment to Collective Bargaining Agreement Between Eastern Michigan University and UAW Local 1975 (Clerical/Secretarial bargaining unit); and Amendment to Collective Bargaining Agreement Between Eastern Michigan University and UAW Local 1976 (Professional/Technical bargaining unit).

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**

**March 19, 2002
10:30 a.m.
201 Welch Hall**

REGULAR AGENDA

- Section 19:** **Finance Committee Monthly Report**
Patrick J. Doyle, Vice President. for Business and Finance and Treasurer to the Board of Regents
- Section 20:** **Policy Revision: Conflict of Interest**
Ken McKanders, University Attorney
- Section 21:** **Lease Agreement – Wendy’s/McKenny Union**
Jim Vick, Vice President for Student Affairs
- Section 22:** **FY 2003 General Fund Scholarships, Grants-in-Aid Enhancement**
Courtney McAnuff, Vice President for Enrollment Services
- Section 23:** **Graduate Assistantship Stipends and Tuition Budget for 2002-03**
Deb deLaski-Smith, Associate Dean for Student Affairs, Graduate School
- Section 24:** **2002-03 Doctoral Stipend Adjustment and Budget**
Patrick Melia, Associate Dean for Faculty Affairs, Graduate School

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**

January 15, 2002

Present: Regents DeMattia, Morris, Griffith, Gordon, Incarnati; and Vice President Doyle.

MONTHLY REPORT

Patrick Doyle, Vice President for Business and Finance, recommended that the working agenda for the January 15, 2002 Finance Committee and the minutes for the November 27, 2001 Finance Committee meeting be received and placed on file. There were no questions.

AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT – EMU PATROL**OFFICERS**

Robert Brackenbury recommended that the Board 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. Brackenbury stated that the 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. Brackenbury reported that 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. There were no questions.

AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT – UAW LOCAL 1975**(CLERICAL/SECRETARIAL)**

Robert Brackenbury 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. Brackenbury stated that the 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. Brackenbury reported that 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. There were no questions.

AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT – UAW LOCAL 1976
(PROFESSIONAL/TECHNICAL)

Robert Brackenbury 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. Brackenbury indicated that the 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. Brackenbury reported that the recommendation 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. There were no questions.

TREASURER'S REPORT

Patrick Doyle recommended that the Treasurer's Report for the month of November 2001 be received and placed on file. Doyle reported that cash and investments as of November 30, 2001 totaled \$54,035,768.23 and were invested to return a total annualized yield of 6.77 percent. Cash and investments (excluding bond proceeds) as of November 30, 2001 increased by \$16,040,814 as compared to November 2000. There were no questions.

INTERNAL AUDIT REPORT

Amy Brown of Andrews, Hooper and Pavlik recommended that the Internal Auditor's activity report for the period November 2001 through January 2002 be received and placed on file. Brown reported that the reports for the payroll audit and conflict of interest audit were issued. The payroll report includes findings and corresponding recommendations to improve controls. These recommendations were discussed with appropriate personnel. University management agrees with the recommendations and is proceeding with actions to implement them. An updated internal audit schedule for the period ending September 2002 was also included. Brown reported that expended resources are expected to be within approved budget limits for fiscal year ending 2002.

Regent Morris commented that someone outside of the payroll department should follow-up to make certain that the auditor's recommendations are being carried out. VP Doyle responded that someone outside of the payroll department, but within the finance reporting area, would be assigned that role.

Regent DeMattia asked for an explanation regarding four conflict of interest disclosure statements that were reported to have potential conflicts. Brown stated that the four disclosures were reviewed by University counsel and no conflict of interest was found. Ken McKanders reported that two Board members had made disclosures indicating that they were involved in a contract that may require some

Board activity. McKanders reported that the Board member had indicated that if the contract came before the Board they would abstain from voting on that particular contract. Regent Morris stated that it would be appropriate for the Board to be notified of any contract entered into between the University and a Board member, and that the Board approve the contract before it is entered into. Regent DeMattia posed the question of whether or not this action should be in a public or confidential setting. Regent DeMattia recommended that a resolution be presented and approved whereby conflicts of interest involving Board members will be publicly disclosed before the Board and recommended for Board action before the contract is entered into by the University. McKanders reported that there were additional potential conflicts of interest involving University administrators. Regent Morris stated that where a University administrator is involved with an entity that is presenting a contract to the University, and that employee is in a position to negotiate the terms of the contract with the University, there is, at minimum, a perceived conflict of interest. Regent Morris recommended that in those instances the employee should remove themselves from the role with the external entity. Regent DeMattia asked McKanders to review the University's Conflict of Interest policy and to recommend amendments that would strengthen it.

GRANTS AND CONTRACTS REPORT

Brian Anderson recommended that 82 grants and contracts totaling \$3,096,525 for the period November 1, 2001 through December 31, 2001 be accepted. Of those awards, 100 percent sponsor-funded grants and contracts in the amount of \$1,997,935 were awarded to the University during the reported period. Anderson reported that grants and contract requiring University cost sharing and/or in-kind contributions totaled \$1,098,590. The cash contributions to those awards were \$82,194 for a fiscal year-to-date total of \$182,466 against a base budget of \$361,652. From the progress report, Anderson reported that 221 proposals were processed through December 31, which is minus 19 from the plan; awards received was 193, which is plus 18 from the plan; the dollar value of awards received was \$8,800,823 which is plus \$550,823 from the plan; and matching funds committed for those awards was \$182,466 which is plus \$1,640 from the plan. Anderson reported that in comparing the current fiscal year with the same period last year, 33 more proposals were processed; 47 more awards were received; the dollar value of awards received this year was up \$1,096,167; and the matching funds committed is increased by \$3,543. There were no questions.

CONSTRUCTION PROJECTS PROGRESS REPORT

Anthony Catner and Aaron Preston recommended that the Construction Projects Progress Report for the period ending December 10, 2001 be received and placed on file. Catner reported that all projects are on schedule and within budget. Preparation and planning for the parking expansion project is underway, and relocating the softball fields to west campus is a priority. Catner reported that preparation of the program statement for the Pray-Harrold modernization project is continuing. There were no questions.

ACCOUNTS RECEIVABLE

John Beaghan recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of November 30, 2001 be received and placed on file. Beaghan reported that the accounts receivable ratio analysis reflects the

November 30, 2001 net receivable balance of \$10.9 million, or 18.45 percent of revenue, as compared to \$9.6 million or 18.63 percent of revenue last year, which is a slight decrease from last year. The report also shows a slight decrease from the five year average of 1.45 percent decrease. Beaghan stated that Student Business Services continues to meet their goal of collecting 99 percent of student tuition revenue within two years. There were no questions.

INTERIM BUDGET STATUS

Al Levett requested that the 2001-02 General Fund budget status report as of November 30 be accepted and placed on file. Levett reported that combined official summer enrollment and year-to-date fall 2001 enrollment have exceeded plan by 9,600 student credit hours, or 3.4 percent. Appropriations from the state of Michigan continue to accumulate at planned levels and general fund expenditures and transfers are accumulating according to plan at \$68.9 million. Levett reported that salary and wages are being closely managed within budget with staff salary savings are exceeding the plan; however, savings will be offset by increased health care benefits costs in the second half of the year. Levett stated that a balanced budget is anticipated at year-end.

Regent Morris questioned the \$2 million surplus tuition revenue and the \$1.5 million revenue variance. Levett stated that the plan is based on historical experience over the past three years to date. VP Doyle stated that gains from investment income are tracking behind because they are not recognized until they're realized at the end of the year. Doyle stated that certain revenues that used to be reflected in the general fund are now reflected in the designated fund; therefore, comparisons may show that planned revenues are below previous years.

TECHNOLOGY PLAN IMPLEMENTATION

Margaret Cline recommended that the Information and Communications Technology Initiatives report be received and placed on file. Cline introduced Peter Masterson, Account Executive for SCT Corporation. Masterson presented an overview of deliverables and the benefits offered to the University. Masterson stated that SCT specializes and focuses primarily on the higher education marketplace. SCT's solution combines an administrative functionality capability with customer relation management components offering relationship leverage. Regent Griffin asked if any modules have been established. Cline stated that the finance module will be fully implemented by the end of June 2002. The student system module is in progress with the admissions system module scheduled for implementation late this summer. Cline stated that most modules are being phased in over a two-year period.

Regent DeMattia closed the Finance Committee meeting at 11:35 a.m.

Respectfully submitted,
Susan Brazin
March 6, 2002

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 20

DATE:

March 19, 2002

RECOMMENDATION

POLICY REVISION: CONFLICT OF INTEREST

ACTION REQUESTED

It is requested that the Board of Regents approve the attached revised Conflict of Interest policy, which covers members of the Board of Regents and the University's President.

STAFF SUMMARY

The University's current Conflict of Interest policy covering members of the Board of Regents and the University's President was last revised in 1987. Since 1987 the Michigan law (Act 318 of the Public Acts of 1968-MCLA 15.301 et seq.) governing conflicts of interest involving legislators and state officers (which include University Board members and the University's President) has been amended. The attached revised Conflict of Interest policy incorporates the statutory amendments. The amended policy confirms that it is the policy of the University for Board members and the President to comply with the constitution and laws of the State of Michigan pertaining to conflict of interest. The amended policy provides in pertinent part that no Board member or the President shall have a pecuniary interest in any contract with the University, the State or any political subdivision of the State, which shall cause a "substantial" conflict of interest. The amended policy proceeds on to specifically define when such a "substantial" conflict of interest exists (e.g. Board member/President is partner, member or employee of the unincorporated business entity or a director, officer or employee of the corporation; Board member/President owns more than 1% of the corporation's stock in any class). The amended policy clarifies that no substantial conflict of interest exists where a University contract is awarded to the "lowest qualified bidder, upon receipt of sealed bids pursuant to a published notice for bids, provided the notices does not bar, except as authorized by law, any qualified" bidder. The amended policy further provides that prior to the award of any University contract in which the Board member or the President has an interest, full disclosure of the contract shall be made to the Board of Regents. Further, the interested Board member shall not be involved in soliciting the contract and shall take no part in the negotiations for or in the approval of the contract or any amendment to the contract. The amended policy continues the existing policy's restriction on Board members accepting payments, gratuities, etc. of any kind from an entity doing business with the University, where there is a relationship between the payment and the transaction with the University. Finally, the amended policy continues to require Board members and the President to complete disclosure statements annually reporting conflicts or potential conflicts of interest to the University.

FISCAL IMPLICATIONS

None.


ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Effective Date	Date of Revision
Chapter Name	



Policies, Rules and Regulations

Chapter No.	Page

Issue

CONFLICT OF INTEREST: BOARD OF REGENTS

UNIVERSITY POLICY STATEMENT:

It is the policy of the Board of Regents of Eastern Michigan University that all Board members and the President comply with the constitution and laws of the State of Michigan pertaining to conflicts of interest. Board members and the President are subject to the provisions of Section 10, Article IV of the Michigan Constitution of 1963 and Act 318 of the Michigan Public Acts of 1968, as amended (MCLA 15.301 et seq). These constitutional and statutory provisions provide in pertinent part that no Board member or the President shall be interested directly or indirectly in any contract with the University, the state or any political subdivision of the State, which shall cause a substantial conflict of interest. "Interested" as used herein shall mean a pecuniary interest.

If there is a conflict of interest on the part of a Board member or the President in respect to a contract with the University, and if the personal interest of the Board member or the President is of such substance to induce action on his or her part in promoting the contract for his or her personal benefit, then the conflict of interest shall be deemed to be substantial. A substantial conflict of interest of a Board member or the President shall also be deemed to exist as to any contract between the University and 1) any firm, partnership or other unincorporated association, in which the Board member or the President is a partner, member or employee; 2) any corporation in which the Board member or the President is a stockholder owning more than 1% of the total stock outstanding in any class if the stock is not listed on a stock exchange or the stock has a present market value in excess of \$25,000 if the stock is listed on a stock exchange; 3) any corporation where the Board member or the President is a director, officer or employee; or 4) any trust of which the Board member or the President is a beneficiary or trustee, or a corporation in whose stock the trust funds are invested, if the investment exceeds the amounts specified in sub-paragraph 2 above.

Notwithstanding the above, there shall be deemed to be no conflict of interest which is substantial with respect to a University contract in which a Board member or the President has an interest, which is awarded to the lowest qualified bidder upon receipt of sealed bids pursuant to a published notice for bids provided the notice does not bar, except as authorized by law, any qualified person, firm, corporation, or trust from bidding. This sub-paragraph does not apply to amendments or renegotiations of a

Chapter Name	Chapter No.	Page
Issue		

contract or to additional payments under the contract which were not authorized at the time of the award. Further, there shall be deemed to be no conflict of interest which is substantial with respect to a University contract with a professional limited liability company organized under Michigan law, if a Board member or the President is an employee but not a member of the company.

Prior to the award of any University contract in which a Board member or the President has an interest, full disclosure of the contract shall be made to the Board of Regents. Further, the interested Board member or the interested President shall not solicit the contract and shall take no part in the negotiations for or in the approval of the contract or any amendment to the contract, and shall not represent either party in the transaction.

In addition to the above, no Board member shall accept any payment, remuneration, gratuity or other money or property of any kind from a corporation, individual or entity which is engaged in one or more business transactions with the University where there is any relationship, direct or indirect, between the payment to the individual and the transaction with the University.

UNIVERSITY PRACTICE:

University practices for implementing this policy include:

1. Members of the Board of Regents and the University President shall complete a disclosure statement annually reporting any financial conflict of interest or potential conflict of interest, financial or otherwise, to the University.
2. A disclosure statement for Board members and the University President is available for compliance with this policy.
3. Members of the Board of Regents and the University President shall be required to promptly complete and file an amended disclosure statement upon the occurrence of any change in circumstances or discovery of any new information that would alter the previous statement.


RESPONSIBILITY FOR IMPLEMENTATION

It is the individual responsibility of each Board member and the University President to disclose conflicts of interest or potential conflicts of interest to the University. The University's Internal Auditor is directly responsible for developing appropriate procedures for implementing the provisions of this policy.

SCOPE OF POLICY COVERAGE:

This policy affects all members of the Board of Regents and the President of Eastern Michigan University.

4.



Policies, Rules and Regulations

Effective Date	Date of Revision
6-19-74	12-2-87
Chapter Name	
POWERS & LIMITATIONS OF THE REGENTS	

Chapter No.	Page
1.6	1 of 3

Issue

CONFLICT OF INTEREST: BOARD OF REGENTS

UNIVERSITY POLICY STATEMENT:

No member of the Board of Regents or the University President shall have a direct or indirect interest, financial or otherwise, in a contract with the University or incur any obligation of any nature, when such contract or obligation is in substantial conflict or provides a potential substantial conflict with the discharge of his or her duties in the public interest.

Furthermore, no member of the Board of Regents shall accept any payment, remuneration, gratuity or other money or property of any kind from a corporation, individual or entity which is engaged in one or more business transactions with the University where there is any relationship, direct or indirect, between the payment to the individual and the transaction with the University.

(NOTE: A substantial conflict or potential substantial conflict of interest exists when a Board member or the University President (1) engages in a business transaction as a representative/agent of the University with a business entity in which he/she holds a title of executive officer, (e.g. President, Vice President, Secretary, Treasurer), or owns or controls directly or indirectly more than one percent of that entity; or (2) accepts other employment or engages in a business or professional activity which will require him/her to disclose confidential information acquired while carrying out his/her official responsibilities.)

UNIVERSITY PRACTICE:

University practices for implementing this policy include:

- Members of the Board of Regents and the University President shall complete a disclosure statement annually reporting any financial conflict of interest or potential conflict of interest, financial or otherwise to the University.

(NOTE: Conflict of interest or potential conflict is defined as the ownership or control of more than one percent of any firm or institution providing goods or services to Eastern Michigan University by such individuals as noted above or by a member of their immediate family.)

51

Chapter Name	Chapter No.	Page
POWERS & LIMITATIONS OF THE REGENTS	1.6	2 of 3
Issue		
CONFLICT OF INTEREST: BOARD OF REGENTS		

2. A disclosure statement for Board Members and the University President is available for compliance with this policy.
3. Members of the Board of Regents and the University President shall be required to promptly complete and file an amended disclosure statement upon the occurrence of any change in circumstances or discovery of any new information that would alter the previous statement.

RESPONSIBILITY FOR IMPLEMENTATION:

It is the individual responsibility of each Board member and the University President to disclose conflicts of interest or potential conflicts of interest to the University. The University's Internal Auditor is directly responsible for developing appropriate procedures for implementing the provisions of this policy.

SCOPE OF POLICY COVERAGE:

This policy affects all members of the Board of Regents and the President of Eastern Michigan University.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: <u>21</u>
DATE: March 19, 2002

RECOMMENDATION

LEASE AGREEMENT EXTENSION: MCKENNY UNION/WENDY'S

ACTION REQUESTED

It is recommended that the Board of Regents approve an extension of the existing lease with Stanton and Associates to continue operation of a Wendy's restaurant in McKenny Union on a year-to-year basis, not to exceed two additional years beginning September 1, 2002.

STAFF SUMMARY

The existing lease with Stanton and Associates expires August 31, 2002. They have, during the term of their existing lease, met or exceeded all of their contractual obligations. They currently occupy 1,400 sq. ft. at a lease rate of \$25,000 per year (\$17.85 per sq. ft.) or 7 percent of gross sales, whichever is greater. They have exceeded \$25,000 every year of their lease with this year's estimated lease payment to be in excess of \$40,000. Stanton and Associates have been exceptional corporate partners and regularly participate in Homecoming, Parents' Weekend and Orientation. They also routinely hire Eastern Michigan University students and honor all requests for changes in hours, services, products and signage. The lease extension would be on a year-to-year basis contingent upon the progress of the McKenny Union expansion initiative, at which time competitive bids will be solicited for all restaurant/food/retail space.

FISCAL IMPLICATIONS

The annual rent guarantee is \$25,000 or 7 percent of gross sales, whichever is greater.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Office

Date _____

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 22
DATE: March 19, 2002

RECOMMENDATION

FY 2003 GENERAL FUND SCHOLARSHIPS AND GRANT-IN-AID – ENHANCEMENT

ACTION REQUESTED

It is recommended that the Board of Regents approve an enhancement to the FY 2003 General Fund Scholarships and Grants-in-Aid in the amount of \$828,500.

STAFF SUMMARY

The enhancement to General Fund Scholarships and Grants-in-Aid consists of two new awards: the Michigan Merit Plus Award (\$528,500) and the Great Lakes Merit Award (\$300,000). Both scholarship programs are structured to attract quality students, broaden the mix of students and reinforce the University's commitment to access.

The Michigan Merit Plus Award is available to Michigan Merit Award recipients who have a cumulative grade-point average (GPA) of at least 3.30. Award amounts increase based on GPA levels as follows:

3.30 to 3.49	\$750
3.50 to 3.69	\$1,000
3.70 or greater	\$1,250

This is a one-time, non-renewable scholarship. The program will be evaluated annually for its effectiveness in regard to quality and access .

The Great Lakes Merit Award is designed to attract quality, full-time students from the states (excluding Ohio and Michigan) and Canadian provinces that border the Great Lakes, who otherwise, would not likely enroll at Eastern Michigan University. In the first year the award will be limited to 50 students who meet the geographic requirement; hold an incoming GPA of 3.0 (undergraduate) and 3.6 (graduate); and enroll in at least 15 undergraduate credit hours or 8 graduate credit hours. The award amount is \$3,000 per term for undergraduates and \$1,500 for graduate students. The award is renewable until graduation as long as the student continues to meet the award criteria.

FISCAL IMPLICATIONS

For FY 2003 the Michigan Merit Plus Award, at a cost of \$528,000, would be funded from FY 2002 tuition revenues in excess of plan. The Great Lakes Merit Award, at a cost of \$300,000, will be funded directly from revenue generated from the enrollment of students who qualify for the program.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Major Scholarships Offered at Competitor Institutions, 2001-02

Eastern Michigan University: Awards \$11.8 million in aid annually; however, athletic grants in aid of \$3,755,812 are included in this general fund allocation, making our total aid awarded (ex -athletic) = \$8.0million.

Central Michigan University: Awards \$11.2 million in general fund aid annually. Athletic grants in aid are funded through their auxiliary account.

Western Michigan University: Awards \$31.6 million in aid annually.

Grand Valley State University: Awards \$6.4 million in aid annually.

Eastern Michigan	Central Michigan	Western Michigan	Grand Valley S. U.
Presidential Scholarship 12 @ tuition, fees, room + board (renewable)	Centralis Award 20+ @ tuition, room + board + \$500 (renewable)	Medallion Scholarship 15 @ \$8,000 (renewable)	Presidential Scholarship 12 @ \$8,000 (renewable)
Regents Scholarship 181 @ \$2,600 (renewable)	Bd of Trustees Outstanding... Unlimited # @ \$1,902 (renewable)	Bd of Trustees Scholarship 15 @ \$6,000 (renewable)	Faculty Scholarship 15 @ \$4,000 (renewable)
Recognition of Excellence 245 @ \$1,500 (renewable)	Bd of Trustees Academic Honor. Unlimited @ \$1,427 (renewable)	WMU Academic Scholarship Unlimited # @ \$1,200 (renewable)	Award for Excellence ? @ \$2,000 avg. (renewable)
Eagle Leadership 400 @ \$500 (not renewable)		WMU National Merit Scholar unlimited @ \$750 (not renewable)	Bert Price Grants ? @ \$100 - \$3,000 (renewable)

**2000-01 CAMPUS/INSTITUTIONAL BASED FINANCIAL AID
AS REPORTED TO THE PRESIDENTS COUNCIL**

CMU	\$9,645,000	^a
EMU	10,410,037	^b
FSU	4,900,000	
GVSU	6,422,864	
LSSU	2,050,000	
MSU	29,455,311	
MTU	12,701,006	
NMU	5,535,000	
OU	5,900,000	
SVSU	4,090,752	
UM-AA	130,740,680	
UM-D	2,072,427	
UM-F	2,350,525	
WSU	18,680,525	
WMU	<u>31,600,000</u>	
TOTAL	\$276,554,127	

^a Does not include Athletic Grants-in-Aid. Also was increased to \$11,400,000 for FY 2002.

^b FY 2002 amount is \$11,847,560 and includes \$3,755,812 in Athletic Grants-in-Aid.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 23
DATE: March 19, 2002

RECOMMENDATION

REPORT: Graduate Assistantship Stipends for 2002-2003

ACTION REQUESTED

It is recommended that the Board of Regents approve a four percent (4%) increase to the Graduate Assistant (G.A.) stipend base rate beginning with the fall 2002 semester and that a process for offering variable stipends based on market factors by academic discipline be approved. It is also recommended that the department budgets be funded at the average stipend rate for each discipline based upon a multiplier that was determined by a study of benchmark universities.

STAFF SUMMARY

Graduate Assistant compensation consists of a stipend, tuition scholarship, and other benefits including the payment of general, registration, and technology fees. A full-time G.A. appointment covers 34 weeks with 20 hours-per-week of assignment that equates to a .326 full-time equivalency (FTE). The stipend and tuition/fee scholarships for partial assistantships are prorated based on hour-per-week commitment. In past years, G.A.'s have been paid at either a first-year or a second-year rate (\$6,568 or \$6,843 for 2001-2002).

Many universities use market factors to determine stipend rates that vary by discipline. Fourteen universities that are on the list of potential EMU benchmarking universities participate in the semi-annual University of Nebraska study, *National Survey of Graduate Assistant Stipends, Graduate Fellowships, and Postdoctoral Fellowships*. From the study data, discipline multipliers were determined for the 14 benchmark universities. An average multiplier was calculated by discipline. The average multiplier will be used to establish base stipend rates. As a result, stipends will be more competitive and will attract more qualified applicants.

FISCAL IMPLICATIONS

To implement the recommendations presented above, an increase of \$100,000 is required to fund the 4% increase in base stipends and an increase of \$300,000 to supplement department accounts for variable stipends. The \$300,000 has been designated from Strategic Planning funds. The total amount of \$400,000 will be included in the 2002-2003 General Fund Budget recommendations for Board approval.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

DOCTORAL FELLOWSHIP STIPEND ADJUSTMENT FOR 2002-2003

ACTION REQUESTED

It is recommended that the Board of Regents approve a four percent (4%) increase in doctoral fellowship stipends beginning with the 2002 fall semester.

STAFF SUMMARY

Doctoral fellowship compensation consists of a stipend, tuition scholarship, and selected benefits including registration and general fees. The stipend as well as tuition and fee awards for partial fellowships are prorated based on time commitments. No change in the present tuition and fee waiver policy is being requested. This action is consistent with previous requests for doctoral fellowships. It is also recommended that the Program fees for the doctoral fellowships in Educational Leadership (4 fellowships) be provided in the fee portion of this recommendation.

FISCAL IMPLICATIONS

To implement the recommendation presented above, an increase of \$7,868.00 for 2002-2003 is required to increase the present 14 doctoral fellowships by the 4% proposed increase. This amount has been included in the 2002-2003 General Fund Budget recommendation previously approved by Board action.

A. Stipend

	Fall 2001	Fall 2002
	\$14,037	\$14,599

Increase of \$562.00 per fellow X 14 fellows = \$7,868.00
 Addition of 4 doctoral program fees X \$1,440.00 = \$5,760.00
 Total request of this increase for the doctoral fellows = \$ 13,628.00

- B. Tuition and fees rates for the increase for doctoral fellows will be determined by the Board of Regents at the June meeting.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
 Provost and Vice President for Academic Affairs

Date

SECTION: 25

DATE: 3.19.02

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

COMMENCEMENT SPEAKER

ACTION REQUESTED

It is recommended that the Board of Regents receive and place on file the name of Loren Estleman as the commencement speaker for the Saturday, April 27, 2002 ceremonies, and that they approve the awarding him the Honorary Doctor of Humane Letters.

STAFF SUMMARY

Loren Estleman's biography follows on the next page.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Loren Estleman

Loren Estleman graduated from Eastern Michigan University in 1974 with a bachelor of arts degree in English Literature and Journalism.

Since the appearance of his first novel in 1976 he has written 48 books and hundreds of short stories and articles. His latest novel, *Sinister*, was published in February 2002. It's the 15th installment of the Amos Walker PI series.

Estleman has also written six stories for *Ellery Queen's Mystery Magazine*. He has acquired a loyal readership across the U.S. and Europe, and his work has appeared in 23 languages.

An authority on both criminal history and the American West, Estleman has been nominated for the Pulitzer Prize, the National Book Award, the Mystery Writers of America Edgar Allan Poe Award and England's Silver Dagger Award.

He has received 15 national writing awards. They are:

- 3 Shamuses from the Private Eye Writers of America
- 4 Golden Spurs from the Western Writers of America
- 2 American Mystery Awards from *Mystery Scene* magazine
- 2 Outstanding Mystery Writer of the Year awards from *Popular Fiction Monthly*
- 2 Stirrup Awards for outstanding articles in the *Western Writers of America* magazine
- 2 Western Heritage Awards from the National Cowboy Hall of Fame

In 1997, the Michigan Library Association named Estleman the recipient of the Michigan Author's Award. He is president of the Western Writers of America.

When he was 15, he sent out his first short story for publication. During the next eight years, he collected 160 rejections. He attributes his tenacity to ego. He and his brown bag lunch commuted to EMU to cut expenses after his father was disabled and his mother went to work to support the family. Following his graduation, Estleman went to work as an investigative reporter for newspapers in the Ann Arbor area. He is married to writer Deborah Morgan.