

EASTERN MICHIGAN UNIVERSITY

Board of Regents

201 Welch Hall

(734) 487-2410

Tuesday, January 21, 2003

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

AGENDA

Call to Order
Roll Call Attendance

Tab A Communications
Lunch

Reconvene Regular Board Meeting
Call to Order
Roll Call Attendance

Tab B Resolutions
Men's Cross Country
Banner HR/Payroll Process Team

Tab C Minutes of November 19, 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: General Fund 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)

REGULAR AGENDA

Student Affairs Committee

- Section 12 Monthly Report and Minutes (SAC)

Educational Policies Committee:

- Section 13 Monthly Report and Minutes (EPC)

Faculty Affairs Committee:

- Section 14 Monthly Report and Minutes (FAC)

Finance Committee:

- Section 15 Monthly Report (FC)
- Section 16 EMU As Lender for Graduate Student Loans (FC)
- Section 17 New Student Union/McKenny Reassignment – Authorization to Proceed (FC)
- Section 18 Bond Authorization Resolution – Refinancing Existing Debt (FC)
- Section 19 Bond Authorization Resolution – Funding for New Student
Union/McKenny Reassignment (FC)
- Section 20 Student Union Fee (FC)
- Section 21 State Lease Financing Structure for Renewal of Mark Jefferson (FC)

New Business:

- Section 22 Election of Board Officers

EASTERN MICHIGAN UNIVERSITY

Board of Regents' Meeting

The preliminary minutes of the November 19, 2002, Board of Regents Meeting.

The Regular Meeting of the Eastern Michigan University Board of Regents was called to order by Chair Incarnati at 12:00 p.m. in Room 201, Welch Hall, Ypsilanti, Michigan.

Chairman Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

- Chairman Philip Incarnati
- Regent Jan Brandon
- Regent Michael Morris
- Regent Karen Q. Valvo

The Board Members absent were:

- Regent Joseph Antonini
- Regent Robert DeMattia
- Regent Steven Gordon
- Vice Chair Rosalind Griffin

Members of the Administration present were:

- President Samuel Kirkpatrick
- Vice President Paul Schollaert
- Vice President Patrick Doyle
- Vice President Courtney McAnuff
- Vice President Juanita Reid
- Vice President Jim Vick
- Vice President Stu Starner

COMMUNICATIONS

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

Hillary Glowski, President of the Student Body, spoke about safety on campus and parking.

Scott Thomas, representing the community, spoke about the Rynearson Park & Ride and other parking on campus.

Tyronne Wilson, accompanied by Char Reese, addressed the Board about agreeing to the 1976 Union contract.

The Communications portion of the agenda concluded at 12:17 p.m.

The Board recessed for lunch.

The Regular Meeting of the Eastern Michigan University Board of Regents was reconvened at 1:37 p.m. and an attendance roll call was taken.

The Board Members present were:

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

The Board Members absent were:

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

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

PRESIDENTIAL SCHOLARSHIP AWARD WINNERS FOR 2002-2003

Kevin Bonney	Port Huron, Michigan
Laura Butler	Dearborn, Michigan
Will Chapman	Livonia, Michigan
Jennifer Crescuillo	Mount Vernon, Ohio
Brian Enright	Canton, Michigan
Adam Foster	Cincinnati, Ohio
Erin Loomer	Novi, Michigan
Robert Murkowski	Saline, Michigan
Megan Papke	Allen Park, Michigan
Timothy Prichard	Taylor, Michigan
Amanda Schalk	Belleville, Michigan
Erin Sergison	Livonia, Michigan
Michelle Williamson	Canton, Michigan
Rebecca Knight	Bay City, Michigan
Kendall Totten	Whitmore Lake, Michigan

**USA TODAY AND NCAA RECOGNITION OF
INCREASE IN GRADUATION RATES FOR ATHLETES**

Regent Morris moved and Regent Brandon seconded the motion to accept the Resolution.

Resolution

WHEREAS, Eastern Michigan University increased its graduation rate of student-athletes by 24 percent between 1994 and 2000, from 30 percent to 54 percent; and

WHEREAS, Eastern Michigan was recognized by *USA TODAY* in October for having the greatest increase in student-athlete graduation rates in NCAA Division I-A between 1994 and 2000; and

WHEREAS, Eastern Michigan has the fourth-best rate among all of the 325 Division I-A programs for difference between graduation rate of athletes versus the general student body at 21 percent; and

WHEREAS, Eastern Michigan was presented with a USA Today-NCAA Academic Achievement Award and \$25,000 by Cedric Dempsey, president of the NCAA, and Tom Curley, president and publisher of USA TODAY, October 18th in McLean, Virginia;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates and commends the Department of Intercollegiate Athletics, its coaches, administrators and student-athletes, for exceptional progress in the improvement of graduation rates.

November 19, 2002

Motion Carried.

RESOLUTION FOR STUDENT MEDIA

Regent Griffin moved and Regent Brandon seconded the motion to accept the Resolution.

RECOGNIZING THE EASTERN ECHO & CELLAR ROOTS

WHEREAS, The Eastern Echo, Eastern Michigan University's independent student newspaper, earned national acclaim by receiving three Pacemaker Awards in recognition of its general excellence and outstanding achievement for both online and print editions; and

WHEREAS, the Pacemaker – considered to be the Pulitzer Prize of college journalism – was presented to The Eastern Echo by the Associated Collegiate Press at the National College Media Convention in Orlando on November 2, 2002; and

WHEREAS, The Eastern Echo, so awarded, was edited by Joe Novak, Kristina Smith and Ian McClure, et. al., under the auspices of the Department of Student Media and director Kevin Devine; and

WHEREAS, the 2001 edition of Cellar Roots, Eastern Michigan University's magazine of the literary and visual arts, also earned national acclaim by receiving a Pacemaker Award in recognition of its general excellence and outstanding achievement from the Associated Collegiate Press at the National College Media Convention in Orlando on November 2, 2002; and

WHEREAS, the 2001 edition of Cellar Roots was edited by Josh Smith under the auspices of the Department of Student Media and then director Cathy Hill; and

WHEREAS, both The Eastern Echo and Cellar Roots have benefited greatly from collaboration among students from many disciplines and the support and guidance of the Student Media Board of Directors, including faculty, staff, students and professional journalists, resulting in many state and national awards, including 13 Michigan Press Association Collegiate Press Awards last year alone for The Eastern Echo and four national Pacemakers for Cellar Roots in the last 10 years;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents does hereby congratulate the students and staff in the Department of Student Media for their professionalism, innovation and hard work leading to this national recognition for themselves and Eastern Michigan University.

Motion Carried.

MINUTES OF SEPTEMBER 24, 2002 REGULAR BOARD MEETING

Regent Morris moved and Regent Griffin seconded to approve the minutes of the September 24, 2002, Regular Board of Regents Meeting.

Motion Carried.

PRESIDENT'S REPORT

At this time of year it is always appropriate for us to take stock of all that one has to be thankful. Due to the hard work of faculty and staff, we have had an outstanding Fall Semester. EMU has record-high student retention rates; the highest freshmen entrance test scores in five years; enrollment is up despite a drop in the number of international students being awarded visas to study in the United States; our students are taking more courses, allowing them to expand their knowledge and for the University to meet critical budgetary needs; and our two major initiatives, the Banner implementation project and strategic planning, remain on target. New initiatives to support the Strategic Plan are being developed institution wide and will be submitted before the end of the year, and all of our Banner initiatives, including new systems in human resources, payroll, financial aid, admissions, and alumni and development are on schedule and within budget.

Many individuals throughout the campus community, including students, faculty and alumni, as well as our programs, are receiving recognition for their quality activities and support for student learning. EMU Athletics was recently recognized by USA Today and the NCAA for its academic achievement among Division I-A institutions. We were the first in the nation among all 325 programs for having the greatest percentage increase in student athlete graduation rates, and fourth in the nation for the greatest percentage point difference between the graduation rate of student athletes and the entire student body.

Our student writers are also excelling and achieving national recognition. Five members of the editorial staff of the Eastern Echo recently traveled to Orlando for the annual meeting of the Associated Collegiate Press and the Newspaper Association of America Foundation, and at the awards ceremony, the Department of Student Media was presented with four national College Press Awards for excellence, including three Pacemaker Awards, considered to be the Pulitzer Prize of college journalism.

Two of EMU's Charter Schools were recognized last month through receipt of the Governor's 2002 Golden Apple Award in recognition of significant improvements in MEAP scores. The Edison Oakland Academy in Ferndale and the Great Lakes Academy in Pontiac received awards and \$10,000 to be used for school improvement.

Our graduates also continue to excel. Two metro area teachers, both EMU graduates, earned \$25,000 Milken awards, which is considered the Oscar of the teaching profession. Elementary teachers Jennifer Murphy of Waterford and Stacie Smith of Detroit joined 21 other EMU alums as winners of this prestigious award; no other institution in the country has as many Milken award winners.

The achievements of our faculty often go unrecognized, partly because there are so many achievements. Several that have occurred recently are Suzanne Hobson's (Leadership and Counseling) receipt of the Human Rights Award from the Michigan Counseling Association and the publication of scholarly books by Gregg Barak in Sociology and Karen Sinclair in Anthropology.

The EMU community is not only thankful for the quality work of so many, but we also are generous in our support for others. This month we set a record for United Way contributions, both in terms of participation, which is now at 45 percent of the faculty and staff, and the amount of dollars raised, which is now over \$150,000. We also set a University record with 51 Leadership gifts. And, as we closed this outreach campaign to our broader southeastern Michigan community, we also kicked off the annual Faculty and Staff Campaign to support EMU programs and students. The University is fortunate to have strong internal support for the institution, with last year's Faculty and Staff Campaign yielding \$335,000. The goal this year, under the leadership of John McAuliff and Amelia Chan, is \$375,000.

Several new program developments are of special note this fall. We have achieved continued accreditation of the Athletic Training Program by the Commission for the Accreditation of Programs in Allied Health Education, accepted responsibility to serve as the international headquarters for the Coalition of Urban and Metropolitan Universities and to host next year's annual conference at Eagle Crest, and we have crafted formal agreements with Tianjin Commerce University in China to offer an EMU MBA for their students, combining travel by our faculty to China and distance courses in Ypsilanti for their students. We also developed an agreement with both Tianjin and Beijing Normal Universities to offer dual economics Master Degree programs. In our College of Technology, we have launched a new accredited Aviation Degree program that is a joint effort between the University and the Eagle Flight Center, the pilot training school at Willow Run Airport. Its goal is to prepare students for the more than 50,000 new airline pilot positions that are forecasted to be available throughout the next decade. And, EMU recently received a \$25,000 gift from the DaimlerChrysler Corporation Fund to enhance the Honors Program and support undergraduate research activities by Honors students.

This fall has been an extremely busy one that has been filled with important events throughout the campus. We hosted a very successful Family Day program that brought more than 5,000 children to campus for an afternoon of fun, learning, and exposure to EMU. We celebrated our annual Salute to Excellence, a program that recognizes all freshmen scholarship recipients. More than 700 people participated in the program during which the Presidential Scholars are officially presented to the campus. New this year was the addition of Donor Recognition Awards and the introduction of Exceptional Educator Awards for high school teachers and counselors. At this event, the University honored the Sallie Mae Foundation and Coca Cola for their support of EMU scholarships.

We welcomed back alumni and friends for Homecoming 2002 and as part of the festivities, six outstanding faculty members were honored with Teaching Excellence Awards. Linked to these events, our increased marketing and enrollment activities have spawned a growth of interest in the University as witnessed by more than 600 students attending Explore Eastern Day and a record number of high school students attending our Eastern Fridays program.

Increased interest in the University has been sparked by a new set of handsome and integrated publications that include our undergraduate viewbook and graduate marketing brochure. They will be delivered to some 90,000 prospective students.

During this period and in preparation for the Winter Semester, our Academic Advising Center has advised in excess of 1,000 freshmen, marking the first time that freshmen are required to have an advising session before initiating their second semester of study.

Another first at EMU is our new House Call program sponsored by the Housing Department. It is designed to help ease the transition of freshmen students to college by helping them feel more welcome in their first four weeks on campus. At this year's kickoff event, approximately 50 staff and faculty knocked on the doors of residence hall students to offer their support, a kind word, and a check on their adjustment to university life.

In recognition of our efforts to strengthen volunteer support and private fundraising, the College of Arts and Sciences recently completed an intensive development workshop, which included more than 50 faculty, staff, development officers, alumni, donors and key Arts and Sciences volunteers. College-based activities like this will play an important part in our constituency-based fundraising program to bring donors closer to EMU by emphasizing the quality of academic programs and their linkages to them.

The University continues to make effective use of our Convocation Center facilities for a combination of athletic, academic and entertainment events. The Convocation Center recently hosted the Biomed Expo, which drew more than 600 scientists and business leaders to the campus, and the Center was the site of two recently sold out entertainment events featuring country music star Toby Keith and pop artist John Mayer.

Future seasonal events for the campus community calendar include our annual Thanksgiving luncheons scheduled for this Wednesday and Thursday, a faculty brunch scheduled for Eagle Crest Golf Club on Sunday, December 1, and EMU's all-campus reception on December 13.

Our good news on campus and the progress we are making in Washington, D.C. is also accompanied by less than good news from Lansing. The State continues to witness significant revenue declines, and given that the constitutional mandate to balance the State's budget, we are very likely to see an appropriations cut for the public universities in the near future. The State has not yet completely balanced its last fiscal year budget, and as a consequence, is not likely to fulfill its agreement with the public universities which held down tuition increases in exchange for a flat State appropriation. The likelihood of a second and subsequent budget cut also looms for the spring, especially since state revenues are so far behind in the early part of the new fiscal year. In anticipation of this, we have expanded our campus-wide contingency budget planning from one emphasizing 2 percent budget cut scenarios to those which recognize the possibility of cutting as much as 5 percent over the course of the next year. If this materializes, it will be very onerous for EMU as we historically have been underfunded given our mission, size, and complexity.

At the same time, we now have made our resource situation for the next fiscal year known to the State through our annual appropriation request. While it recognizes the State's budget shortfall, it clarifies for the State the impact of our fixed costs, the decline in State support per EMU student and what the State should have provided us for enrollment increases, EMU's cost avoidance initiatives, and our continuing strong support for student access through financial aid during a time of tuition increases which help to compensate for declining state support.

The University's FY2004 resource needs that have been transmitted to the State identify \$11.8 million, of which 88 percent or \$10.4 million are for fixed, contractual costs and student financial aid. Financial aid has been a critical part of our strategies for keeping access high, consistent with EMU's mission. Our objective is to continue to be comparatively affordable, even as tuition increases are necessary in reflection of the State's economy. We have made it clear to the State that our intent to support student access is serious, both in dollars and effort. This year, for example, the Office of Financial Aid processed an excess of \$100 million in student aid, marking the first time in our history that we have exceeded the \$100 million mark. Aid has increased in excess of \$20 million over the previous year, primarily in federal financial and institutional student support. Combined student aid is expected to grow to \$115 million this year. This does not include other advantageous student support programs, such as multiple indirect student financial aid programs like the Hope Scholarship Tax Credit, the Lifetime Learning Tax Credit, IRA education accounts, penalty-free IRA withdrawals and student loan interest deductibility provided to students and their parents.

The University's state appropriation now accounts for only 36 percent of our operating budget, excluding restricted grants and gifts. EMU ranks in the lowest third among public, four-year institutions in state appropriations and in tuition and fee costs, leaving EMU students among the lowest funded on a per student basis in the State and making our wide array of programs comparatively more affordable.

Our appropriation request submitted to Lansing also makes it clear that a state investment in Eastern Michigan is an investment in Michigan's economic future. According to the economic impact study commissioned by the Michigan Economic Development Corporation and the Presidents Council of State Universities of Michigan, the State's investment of \$1.5 billion in higher education in 1999 had a net impact on Michigan's economy of \$39 billion, representing almost 13 percent of Michigan's gross state product that year, roughly equal to the entire State budget. For each dollar of State support, the public universities overall generated at least \$26 of economic impact. In a soon to be released study on EMU's economic impact, we will show that for every dollar of State support to EMU, the University generates between \$30 and \$32 of economic impact on the State's economy. Few, if any, other public investments realize a rate of return of this magnitude.

Cost avoidance initiatives are continuing, with over \$1 million in annual savings secured to date and the identification of potentially another one-half million dollars in process. The most noteworthy include securing lower natural gas pricing in future years and lower telephone costs annually for three years.

In conjunction with our usual budget cycle in Lansing, the University has now submitted its capital needs to the Department of Management and Budget, identifying the modernization of Pray-Harrold and the renewal of Mark Jefferson as the top institutional priorities. We continue to emphasize to the State that capital outlay needs at EMU are high, especially given the fact that the average age of our campus buildings is over 50 years, that renovation investments at EMU will produce substantial future cost savings in energy, that our classroom and laboratory learning environment is not state of the art, that interest rates for borrowing funds are highly favorable, and that capital outlay should be an important part of regional economic recovery.

Finally, the efforts of the 15 public universities, through the Presidents Council of State Universities of Michigan, have been buoyed recently by the public announcement and issuance of a comprehensive report on Michigan public higher education by the University Investment Commission, a coalition of business, civic, education and labor leaders from across the State. The University Investment Commission Report, about which we will be hearing much more over the course of the next few months, advocates an increase in the State's investment in our public universities to help hold down tuition increases, to expand access, and to improve infrastructure. It also discusses the importance of measuring institutional progress for achieving economies, effectiveness and quality, and it sets much higher sights for the State to achieve four-year and higher degrees in greater numbers to help move Michigan forward from its relatively low degree attainment level and to help keep the State competitive and more economically secure. Through the work of the Presidents Council, this independent Commission should be very important to the future of higher education at the same time that our Council work signals new levels of commitment and cooperation among our public universities.

This winter and spring will be very dynamic times for higher education as we deal with an economy in flux and many new leaders in State government. Fortunately, the Investment Commission report recognizes the importance of universities like EMU to the State's future and we are poised to deal with uncertainty by having a strategic plan to guide us. EMU is flexible and filled with creative people who are able to respond to these challenges.

TREASURER'S REPORT

Section 1

Regent Morris moved and Regent Valvo seconded that the Treasurer's Report for the month of October 2002, be received and placed on file.

Motion Carried.

INTERNAL AUDIT

Section 2

Regent Morris moved and Regent Valvo seconded that the University Management report on the status of recommendations made from the Student Government and Catering Conferences internal audits be received and placed on file.

Motion Carried.

GRANTS/CONTRACTS

Section 3

Regent Morris moved and Regent Valvo seconded that 67 grants and contracts totaling \$1,982,376 for the period 9/1/02 through 10/31/02 be accepted.

Motion Carried.

CONSTRUCTION PROJECTS PROGRESS

Section 4

Regent Morris moved and Regent Valvo seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending October 28, 2002.

Motion Carried.

ACCOUNTS RECEIVABLE

Section 5

Regent Morris moved and Regent Valvo seconded that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of October 31, 2002, be received and placed on file.

Motion Carried.

REPORT: Information and Communications Technology Initiatives

Section 6

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

Motion Carried.

STAFF APPOINTMENTS

Section 7

Regent Morris moved and Regent Valvo seconded that the Board of Regents approve the 47 staff appointments listed on the following pages.

DATE: ember 19, 2002
 BOARD REPORT FOR: 11/19/02
 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>
Starner, Stuart J.	VP Advancement & Ex Dir Foundation	AP-15	VP for Advancement & Ex. Dir Foundation	08/01/02	\$142,000	100	W	M	New Hire
Cheng, Jul-Chung	Learning Resources & Technology Dean	AP-14A	University Librarian	08/19/02	\$105,000	100	A	F	New Hire
Byrd, Mark A.	Institutional Analysis & Reporting	AP-13	Exec. Dir Institutional Research & Information Management	09/30/02	\$105,000	100	W	M	New Hire
Barkoff, Larry W.	Legal Affairs	AP-12	Asst. General Counsel - University Attorney	10/01/02	\$74,000	100	W	M	New Hire
Flanagan, April	Human Resources	AP-12	Director Organization Excellence	09/27/02	\$82,000	100	W	F	New Hire
Joseph, Michael	Construction Management	AP-11	Asst. Director Facilities Planning Management & Construction	10/07/02	\$78,500	100	M	M	New Hire
Schaffer, Connie	ICT Administrative	AP-11	Assistant to the Chief Information Officer	09/23/02	\$65,292	100	W	F	New Hire
DeCamp, JoAnna	Continuing Education - Non Credit Programs	AP-10	Director Non-Credit Programs	09/03/02	\$52,000	100	W	F	New Hire
Francisco, Hlawatha	Intercollegiate Athletics - Administration	AP-10	Asst. Director Athletics & Facilities Operations	09/09/02	\$48,000	100	M	M	New Hire
Kirkland, Aric J.	ICT - ATCS	AP-10	Manager ICT Comp Labs	10/07/02	\$54,000	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>
Ohmer, Todd	Payroll	AP-10	Payroll Manager	09/09/02	\$57,000	100	W	M	New Hire
Salk, Daniel	Director, Risk Management	AP-10	Asst. Director Risk Management & Workers' Compensation	10/07/02	\$70,000	100	W	M	New Hire
Winborne, Malverne	Charter School Program	AP-10	Assistant Director of Charter Schools	09/16/02	\$54,601	100	B	M	New Hire
Baird, Karen	Intercollegiate Athletics Softball	AC-16	Head Coach (Bsbj/Sltb/Trk/Vol)	08/28/02	\$44,000	100	W	F	New Hire
Vinson, Steven	Intercollegiate Athletics Basketball	AC-12	Asst. Coach (Fib/Mn-Wrn Basketball)	09/19/02	\$40,945	100	B	M	New Hire
Storror, Scott	Parking	PT-10	Project Engineer	09/16/02	\$54,500	100	W	M	New Hire
Lauterbach, Lisa W.	Counseling	PT-09	Sr. Mental Health Counselor	10/15/02	\$49,500	100	W	F	New Hire
Sastry, Vijayasree	ICT-Application & Support Financial Systems	PT-09	Client Server Anal/Programmer II	09/09/02	\$50,000	100	A	F	New Hire
Jellema, Benjamin	Arts & Sciences - Office of Dean	PT-08	CollegeTech Specialist I	09/09/02	\$38,400	100	W	M	New Hire
Ken, Simon	ICT - ATCS	PT-08	CollegeTech Specialist I	09/09/02	\$40,000	100	W	M	New Hire

DATE: September 19, 2002
 BOARD REPORT FOR: 11/19/02
 ALPHABETICAL LISTING WITHIN
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EASTERN MICH. UNIVERSITY
 STAFF APPOINTMENTS

PAGE 3
 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>
Reisen, Kathryn	NXXI-Level Entrepren Training	PT-08	Bus Consultant MI Small Business Development Center	09/30/02	\$19,240	50	W	F	New Hire
Robinson, A'Lynne	MDDC: 4S Program 1/02	PT-08	Project Coordinator Holman Learning Center	09/09/02	\$42,000	100	B	F	New Hire
Heard, Nicole C.	HDUC Accounting Prorate	PT-07	Accountant II	10/21/02	\$33,000	100	B	F	New Hire
Michael, Andrea	Intercollegiate Athletics - Training Room	PT-07	Asst. Athletic Trainer	09/09/02	\$32,000	100	W	F	New Hire
Schmidt, Bradley	MDCD: FCCLA MI	PT-07	State Coordinator	09/23/02	\$17,200	50	W	M	New Hire
Sims, Michael	HDUC Computer Support	PT-07	Coordinator Eagle Card Operations	10/10/02	\$36,000	100	W	M	New Hire
Robertson, Anne M.	Custodial-Prorate	PT-05	Foreperson, Custodial	10/07/02	\$31,328	100	W	F	New Hire
Irwin, Mary Beth	University Marketing	CC-06	Administrative Secretary	09/09/02	\$30,000	100	W	F	New Hire
Kolvu, Ruth	USDE: LEP-TNET Year 4	CS-05	Senior Secretary	10/16/02	\$13,059	50	W	F	New Hire
Krumwiede, Rachel	CHHS-Academic Advising Center	CS-05	Customer Service Rep II	08/27/02	\$13,059	50	W	F	New Hire

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Garcia, Lauren	Office of the Registrar	CS-04	Senior Clerk	09/16/02	\$23,113	100	H	F	New Hire
Lindsey, Kimberly	History & Philosophy	CS-04	Secretary II	08/30/02	\$23,113	100	W	F	New Hire
Martin, Winifred	Special Education	CS-04	Secretary II	09/03/02	\$23,113	100	W	F	New Hire
Miles, Andrea	Management	CS-04	Secretary II	10/01/02	\$23,113	100	B	F	New Hire
Moore, Linda	Accounting	CS-04	Secretary II	09/03/02	\$11,557	50	W	F	New Hire
Pierce, Arnette	COE-Office of Academic Services	CS-04	Secretary II	09/04/02	\$23,113	100	B	F	New Hire
Taylor, Coreen	Center for Management & Leadership	CS-04	Secretary II	10/01/02	\$23,113	100	W	F	New Hire
Duncan, Dennis	Maintenance Service Staff Pro	FM-21	Electrician	10/01/02	\$44,033	100	W	M	New Hire
Stephens, Benjamin	Grounds, Walks & Roadways	FM-12	Groundsperson	08/19/02	\$9,485	50	W	M	New Hire
Stidham, Roger	Convocation Center Event Operations	FM-12	Facilities Attendant	09/24/02	\$18,970	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>
Martinez, Shannon	Custodial Services	FM-06	Custodian	09/22/02	\$17,389	100	W	F	New Hire
Richardson, Alex	Custodial Services	FM-06	Custodian	09/22/02	\$17,389	100	B	M	New Hire
Wiatr, Deanna	Custodial Services	FM-06	Custodian	09/22/02	\$17,389	100	W	F	New Hire
Brooks, Christopher	Eastern Eateries	FM-95	Fast Food Worker	09/03/02	\$10,400	63	B	M	New Hire
Emmert, Lisa	Eastern Eateries	FM-95	Fast Food Worker	09/02/02	\$16,640	100	W	F	New Hire
Harris, Eric	Eastern Eateries	FM-95	Fast Food Worker	09/03/02	\$16,640	100	W	M	New Hire
Page, George	Eastern Eateries	FM-95	Fast Food Worker	10/03/02	\$16,640	100	B	M	New Hire

Motion Carried.

SEPARATIONS/RETIREMENTS

Section 8

Regent Morris moved and Regent Valvo seconded that the Board approve 37 separations and retirements as 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>
Rice, Dale L.	Academic Services Learning	F-24	Professor	09/01/67	10/06/02	\$80,447	100	W	M	Retirement
Uhlener,Lorraine Newsome-Williams, Jacqueline	Management Nursing	F-16 F-24	Professor Associate Professor	09/01/81 08/28/91	09/04/02 09/20/02	\$82,263 \$52,754	100 100	W B	F F	Other Position Personal
Fineberg, Keith	Human Environmental & Consumers Resources	F-16	Assistant Professor	08/25/93	08/26/02	\$50,920	100	W	M	Other Position
Lyman, Steven B.	Interdisciplinary Technology	F-24	Assistant Professor	08/25/99	08/23/02	\$54,508	100	W	M	Other Position
Boman, Dennis	History & Philosophy	L-16	Lecturer III	08/29/01	08/31/02	\$27,500	100	W	M	Assignment Ended
Chen, Joseph S.	Human Environmental & Consumers Resources	L-16	Lecturer III	09/01/01	08/31/02	\$49,142	100	A	M	Personal
Comer, James	History & Philosophy	L-24	Lecturer I	09/01/00	08/31/02	\$27,500	100	W	M	Other Position
Reum-Trola, Mary	Communications & Theatre Arts	L-16	Lecturer I	08/31/94	08/31/02	\$27,500	100	W	F	Personal
Starr, Susan	Biology	L-16	Lecturer I	01/02/93	08/31/02	\$27,500	100	W	F	Other Position
Wilbanks, Ambrose	English Language & Literature	L-16	Lecturer I	08/28/91	08/31/02	\$28,000	100	W	M	Other Position
Farmer, David	Intercollegiate Athletics - Womens Tennis	AC-14	Head Coach (Wres/Gil/Soc/Tenn)	01/02/96	10/09/02	\$37,101	100	W	M	Personal
Brown, Temple	Intercollegiate Athletics - Womens Basketball	AC-12	Asst. Coach (Ftb/Mn-Wm Bsktbl)	06/25/01	08/15/02	\$32,756	100	B	F	Discharged

<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>
Bingle, Matt L.	Intercollegiate Athletics - Womens Track	AC-11	Asst. Coach (Sftb, CC/Trk, Vol, Bsb)	11/12/97	09/27/02	\$30,648	100	W	M	Other Position
Canary, Stacey	Admissions-On-Campus Outreach	PT-09	Asst. Director Campus Visiting Program	08/14/95	09/30/02	\$42,013	100	W	F	Other Position
Levine, Janet	Health Service Specialty Clinic	PT-09	Nurse Practitioner	07/26/95	08/26/02	\$24,405	50	W	F	Leaving Area
Kapelanski, Donna	UAW-Ford Research and Engineering	PT-08	Workplace Education Specialist	10/23/00	08/24/02	\$40,685	100	W	F	Other Position
Stubbs, Anita	Accounting	PT-08	Senior Accountant	05/22/90	08/26/02	\$41,888	100	W	F	Did not return from leave
Swaffer, James	UAW-Ford Research and Engineering	PT-08	Workplace Education Specialist	04/20/98	10/28/02	\$40,173	100	W	M	Other Position
Hall, Barry	University Marketing	PT-07	Writer II	09/02/98	09/03/02	\$31,151	100	W	M	Return to School
Reynolds, Jodi	Eastern Echo	PT-07	Manager Student Media	02/27/98	10/09/02	\$33,274	100	W	F	Other Position
Klimkiewicz, Jennifer M.	Residence Hall Prorate	PT-06	Area Complex Director	07/05/00	08/24/02	\$27,089	100	W	F	Other Position
Statiej, Kristina	USDE/WKU Improving Teach 3	PT-06	Administrative Assistant II	09/25/00	09/16/02	\$27,810	100	W	F	Return to School
Traster, Carrie A.	Public Safety Support	CP-01	Officer Campus Police	02/19/01	09/27/02	\$38,252	100	H	F	Other Position

<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>
Baker-McDaniel, Jill	Learning Resources	CS-05	Library Assistant III	09/05/95	10/18/02	\$26,117	100	W	F	Other Position
Nicholson, Lisa	Intercollegiate Athletics Administration	CS-05	Senior Secretary	04/03/00	10/24/02	\$26,118	100	W	F	Other Position
Ramsey, Patricia	MDE/MDCD: BPA01-02	CS-05	Senior Secretary	09/24/79	07/11/02	\$22,274	80	W	F	Did not return from leave
Rivard, Dawn	Finance & CIS	CS-05	Senior Secretary	03/30/00	09/20/02	\$26,117	100	W	F	Other Position
Samaha, Lisa	Payroll	CS-05	Account Specialist	07/15/02	09/16/02	\$26,118	100	W	F	Discharged
Damon, Heather N.	COE Clinical Suite	CS-04	Secretary II	08/22/99	10/14/02	\$11,556	50	W	F	Other Position
Evans, Rebecca D.	Office of the Registrar	CS-04	Senior Clerk	11/25/01	06/29/02	\$22,224	100	H	F	Other Position
Maher, Christine	Teacher Education	CS-04	Secretary II	05/04/98	10/24/02	\$23,112	100	W	F	Other Position
Monat, Eric	Contract Services Prorate	CS-04	Customer Service Representative	12/15/98	09/30/02	\$23,113	100	W	M	Layoff Without Recall
Ferguson, George	Electrical	FM-25	Group Leader Skilled Trades II	05/14/93	10/01/02	\$57,200	100	W	M	Retirement
Bauer, Walter	Dining Services	FM-12	Dining Services Unit Leader	03/12/02	09/23/02	\$24,898	100	W	M	Personal

DATE: November 19, 2002
 BOARD REPORT FOR: 11/19/02
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

PAGE 4
 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>
Cook, Timothy M.	Custodial Services	FM-06	Custodian	03/19/73	08/31/02	\$28,558	100	W	M	Retirement
Corn, Robert	Custodial Services	FM-06	Custodian	02/02/98	08/30/02	\$22,984	100	W	M	Return to School

Motion Carried.

EMERITUS FAULCTY STATUS

Section 9

Regent Morris moved and Regent Valvo seconded that the Board grant Emeritus Faculty Status to two former faculty members listed below.

Robert Mancell

Professor, Department of Geography and Geology from 1969 – 2002
(33 years)

Dale L. Rice

Professor, Department of Special Education from 1967 – 2002
(35 years)

Motion Carried.

STUDENT AFFAIRS COMMITTEE

Section 10

Regent Valvo moved and Regent Griffin seconded that the Agenda for November 19, 2002, and the Minutes of September 24, 2002, be received and placed on file.

Motion Carried.

EDUCATIONAL POLICIES COMMITTEE

Section 11

Regent Valvo moved and Regent Griffin seconded that the Agenda for November 19, 2002, and the Minutes of the September 24, 2002 meeting be received and placed on file.

Motion Carried.

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

Section 12

Regent Valvo moved and Regent Brandon seconded that Board appoint David McHale and appoint Sharon Thompson and Pamela Tully to three-year terms on the Board of Directors of the Academy for Business and Technology; Steven Hardy to a three-year term on the Board of Directors of Ann Arbor Learning Community; Kecia Harper-Edmond to a three-year term on the Board of Directors of Gaudior Academy; Robert Blick to a three-year term on the Board of Directors of Grand Blanc Academy; and Larry Mann, Jr. to a three-year term on the Board of Directors of Hope Academy.

Motion Carried.

2001-2002 CHARTER SCHOOLS ANNUAL REPORT

Section 13

Regent Valvo moved and Regent Brandon seconded that the Board receive and place on file the 2001-02 Charter Schools Annual Report.

Motion Carried.

FACULTY AFFAIRS COMMITTEE

Section 14

Regent Brandon moved and Regent Valvo seconded that the Board approve the Agenda for November 19, 2002, and the Minutes of September 24, 2002.

Motion Carried.

FINANCE COMMITTEE

Section 15

Regent Morris moved and Regent Valvo seconded that the Board accept and place on file the Working Agenda for November 19, 2002 and the Minutes for the September 24, 2002 Finance Committee.

Motion Carried.

FY 2004 APPROPRIATION REQUEST

Section 16

Regent Morris moved and Regent Brandon seconded that the Board approve the FY 2004 Appropriation Request Strategy for subsequent submission to the Office of the State Budget.

Motion Carried.

FY 2004 CAPITAL OUTLAY BUDGET REQUEST

Section 17

Regent Morris moved and Regent Valvo seconded that the Board approve the FY 2004 Capital Outlay Budget Request. The modernization of Pray-Harrold and renewal of the Mark Jefferson science building have been identified as the University's top capital outlay projects.

**COLLECTIVE BARGAINING AGREEMENT BETWEEN
EASTERN MICHIGAN UNIVERSITY AND THE
INTERNATION UNION, UNITED AUTOMOBILE,
AEROSPACE AND AGRICULTURAL IMPLEMENT
WORKERS OF AMERICA, TECHNICAL, OFFICE
AND PROFESSIONAL LOCAL 1976**

Section 18

Regent Morris moved and Regent Valvo seconded that the Board approve the collective bargaining agreement between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Technical, Office and Professional Local 1976 and authorize the President and the University Bargaining Committee to execute the Agreement on behalf of the Board of Regents.

Motion Carried.

**COLLECTIVE BARGAINING AGREEMENT
BETWEEN EASTERN MICHIGAN UNIVERISTY
AND LOCAL 1666 AFFILIATED WITH COUNCIL 25
OF THE AMERICAN FEDERATION OF STATE, COUNTY
AND MUNICIPAL EMPLOYEES AND THE AFL-CIO**

Section 19

Regent Morris moved and Regent Griffin seconded the recommendation that the Board approve the bargaining agreement between Eastern Michigan University and Local 1666 Affiliated with Council 25 of the American Federation of State, County and Municipal Employees and the AFL-CIO and authorize the President and the University Bargaining Committee to execute the Agreement on behalf of the Board of Regents.

Motion Carried.

**2001-2002 EASTERN MICHIGAN UNIVERSITY
FOUNDATION ANNUAL REPORT**

Section 20

Regent Morris moved and Regent Valvo seconded the motion that the Board receive and place on file the EMU Foundation Annual Report for the year ended June 30, 2002.

Motion Carried.

**2001-02 EAGLE CREST MANAGEMENT
CORPORATION ANNUAL REPORT**

Section 21

Regent Morris moved and Regent Griffin seconded the recommendation that the FY 2003 Eagle Crest Management Corporation Annual Report be received and placed on file.

Motion Carried.

MEETING ADJOURNED

Regent Incarnati moved and Regent Griffin seconded that the Regular Meeting of the Board of Regents be adjourned at 2:18 p.m. The next meeting of the Board of Regents will be January 21, 2003.

Respectfully Submitted,

Dana C. Aymond
Secretary to the Board of Regents

COMMUNICATIONS SECTION

RESOLUTION

WHEREAS, the Eastern Michigan University Men's Cross Country Team finished third at the NCAA National Championships, placing behind Stanford University and the University of Wisconsin; and

WHEREAS, this is the highest finish in the history of the EMU Cross Country Team and the highest finish ever for a member of the Mid-American Conference; and

WHEREAS, EMU's Boaz Cheboiywo, the defending national champion, placed seventh and was named All-American; and

WHEREAS, EMU's Gavin Thompson, the Mid-American Conference champion, placed 12th and was named All-American;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates and commends the Men's Cross Country Team, Boaz Cheboiywo and Gavin Thompson for the honor and distinction they have brought themselves and Eastern Michigan University.

January 21, 2003

RESOLUTION

WHEREAS, the Banner HR/Payroll Process Team has successfully completed the implementation of the human resource and payroll portion of the Banner enterprise computing system within planned timeframes and budgets; and

WHEREAS, the Banner HR/Payroll Process Team has consistently demonstrated leadership for the Banner project and unwavering commitment to teamwork and cooperation; and

WHEREAS, the Banner HR/Payroll Process Team has demonstrated its commitment to improving business processes and procedures to make Eastern Michigan University an outstanding example of best practices in the higher education enterprise;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates and commends the Banner HR/Payroll Process Team for its outstanding service and dedication to Eastern Michigan University.

ORAL REPORT TO BE MADE BY THE PRESIDENT

EXECUTIVE SUMMARY

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

DATE:

January 21, 2003

EXECUTIVE SUMMARY

SECTION 1 - REPORT: TREASURER'S REPORT

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

As of December 31, 2002, cash and investments totaled \$86,959,732 and were invested at 5.48%. The short-term investment fund yield was 1.54% compared to the 3-month Treasury Bill at 1.52%. The intermediate-term investment fund total return is 3.863% (7.730 annualized) compared to the Merrill Lynch 1-3 year Treasury index at 2.780% (5.570 annualized). Cash and investments (excluding bond proceeds) as of December 31, 2002 increased by \$13,361,035 compared to December 2001.

Fiscal Implications: The investment income is expected to meet budget.

SECTION 2 - REPORT: INTERNAL AUDIT

It is recommended that the Internal Auditor's report for September through December be received.

The reports for Conflict of Interest and Cash Receipts have been issued and finding and recommendations have been discussed.

Enclosed is the schedule for audits through September 2003.

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

SECTION 3 - REPORT: GRANTS/CONTRACTS

It is recommended that 50 grants and contracts totaling \$2,223,433 for the period 11/01/02 through 12/31/02 be accepted.

One hundred percent sponsor-funded grants and contracts in the amount of \$1,366,135 were awarded to the University during the period 11/01/02 through 12/31/02. Grants and contracts requiring EMU cost-sharing and/or in-kind contributions totaled \$857,298.

Fiscal Implications: This action approves allocating University matching funds in the amount of \$10,200 as cash contributions for projects awarded during the period 11/01/02 through 12/31/02 for a fiscal year-to-date total of \$114,263 against a base budget of \$361,652.

SECTION 4 - REPORT: CONSTRUCTION PROJECTS PROGRESS

It is recommended that the Board receive and place on file the Construction Projects Progress Report for the period ending December 19, 2002.

Parking Expansion project is underway with the demolition of the Business and Finance building. Completion of the tabletop is targeted for September 2003.

Request for proposals to select a team to develop a Campus Master Plan has been released. Preparation to proceed with a new student union and reassignment of McKenny will soon be underway.

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

SECTION 5 - REPORT: ACCOUNTS RECEIVABLE

It is recommended that the Student Accounts Receivables Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of December 31, 2002 be received and placed on file.

The Student Accounts Receivable Ratio Analysis balance is \$13,239,000 or 11.38% of revenue compared to \$21,402,000 (19.96%) as of December 31, 2001. This is a 8.58% decrease.

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

SECTION 6 – GENERAL FUND BUDGET STATUS

It is requested that the 2002-03 General Fund Budget Status Report as of November 30, 2002 be accepted.

Appropriations from the State have been reduced by 2% or \$1.753 million.

Summer and to-date Fall 2002 enrollments have slightly exceeded plan. Total tuition and fee revenues exceed plan by \$35,000.

General Fund expenditures and transfers are accumulating according to plan t \$74.4 million.

Reductions in spending have been made.

Salary and wages have been closely managed within budget. Staff salary savings, which result from vacancies, are exceeding plan.

Fiscal Implications: The reduction in funding from the State has been offset by reductions in spending authorization. It is anticipated that a balanced budget will be realized at year-end.

SECTION 7 – TECHNOLOGY PLAN IMPLEMENTATION

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

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

SECTION 8 – ACADEMIC AFFAIRS ADMINISTRATIVE/PROFESSIONAL APPOINTMENTS/TRANSFERS

It is recommended that the Board approve 2 new Administrative/Professional appointments and 1 Administrative/Professional transfer.

Fiscal Implications: Salaries are in the 2002-03 budget.

SECTION 9 – STAFF APPOINTMENTS

It is recommended that the Board approve 35 staff appointments for the period October through December 17, 2002. 20 (57%) are female, 15 (43%) are male. 25 Caucasians (72%), 6 (17%) are African American, and 4 (11%) are Asian.

Fiscal Implications: The salaries are part of the 2002-2003 budget.

SECTION 10 - SEPARATIONS/RETIREMENTS

It is recommended that the Board approve 34 separations and retirements for the dates listed. Of the 34, 18 (53%) are female, 16 (47%) are male, 30 (88%) are Caucasian, 2 (6%) are American Indian, 1 (3%) is African American, and 1 (3%) is Hispanic.

Fiscal Implications: None.

SECTION 11 - EMERITUS FACULTY STATUS

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

Joseph L. Braden- Professor, Marketing

From 1970 – 2003 (32.5 yrs.)

Sharon A. Jackonen - Professor, Department of Nursing

From 1983 – 2002 (19 yrs.)

Karen Lindenberg – Professor, Department of Political Science

From 1968 – 2002 (34 yrs.)

Winifred A. Witten – Professor, Depart of Health, Physical Education, Recreation & Dance

From 1979 – 2002 (23 yrs.)

Fiscal Implications: None.

SECTION 12 - STUDENT AFFAIRS COMMITTEE MONTHLY REPORT

It is recommended that the Student Affairs Committee Agenda for January 21, 2003 and the Minutes of November 19, 2002 be received and placed on file.

Fiscal Implications: None.

SECTION 13 - EDUCATIONAL POLICIES COMMITTEE

It is recommended that the Educational Policies Committee Agenda for January 21, 2003, and the Minutes of November 19, 2002 be received and placed on file.

Fiscal Implications: None.

SECTION 14 – FACULTY AFFAIRS COMMITTEE

It is recommended that the FAC agenda for January 21, 2003, and the minutes of November 19, 2002, be received and placed on file.

Fiscal Implications: None.

SECTION 15 - FINANCE COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Working Agenda for January 21, 2003 and the minutes for the November 19, 2002, Finance Committee meeting be received and placed on file.

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

SECTION 16 – EMU AS LENDER FOR GRADUATE STUDENT LOANS

Please read this section in its entirety.

SECTION 17 – NEW STUDENT UNION/MCKENNY REASSIGNMENT AUTHORIZATION TO PROCEED

It is recommended that the Board authorize the administration to proceed in selecting a design/build team to construct a new student union and renovate McKenny at a price not to exceed \$45 million.

Fiscal Implications: The projected cost to build a new union, reassign McKenny, remove Pine Grove apartments, add roads and parking is \$45,000,000. The project will be funded from University resources with the remaining to come from the sale of bonds.

**SECTION 18 – BOND AUTHORIZATION RESOLUTION – REFINANCING
EXISTING DEBT**

It is recommended that the Board approve the authorizing and delivery of refunding bonds and provide for other matters relating thereto.

Fiscal Implications: The action has a projected new value savings ranging from \$70,000 to \$75,000 at today's interest rates.

**SECTION 19 – BOND AUTHORIZATION RESOLUTION – FUNDING FOR NEW
STUDENT UNION/MCKENNY REASSIGNMENT**

It is recommended that the Board authorize general revenue bonds and provide for other matters relating thereto.

Fiscal Implications: The sale of the bonds will increase the University's debt obligations by an amount ranging from approximately \$2.0 million in the early years and up to \$6.8 million in the final years. See the attached schedule in Section 19.

SECTION 20 – STUDENT UNION FEE

It is recommended that the Board approve a student union fee of 75 cents per credit hour effective summer 2003 and authorizing an annual increase of 75 cents per credit hour through 2006 at which time it will be capped at \$3.00 per credit hour. Revenue will be designated to operating and retiring the debt of the new student union.

Fiscal Implications: This student fee represents a tuition/fee increase of 0.4 percent.

**SECTION 21 – STATE LEASE FINANCING STRUCTURE FOR
RENEWAL OF MARK JEFFERSON**

It is recommended that the Board approve the Resolution approving the financing structure for a certain capital project and matters related.

Fiscal Implications: The projected budget is \$46.9 million, of which 25% or \$11.7 million would be the responsibility of EMU.

SECTION 22 – ELECTION OF BOARD OFFICERS

It is recommended that the Board vote.

Fiscal Implications: None.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 1
DATE: January 21, 2003

RECOMMENDATION

REPORT: TREASURER'S

ACTION REQUESTED

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

STAFF SUMMARY

As of December 31, 2002, Cash and Investments totaled \$86,959,732 and were invested to return a total annualized return of 5.48%. As summarized below, Eastern's latest investment performance compared favorably to the established benchmarks.

- | | |
|---|-----------------------------|
| • Short-Term Investment Fund Yield: | 1.54% |
| • Benchmark: 3-month Treasury Bill: | 1.52% |
| • Intermediate-Term Investment Fund Total Return: | 3.863 % (7.730% annualized) |
| • Benchmark: Merrill Lynch 1-3 Year Treasury Index: | 2.780% (5.570% annualized) |

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

- The portfolio has no investments in equities.
- The portfolio has no leveraged investments.
- The portfolio has no speculative derivatives.
- 100% of the portfolio is in fixed income obligations.
- 0% of the portfolio is in variable rate obligations.
- Average weighted credit quality of the portfolio is AA+.
- Average weighted maturity of the portfolio is approximately 1.46 years.

Cash and investments (excluding bond proceeds) as of December 31, 2002 increased by \$13,361,035 when compared to December 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

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EASTERN MICHIGAN UNIVERSITY
Cash and Investments
December 31, 2002

Cash

	<u>Bank</u>
	<u>Balance</u>
Comerica Bank	\$26,178,158.76
FirStar Bank	\$34,927.99
Total Cash	<u>\$26,213,086.75</u>

Eagle Crest Cash

Conference Center	17,206.43
Golf Club	90,144.84
Maintenance Reserve	493,986.63
Total Cash	<u>\$601,337.90</u>

Investments

	Date Settled	Date Maturing	Total Return YTD (Annualized)	Principal
Short Term Investment Funds:				
Dreyfus Institutional Preferred	Daily	Mutual Fund	1.260% *	7,436,462.94
Dimensional Fund Advisors	Monthly	Mutual Fund	1.630% *	21,575,272.86
Intermediate Term Investment Funds:				
Vanguard Short Term Corporate	Monthly	Mutual Fund	7.354%	7,346,340.00
Federated US Government 2-5 Year	Monthly	Mutual Fund	11.973%	7,620,615.22
Agencies:				
Federal Home Loan Mortgage Corp.	06/21/02	06/21/07	5.000%	3,000,000.00
Federal Home Loan Bank	05/23/01	05/23/06	5.750%	3,000,000.00
Federal Home Loan Bank	01/29/02	01/29/07	5.125%	3,000,000.00
Federal Home Loan Bank	01/29/02	01/29/07	5.150%	3,000,000.00
Total Investments				<u>55,978,691.02</u>
Subtotal Cash and Investments				<u><u>\$82,793,115.67</u></u>

General Revenue Bonds Investments

Dimensional Fund Advisors	Monthly	Mutual Fund	1.630%	4,166,616.18
Subtotal General Revenue Bonds Investments				<u>4,166,616.18</u>

Grand Total: Cash, Investments

\$86,959,731.85

Net Annualized Yield - Short Term	1.535%
Total Annualized Return - Total Investments	5.481%

* Figure represents net yield.

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

	<u>Amount of EMU Cash/Investment</u>	<u>% of Total Cash/Investment</u>
A. Book Cash Balance	26,213,086.75	31.66%
B. Eagle Crest Cash Balance	601,337.90	0.73%
C. Dreyfus Institutional Preferred	7,436,462.94	8.98%
D. Dimensional Fund Advisors	21,575,272.86	26.06%
E. Vanguard Short Term Corporate	7,346,340.00	8.87%
F. Federated US Government 2-5	7,620,615.22	9.20%
G. Federal Home Loan Mortgage Corp.	3,000,000.00	3.62%
H. Federal Home Loan Bank	3,000,000.00	3.62%
I. Federal Home Loan Bank	3,000,000.00	3.62%
J. Federal Home Loan Bank	3,000,000.00	3.62%
	<u>82,793,115.67</u>	<u>100.00%</u>
	<u>Amount of EMU Bond Investment</u>	<u>% of Total Bond Investment</u>
K. Dimensional Fund Advisors	<u>4,166,616.18</u>	<u>0.00%</u>
	4,166,616.18	0.00%

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 50 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 348 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 2.7 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 3.3 years.
- G./H./I./J. U.S. Agency Obligations.

**Eastern Michigan University
University Investment Portfolio**

December 31, 2002

	Dreyfus*	DFA	Vanguard	Federated US Govt. 2-5	Net University Holdings	Total
Total Fund Net Assets	\$10,781,148,037	\$1,013,690,000	\$11,754,843,402	\$764,132,326		
EMU's Investment % of Total Fund	\$7,436,463 0.07%	\$25,741,889 2.54%	\$7,346,340 0.06%	\$7,620,615 1.00%	\$38,814,425	\$86,959,732
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	44 days	336 days	2.6 years	3.5 years		1.46 Years
Book NAV (7/1/02)	1.00	10.34	10.68	11.24		
Market NAV (12/31/02)	1.00	10.29	10.79	11.67		
Liquidity Option	Same Day	Next Day	Next Day	Next Day		
Morningstar Rating	N/A	4 stars	4 stars	5 stars		
3 Year Average Annual Total Return	3.97%	5.45%	7.17%	9.48%		
3 Year Benchmark	3.90%	3.90%	7.06%	7.06%		
Portfolio Mix						
Commercial Paper Notes	32.21%	0.20%				
Repos						
Variables						
Govt. Agency Mort. Backed Sec.				29.42%		
Time Deposits	34.83%		4.20%			
Direct U.S. Govt. Agencies	2.78%					
C.D.'s	30.18%					
U.S. Treasury's		29.30%	10.90%	65.28%		
Other						
Bonds		70.50%	82.20%			
Cash			2.70%	5.30%		
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)					\$26,178,159	
FirStar Bank					\$34,928	
Eagle Crest Cash					\$601,338	
Average Credit Quality Rating	AAA	AAA	AA	AAA	AAA	AA+

* Money Market Fund

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 2
DATE: January 21, 2003

RECOMMENDATION

REPORT: INTERNAL AUDIT

ACTION REQUESTED

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

STAFF SUMMARY

The reports for Conflict of Interest and Cash Receipts 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.

Enclosed is the updated internal audit schedule for the period ending September 30, 2003.

University management has followed-up on previously issued audit recommendations and reports that such recommendations have been implemented.

FISCAL IMPLICATIONS

It is expected that fiscal year 2002-2003 expended resources will be within approved budget limitations.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date)



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

Date: December 9, 2002

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

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

Re: CASH RECEIPTS

Attached is the report for the internal audit review of the internal control process for cash receipts. Revisions based on discussions with Mr. John Beaghan, Controller, Ms. Judy Salyer, Cashiering Manager, and Mr. Tim Griffith, Accounting Manager have been incorporated.

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

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

cc: Board of Regents
President Samuel A. Kirkpatrick

AUDIT REPORT CASH RECEIPTS

Background

The term “cash receipts” for purposes of this report is meant to encompass various forms of revenue recorded by the University, whether it be cash, credit card, electronic funds, lock box receipts, or Eagle Express Card. Significant revenue categories are as follows:

- ❑ Tuition and fees
- ❑ State appropriations
- ❑ Federal grants and contracts
- ❑ Federal financial aid
- ❑ State grants and contracts
- ❑ State financial aid
- ❑ Student loan repayments
- ❑ Housing and dining services
- ❑ Parking
- ❑ Department activities

For the categories listed above, there are various areas that receive cash, credit card, or other types of payments. The two areas of the University that receive significant amounts of revenue are the Cashier’s Office and Financial Services. The Cashier’s Office operates under the direction of Student Business Services. A brief description of each of these revenue categories and the areas that receive funds area as follows:

Tuition and Fees

Tuition and fees are mailed to EMU’s lock box at Comerica, mailed to the Cashier’s Office, dropped in the night depository, or received over-the-counter in the form of cash, checks, and credit card transactions. These transactions are processed through Student Business Services (Cashier’s Office), Continuing Education , and through a lock box with the majority of revenue being received through the Cashier’s Office. Approximately half of all tuition and fees are received before the end of the first month of the term.

Comerica sends a daily file transfer to the University detailing all deposits received in the lock box. University Computing uploads the file into the computer system. The Cashier’s Office reconciles the deposit slip, remittance advices, and Optical Character Reader (OCR) summary report prepared by Comerica.

State Appropriations

EMU receives State Appropriations electronically through Financial Services. Generally, the amount to be received is known by the Director of Financial Services prior to being received. The State Appropriations are wired electronically from the State of Michigan to the University's bank account in eleven equal payments on the 16th of the month (October through August). Occasionally, the State will include other miscellaneous amounts when wiring State Appropriations, causing the payments to be higher in some months.

Federal & State Grants and Contracts and State Financial Aid

Federal & State grants and contract reimbursements are invoiced and received either by mail or transferred electronically directly to the University's bank account. If the funds are received through the mail, they are processed through the Cashier's Office. State Financial Aid is handled the same way as Federal and State grants and contracts, with funding being received both electronically and through the mail.

Federal Financial Aid

All Federal Financial Aid is drawn down through a letter of credit. The letter of credit enables the University to draw funds electronically up to the credit limit set for Federal Financial Aid.

Student Loan Repayments

University Short Term Loans are provided in amounts ranging from \$50 to \$500, with 3-6 month durations. The billing and collecting of student loans are handled by an outside agency (AFSA Data Corporation). The cash receipts collected by AFSA are deposited to a University bank account by AFSA.

Housing and Dining Services

The billing for housing and dining services for those individuals who are on a specific meal plan is performed by Student Business Services and is collected by the Cashier's Office. Dining service receipts from walk up service are collected by each dining location then sent to the Central Cash Office for Dining Services. Once a day the receipts from the Central Cash Office for Dining Services are then brought to the Cashier's Office for deposit.

Parking

Parking receipts are collected by both the Parking Office and the parking booths. The parking booth receipts are brought to the Parking Office at the end of each shift. Each day an armored car comes to the Parking Office to pick up their deposit and take it to the bank.

Departmental Activities

Several departments receive cash and other types of payments. These departments are required to make deposits through the Cashier's Office. The frequency of deposits is dependent on the level of activity and the amount of cash received by the department.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls for cash receipts within the Cashier's Office and Financial Services.

The scope of our review included reviewing transactions and procedures specific to the Cashier's Office, five interfacing departments, and Financial Services. The interfacing departments included WEMU, Halle Library, Library Computer Store, University Publications and the Lobby Shop.

Conclusion

No significant findings were noted. We did, however, identify opportunities for strengthening the internal control environment in the areas reviewed. We do not consider these to be significant internal control weaknesses.

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

We completed our audit fieldwork on October 30, 2002.

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

Cashier's Office

Because tuition and fees make up a substantial portion of revenues, a large portion of which are in the form of cash or check transactions, we believe certain inherent risk factors exist. In addition to cash and check collections, tuition and fees are also collected by credit card. The overall increase in the number of transactions caused by the acceptance of credit cards creates additional risk in this area. As a result, each type of cash receipt transaction was tested.

The Cashier's Office clearly has the greatest level of cash receipt activity for the University. As a result, the greatest level of risk exists in this area. Documentation and testing of the Cashier's Office procedures included security measures, balancing procedures, bank deposit procedures, over-the-counter transactions (including tuition and fees transactions), night depository and mail transactions, telephone transactions, lock box reconciliation procedures, and how departmental transfers are processed by the Cashier's Office. No significant exceptions were noted in these areas.

Vault procedures were reviewed to ensure that cash is properly secured. This is a relatively high area of risk and an important factor in assessing internal control. We observed, evaluated, and documented these procedures during our audit.

Components of cashiering procedures include the night depository and mail transactions. These areas were covered in part with the documentation of general cashiering procedures. However, because these types of transactions are readily identifiable, can be easily segregated, and pose risks unique to their transaction type, we spent additional time specifically documenting and testing these types of transactions.

Several departments transfer funds to the Cashier's Office periodically. Of these departments, some departments are required to make daily deposits to the Cashier's Office, while others may deposit less frequently, depending on the level of cash receipts activity the department experiences. However, per the EMU Cashiering – Departmental Guide, regardless of the level of activity or deposit amount, departments must deposit funds to the Cashier's Office within 4 business days of receipt. A sample of departments was selected to document and test procedures for cash receipts. These departments included WEMU, Halle Library, Library Computer Store, University Publishing and the Lobby Shop. Historically, the Athletic Department has a high level of cash activity. However, due to the NCAA requirements to have an annual audit of the Athletic Department (currently performed by the University's external auditors), as well as an annual internal audit of Ticket Sales, we did not test this department specifically.

Credit card transactions also have a high level of risk. The University accepts credit cards for most revenue producing activities. We documented and tested procedures and controls related specifically to credit cards. No significant exceptions were noted in this area.

Other areas we tested due to their nature included bank deposits, student loans, employee transactions, and other transactions (including graduation application fees, etc..). The procedures and controls for these areas were documented and tested separately.

We also tested controls and reviewed transactions related to Cashier's Office employee accounts in the Integrated Student Information System (ISIS). No exceptions were noted.

Findings and Recommendations

Vault Procedures

Finding

We reviewed the vault log book for the period 7/1/01-10/22/02. We noted one day where all information was missing, including the time and signatures required at the end of the day when the vault is locked. We noted sixteen (16) days where the time the vault was locked was not recorded. We also noted one day where only one of the two required signatures was present.

Recommendation

We recommend that the procedure that requires the completion of the vault log book be reinforced.

Management's Response

We agree. The procedures have been reviewed and updated and discussed with appropriate staff. We are now using a calendar instead of blank paper to better document signoff on all business days.

Night Depository

Finding

We reviewed the night depository vault log book for the period 7/1/01-6/30/02. We noted two dates where the night depository was not emptied and the mail was removed the following day. We also noted that the applicable year was not written on the log sheets and numerous sheets were not in date order making it difficult to distinguish one calendar year from the next.

Recommendation

We recommend that an emphasis be placed on emptying the night depository daily. We also recommend maintaining the vault log book in date order with the applicable year noted on each sheet.

Management's Response

We agree. The procedures have been reviewed and updated and discussed with appropriate staff.

Halle Library

Finding

We noted that deposits are not taken to the Cashier's Office in a timely manner in accordance with University policy.

Recommendation

We recommend that copy service and client service deposits be taken to the Cashier's Office in accordance with EMU's Departmental Guide.

Management's Response

We agree. Departmental procedures have been updated requiring deposits to be made within 48 hours (two business days) of receipt.

Finding

We noted that the Daily Cash Register Shift-to Shift Tally Forms are not being completed in a consistent manner by all staff/supervisors.

Recommendation

We recommend that these forms be completed in a consistent manner by all staff and supervisors in order to track cash over/short amounts for each employee.

Management's Response

We agree. The necessity of this procedure has been reinforced with the appropriate staff.

Finding

We noted that a customer referred to a separate area of the Library to pick up a tape that was ordered without making a payment at the client services counter. An individual from the other area brought the cash to the Library after it was brought to his attention that no payment had yet been made.

Recommendation

We recommend that a receipt be obtained from the Library client service employee prior to picking up materials from other areas. With this control, no materials will be given out without proper payment.

Management's Response

We agree. This procedure has been implemented.

Lobby Shop***Finding***

We noted several instances where a supervisor did not initial the cash drawer sign in/out log.

Recommendation

We recommend that the procedure that requires a supervisor to initial the cash drawer sign in/out log each time a cash drawer is checked in or out be reinforced.

Management's Response

We agree. This procedure has been reinforced with the appropriate supervisors.

Accounting Department

The state appropriations are received electronically (wired) in eleven equal installments from October through August. Since the funds are transferred electronically it may not represent as high of a level of risk as typical cash receipts. We documented procedures and tested controls for state appropriations.

State grants and contracts, State Financial Aid, Federal grants and contracts, and Federal Financial Aid are either received through draws on letters of credit or through check reimbursement. Generally, checks are routed directly to the Cashier's Office. The draws on letters of credit are received electronically. We documented procedures and tested controls for funds received electronically and through check reimbursement.

There were no findings noted related to the Accounting Department.



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

9.

Date: December 19, 2002

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

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

Re: CONFLICT OF INTEREST

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

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

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

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

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

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

Eastern Michigan University Internal Audit Schedule
Andrews Hooper & Pavlik
 For Period Ending September 30, 2003

<u>Timing</u>		<u>Budget Hours</u>	<u>Item</u>
<u>Work Pfm'd</u>	<u>Report</u>		
Various	Various	100	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Completed	Jan-03	40	Conflict of Interest Statements Board of Regents, President & Administrative Professionals 10 & above
Completed	Jan-03	200	Cash Receipts
Jan-03	Mar-03	60	Ticket Sales (including special events) Quirk Auditorium Advance Sales At Game Sales
Jan-03	Mar-03	80	Regulatory/Compliance
Apr-03	Jun-03	100	Purchasing - General
May-03	Jun-03	80	Purchasing - Food Service
May-03	Jun-03	50	Purchasing - Library
Jun-03	Sep-03	150	HR - Benefits Administration
Jun-03	Sep-03	100	Risk Management
Jul-03	Sep-03	200	Cash Disbursements
Aug-03	Nov-03	80	Parking Revenues/Cash Controls
Various	Various	160	Special Projects
Various	Various	<u>100</u>	Contingencies
		<u><u>1,500</u></u>	

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 3

DATE:

January 21, 2003

RECOMMENDATION

REPORT: GRANTS/CONTRACTS

ACTION REQUESTED

It is recommended that 50 grants and contracts totaling \$2,223,433 for the period 11/01/02 through 12/31/02 be accepted.

SUMMARY

One-hundred percent sponsor-funded grants and contracts in the amount of \$1,366,135 were awarded to the University during the period 11/01/02 through 12/31/02. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled \$857,298.

Summary of Grants and Contracts (pp. 2-5)
Grants & Contracts Progress Report (p. 6)
November 2002 Proposal Activity (pp. 7-12)
December 2002 Proposal Activity (pp. 13-19)

FISCAL IMPLICATIONS

This action approves allocating University matching funds in the amount of \$10,200 as cash contributions for projects awarded during the period 11/01/02 through 12/31/02, for a fiscal year-to-date total of \$114,263 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

1.

Eastern Michigan University
Summary of Grants and Contracts

1/21/2003

(Reported for FY 2003)

100% Sponsored

Title Grantor/Contractor	Director	Administrator	Amount
UAW-GM Cadillac Skills Center 2001 - 2002 Contract Year	Melanie Ferren	Melanie Ferren	\$240,894
UAW-GM Center for Human Resources			
UAW-Ford Research & Engineering 2002-2003 Contract Year	Melanie Ferren	Melanie Ferren	\$201,734
UAW-Ford National Programs Center			
<i>H. influenzae</i> modulins in COPD airway inflammation National Institutes of Health	Daniel Clemans	Daniel Clemans	\$143,000
UAW-Ford NPC Pilot Plant UAW-Ford National Programs Center	Melanie Ferren	Melanie Ferren	\$121,288
National Joint Committee on Health & Safety UAW-Ford National Joint Committee Health & Safety	Pamela Hill	Pamela Hill	\$109,210
UAW-DaimlerChrysler--Excess Revenue UAW-Chrysler National Skill Development & Training Center	Pamela Hill	Pamela Hill	\$76,000
Delphi Automotive Services Delphi Automotive	Pamela Hill	Pamela Hill	\$75,000
UAW-Ford NPC Carlite Plant 2002-2003 Contract Year National Program Center	Melanie Ferren	Melanie Ferren	\$49,450
Donation of infrared spectrophotometer equipment Bran+Luebbe, Inc.	Subhas Ghosh	Subhas Ghosh	\$34,000
Michigan Bridge to the Doctorate Program-2nd Installment of Year 1 University of Michigan	Patrick Melia	Patrick Melia	\$33,112
Gonioapparent Color Acceptability in Automotive Finishes DuPont Automotive Products	Ted Provder	Ted Provder	\$30,000
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$30,000
Real-time Crime Analysis and GIS Mapping - 4 City of Ypsilanti	Peggy Wiencek	Peggy Wiencek	\$21,412
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$20,400
Michigan Bridge to the Doctorate Program University of Michigan	Patrick Melia	Patrick Melia	\$19,514
American Axle American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$17,400
TI Automotive TI Automotive	Pamela Hill	Pamela Hill	\$13,000
Siemens Westinghouse Siemens Westinghouse	Barbara Hopkins	Barbara Hopkins	\$12,100

Title	Grantor/Contractor	Director	Administrator	Amount
American Axle American Axle & Manufacturing		Barbara Hopkins	Barbara Hopkins	\$11,200
American Axle & Manufacturing American Axle & Manufacturing		Barbara Hopkins	Barbara Hopkins	\$10,700
Windsor Mold Group Windsor Mold, Inc.		Barbara Hopkins	Barbara Hopkins	\$9,350
Windsor Mold Group Windsor Mold, Inc.		Barbara Hopkins	Barbara Hopkins	\$9,350
Construction Contractors Council Construction Contractors Council		Pamela Hill	Pamela Hill	\$9,250
La-Z-Boy La-Z-Boy		Barbara Hopkins	Barbara Hopkins	\$8,600
UAW-Ford National Joint Committee on Health and Safety UAW-Ford National Joint Committee Health & Safety		Pamela Hill	Ronald Kerrigan	\$7,250
TRIN TRIN		Barbara Hopkins	Barbara Hopkins	\$6,600
Comprehensive Center - Region VI: Extension Funding University of Wisconsin-Madison		Phyllis Noda	Phyllis Noda	\$6,419
Detroit Diesel Corporation Detroit Diesel Corporation		Barbara Hopkins	Barbara Hopkins	\$5,400
Tissue Engineering of Hepatocytes MERS, LLC.		Elizabeth Butch	Elizabeth Butch	\$5,000
Eagle Crest Action Plan Eagle Crest Management Corporation		Joseph Ohren	Charles Monsma	\$5,000
Polish Shaker Christine Bodie		Russ Rhoton Daniel Fields	Daniel Fields	\$4,000
Inalfa Roof Systems Inalfa Roof Systems Inc.		Barbara Hopkins	Barbara Hopkins	\$3,975
Project YES - Youth for Equality and Safety Expansion Colin Higgins Foundation		Kathleen Russell	Kathleen Russell	\$3,000
Henderson Automotive Henderson Automotive		Barbara Hopkins	Barbara Hopkins	\$2,850
Small contract for Tex-Shield Tex-Shield, Washington D.C		Julie Becker	Julie Becker	\$2,200
GIS technical support for the Ann Arbor Public Schools, part 2 Ann Arbor Public Schools		Yichun Xie	Yichun Xie	\$2,100
Visteon Corporation Visteon Corporation		Barbara Hopkins	Barbara Hopkins	\$2,100
Feasibility Study for Upgrade of Sign Management System Road Commission for Oakland County		Yichun Xie	Yichun Xie	\$2,000
NSF International-Injection Molding Equipment Usage NSF International		Erik Lokensgard	Daniel Fields	\$925

<u>Title</u>	<u>Director</u>	<u>Administrator</u>	<u>Amount</u>
<u>Grantor/Contractor</u>			
Short Contract for the Friends of the Detroit River, plots of various localities Friends of the Detroit River	Yichun Xie	Yichun Xie	\$672
Hillsdale Tool Hillsdale Tool	Barbara Hopkins	Barbara Hopkins	\$600
Small contract for Universal Lettering, October 2002 Universal Lettering, Van Wert, Ohio	Julie Becker	Julie Becker	\$80
		42 Grants and Contracts for a total of:	\$1,366,135

H.

Eastern Michigan University
 Summary of Grants and Contracts
 1/21/2003
 (Reported for FY 2003)
 Requiring EMU Matching Funds

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
Comer Schools and Families Initiative, Year 9	Nora Martin	Jerry Robbins	\$741,613		\$461,000	\$1,202,613
Skillman Foundation						
Improving Teacher Quality through Partnerships that Connect Teacher Performance to Student Learning - Year 4	Georgea Langer Patricia Pokay	Alane Starko	\$79,548	\$1,500	\$154,460	\$235,508
Western Kentucky University						
Summer Institute for the Arts, Sciences and Technology	David Gore Judy Sturgis Hill	David Gore	\$6,960	\$8,700	\$87,000	\$102,660
Michigan Department of Education						
Applied Ergonomics for Nursing Homes Training--Consultation and Education Training Grant	Pamela Hill	Pamela Hill	\$11,911		\$53,700	\$65,611
Michigan Department of Consumer and Industry Services						
Alzheimer's Education and Research Program Proposal, FY2003	Anne Robinson	Anne Robinson	\$19,650		\$36,000	\$55,650
Michigan Department of Community Health						
Alzheimer's Education and Research Program, FY 2003	Shelly Weaverdyck	Elizabeth Schuster	\$11,830		\$36,000	\$47,830
Michigan Department of Community Health						
Technology Teacher Education Curriculum	Phillip Cardon	Phillip Cardon	\$9,052		\$27,138	\$36,190
Ohio State University						
Raising Children to be English-Japanese Bilinguals	Hitomi Oketani	Hitomi Oketani	\$1,220		\$2,000	\$3,220
Japan Business Society of Detroit Foundation						
8	Grants/Contracts for a total of:		\$881,784	\$10,200	\$857,298	\$1,749,282

GRANTS AND CONTRACTS
FY 2003 PROGRESS REPORT
 January 21, 2003

Table I Current Proposal/Award Activity and Prior Year Comparison

	FY02-03 Annual Plan	FY02-03 Plan To Date	FY02-03 Actual To Date	FY02-03 Actual Plan Variance	FY01-02 Annual Plan	FY01-02 Plan To Date	FY01-02 Actual To Date	FY01-02 Actual Plan Variance	FY02-03 vs FY01-02 Actual to Date Var.
Number of Proposals	506	253	225	(28)	480	240	221	(19)	4
Number of Awards	394	197	168	(29)	351	176	193	17	(25)
Dollar Value of Awards	\$16,515,000	\$8,257,500	\$6,553,882	(\$1,703,618)	\$16,500,000	\$8,250,000	\$8,800,823	\$550,823	(\$2,246,941)
Matching Funds	\$361,652	\$180,826	\$114,263	(\$66,563)	\$361,652	\$180,826	\$182,466	\$1,640	(\$68,203)

Table II Future Budgetary Implications of FY02-03 Awards/Matching Funds

	Dollar Value	Budgeted Expenditures by Fiscal Year		
		FY02-03	FY03-04	FY04-05
FY02-03 Awards to Date	\$6,553,882	\$4,834,807	\$1,532,532	\$64,374
FY02-03 Matching Funds to Date	\$114,263	\$106,850	\$7,413	\$0

Table III Grant and Contract Expenditures

	FY02-03	FY01-02	FY02-03 vs FY01-02 Variance
Expenditures to Date as of November 30	\$3,929,755	\$4,893,190	(963,435)

Table IV Proposals Pending

	FY02-03	FY01-02	FY02-03 vs FY01-02 Variance
No. of Pending Proposals as of December 31	104	96	8
Dollar Value of Pending Proposals	\$15,255,390	\$13,596,600	\$1,658,790

6.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 01/15/2003
Grant/Contract Activity for November 2002

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030510	American Axle & Manufacturing	Center for Quality	Awarded 11/27/2002	\$11,200	\$11,200
20030512	American Axle & Manufacturing	Center for Quality	Awarded 11/27/2002	\$17,400	\$17,400
20030413	DuPont Automotive Products	Coatings Research Institute	Awarded 11/18/2002	\$30,000	\$30,000
20030514	Henderson Automotive	Center for Quality	Awarded 11/27/2002	\$2,850	\$2,850
20030511	Hillsdale Tool	Center for Quality	Awarded 11/27/2002	\$600	\$600
20030517	Japan Business Society of Detroit Foundation	Foreign Languages & Bilingual Studies	Awarded 11/27/2002	\$2,000	\$2,000
20030509	La-Z-Boy	Center for Quality	Awarded 11/27/2002	\$8,600	\$8,600
20030123	Michigan Department of Community Health	Gerontology	Awarded 11/27/2002	\$36,000	\$36,000
20030124	Michigan Department of Community Health	Gerontology	Awarded 11/27/2002	\$36,000	\$36,000
20021233	Michigan Department of Consumer and Industry Services	Center for Organizational Risk Reduction	Awarded 11/27/2002	\$53,700	\$53,700
20030314	National Program Center	Workforce Education	Awarded 11/27/2002	\$49,450	\$49,450
20030433	NSF International	Industrial Technology	Awarded 11/27/2002	\$925	\$925
20020206	Ohio State University	Business & Technology Education	Awarded 11/27/2002	\$27,138	\$27,138
20030507	Tex-Shield, Washington D.C	Textiles Research & Training Institute	Awarded 11/27/2002	\$2,200	\$2,200
20030513	TRIN	Center for Quality	Awarded 11/27/2002	\$6,600	\$6,600
20030439	UAW-Ford National Joint Committee Health & Safety	Center for Organizational Risk Reduction	Awarded 11/27/2002	\$109,210	\$109,210
20021142	UAW-Ford National Programs Center	Workforce Education	Awarded 11/27/2002	\$201,734	\$201,734
20020306	UAW-GM Center for Human Resources	Center for Management & Leadership: Workforce Ed	Awarded 11/27/2002	\$240,894	\$240,894

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20021133	Multimedia Educ. Resource for Learning & Online Teaching	Teacher Education	Pending	\$431,118	\$0
20021008	National Board of Professional Teaching Standards	English Language & Literature	Pending	\$25,258	\$0
20020539	National Council on Economic Education	National Institute for Consumer Education	Pending	\$4,850	\$0
20020303	National Endowment for the Humanities	African American Studies	Pending	\$5,000	\$0
20030334	National Endowment for the Humanities	History & Philosophy	Pending	\$125,367	\$0
20021118	National Institute of Mental Health	Sociology, Anthropology and Criminology	Pending	\$124,000	\$0
20021236	National Institute On Aging	HPERD	Pending	\$71,500	\$0
20020739	National Institutes of Health	Biology	Pending	\$143,000	\$0
20030428	National Institutes of Health	Psychology	Pending	\$1,426,590	\$0
20030409	National Programs Center	Workforce Education	Pending	\$733,358	\$0
20020407	National Science Foundation	Industrial Technology Business & Technology Education	Pending	\$188,318	\$0
20021135	National Science Foundation	Interdisciplinary Technology	Pending	\$75,000	\$0
20030109	National Science Foundation	English Language & Literature	Pending	\$275,075	\$0
20030215	National Science Foundation	Institute for Geospatial Research & Education (IGRE)	Pending	\$299,994	\$0
20030225	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$99,486	\$0
20030313	National Science Foundation	Chemistry	Pending	\$195,096	\$0
20030318	National Science Foundation	Physics & Astronomy	Pending	\$101,499	\$0
20030414	National Science Foundation	Geography & Geology Institute for Geospatial Research & Education (IGRE)	Pending	\$899,784	\$0
20030418	National Science Foundation	Coatings Research Institute	Pending	\$97,016	\$0
20030419	National Science Foundation	Interdisciplinary Technology Coatings Research Institute	Pending	\$97,046	\$0
20030426	National Science Foundation	Coatings Research Institute	Pending	\$99,613	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR NOVEMBER 2002

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030425	Ford Motor Co.	Office of the Dean of Technology	Pending	\$11,500	\$0
20021249	Genesee Intermediate School District	Office of Collaborative Education Leadership & Counseling	Pending	\$339,876	\$0
20011144	Harry A. & Margaret D. Towsley Foundation	Alzheimer's Education Program	Pending	\$165,784	\$0
20020226	International Association of Chiefs of Police	Public Safety	Pending	\$5,000	\$0
20020203	Medical College of Toledo	Associated Health Professions	Pending	\$86,087	\$0
20030501	Michigan Campus Compact	American Humanics Campus Life	Pending	\$2,000	\$0
20030508	Michigan Department of Career Development	Business & Technology Education	Pending	\$8,343	\$0
20021202	Michigan Department of Community Justice	Social Work	Pending	\$30,425	\$0
20021231	Michigan Department of Consumer and Industry Services	Center for Organizational Risk Reduction	Pending	\$50,900	\$0
20021232	Michigan Department of Consumer and Industry Services	Center for Organizational Risk Reduction	Pending	\$46,000	\$0
20030431	Michigan Department of Education	Teacher Education	Pending	\$100,000	\$0
20030432	Michigan Department of Education	Chemistry	Pending	\$100,000	\$0
20030435	Michigan Department of Education	History & Philosophy	Pending	\$78,593	\$0
20030113	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$29,004	\$0
20020514	Michigan Dept of Environmental Quality	Biology Political Science	Pending	\$180,000	\$0
20030411	Michigan Economic Development Corporation	Coatings Research Institute	Pending	\$53,484	\$0
20030412	Michigan Economic Development Corporation	Coatings Research Institute	Pending	\$35,625	\$0
20020404	Michigan State University	Psychology	Pending	\$199,501	\$0
20021230	Michigan State University	Psychology	Pending	\$154,638	\$0
20021120	Mississippi State University	Physics & Astronomy	Pending	\$9,717	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030506	Universal Lettering, Van Wert, Ohio	Textiles Research & Training Institute	Awarded 11/27/2002	\$80	\$80
20020610	University of Michigan	Graduate School	Awarded 11/13/2002	\$19,514	\$19,514
20030423	University of Wisconsin-Madison	BBTEP	Awarded 11/27/2002	\$6,419	\$6,419
20020742	Michigan Dept of Environmental Quality	CEITA	Denied 11/27/2002	\$900,000	\$0
20030101	National Science Foundation	Biology	Denied 11/27/2002	\$353,033	\$0
20021112	Ann Arbor Center for Independent Living	African American Studies	Pending	\$10,500	\$0
20030317	Canadian Embassy	Foreign Languages & Bilingual Studies	Pending	\$10,000	\$0
20030335	Canadian Embassy	Geography & Geology	Pending	\$9,245	\$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
20030301	City of Toledo	Geography & Geology	Pending	\$8,400	\$0
20020112	Coca Cola Foundation	Social Work	Pending	\$34,975	\$0
20030216	Coca Cola, USA	Coatings Research Institute	Pending	\$46,216	\$0
20030310	Colin Higgins Foundation	Lesbian, Gay, Bisexual, Transgender Resource Center	Pending	\$25,000	\$0
20030227	Community Foundation for Southeastern Michigan	Teacher Education	Pending	\$49,202	\$0
20020117	Dearborn Public Schools	History & Philosophy	Pending	\$199,068	\$0
20020725	DSM Research	Coatings Research Institute	Pending	\$74,999	\$0
20030308	DuPont Automotive Products	Industrial Technology	Pending	\$59,059	\$0
20020737	Environmental Protection Agency	Biology	Pending	\$55,992	\$0
20021053	Environmental Protection Agency	CEITA	Pending	\$3,000	\$0
20021111	Environmental Protection Agency	Institute for Geospatial Research & Education (IGRE)	Pending	\$89,917	\$0
20030424	Exatec	Coatings Research Institute	Pending	\$30,000	\$0
20020721	Flint Greater Eastside Community Assoc	Institute for Diversity in Business Services	Pending	\$33,916	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030503	National Science Foundation	Mathematics	Pending	\$173,649	\$0
20030434	Oncology Nursing Society	Nursing Education	Pending	\$9,826	\$0
20030311	SAP America, Pennsylvania	Management	Pending	\$25,000	\$0
20030403	Sigma Nine	Coatings Research Institute	Pending	\$60,506	\$0
20020730	Society of Manufacturing Engineers	Coatings Research Institute	Pending	\$15,000	\$0
20030407	Southeast Michigan Council of Governments	Political Science	Pending	\$2,000	\$0
20030417	State University of West Georgia	Biology	Pending	\$60,516	\$0
20030336	Susan G. Komen Breast Cancer Foundation	Nursing Education	Pending	\$149,347	\$0
20020307	The Consumer Protection Fund	National Institute for Consumer Education	Pending	\$55,999	\$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
20020919	U.S. Department of Education	National Institute for Consumer Education	Pending	\$306,038	\$0
20030112	U.S. Department of Education	ICARD	Pending	\$229,368	\$0
20030315	U.S. Department of State	Sociology, Anthropology and Criminology	Pending	\$113,278	\$0
20021134	U.S. Geological Survey	Institute for Geospatial Research & Education (IGRE)	Pending	\$8,928	\$0
20021143	UAW-Ford National Programs Center	Workforce Education	Pending	\$128,205	\$0
20030333	United States Institute of Peace	Sociology, Anthropology and Criminology	Pending	\$65,683	\$0
20021013	University Corporation for Atmospheric Research (Denver)	Teacher Education	Pending	\$114,724	\$0
20021106	University of Michigan	Psychology	Pending	\$6,821	\$0
20021119	University of Michigan	HECR	Pending	\$274,476	\$0
20030402	University of South Florida	ISCFC	Pending	\$41,749	\$0
20020501	Washtenaw United Way	ICARD Teacher Education	Pending	\$15,733	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030203	Wayne County Department of Juvenile Justice	Social Work	Pending	\$30,369	\$0
20020705	Wayne State University	Political Science	Pending	\$139,590	\$0
20020740	Wayne State University	Biology	Pending	\$167,397	\$0
20030429	West Virginia University	Biology	Pending	\$24,519	\$0
20021235	Western Kentucky University	Teacher Education	Pending	\$157,259	\$0
20030421	World Values Survey/Bank of Sweden Fdm	Sociology, Anthropology and Criminology	Pending	\$12,000	\$0

Quantity of Awards: 21
Sum of Awards: \$862,514

Quantity of Pending: 87
Quantity of Denied: 2

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EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 01/21/2003

Grant/Contract Activity for December 2002

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030619	American Axle & Manufacturing	Center for Quality	Awarded 12/16/2002	\$10,700	\$10,700
20030319	Ann Arbor Public Schools	Institute for Geospatial Research & Education (IGRE)	Awarded 12/17/2002	\$2,100	\$2,100
20030628	Bran+Luebbe, Inc.	HECR	Awarded 12/23/2002	\$34,000	\$34,000
20030522	Christine Bodie	Industrial Technology	Awarded 12/16/2002	\$4,000	\$4,000
20030627	City of Ypsilanti	ISCFC	Awarded 12/23/2002	\$21,412	\$21,412
20030310	Colin Higgins Foundation	Lesbian, Gay, Bisexual, Transgender Resource Center	Awarded 12/23/2002	\$3,000	\$3,000
20030608	Construction Contractors Council	Center for Organizational Risk Reduction	Awarded 12/18/2002	\$9,250	\$9,250
20030609	Delphi Automotive	Center for Organizational Risk Reduction	Awarded 12/18/2002	\$75,000	\$75,000
20030620	Detroit Diesel Corporation	Center for Quality	Awarded 12/16/2002	\$5,400	\$5,400
20030614	Eagle Crest Management Corporation	Political Science	Awarded 12/12/2002	\$5,000	\$5,000
20030332	Friends of the Detroit River	Institute for Geospatial Research & Education (IGRE)	Awarded 12/17/2002	\$672	\$672
20030632	Inalfa Roof Systems Inc.	Center for Quality	Awarded 12/23/2002	\$3,975	\$3,975
20030415	MERS, LLC.	Chemistry	Awarded 12/18/2002	\$5,000	\$5,000
20030621	Michigan Department of Education	Interdisciplinary Technology Communication & Theatre Arts	Awarded 12/16/2002	\$87,000	\$87,000
20020739	National Institutes of Health	Biology	Awarded 12/23/2002	\$143,000	\$143,000
20030220	Road Commission for Oakland County	Institute for Geospatial Research & Education (IGRE)	Awarded 12/17/2002	\$2,000	\$2,000
20030631	Siemens Westinghouse	Center for Quality	Awarded 12/23/2002	\$12,100	\$12,100
20030125	Skillman Foundation	Office of the Dean of Education	Awarded 12/13/2002	\$461,000	\$461,000

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030611	TI Automotive	Center for Organizational Risk Reduction	Awarded 12/18/2002	\$13,000	\$13,000
20030615	UAW-Chrysler National Skill Development & Training Center	Center for Organizational Risk Reduction	Awarded 12/16/2002	\$76,000	\$76,000
20030610	UAW-Ford National Joint Committee Health & Safety	Center for Organizational Risk Reduction	Awarded 12/18/2002	\$7,250	\$7,250
20021145	UAW-Ford National Programs Center	Workforce Education	Awarded 12/17/2002	\$121,288	\$121,288
20030616	University of Michigan	Graduate School	Awarded 12/16/2002	\$33,112	\$33,112
20030633	Visteon Corporation	Center for Quality	Awarded 12/23/2002	\$2,100	\$2,100
20021235	Western Kentucky University	Teacher Education	Awarded 12/19/2002	\$154,460	\$154,460
20030617	Windsor Mold, Inc.	Center for Quality	Awarded 12/16/2002	\$9,350	\$9,350
20030618	Windsor Mold, Inc.	Center for Quality	Awarded 12/16/2002	\$9,350	\$9,350
20030629	Yazaki North America	Center for Quality	Awarded 12/23/2002	\$20,400	\$20,400
20030630	Yazaki North America	Center for Quality	Awarded 12/23/2002	\$30,000	\$30,000
20030227	Community Foundation for Southeastern Michigan	Teacher Education	Denied 12/9/2002	\$49,202	\$0
20021126	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Denied 12/16/2002	\$10,000	\$0
20021133	Multimedia Educ. Resource for Learning & Online Teaching	Teacher Education	Denied 12/20/2002	\$431,118	\$0
20021236	National Institute On Aging	HPERD	Denied 12/13/2002	\$71,500	\$0
20030108	National Science Foundation	English Language & Literature	Denied 12/2/2002	\$127,641	\$0
20030109	National Science Foundation	English Language & Literature	Denied 12/11/2002	\$275,075	\$0
20030006	American Councils for International Education	Teacher Education	Pending	\$18,023	\$0
20030007	American Lung Association	Biology	Pending	\$35,000	\$0
20021112	Ann Arbor Center for Independent Living	African American Studies	Pending	\$10,500	\$0

14.

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030504	Braitmayer Foundation	Teacher Education	Pending	\$9,900	\$0
20030317	Canadian Embassy	Foreign Languages & Bilingual Studies	Pending	\$10,000	
20030335	Canadian Embassy	Geography & Geology	Pending	\$9,245	\$0
20030520	Canadian Embassy	Political Science	Pending	\$4,491	\$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
20030301	City of Toledo	Geography & Geology	Pending	\$8,400	\$0
20030528	City of Ypsilanti	ISCFC	Pending	\$21,412	\$0
20020112	Coca Cola Foundation	Social Work	Pending	\$34,975	\$0
20030216	Coca Cola, USA	Coatings Research Institute	Pending	\$46,216	\$0
20030516	Council of Graduate Schools, Washington DC	Biology	Pending	\$52,000	\$0
20020117	Dearborn Public Schools	History & Philosophy	Pending	\$199,068	\$0
20020725	DSM Research	Coatings Research Institute	Pending	\$74,999	\$0
20030308	DuPont Automotive Products	Industrial Technology	Pending	\$59,059	
20020737	Environmental Protection Agency	Biology	Pending	\$55,992	\$0
20021053	Environmental Protection Agency	CEITA	Pending	\$3,000	\$0
20021111	Environmental Protection Agency	Institute for Geospatial Research & Education (IGRE)	Pending	\$89,917	\$0
20030424	Exatec	Coatings Research Institute	Pending	\$30,000	\$0
20020721	Flint Greater Eastside Community Assoc	Institute for Diversity in Business Services	Pending	\$33,916	\$0
20030425	Ford Motor Co.	Office of the Dean of Technology	Pending	\$11,500	\$0
20021249	Genesee Intermediate School District	Office of Collaborative Education Leadership & Counseling	Pending	\$339,876	\$0
20011144	Harry A. & Margaret D. Towsley Foundation	Alzheimer's Education Program	Pending	\$165,784	\$0
20020226	International Association of Chiefs of Police	Public Safety	Pending	\$5,000	\$0
20020203	Medical College of Toledo	Associated Health Professions	Pending	\$86,087	

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR DECEMBER 2002

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030501	Michigan Campus Compact	American Humanities Campus Life	Pending	\$2,000	\$0
20030502	Michigan Campus Compact	English Language & Literature	Pending	\$2,500	\$0
20030508	Michigan Department of Career Development	Business & Technology Education	Pending	\$8,343	\$0
20030420	Michigan Department of Community Health	Psychology	Pending	\$17,469	\$0
20021202	Michigan Department of Community Justice	Social Work	Pending	\$30,425	\$0
20021231	Michigan Department of Consumer and Industry Services	Center for Organizational Risk Reduction	Pending	\$50,900	\$0
20021232	Michigan Department of Consumer and Industry Services	Center for Organizational Risk Reduction	Pending	\$46,000	\$0
20030430	Michigan Department of Education	Mathematics	Pending	\$91,983	\$0
20030431	Michigan Department of Education	Teacher Education	Pending	\$100,000	\$0
20030432	Michigan Department of Education	Chemistry	Pending	\$100,000	\$0
20030435	Michigan Department of Education	History & Philosophy	Pending	\$78,593	\$0
20030436	Michigan Department of Education	Office of the Dean of Arts & Sciences Psychology	Pending	\$86,929	\$0
20030604	Michigan Department of Education	ISFC Social Work	Pending	\$117,016	\$0
20030102	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$88,616	\$0
20030103	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$39,016	\$0
20030104	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$48,331	\$0
20030113	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$29,004	\$0
20020514	Michigan Dept of Environmental Quality	Biology Political Science	Pending	\$180,000	\$0
20030411	Michigan Economic Development Corporation	Coatings Research Institute	Pending	\$53,484	\$0

16.

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030412	Michigan Economic Development Corporation	Coatings Research Institute	Pending	\$35,625	\$0
20030529	Michigan Space Grant Consortium	Political Science	Pending	\$3,950	\$0
20020404	Michigan State University	Psychology	Pending	\$199,501	\$0
20021230	Michigan State University	Psychology	Pending	\$154,638	\$0
20021120	Mississippi State University	Physics & Astronomy	Pending	\$9,717	\$0
20030521	National Aeronautics and Space Administration	Institute for Geospatial Research & Education (IGRE)	Pending	\$1,603,141	\$0
20021008	National Board of Professional Teaching Standards	English Language & Literature	Pending	\$25,258	\$0
20020539	National Council on Economic Education	National Institute for Consumer Education	Pending	\$4,850	\$0
20020303	National Endowment for the Humanities	African American Studies	Pending	\$5,000	\$0
20030334	National Endowment for the Humanities	History & Philosophy	Pending	\$125,367	\$0
20021118	National Institute of Mental Health	Sociology, Anthropology and Criminology	Pending	\$124,000	\$0
20030428	National Institutes of Health	Psychology	Pending	\$1,426,590	\$0
20030409	National Programs Center	Workforce Education	Pending	\$733,358	\$0
20020407	National Science Foundation	Industrial Technology Business & Technology Education	Pending	\$188,318	\$0
20021135	National Science Foundation	Interdisciplinary Technology	Pending	\$75,000	\$0
20030215	National Science Foundation	Institute for Geospatial Research & Education (IGRE)	Pending	\$299,994	\$0
20030225	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$99,486	\$0
20030313	National Science Foundation	Chemistry	Pending	\$195,096	\$0
20030318	National Science Foundation	Physics & Astronomy	Pending	\$101,499	\$0
20030414	National Science Foundation	Geography & Geology Institute for Geospatial Research & Education (IGRE)	Pending	\$899,784	\$0
20030418	National Science Foundation	Coatings Research Institute	Pending	\$97,016	\$0
20030419	National Science Foundation	Interdisciplinary Technology Coatings Research Institute	Pending	\$97,046	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR DECEMBER 2002

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030422	National Science Foundation	HECR Textiles Research & Training Institute	Pending	\$137,124	\$0
20030426	National Science Foundation	Coatings Research Institute	Pending	\$99,613	\$0
20030503	National Science Foundation	Mathematics	Pending	\$173,649	\$0
20030526	National Science Foundation	Physics & Astronomy	Pending	\$164,045	\$0
20030530	National Science Foundation	Chemistry	Pending	\$141,262	\$0
20030434	Oncology Nursing Society	Nursing Education	Pending	\$9,826	\$0
20030505	Research Corporation	Chemistry	Pending	\$23,684	\$0
20030515	Research Corporation	Chemistry	Pending	\$34,484	\$0
20030602	RESIST	Office of the Dean of Students	Pending	\$3,000	\$0
20030311	SAP America, Pennsylvania	Management	Pending	\$25,000	\$0
20030403	Sigma Nine	Coatings Research Institute	Pending	\$60,506	\$0
20020730	Society of Manufacturing Engineers	Coatings Research Institute	Pending	\$15,000	\$0
20030407	Southeast Michigan Council of Governments	Political Science	Pending	\$2,000	\$0
20030417	State University of West Georgia	Biology	Pending	\$60,516	\$0
20030336	Susan G. Komen Breast Cancer Foundation	Nursing Education	Pending	\$249,347	\$0
20020307	The Consumer Protection Fund	National Institute for Consumer Education	Pending	\$55,999	\$0
20030518	The Japan Foundation	Foreign Languages & Bilingual Studies	Pending	\$65,901	\$0
20030612	Tides Foundation	Lesbian, Gay, Bisexual, Transgender Resource Center Social Work	Pending	\$78,626	\$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
20020919	U.S. Department of Education	National Institute for Consumer Education	Pending	\$306,038	\$0
20030112	U.S. Department of Education	ICARD	Pending	\$229,368	\$0

18.

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20030605	U.S. Department of Education	Upward Bound	Pending	\$2,265,686	\$0
20030315	U.S. Department of State	Sociology, Anthropology and Criminology	Pending	\$113,278	
20021134	U.S. Geological Survey	Institute for Geospatial Research & Education (IGRE)	Pending	\$8,928	\$0
20030333	United States Institute of Peace	Sociology, Anthropology and Criminology	Pending	\$65,683	\$0
20021013	University Corporation for Atmospheric Research (Denver)	Teacher Education	Pending	\$414,724	\$0
20021106	University of Michigan	Psychology	Pending	\$6,821	\$0
20021119	University of Michigan	HECR	Pending	\$274,476	\$0
20030402	University of South Florida	ISCFC	Pending	\$90,749	\$0
20020501	Washtenaw United Way	ICARD Teacher Education	Pending	\$15,733	\$0
20030203	Wayne County Department of Juvenile Justice	Social Work ISCFC	Pending	\$30,369	\$0
20020705	Wayne State University	Political Science	Pending	\$139,590	\$0
20020740	Wayne State University	Biology	Pending	\$167,397	
20030429	West Virginia University	Biology	Pending	\$24,519	\$0
20030421	World Values Survey / Bank of Sweden Fdn	Sociology, Anthropology and Criminology	Pending	\$12,000	\$0

Quantity of Awards: 29
 Sum of Awards: \$1,360,919

Quantity of Pending: 104
 Quantity of Denied: 6

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: January 21, 2003

RECOMMENDATION

REPORT: CONSTRUCTION PROJECTS PROGRESS

ACTION REQUESTED

It is requested that the Board of Regents receive and place on file the Construction Projects Progress Report for the period ending December 19, 2002.

STAFF SUMMARY

The final phase of the Parking Expansion Project is underway with the demolition of the Business and Finance building. Environmental abatement, salvage operations, and the relocation of power and telephone lines has begun. The actual demolition of the building is scheduled to begin the week of January 13, 2003. Completion of the 260-space tabletop deck is targeted for September 2003.

Request for Proposals to select a planning team to work with the administration in developing a Campus Master Plan has been released with proposals due January 10, 2003.

Preparation to proceed with a new student union and reassignment of McKenny is underway, pending Board authorization to proceed.

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

1.

EASTERN MICHIGAN UNIVERSITY
CONSTRUCTION PROJECTS PROGRESS REPORT
DECEMBER 19, 2002

<u>PROJECTS IN PROGRESS</u>	<u>BUDGET</u>
<p>BUELL SUBSTATION/SWITCH PANELS Account No. U22800 Source of Funds: Housing & Dining Reserves Design Consultant: Neil Adams Project Manager: Ray Sowers Status: Engineering design is complete. Construction & installation is 50% complete Scheduled Completion: January 2003</p>	\$50,000
<p>CREW TRAINING ROOM RENOVATIONS Account No:U16600 Source of Funds: Facility Reserves Design Consultant: Physical Plant Project Manager: John Havranek Status: Project is 90% complete, with flooring & lighting to be completed in January. Scheduled Completion: January 2003</p>	\$93,000
<p>HOYT EMPORIUM PHASE II Account No: U09700 Source of Funds: Housing & Dining Reserves Design Consultant: Angelini & Associates Project Manager: Joe Hickey Status: Project is 95% complete. Scheduled Completion: January 2003</p>	\$821,600
<p>JONES/GODDARD ELECTRICAL UPGRADES Account No: U14600 Source of Funds: Housing & Dining Reserves Design Consultant: Neil Adams Project Manager: Ray Sowers Status: Engineering design has been started Scheduled Completion: September 2003</p>	\$110,000
<p>MARK JEFFERSON ELEVATOR CONTROL REPAIR Account No: U09400 Source of Funds: Asset Preservation Design Consultant: n/a Project Manager: Larry Ward Status: Project has begun with circuit control repairs in progress. Scheduled Completion: June 2003</p>	\$60,000
<p>PARKING AND PAVING 2002 Account No: U19050 Source of Funds: Bond Proceeds Design Consultant: Becket & Raeder, Walbridge Aldinger Project Manager: Aaron Preston Status: Surface lots are complete. Parking deck is being designed. Softball field construction is in progress Scheduled Completion: September 2003</p>	\$6,644,000
<p>QUIRK FIRE ALARM SYSTEM REPLACEMENT Account No: U22500 Source of Funding: Asset Preservation Design Consultant: DiClemente Siegel Project Manager: Ray Sowers Status: Engineering Design in progress Scheduled Completion: June 2003</p>	\$60,000

2.

EASTERN MICHIGAN UNIVERSITY
CONSTRUCTION PROJECTS PROGRESS REPORT
DECEMBER 19, 2002

<u>PROJECTS IN PROGRESS</u>	<u>BUDGET</u>
<p>RACKHAM FIRE ALARM SYSTEM REPLACEMENT Account No: U20663 Source of Funds: Asset Preservation Design Consultant: DiClemente Siegel Project Manager: Ray Sowers Status: Wiring and device installation completed. Project is 90% complete Scheduled Completion: January 2003</p>	\$100,000
<p>SECURITY CAMERA INSTALLATION Account No: U22350 Source of Funds: Parking and Paving Design Consultants: Camtronics Project Manager: Larry Ward Status: Installation of new security cameras and equipment in North Campus Lot 1 and adjacent buildings has begun. Underground conduit and poles have been placed. Scheduled Completion: March 2003</p>	\$50,000
<p>UNIVERSITY APARTMENT RENOVATION Account No.: A03350, A03450, A03400, A03300 Source of funds: Housing and Dining reserves Design Consultant: n/a Project Manager: Joe Hickey Ongoing upgrade and modernization of 40-50 apartments per year. Status: Implementation upon vacancies throughout the year. Scheduled Completion: Project is on-going</p>	\$275,000
<p>UNIVERSITY HOUSE Account No: U07250 Source of Funds: royalties, gifts, debt refinancing, equity from Forest Ave. house and Stonebridge residence. Design Consultant: API, ME Engineering Consultants Project Manager: Aaron Preston Status: Construction is in progress with interior finishes and site work continuing. Landscaping/sitework in progress Scheduled Completion: Spring 2003</p>	\$3,500,000
<p>UTILITY DUCT BANK INSTALLATION Account No: TBD Source of Funds: Utilities Design Consultants: IDS Project Manager: Ray Sowers Status: Duct bank is 65% complete with underground duct bank being constructed. Scheduled Completion: March 2003</p>	\$539,000
<p>13/2 POWER LINES EXPANSION Account No: TBD Source of Funds: Utilities Design Consultants: IDS Project Manager: Ray Sowers Status: Installation of 13/2 power lines and telephone/data/cable lines to begin in February. Scheduled Completion: March 2003</p>	\$160,000
<p>TOTAL PROJECTS IN PROGRESS</p>	\$12,462,600
<p>DEVELOPING PROJECTS McKenny Union Expansion Mark Jefferson Renovation Pray-Harrold Renovation Campus Master Planning Phase II Student Housing</p>	

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 5
DATE:

January 21, 2003

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 December 31, 2002 be received and placed on file.

STAFF SUMMARY

The Student Accounts Receivable Ratio Analysis reflects that the December 31, 2002 net receivable balance is \$13,239,000 or 11.38 percent of revenue as compared to \$21,402,000 or 19.96 percent of revenue as of December 31, 2001, which is an 8.58 percent decrease. The report shows a decrease of 4.09 percent as compared to the five year average of 15.47 percent.

The positive variance is primarily due to the timing of the Winter Semester bill due date. Last year the due date was early January, as opposed to late December this year. Our expectation is that the accounts receivable will be back in line with the five year average in future months.

FISCAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer X

Date

Student Accounts Receivable Ratio Analysis

2001-02, 2002-03
(thousands of dollars)

	2001-02			2002-03			5 Year Average Percent	5 Year Average Percent
	Revenue	Net Receivable	Percent	Revenue	Net Receivable	Percent		
July	\$ *	\$ *	*	\$	\$			
August	55,113	31,922	57.92%	53,949	49,708	92.14%	70.61%	
September	58,088	22,627	38.95%	60,783	29,549	48.61%	48.90%	
October	58,900	12,758	21.66%	63,937	19,313	30.21%	33.44%	
November	59,130	10,911	18.45%	64,898	12,540	19.32%	20.40%	
December	107,205	21,402	19.96%	97,391	45,709	46.93%	23.29%	
January	111,791	15,583	13.94%	116,363	13,239	11.38%	15.47%	
February	112,511	10,508	9.34%					
March	113,171	7,706	6.81%					
April	122,850	13,446	10.94%					
May	123,352	7,536	6.11%					
June	123,373	5,800	4.70%					

* 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 December 31, 2002

Aging Report

	Current	60-120 Days	121-180 Days	181-360 Days	Total
Gross Receivable	\$8,240,730	\$2,112,988	\$2,668,498	\$1,541,880	\$14,564,096
Allowance	132,531	198,796	331,327	662,655	1,325,310
Net Receivable	\$8,108,199	\$1,914,191	\$2,337,171	\$879,225	\$13,238,786
12/31/01 Balance	\$16,772,882	\$1,754,923	\$2,102,677	\$771,733	\$21,402,216

Revenue Summary

	Fiscal Year To Date	Prior Year To Date	Variance
<u>General Fund Revenue</u>			
Tuition & Required Fees	\$93,882,864	\$84,295,069	11.37%
Other Student Fees	1,798,616	1,892,916	-4.98%
Total	95,681,480	86,187,985	11.01%
<u>Other Funds Revenue</u>			
Room & Board	19,263,184	19,852,464	-2.97%
Miscellaneous	1,418,251	1,164,373	21.80%
Total	20,681,435	21,016,837	-1.60%
Total Revenue	\$116,362,915	\$107,204,822	8.54%

2.

Eastern Michigan University
Student Accounts Receivable
Collection Agency Inventory
For Month Ended December 31, 2002

Agency	Cumulative Inventory @ December 2002	Cumulative Inventory @ December 2001
AssetCare	-	\$31,869
Credit Bureau of Ypsilanti	1,885,745	1,950,644
Enterprise Recovery	2,870,101	2,381,282
General Revenue Corporation	1,633,295	1,542,829
H. W. Ketchum Collection	1,269,655	1,040,209
Immediate Credit Recovery	1,121	1,843
National Enterprise Systems	1,362,742	622,966
World Credit, Inc.	684	144,479
TOTALS	\$9,023,342	\$7,716,121
Five Year Revenue	\$547,849,748	\$504,877,770
Five Year % of Revenue	1.65%	1.53%

3.

Eastern Michigan University
Collection Agency Comparison

Net Assignments

Agency	Y-T-D December 2002	Y-T-D December 2001
AssetCare	-	-
Credit Bureau of Ypsilanti	(1,337)	40,940
Enterprise Recovery	731,893	159,043
General Revenue Corporation	452,580	440,621
H. W. Ketchum Collection	(38,179)	(59,474)
Immediate Credit Recovery	(3,616)	(79,135)
National Enterprise Systems	1,052,525	254,947
World Credit, Inc.	722	-
TOTALS	\$2,194,588	\$756,940

Recoveries

Agency	Y-T-D December 2002	Y-T-D December 2001
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	58,914	53,553
Enterprise Recovery	252,284	149,148
General Revenue Corporation	193,933	113,427
H. W. Ketchum Collection	12,781	50,577
Immediate Credit Recovery	1,406	6,592
National Enterprise Systems	112,746	101,181
World Credit, Inc.	38	-
TOTALS	\$632,102	\$474,478

4.

Eastern Michigan University
Collection Agency Comparison

Collection Expense

Agency	Y-T-D December 2002	Y-T-D December 2001
AssetCare	\$ -	\$ -
Credit Bureau of Ypsilanti	23,107	27,888
Enterprise Recovery	62,490	47,392
General Revenue Corporation	51,929	32,762
H. W. Ketchum Collection	3,429	16,730
Immediate Credit Recovery	375	1,416
National Enterprise Systems	39,376	21,584
World Credit, Inc.	19	-
TOTALS	\$180,725	\$147,772

5.

Eastern Michigan University
Collection Agency Inventory Rollforward
2002-03

Agency	Beginning Inventory November 2002	+December 2002 Assignments	-December 2002 Recoveries	=Ending Inventory December 2002
AssetCare	-	\$ -	-	-
Credit Bureau of Ypsilanti	1,883,138	2,608	-	1,885,746
Enterprise Recovery	3,263,608	(8,064)	53,060	3,202,485
General Revenue Corporation	1,689,566	(18,956)	37,315	1,633,295
H. W. Ketchum Collection	955,138	(17,868)	-	937,270
Immediate Credit Recovery	4,036	(2,829)	87	1,120
National Enterprise Systems	1,362,987	(247)	-	1,362,741
World Credit, Inc.	684	-	-	684
TOTALS	\$9,159,159	(\$45,356)	\$90,461	\$9,023,342

2001-02 (Prior Year)

Agency	Beginning Inventory November 2001	+December 2001 Assignments	-December 2001 Recoveries	=Ending Inventory December 2001
AssetCare	\$31,869	\$ -	\$ -	\$31,869
Credit Bureau of Ypsilanti	1,950,523	122	-	1,950,645
Enterprise Recovery	2,404,074	(1,402)	21,390	2,381,282
General Revenue Corporation	1,563,072	(5,332)	14,912	1,542,828
H. W. Ketchum Collection	1,046,471	-	6,261	1,040,210
Immediate Credit Recovery	3,939	-	2,096	1,843
National Enterprise System	602,046	49,215	28,294	622,967
World Credit, Inc.	144,479	-	-	144,479
TOTALS	\$7,746,474	\$42,603	\$72,953	\$7,716,121

6.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 6

DATE:

January 21, 2003

RECOMMENDATION

2002-03 GENERAL FUND BUDGET STATUS REPORT

ACTION REQUESTED

It is requested that the 2002-03 General Fund Budget Status Report as of November 30, 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 November 30, 2002.

Appropriations from the State of Michigan have been reduced by 2% or \$1.753 million. Payments over the remaining 8 months will reflect the reduced level.

Combined Official Summer and year-to-date Fall 2002 enrollments have slightly exceeded plan by 305 student credit hours with a total of 283,935 student credit hours. Total tuition and fee revenues exceed plan by approximately \$35,000.

General Fund expenditures and transfers are accumulating according to plan at \$74.4 million. Reductions in spending have been made consistent with the loss of appropriation revenue.

Salary and wages have been closely managed within budget. Staff salary savings, which result from position vacancies, are exceeding plan.

FISCAL IMPLICATIONS

The reduction in appropriation funding from the State of Michigan has been offset by reductions in spending authorization. As adjusted, Revenues and Expenditures are generally consistent within the operating plan. It is anticipated that a balanced budget will be realized at year-end.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

1.

2002-2003 GENERAL FUND BUDGET STATUS REPORT
July 1, 2002 through November 30, 2002

The General Fund budget status report compares actual performance to date against planned revenues and expenditures. The data contained within represents posted activity to the Financial System through November 30, 2002. Reported enrollments include official summer and late fall term. Winter enrollment reporting is partial.

Summary

Through November, expenditures continue to accumulate at the planned rate. Tuition and fee revenue through fall 2002 is consistent with plan. The State of Michigan has reduced the current year appropriation to the University by a net of 2% or \$1,752,744. A budget reduction plan for operating budgets has been executed bringing revenues and expense in balance.

REVENUES

In June of 2001, the Board of Regents approved the General Fund Revenue budget of \$194,758,200.

General Fund Revenue Budget (6-25-02)	\$194,758,200
Prior Year Carry forward Authorizations (9-24-02)	\$6,021,808
Revised Spending Budget (9-24-02)	<u>\$200,780,008</u>
Appropriation Reduction to Base (-2.5% of Base)	(\$ 2,190,930)
Supplemental Appropriation (1/2%)	\$ 438,186
Revised Revenue Expectation	<u>\$199,027,264</u>

The carry-forward balance of \$6,021,808 approved by the Board in September 2002, increased the total funding allocated to operations to \$200,780,008. The December 2002 appropriation reduction reduces the revenue plan to \$199,027,264.

Revenues received to date are consistent with plan. Through the end of this reporting period, \$76.0 million in current year revenue has been recorded versus \$76.0 in planned revenue.

Appropriation

The University's FY2002 appropriation from the State of Michigan, as originally approved in June of this year, totaled \$87,637,200. An Executive Order, with legislative approval, has reduced the university's base appropriation by 2.5% or \$2,191,030. The current year impact was mitigated in part by a supplemental funding bill restoring ½% or \$438,300 to the current year operations. The revised appropriation expectation now totals \$85,884,456.

Through this period \$15.9 million or 18.6% of the revised appropriation budget has been received. Planned revenues were forecast at \$15.9 million through the same period. Accumulations are within plan.

The appropriation reduction will be spread equally over the remaining 8 payments to the University.

Enrollments/Tuition

The original Enrollment Plan forecasted 565,485 student credit hours representing \$101,101,500 in tuition and fee revenue net of uncollectables.

Tuition revenues for summer, and unofficial fall terms are consistent with plan at \$51.3 million, on 283,935 SCH versus the plan of 283,630 SCH.

Summer and unofficial fall tuition and registration fee revenues have been reconciled to enrollments. No variances of significance have been identified.

Other Revenues

Late fee and installment fee income is exceeding plan. Total tuition and fee revenue exceeds the year-to-date plan by approximately \$35,000.

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

Income from Program and Technology fees are accumulating at rates consistent with actual enrollment and according to plan.

Other General Fund revenues are accumulating at normal rates.

EXPENDITURES

Authorization

The Board of Regents approved the 2002-2003 General Fund operating budget in June of 2002 totaling \$194,497,715 including a provision for uncollectable tuition. In September of 2002 the Board authorized carryforward authorizations from the prior year of \$6,021,808. This increased the spending authority to \$200,519,523.

The reduction in appropriation funding this year will result in planned expenditure reductions of \$1,834,097, reducing the planned spending authorization to \$198,685,428.

Uncollectable tuition and fees were established at 1% of planned tuition and fee revenue, or \$1,039,885.

General Fund Operating Budget (6-19-01)	\$193,457,829
Un-collectable Tuition and Fee Allowance	\$1,039,885
Carry forward Authorizations	<u>\$6,021,808</u>
 Total Original Spending Authority	 <u>\$200,519,523</u>
 Appropriation Reduction Expense Eliminations	 (\$1,834,097)
 Revised FY03 Spending Authority	 <u>\$198,685,428</u>

General Fund expenditures and transfers, adjusted for faculty payroll deferrals, total \$74.4 million or 37.5% of the total spending authorization. Planned expenditures through November totaled \$76.0 million, which represents 37.9% of budget. This represents a favorable variance to plan of \$1.6 million, which represent unexpended commitments.

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 \$53.3 million versus the planned level of \$53.7 million.

Staff salary savings from vacant positions are exceeding the plan. In anticipation of a reduction in state appropriations, select staff positions were held open. At the end of the November reporting period, 76.5 FTE were unfilled.

SS&M/Travel/Equipment

Support expenditures to date are occurring at a rate slightly slower than our historical experience. We also anticipate savings in utility costs associated in part to energy conservation initiatives. Expenditures are generally consistent within normal parameters. These expenditures are monitored routinely.

Financial Aid

Financial aid expenditures total \$ 6.0 million or 45.5% of the funding provided. A small balance in un-awarded Great Lakes Scholarship awards is anticipated. The Office of Financial Aid anticipates that all other financial aid resources will be distributed.

Extended Programs

Extended programs are largely self-supporting activities. Revenue and expenditure activity to date is consolidated as part of the overall general fund operations as reported above.

Continuing Education/Extended Learning program expenditures total \$3.8 million or 31% of the \$12.1 million budget. Tuition revenue to-date of \$7.6 million represents 61% of the \$12.5 million revenue plan. Enrollments and operations at this time are consistent with the operating plan.

CONCLUSION

After 5 months, subject to the exceptions previously identified, revenues and expenditures are generally consistent with the operating plan. Actions are being taken to reduce spending in line with the appropriation funding reduction.

EASTERN MICHIGAN UNIVERSITY
2002-2003 GENERAL FUND BUDGET STATUS REPORT
JULY - NOVEMBER

	FY2003 Original Budget	FY2003 Budget Revision	FY2003 Revised Budget	FY2003 Actual 11/30/02	FY2003 % of Budget	Historically Derived Plan		YTD Actual O/(U) Plan
						Avg % of Budget	11/30/02 YTD Plan	
Revenues								
Appropriation	\$87,637,200	(\$1,752,744)	\$85,884,456	\$15,934,038	18.55%	18.17%	15,934,038	0
Tuition and Fees*	\$101,101,500		\$101,101,500	\$51,279,588	50.72%	49.65%	51,398,711	(119,123)
Other Revenue***	\$5,359,000		\$5,359,000	\$2,764,643	51.59%	48.70%	2,609,668	154,975
Designated Fund Transfer	\$660,500		\$660,500	\$0	0.00%	0.00%	0	0
Total Revenue	\$194,758,200	(\$1,752,744)	\$193,005,456	\$69,978,269	36.26%	33.29%	69,942,417	35,852
Carry-Forward Funding	\$6,021,808		\$6,021,808	\$6,021,808	100.00%	100.00%	6,021,808	0
Total Approved Funding	\$200,780,008	(\$1,752,744)	\$199,027,264	\$76,000,077	38.19%	35.47%	75,964,225	35,852
Expenditures								
Personal Services	\$100,611,382	(\$192,898)	\$100,418,484	\$37,287,361	74.49%	75.01%	\$37,589,000	(\$301,639)
Other Personal Services	\$1,566,017	\$0	\$1,566,017	\$1,107,345	70.71%	60.45%	946,637	160,708
Student Help	\$6,984,607	(\$80,341)	\$6,904,266	\$2,864,674	41.49%	39.55%	2,762,295	102,379
Benefits	\$33,739,783	(\$43,720)	\$33,696,063	\$12,016,839	35.66%**	36.68%	12,377,000	(360,161)
Sub-Total Compensation	\$142,901,789	(\$316,959)	\$142,584,830	\$53,276,219	37.36%	36.27%	\$53,674,933	(\$398,714)
SS&M/Travel/Equipment	\$34,074,217	(\$91,570)	\$33,982,647	\$11,947,440	35.16%	37.22%	12,682,362	(734,922)
Utilities	\$5,691,559		\$5,691,559	\$2,152,695	37.82%	36.98%	2,105,000	47,695
Financial Aid	\$13,111,204		\$13,111,204	\$5,963,628	45.48%	46.30%	6,070,000	(106,372)
Distribution to EMU Foundal	\$1,548,208		\$1,548,208	\$1,563,000	100.96%	100.96%	1,563,000	0
Recharges	(\$1,688,056)		(\$1,688,056)	(\$584,301)	34.61%	39.26%	(662,683)	78,382
General Fee Transfers	(\$377,400)		(\$377,400)	(\$460,188)	121.94%	121.94%	(460,188)	0
Other Transfers	\$5,258,004	(\$29,500)	\$5,228,504	\$2,105,842	40.28%	49.69%	2,612,759	(506,917)
Carry-Forward Balances		(\$1,396,068)	(\$1,396,068)	(\$1,555,891)	111.45%	100.00%	(1,555,891)	0
Total Expenditures	\$200,519,525	(\$1,834,097)	\$198,685,428	\$74,408,444	37.45%	37.92%	76,029,292	(1,620,848)
Net Funding	\$260,483	\$81,353	\$341,836	\$1,591,633			(65,067)	(1,584,996)

Executive Order 2.5% appropriation reduction offset by 1/2% supplemental funding offset (\$2,190,930 -438,186=Net \$1,752,744).

* Tuition YTD revenues includes only Summer & Fall

**Total YTD Faculty payroll expense has been adjusted for payroll accounting changes thru 11/30/02 of \$3,310,650./

*** Includes \$350,000 Indirect Cost Recovery revenues to be posted

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 7
DATE: January 21, 2003

RECOMMENDATION

REPORT: Information and Communications Technology Initiatives

ACTION REQUESTED

It is recommended that the Report on the progress of ICT Initiatives and financial status report 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

ICT STRATEGIC INITIATIVES PROGRESS REPORT

November 1, 2002, through December 31, 2002

ENTERPRISE NETWORKING INFRASTRUCTURE

- Last segment of redundant core fiber optic cabling installed/completed.
- Boone and Pierce upgrades completed.

FACULTY, STAFF AND STUDENT LAB PC REFRESHMENT

- 2003 refresh initiative committee -- Final recommendations completed.

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

- Human Resources/Payroll
 - Go Live Date – January 1, 2003
- Financial Aid
 - Go Live Date - January 20, 2003

SCT & WebCT Training & Consulting Events

- Human Resources -
 - 11/11/02 Go Live Preparation
 - 11/25/02 Go Live Preparation
 - 12/09/02 Go Live Preparation
 - 12/16/02 Go Live Preparation
- Financial Aid –
 - 12/03/02 - Go Live Preparation
- Student
 - 11/4/02 - Web for Students Training
 - 11/12/02- CAPP Training
- Alumni/Development
 - Next training planned for January, 2003
- Technical Training
 - Financial Aid Technical Training – 12/17/02- 12/19/02
 - WebCT Vista Technical Training – 12/9/02

End User Training (Conducted by EMU Trainers)

- Pilot Training for Crystal Reports for 3 departments has been completed.
- Eleven Banner workshops attended by 130 faculty and staff, completed.

Hardware/Software Events

- Converted Student Persons from old ISIS System to Banner.
- Converted Faculty and Staff from old Payroll System to Banner.
- Network upgrades in Pierce Hall have significantly improved response time for Banner users.
- WebCT Vista server installed.

Other Items

- Received, tested and approved Life Insurance Modification which was contracted to be done by SCT. This change in calculation methodology was necessary to allow EMU to conform to contract requirements.
- Portable Laboratory classrooms using wireless laptops have been set up and used for initial training in the library. This reduces the pressure on existing laboratories and will enable us to use virtually any room that has a network connection for training.

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

- WebCT Vista pilot project faculty and courses identified. Instructional technologists working with WebCT on implementation planning for Vista project.
- Thirty-three training sessions attended by 474 faculty, staff and students.
- Planning for implementation of SkillSoft training software completed.

EASTERN MICHIGAN UNIVERSITY
ICT INITIATIVE
 JANUARY 2003 STATUS

	FY 2003				FY 2004 - FY 2006 Projected		Total 2002 - 2006 Plan	Total 2002 - 2006 Projection	Total Projection O/(U) Plan	
	Actual FY 2002	Revised Plan	Forecast		FY 2004	FY 2005				FY 2006
			Forecast	O/(U) Plan						
Sources Of Funding										
FY 2000 Supplemental/Other Carryover	\$2,547,092	\$1,048,136	\$0	\$(1,048,136)	\$0	\$0	\$2,500,000	\$2,547,092	\$47,092	
LRT Carry-over	659,032	0	0	0	0	0	550,000	659,032	109,032	
Gift Revenue	0	0	0	0	0	0	190,000	0	(190,000)	
Loan (Internal Or External)	0	4,380,083	2,687,309	(1,692,774)	(484,358)	(608,903)	0	0	0	
Technology Fee (\$10 Per Credit Hour)	5,290,413	5,093,970	5,324,422	230,452	5,324,422	5,324,422	25,215,151	26,588,101	1,372,950	
Total Sources Of Funding	\$8,496,537	\$10,522,189	\$8,011,731	\$(2,510,458)	\$4,840,064	\$4,715,519	\$28,455,151	\$29,794,225	\$1,339,074	

	FY 2003				FY 2004 - FY 2006 Projected		Total 2002 - 2006 Plan	Total 2002 - 2006 Projection	Total Projection O/(U) Plan	
	Actual FY 2002	Revised Plan	Forecast		FY 2004	FY 2005				FY 2006
			Forecast	O/(U) Plan						
Uses Of Funding										
Infrastructure	\$1,233,320	\$2,096,680	\$2,070,858	\$(25,822)	\$1,665,000	\$0	\$6,660,000	\$6,634,178	\$(25,822)	
Computer Refreshment	770,975	1,229,025	1,229,025	0	1,000,000	1,000,000	5,000,000	5,000,000	0	
Portal/Applications	3,876,877	4,647,106	3,448,572	(1,198,534)	795,001	643,052	8,678,540	8,799,933	121,393	
Tech/Support Staff	0	0	160,000	160,000	166,400	173,056	0	679,434	679,434	
Professional Development/Training	0	426,000	213,000	(213,000)	213,000	213,000	1,065,000	852,000	(213,000)	
Extended Student Lab Hours	31,811	122,414	78,625	(43,789)	81,775	85,100	409,600	365,811	(43,789)	
Sub-Total Non-LRT Uses	\$5,912,983	\$8,521,225	\$7,200,080	\$(1,321,145)	\$3,921,176	\$1,517,909	\$21,813,140	\$22,331,356	\$518,216	
Learning Resource Tech. Operations	801,203	817,599	813,014	(4,585)	845,534	879,356	4,258,222	4,253,637	(4,585)	
Learning Resource Technologies Debt	734,215	1,054,115	1,019,900	(34,215)	0	0	1,788,330	1,754,115	(34,215)	
Interest	0	129,250	26,873	(102,377)	73,354	23,911	595,459	181,093	(414,366)	
Total Uses Of Funding	\$7,448,401	\$10,522,189	\$9,059,867	\$(1,462,322)	\$4,840,064	\$2,456,350	\$28,455,151	\$28,520,201	\$65,050	

Net Sources/Uses									
Net Sources/(Uses)	\$1,048,136	\$0	\$(1,048,136)	0	\$0	\$0	\$0	\$1,274,024	\$1,274,024
Cumulative Net Sources/(Uses)									

Technology Loan									
Approved Technology Loan	\$2,350,000	\$2,475,000	n/a	n/a	\$(750,000)	\$(930,000)	\$0	\$0	\$0
Actual/Forecast Technology Loan	0	n/a	2,687,309		(484,358)	(608,903)	0	0	0

3.

SECTION: 8
DATE: January 21, 2003

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

STAFF APPOINTMENTS

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

ACTION REQUESTED

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

It is recommended that the Board of Regents approve one (1) Administrative/Professional transfer at the rank, salary, and effective date shown on the attached listing.

FISCAL IMPLICATIONS

The salaries will be absorbed in the 2002-2003 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

NEW ADMINISTRATIVE PROFESSIONAL HIRES

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Kathy Cullen</u>	W	F

Program Director for College of Health and Human Services in Continuing Education effective February 10, 2003 at an annual base salary of \$48,000.

Education
BA State University of New York, 1982

Experience
1994-2002 Washtenaw Community College
1989-2001 University of Klagenfurt
1986-1989 City of Nagoya Board of Education
1982-1984 Unity House

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Katrina Williams</u>	W	F

Program Director for College of Technology in Continuing Education effective January 6, 2003 at an annual base salary of \$45,000.

Education
MLS Eastern Michigan University, 2002
BS Eastern Michigan University, 1995

Experience
2002-2002 Michigan State Board of Education
2000-2000 Washtenaw Community College
1999-2000 Crystallize, Inc.
1992-2002 Eastern Michigan University

ADMINISTRATIVE PROFESSIONAL HIRING REPORT

Last Name	First Name	Race/Sex	Rank	Salary	Department
Cullen	Kathy	W/F	AP09	\$48,000	Continuing Education
Williams	Katrina	W/F	AP09	\$45,000	Continuing Education

ADMINISTRATIVE PROFESSIONAL TRANSFER

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Ann Blakeslee</u>	W	F

Director of Undergraduate Studies effective January 2, 2003 at an annual base salary of \$86,500.

Education

PhD	Carnegie Mellon University, 1992
MTSC	Miami University, 1987
BA	Gannon University, 1985

Experience

1996-present	Eastern Michigan University
1992-1996	University of Illinois
1988-1992	Carnegie Mellon University
1988-1988	Villa Maria College
1987-1988	Gannon University
1985-1987	Miami University

ADMINISTRATIVE PROFESSIONAL TRANSFERS

<u>Last Name</u>	<u>First Name</u>	<u>Race/Sex</u>	<u>Rank</u>	<u>Salary</u>	<u>Department</u>
Blakeslee	Ann	W/F	AP13	\$86,500	Undergraduate Studies

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION:	9
DATE:	January 21, 2003

RECOMMENDATION

STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 35 staff appointments for the reporting period October 21, 2002 through December 17, 2002.

STAFF SUMMARY

Of the 35 staff appointments there are 20 females (57 percent) and 15 males (43 percent). Demographics of the total group indicate 25 Caucasians (72 percent), six African-Americans (17 percent), and four Asians (11 percent).

FISCAL IMPLICATIONS

The salaries are part of the University's 2002-2003 budget as approved by the Board of Regents.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date _____

DATE: January 21, 2003
 BOARD REPORT FOR: 01/21/03
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICH. UNIVERSITY
 STAFF APPOINTMENTS

AGE 1
 APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>EFFECTIVE DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Merrill, Kevin S.	University Marketing	AP-10	Senior Publications Editor	12/16/02	\$68,500	100	W	M	New Hire
Schultz, Amy M.	Alumni Relations Office	AP-08	Assistant Director, Alumni Programs	11/18/02	\$39,000	100	W	F	New Hire
Arrington, Tanisha	Executive Director of Human Resources	AP-07	Program Coordinator, Organization Excellence	11/11/02	\$33,500	100	B	F	New Hire
Gray, Timothy	Intercollegiate Athletics - Womens Tennis	AC-14	Head Coach (Wrest/Glf/Soc/Tenn)	11/29/02	\$42,000	100	W	M	New Hire
Lewis, Steven A.	Intercollegiate Athletics - Womens Track	AC-11	Assistant Coach (Sftb, CC/Trk, Vol, Bsb)	11/25/02	\$32,000	100	B	M	New Hire
Fawley, Debra	Budget Management	PT-08	Budget Analyst II	11/18/02	\$43,260	100	W	F	New Hire
Finocchiaro, Philip	ICT - ATCS	PT-08	Enterprise Support Tech I	11/04/02	\$37,293	100	W	M	New Hire
Kinnunen, Mikko	ICT - App & Support Fin Systems	PT-08	Technical Webmaster I	12/02/02	\$43,467	100	W	M	New Hire
Burdis, Erin	Intercollegiate Athletics - Academic Advising	PT-07	Athletic Academic Support Counselor	10/21/02	\$33,990	100	W	F	New Hire
Sachdev, Sally	Accounting	PT-07	Accountant II	12/16/02	\$35,194	100	A	F	New Hire

DATE: January 21, 2003
 BOARD REPORT FOR: 01/21/03
 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>
Saha, Susmita	Foreign Student Services	PT-07	Foreign Student Advisor	11/01/02	\$34,505	100	A	F	New Hire
Sanders, Cassina Z.	University Marketing	PT-06	Marketing & Communication Associate I	11/11/02	\$28,325	100	B	F	New Hire
Diefenbach, Kate	Eastern Eateries	PT-05	Supervisor Dining Services	12/05/02	\$35,327	100	W	F	New Hire
Otto, Dieter H.	Custodial - Prorate	PT-05	Foreperson, Custodial	11/04/02	\$32,268	100	W	M	New Hire
Banush, Nijole	Provost & Vice President for Academic Affairs	CC-09	Executive Secretary, Executive Vice President or Provost	12/03/02	\$40,000	100	W	F	New Hire
Nowak, Arletta V.	President's Office	CC-06	Administrative Secretary	11/18/02	\$34,000	100	W	F	New Hire
Cresswell, Sarah	Continuing Education Cambridge	CS-05	Customer Service Rep. II	11/05/02	\$26,118	100	A	F	New Hire
Novak, Amy L.	Financial Aid Office	CS-05	Account Specialist	12/10/02	\$26,118	100	W	F	New Hire
Banas, Theresa	Teacher Education	CS-04	Secretary II	11/25/02	\$23,113	100	W	F	New Hire
Blan, Daleta	Lit-Coop Placement	CS-04	Secretary II	11/20/02	\$11,557	50	W	F	New Hire

DATE: January 21, 2003
 BOARD REPORT FOR: 01/21/03
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICH. UNIVERSITY
 STAFF APPOINTMENTS

PAGE 3
 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>
Leidy, Peter	Learning Resources - Library	CS-04	Library Assistant II	12/10/02	\$23,113	100	W	M	New Hire
Nguyen, Christine	Leadership & Counseling	CS-04	Secretary II	11/04/02	\$11,557	50	A	F	New Hire
O'Leary, Katherine	Accounts Payable	CS-04	Sr. Account Clerk	12/16/02	\$23,113	100	W	F	New Hire
Smith, Kristen A.	Office of the Registrar	CS-04	Senior Clerk	12/09/02	\$23,113	100	W	F	New Hire
Williams, Lisa	Department of Art	CS-04	Secretary II	12/16/02	\$23,113	100	W	F	New Hire
Schwartz, Bryan	Administrative Support Services - Mailroom	CS-03	Postal Clerk	11/27/02	\$20,817	100	B	M	New Hire
Mason, Dale	Heating Plant	FM-24	Stationary Engineer	12/02/02	\$53,830	100	W	M	New Hire
VanZandt, Kenneth	MaintenanceService Staff Pro	FM-22	Carpenter	11/18/02	\$44,658	100	W	M	New Hire
Luczak, Richard	MaintenanceService Staff Pro	FM-18	Maintenance Mechanic	11/18/02	\$34,008	100	W	M	New Hire
Barden, Patricia	Custodial Services	FM-06	Custodian	10/27/02	\$21,882	100	B	F	New Hire

3.

DATE: January 21, 2003
BOARD REPORT FOR: 01/21/03
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>
Collins, Sindy	Custodial Prorate	FM-06	Custodian	11/13/02	\$21,882	100	W	F	New Hire
Garrison, Joshua	Custodial Services	FM-06	Custodian	12/17/02	\$21,882	100	W	M	New Hire
Powell, Antonio	Custodial Prorate	FM-06	Custodian	11/13/02	\$21,882	100	B	M	New Hire
Roberts Jr., William	Custodial Services	FM-06	Custodian	11/13/02	\$21,882	100	W	M	New Hire
Sloderbeck, William	Custodial Services	FM-06	Custodian	11/17/02	\$21,882	100	W	M	New Hire

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 10

DATE:

January 21, 2003

RECOMMENDATION

SEPARATIONS/RETIREMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 34 separations and retirements for the reporting period August 27, 2002 through January 10, 2003.

STAFF SUMMARY

Of the 34 separations and retirements, there are 18 females (53 percent) and 16 males (47 percent). Demographics of the total group indicate 30 Caucasians (88 percent), two American Indian (six percent), one African American (3 percent) and one Hispanic (3 percent).

The University would like to extend its deepest sympathy to the families of Dr. Donald B. Phillips and Ms. Lisa Parott.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

DATE: July 21, 2003
 BOARD REPORT FOR: 01/21/03
 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>
Braden, Joseph L.	Marketing	F-24	Professor	09/01/70	01/09/03	\$100,407	100	W	M	Retirement
Hunter, Fredrick C.	Department of Art	F-24	Professor	09/01/67	09/02/02	\$74,036	100	W	M	Retirement
Phillips, Donald B.	Chemistry	F-24	Professor	08/27/73	10/29/02	\$82,277	100	W	M	Deceased
Jacksonen, Sharon	Nursing	F-24	Associate Professor	08/31/83	01/06/03	\$42,513	100	W	F	Retirement
Nash, Gayle	Special Education	F-24	Associate Professor	08/31/77	01/07/03	\$58,908	100	W	F	Retirement
Esposito, Alfredo C.	Economics	F-16	Professor	08/29/90	12/20/02	\$68,909	100	W	M	Resigned
Hourani, Benjamin T.	Political Science	F-16	Professor	06/24/68	12/31/02	\$88,079	100	W	M	Retirement
Gallup, Mark	Communication & Theatre Arts	L-24	Lecturer I	08/26/98	12/20/02	\$26,520	100	W	M	Resigned
Palazzola, Benedette	Learning Resources - Library	L-24	Lecturer I	08/29/01	09/01/02	\$26,000	100	W	M	Resigned
Smith, Elvis	Communication & Theatre Arts	L-24	Lecturer I	08/25/93	08/27/02	\$29,120	100	W	M	Resigned
Pendlebury, Thomas	Golf Course	AP-12	Director Golf Course Operations	07/01/87	12/01/02	\$90,319	100	W	M	Retirement
Gregory, Bruce	Intercollegiate Athletics - Mens Football	AC-13	Football Operations Manager	04/17/98	12/31/02	\$43,381	100	W	M	Assignment Ended
Harris, William J.	Intercollegiate Athletics - Mens Football	AC-13	Asst. Head Coach (Ftbl/Mn- Wrn B)	12/16/99	12/31/02	\$73,000	100	B	M	Assignment Ended

DATE: January 21, 2003
 BOARD REPORT FOR: 01/21/03
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/ RETIREMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPI</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Wehe, Donna	Health Service Specialty Clinic	PT-09	Nurse Practitioner	10/09/95	12/23/02	\$29,473	50	W	F	Resigned
Hypes, Sheryl	ICT - Network and Web Services	PT-08	User Services Specialist I	05/07/79	12/05/02	\$38,412	100	W	F	Resigned
Martin, Lyndsey	Alumni Relations Office	PT-08	Asst. Director Alumni Relations	02/20/01	12/20/02	\$38,192	100	AI	F	Resigned
Reisen, Kathryn	NXX Level Entrepren. Training	PT-08	Business Conslt MI Small Business Dev. Center	02/26/02	11/12/02	\$19,817	50	W	F	Released
Zot, Anita	Ref. Urban Water Res.	PT-08	Project Coordinator	11/01/99	12/31/02	\$18,840	50	W	F	Resigned
Breidenbaugh, Stephanie	Children's Center	PT-07	Teacher II	04/05/99	12/06/02	\$32,086	50	W	F	Resigned
Martin, John	Intercollegiate Athletics - Sports Information	PT-07	Asst. Manager Sports Information	12/21/98	12/05/02	\$33,655	100	W	M	Resigned
Shefferly, David	Public Safety	CP-01	Officer Campus Police	11/19/97	11/18/02	\$45,068	100	W	M	Discharged
Bell, Christina	Vice President for Academic Affairs/Provost	CC-08	Executive Secretary for Vice President or Provost	08/06/01	11/01/02	\$34,684	100	W	F	Resigned
Parott, Lisa	Benefits Programs	CS-06	Senior Benefits Clerk	03/20/00	11/19/02	\$28,482	100	W	F	Deceased
Baker-McDaniel, Jill	Learning Resources - Library	CS-05	Library Assistant III	09/05/95	10/18/02	\$26,118	100	W	F	Resigned

DATE: July 21, 2003
 BOARD REPORT FOR: 01/21/03
 ALPHABETICAL LISTING WITHIN
 CLASSIFICATION LEVEL WITHIN
 EMPLOYEE GROUP

EASTERN MICHIGAN UNIVERSITY
 SEPARATIONS/RETIREMENTS

AGE 3
 RETIREMENTS/
 SEPARATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CLASS. RANK</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>BASE SALARY</u>	<u>% APPT</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Leonard, Belinda	CAS-Academic Advising Center	CS-05	Senior Secretary	10/16/00	01/10/03	\$26,118	100	W	F	Resigned
Stentzel, Dawn	Finance & CIS	CS-05	Senior Secretary	03/30/00	09/20/02	\$26,118	100	W	F	Resigned
Tee, Patricia	Office of the Registrar	CS-05	Graduation Auditor/Evaluator	02/07/78	10/31/02	\$30,573	100	W	F	Retirement
Banas, Theresa	Teacher Education	CS-04	Secretary II	11/25/02	12/23/02	\$23,113	100	W	F	Resigned
Oman, John	Heating Plant	FM-24	Stationary Engineer	06/17/02	10/24/02	\$52,000	100	W	M	Resigned
Bauer, Walter	Satellite Operations	FM-12	Dining Services Unit Leader	03/12/02	09/25/02	\$24,898	100	W	M	Resigned
Cloud, Gary	Custodial Services	FM-06	Custodian	05/06/02	10/31/02	\$17,389	100	AI	M	Released
Hammond, Michelle	Custodial Services	FM-06	Custodian	06/06/00	09/10/02	\$24,898	100	W	F	Resigned
Martinez, Shannon	Custodial Services	FM-06	Custodian	08/27/02	12/13/02	\$21,882	100	H	F	Released
Spalding, Diane	Custodial Services	FM-06	Custodian	09/26/88	11/09/02	\$28,558	100	W	F	Resigned

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.

STAFF SUMMARY

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

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

**EASTERN MICHIGAN UNIVERSITY
EMERITUS FACULTY STATUS RECOMMENDATION
January 21, 2003**

Joseph L. Braden

Professor, Department of Marketing from 1970-2003
(32.5 years)

Doctoral Indiana University
Masters Indiana University
Baccalaureate Purdue University

Sharon A. Jackonen

Professor, Department of Nursing from 1983-2002
(19 years)

Masters University of Michigan
Baccalaureate University of Oregon

Karen Lindenberg

Professor, Department of Political Science from 1968-2002
(34 years)

Doctoral University of Oregon
Baccalaureate University of Oregon

Winifred A. Witten

Professor, Department of Health, Physical Education, Recreation and Dance
from 1979-2002
(23 years)

Doctoral Michigan State University
Masters Eastern Michigan University
Baccalaureate College of William & Mary



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Dr. Joseph L. Braden

Current Status/Rank at EMU: Professor of Marketing

Date of Hire at EMU: July, 1970 Retirement Date: January, 2003

Number of Years at EMU: 32 1/2 (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:

(734) 604-6417 (239) 498-7724
joe.braden@emich.edu

Home Telephone: E-Mail Address:

Name of Spouse:

Degree(s)/Institutions/Year: Baccalaureate: BS Civil Engineering, Purdue University, 1/60

Masters: MBA, Indiana University, 6/68

Doctoral: DBA, Indiana University, 2/70

Please Attach a Brief Statement of Support to this Form

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

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

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

ADDRESS

PERSONAL DATA

EDUCATION AND SCHOLARSHIPS

Indiana University, September, 1967 - June, 1970:

Earned a Doctor of Business Administration, February, 1970; specialized in marketing, social psychology, quantitative business analysis, and use of computers in business and government; received tuition scholarship, and served as Research Associate.

Indiana University, September, 1966 - August, 1967:

Earned a Master of Business Administration, June, 1968; specialized in marketing, systems analysis, and systems simulation; received tuition scholarship, and served as Teaching Associate.

Wayne State University, September, 1964 - August, 1966:

Candidate for Master of Science in Administrative Science (all degree requirements completed except 3 hours of Masters Thesis); received tuition scholarship, and served as Research Assistant.

Detroit College of Law, September, 1963 - January, 1964:

Completed one full semester of course work.

Purdue University, September, 1955 - January, 1960:

Earned a Bachelor of Science, Civil Engineering, January, 1960; concentration in civil engineering and engineering geology.

Grosse Pointe High School, Grosse Pointe, MI:

Graduated in June, 1955.

WORK EXPERIENCE

Eastern Michigan University, September, 1985 - to date:

Tenured Professor of Marketing; primary duties include teaching sales techniques, sales management, basic marketing, marketing research, and student advising; senior member of 20 person department since January, 1992; major university, college and department committee assignments.

Eastern Michigan University, September, 1979 - August, 1985:

Tenured Professor of Marketing; primary duties included teaching marketing research, sales techniques, sales management, basic marketing, and advising; faculty advisor to Tau Kappa Epsilon social fraternity (79-84); major university and college committee assignments.

Eastern Michigan University, September, 1974 - August, 1979:

Tenured Associate Professor of Marketing; primary duties included major university and college committee assignments, teaching marketing research, sales techniques, sales management, promotional strategy, advertising, advising; faculty advisor to Kappa Phi Alpha local men's social fraternity (74-78), and advisor to Tau Kappa Epsilon national men's social fraternity, (78-79).

Eastern Michigan University, July, 1973 - August, 1974:

Assistant Professor of Marketing; primary duties included teaching all undergraduate and MBA courses, introduction to business, advising, and committee work; advisor to Collegiate Chapter, American Marketing Association, bringing chapter from 0 to over 500 members in 2 semesters; member of American Association of University Professors collective bargaining negotiation team (5 members) which negotiated the first contract for over 600 EMU faculty during Fall, 1973.

Eastern Michigan University, December, 1971 - June, 1973:

Acting Director, Bureau of Business Services & Research; full-time Administrator and Department Head; duties included supervision of up to 6 faculty members, 2 secretaries, and up to 29 part-time students; authority and responsibility for all BBS&R activities and budgets, which included a publications function (Business Ideas & Facts), a manpower development function, and a business and government research function; taught marketing research and MBA classes, 1 per term; during this assignment, BBS&R revenues were increased from about \$5,000 per year to over \$100,000 per year, a successful Middle Management Development Program was initiated, and all BBS&R administrative functions were systems analyzed, improved, and computerized where appropriate.

Eastern Michigan University, September, 1970 - November, 1971:

Assistant Professor of Marketing, and one-half time administrator as Coordinator of Research, College of Business; primary duties included teaching marketing research, advertising and promotion, industrial marketing, marketing of public services, introduction to marketing, committee work, and advising students; administrative responsibilities included coordination of College Faculty research work, assisting Faculty in completion of grant applications, and obtaining outside funding for research projects.

Indiana University Graduate School of Business, July, 1969 - August, 1970:

Full time program administrator, and member of Marketing Faculty, teaching one course per term; title - Director, Family Behavior Research Program.

Indiana University Graduate School of Business, September, 1967 - June, 1969:

Research Associate and graduate student.

Indiana University Graduate School of Business, September, 1966 - August, 1967:

Teaching Associate and graduate student.

Wayne State University, September, 1965 - August, 1966:

Graduate Assistant, College of Business, Bureau of Business Research, and

graduate student.

Michigan Consolidated Gas Company, March, 1964 - August, 1965:

Industrial Sales Representative; functioned as a salesman, consulting engineer, and energy problem solver for over 600 South-Eastern Michigan industrial firms (from very small to multi-national in size); had direct interaction with top level industrial management.

Continental Aviation & Engineering Corp., May, 1963 - February, 1964:

Jet engine research and development engineer; had charge of half of the afternoon test cell operation shift.

U S Army Corps of Engineers Officer, April, 1960 - April, 1963:

Commander, 518th Engineering Detachment (GG); Commander, 9th Engineer Battalion (Combat) Aviation Section and Rotary Wing Aviator; served in Virginia, Texas, Alabama, and two years in Germany; had both command and staff responsibilities.

Standard Oil, New Jersey, January, 1960 - April, 1960:

Industrial Sales Representative Trainee; accompanied Sales Engineers on trouble-shooting visits to major industrial customers experiencing difficulties.

RESEARCH, CONSULTING AND BUSINESS EXPERIENCE

Major Research Experience:

Consumer research focus group leader; trade-off (conjoint) analysis consumer preference surveys; project market analysis and economic feasibility studies; major land development studies; shopping center patronage surveys; profit pro forma projection computer model using present value analysis; State of Indiana automobile property tax computer simulation model; one year directing 368 family consumer purchasing panel; radio listener surveys; newspaper readership surveys.

Major Public Funding Experience:

10,800 randomly selected interviews completed throughout the State of Michigan, for the Michigan Department of Natural Resources, investigating citizen outdoor recreational activities, and perceived recreational wants and needs;

Police/Community relations training program - designed program for the Washtenaw County Sheriff's Department; wrote funding proposals, sought Federal funding, and taught program upon receipt of LEAA funding, 1975.

Major Consulting Activities:

Served as building construction management consultant, consumer research focus group leader; completed trade-off analysis consumer research surveys; consultant to the land development industry since 1964; speaker at over 16 national property development seminars; completed market analysis and feasibility studies for single family, apartment, mobile home park, recreational vehicle park, and motel projects across entire U S; partner in land development projects. Numerous other business, industrial and

governmental research projects.

Major Business Activities:

Founder of Small Business Software Systems, Inc., a company writing small business computer software, and marketing turnkey computing hardware and software systems; founder of Marketing & Research Services, Inc., a consulting firm serving business, industry and government needs; and a builder of homes and industrial buildings. (In 1989, Braden Enterprises, Inc. replaced SBSS and M&RS.)

Major Clients Served:

Cadillac, Corporate Market Research, Corporate Worldwide Product Planning, Chevrolet, and Truck & Bus Divisions of General Motors Corporation; Governors Office, State of Indiana; Chrysler Corp.; Intertherm Corp.; Republic Mortgage Investors; U. S. LEAA; State of Michigan; Trans Continental Airlines.

HONORS

2001 Teaching Excellence Award, Alumni Association of Eastern Michigan University, awarded on October 13, 2001.

Certificate of Appreciation in Recognition of Outstanding Service and Contributions, Division of University Marketing and Student Affairs, February 2, 2000.

Eastern Michigan University, Division of University Marketing and Student Affairs, Gold Medallion Award Winner, 1997.

Life Member, Regent's Council, Eastern Michigan University, 1996.

Eastern Michigan University, College of Business, Faculty Achievement Award, 1991, for contributions of noteworthy Service to EMU and the community (\$1000).

Eastern Michigan University, College of Business, Faculty Achievement Award, 1990, for contributions of noteworthy Service to EMU and the community (\$1000).

Eastern Michigan University, College of Business, Faculty Achievement Award, 1979, for contributions of noteworthy Service to EMU and the community (\$500).

Eastern Michigan University, Administrator of the Year Award, 1973.

ACTIVITIES

Member, Board of Directors, and Vice President, Village of Wildcat Run Master Association, January, 1999, to January, 2001.

Member, Board of Directors, Villages of Wildcat Run Condominium Association, January, 1999, to February, 2000.

Board of Directors Member, and Board President, Ashford Place Condominium, April, 1995, to April, 1997.

Board of Directors Member, and Board Vice President, Cliffs Landing

Condominium Phase I, April, 1989 to April, 1994.

Director, Kayaking Program, REC/IM, Eastern Michigan University. Developed this program into one of the largest academic institution based paddling programs in the country.

American Canoe Association Whitewater Kayak Instructor Trainer, American Canoe Association River Rescue Instructor Trainer, and American Red Cross Basic River Kayaking Instructor.

Chairman, City of Ypsilanti Rental Policies and Rental Practices Committee, September, 1976 to November, 1978.

Helicopter flight instructor and commercial pilot, airplane pilot, with 2,400+ total flight hours.

Member of: Alpha Kappa Psi; Beta Gamma Sigma; and Scabbard and Blade.

MAJOR UNIVERSITY COMMITTEE WORK

Eastern Michigan University:

Eastern Michigan University Athletic Club, Board of Directors Member, September, 2001 to date.

Chair, University REC/IM Management Advisory Committee, 1997 to date.

Chair, University Parking Committee, 1982 to 1987, and 1991 to date; member since 1978.

Member, University Student-Athlete Barriers to Learning Committee, September, 1998, to September, 1999.

Member, Academic Vice President's College of Business New Building Task Force, August, 1985, to June, 1992.

Chair, University Instructional Computer Center Committee, 1978; member 1970 - 1982.

Member, University Committee to Examine the Physical Education Requirement, 1978 - 1979.

Member, Presidential Faculty Suspension Impartial Hearing Committee, 1978.

College of Business:

Member, College of Business Dean Search Committee, January, 1999, to August, 1999.

Chair, College of Business Building Committee, January, 1991 to September, 2000.

Liaison, College of Business New Building, 1985 to 1991.

Chair, College of Business New Building Committee, 1985 to 1991.

Chair, Search Committee for Department of Marketing Head, 1988, 1989, and 1990.

Member, College of Business Computer User's Committee, 1987, to 1991.

Executive Secretary, College of Business Development Board, 9/82 to 9/83; chaired the group that put this Board together, and was personally involved in recruiting nine of the twenty members; member 1982 to May 1, 1991.

Chair, College of Business Development Committee, 9/80 to 9/83; member 9/80 to May 1, 1991.

At-Large Member, College of Business Faculty Advisory Council, 1979 to 1981.

Chair, College of Business Faculty Advisory Council, 1977 - 1979.

Chair, College of Business Student Grievance Committee, 1977-1979.

Member, College of Business Dean Search Committee, 1979 Search.

Member, College of Business Dean Search Committee, 1978 Search.

Member, College of Business Interim Dean Search Committee, 1979.

Member, College of Business Interim Dean Search Committee, 1978.

Department of Marketing:

Co-chair, Personnel Committee, September, 1992 to September, 2000.

Chair, Personnel Committee, September, 1988 to September, 1992.

Co-chair, Personnel Committee, September, 1984 to September, 1987.

Served as Acting Department Head for approximately three weeks of each year, 1984-1987.

Member of at least two Department of Marketing Committees (Instructional, Finance or Personnel) each year, 1970 to September, 2000.

PUBLICATIONS

Dissertation:

HUSBAND-WIFE INFLUENCE IN MAJOR HOUSEHOLD DECISIONS, 1969, Graduate School of Business, Indiana University.

Academic Books:

SELLING TV ROLE PLAYING CASES, 13th Edition, September, 2002, Braden, Fullerton and Dodge.

PROFESSIONAL SELLING, Kurtz, Dodge, Fullerton and Braden, 2000, Dame Publications, Inc.

AN ACADEMIC WRITERS GUIDE, A. Edward Spitz, Joseph L. Braden, and Rodman R. Ludlow, 1986, Department of Marketing, Eastern Michigan University.

THE SALES MANAGEMENT GAME, 2nd Edition, Louis E. Boone, David L. Kurtz, and Joseph L. Braden, 1978, The Petroleum Publishing Company, plus teachers guide and computer program.

Refereed Articles:

"Effects of Experience and Bargaining Restrictions on Coalition Formation", Jerome M. Chertkoff and Joseph L. Braden, JOURNAL OF PERSONALITY AND SOCIAL PSYCHOLOGY, July, 1974.

"The Aftermath of the Price Freeze: Some Survey Findings in Supermarkets", Joseph L. Braden and David L. Kurtz, BUSINESS IDEAS & FACTS, Winter, 1973.

Refereed Presentations Published in Proceedings:

"Fifty-Two Sales Forecasting Techniques", Hugh B. McSurely and Joseph L. Braden, Academy of Business Administration 2002 National Conference, Key West, FL, April 19, 2002.

"A Model Collegiate Initial Sales Training Course", by Joseph L. Braden, presented at the Academy of Business Administration 2001 National Conference, San Antonio, TX, April 14, 2001.

"Fast-Food in Hong Kong", by Colin F. Neuhaus, Joseph L. Braden, and Yee (Eva) Leung, presented at the Atlantic Marketing Association, Sixteenth Annual Conference, Charleston, SC, October 13, 2000.

"The Festival of Trees: A Case Study of Fund Raising in a Health Care Setting", by Joseph L. Braden, Colin Neuhaus, and John J. Olis, presented at the Academy of Business Administration 2000 National Conference, Vancouver, BC, April 16, 2000.

"The Behavioral Tendencies of Direct Marketing Customers", by Sam Fullerton and Joseph L. Braden, presented at the Association of Marketing Theory and Practice Conference, March 13, 1992.

"Conjoint Analysis Versus a Hybrid 1 to 9 Likert Scale: An Empirical Concurrent Validity Test of Two Popular Consumer Preference Measurement Techniques", by Joseph L. Braden, Colin F. Neuhaus, Albert W. Belk, and Mary A. Higby, Southern Marketing Association Conference, November 5, 1987.

"Unlimited Liability: Or Should Losses be Quantified", by Joseph L. Braden and Joel S. Welber, Midwest Business Administration Association, March 20, 1986.

"An Empirical Comparison of Conjoint Preference Measurement and 1 to 10 Scale Preference Measurement", by Joseph L. Braden and Albert W. Belk, The Southern Marketing Association Annual Conference, November 1, 1979.

"A Market Needs Approach to the Systematic Selection of an Economically Efficient Educational Computer Resources System", by Joseph L. Braden and Asad S. Khailany, 17th Annual International Convention of the Association for Educational Data Systems, May 15, 1979.

"Conjoint Analysis Question Order Bias: Some Empirical Findings", Southern Marketing Association Educators Conference, November 17, 1978.

"Consumer Dissatisfaction Measurement Using Conjoint Analysis", 3rd Annual Conference on Consumer Satisfaction/Dissatisfaction and Complaining Behavior, October 5, 1978.

"An Explanatory Example of Conjoint Analysis", The Academy of Marketing Science, 1978 Annual Conference, May 19, 1978.

"Measuring Consumers' Satisfaction with Automobile Repairs", 2nd Annual Conference, on Consumer Satisfaction/Dissatisfaction and Complaining Behavior, April 21, 1977.

Work In Progress:

"Are Your Marketing Activities Destroying the Enforceability of Your Release of Liability Forms in Outdoor Sports Activities?", Joseph L. Braden and Daryl L. Barton, to be submitted in November, 2001, to a bar journal.

Invited Presentations, Seminars and Chairs:

"An Introduction to Personal Selling", presented at the PAC Group sales training meeting, July 20, 2001.

"Brand importance and Assessment", presented at Domino's Pizza International Marketing Workshop 2000, October 18, 2000.

"Discovering the Blue in the Green: Emerging Trends in Outdoor/Paddlesport Recreation", presented at Connecting Michigan, 1st Annual Trailways and Greenways Conference, September 28, 1998, Kalamazoo, MI,

"The Use of Focus Groups in Teacher Improvement", presented to the Effective Instruction Consortium, April 27, 1990 (two separate 1:45 sessions).

"Introduction to Marketing" review seminar, presented to the reporters of CRAIN'S DETROIT BUSINESS, April 11, 1988.

"Introduction to Marketing" seminar, presented to the reporters of CRAIN'S DETROIT BUSINESS, March 31, 1988.

Session Chair, Strategic Sales and Sales Management Conference, Detroit Chapter, American Marketing Association, April 6, 1986.

"Leadership and Productivity", with MNO Programs International, presented at the Annual General Meeting and Convention of the Automotive Retailers Association of British Columbia, Harrison Hot Springs, British Columbia, Canada, October 19, 1984.

"The Choice of a Successor", with MNO Programs International, presented at the Annual Management conference of the American Business Press, Boca Raton Resort and Country Club, Boca Raton, Florida, April 30, 1984.

Session Chair, Midwest Business Administration Association 20th Annual Meeting, April 6, 1984.

Workshop Co-Chair, Hot Issues for Marketers Workshop, Detroit Chapter, American Marketing Association, October 31, 1983.

Workshop Chair, Managing the Challenge of Change Workshop, Detroit Chapter, American Marketing Association, November 8, 1982.

"Does Your Management Style Meet Your Company's Needs?", with MNO Programs International, presented at the 47th Annual Convention of the National Association of Air Conditioning and Refrigeration Wholesalers, San Francisco, CA, October 26, 1982.

"Productivity in America and the Baking Industry", with MNO Research

International, presented at the 1982 American Bakers Association Annual Convention, New Orleans, LA, October 12, 1982.

"Key Issues in Management Selection", with MNO Programs International, presented at the Annual Fall Meeting, Michigan Municipal Electric Association, Traverse City, MI, October 14, 1980.

"Personal Selling II - The True Concept of Professional Selling", special invited session, The Academy of Marketing Science, 1979 Annual Conference, May 11, 1979.

"A Tutorial on Conjoint Analysis", presented at the Academy of Marketing Science Educators Conference, May 20, 1978.

Chair, 1977 Tri-States Marketing Educators Conference, "Marketing in Action", May 5, 1977.

Session Chair, AIDS Regional Conference, May, 1977.

Presented "Selling in the Retail Industry", a seminar for the Briarwood Merchants Association (1,000,000 square foot major shopping center), attended by sales personnel from over 85 retail stores, Fall, 1976.

Presented "Selling in the Retail and Service Industries", a seminar for the Greater Ypsilanti Chamber of Commerce, attended by personnel from over 25 local retail and service organizations, Fall, 1975.

MAJOR PROPRIETARY RESEARCH PROJECTS AND REPORTS COMPLETED

"Visitor Survey Results", Festival of Trees, Detroit Children's Hospital, 1998.

"Demand Analysis: East Side, Detroit Metropolitan Area", Lincoln-Mercury Dealers Association of Metropolitan Detroit, January 26, 1998.

"Visitor Survey Results", Festival of Trees, Detroit Children's Hospital, 1997.

"Visitor Survey Results", Festival of Trees, Detroit Children's Hospital, 1996.

"Litchfield, Michigan, as a Location for Business Investment", November 25, 1985, for John J. Dooley, City of Litchfield, MI.

"Litchfield, Michigan, as a Location for a Drywall Manufacturing Plant", November 25, 1985, for John J. Dooley, City of Litchfield, MI.

"Litchfield, Michigan, as a Location for a Linen Supply/Industrial Launderer Operation", November 25, 1985, for John J. Dooley, City of Litchfield, MI.

"Litchfield, Michigan, as a Location for a Plug Plant Greenhouse Plant", November 25, 1985, for John J. Dooley, City of Litchfield, MI.

"1984 Medium Duty Truck Cab Clinic - Birmingham, England, November 12, 1984 - Final Report: Focus Groups", January 14, 1985, for Medium & Heavy Duty Trucks & Busses, Worldwide Product Planning, General Motors Corporation.

"1983 Van Study, North American World Van clinic - Chicago, IL, October, 1983 - Final Report: Focus Groups", February 15, 1984, for Market Analysis Activity, Worldwide Product Planning, General Motors Corporation.

"Predictive Accuracy of 1-9 Scaling, Trade-Off Analysis and SIMALTO: 1981 "S" Truck Consumer Simalto Follow-Up Survey, Houston", December, 1983, for Market Analysis Activity, Worldwide Product Planning, General Motors Corporation.

"Predictive Accuracy of 1-9 Scaling, Trade-Off Analysis and SIMALTO: 1981 "S" Truck Consumer Preview, St. Paul and Houston", July 15, 1981, for Market Analysis Activity, Worldwide Product Planning, General Motors Corporation.

"1980 Conjoint (Tradeoff) Analysis Cadillac Luxury Car Drive Clinic (Ft. Lauderdale, Florida)", January 14, 1980, for Marketing Department, Cadillac Motor Car Division, General Motors Corporation, by Joseph L. Braden and Albert W. Belskus, Marketing & Research Services.

"WEMU-FM 1979 Washtenaw County Radio Listeners Survey", September 10, 1979, for WEMU-FM radio station, Eastern Michigan University.

"1979 'E' Body Drive (Newport Beach, CA) Conjoint Analysis", January 15, 1979, for Marketing Department, Cadillac Motor Car Division, General Motors Corporation, by Joseph L. Braden and Albert W. Belskus, Marketing & Research Services.

"1978 Chicago Paint Clinic Conjoint Analysis", August 11, 1978, for Marketing Department, Cadillac Motor Car Division, General Motors Corporation, by Joseph L. Braden and Albert W. Belskus, Marketing & Research Services.

"1979 'E' Body Clinic Conjoint Analysis", March 9, 1978, for Marketing Department, Cadillac Motor Car Division, General Motors Corporation, by Joseph L. Braden and Albert W. Belskus, Marketing & Research Services.

"Research Analysis of Existing Consumer Information, 1976", January 20, 1978, for Marketing Department, Cadillac Motor Car Division, General Motors Corporation.

"Seville Diesel Drive Conjoint Analysis", October 1, 1977, for Marketing Department, Cadillac Motor Car Division, General Motors Corporation, by Joseph L. Braden and Albert W. Belskus, Marketing & Research Services.

"Ypsilanti Hospitality Feasibility Report", September 14, 1977, for the Greater Ypsilanti Chamber of Commerce, by Joseph L. Braden and Albert W. Belskus.

"Additional Analysis of Existing Consumer Information", May 1, 1977, for the Advertising and Consumer Research Department, Corporate Research Division, General Motors Corporation.

"Research Analysis of Existing Consumer Information", February 24, 1977, for the Advertising and Consumer Research Department, Corporate Research Division, General Motors Corporation.

"Eastern Echo Marketing Survey", October 15, 1976, for THE EASTERN ECHO, Eastern Michigan University.

"Briarwood Shopper Survey", April 15, 1974, for Briarwood Management, THE ANN ARBOR NEWS, and THE YPSILANTI PRESS, through the Bureau of Business Services & Research, Eastern Michigan University.

REFERENCES

Permission:

Permission is hereby granted to contact any of the references shown below, in person, by telephone, or in writing, to obtain CONFIDENTIAL reference information.

<u>Dr. Joseph L. Braden</u>	<u>Date</u>
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Please note that my references have been asked to provide both positive and negative information concerning my abilities, as I have no interest in a position in which my negative attributes would cause failure, nor in one that requires positive attributes that I do not possess.

Academic and Administrative:

H. Robert Dodge, Former Head, Department of Marketing, Eastern Michigan University, Ypsilanti, MI 48197, (734) 487-3323.

Patrick J. Doyle, Vice President for Business and Finance, Eastern Michigan University, Ypsilanti, MI 48197, (734) 487-2031.

Robert England, Director, Recreation/Intramural Department, Eastern Michigan University, Ypsilanti, MI 48197, (734) 487-1338.

Stuart L. Tubbs, Former Dean, College of Business, Eastern Michigan University, Ypsilanti, MI 48197, (734) 487-4140.

Jim Vick, Vice President for Student Affairs, Eastern Michigan University, Ypsilanti, MI 48197, (734) 487-0074.

Business:

Thomas J. Carpenter, 5374 Bristol Parke Dr, Clarkston, MI 48348, (248) 625-9555. (Retired Zone Manager Northeast, GMC Truck Division, General Motors Corporation.) [Florida (941) 498-0130, Vermont (802) 296-6964]

Jack M. DeOrio, 28565 Lathrup Blvd., Lathrup Village, MI 48076, (810) 914-6234. (Retired Executive Engineer, Administration and Planning, General Motors North American Truck Platforms - Engineering Operation.) [Florida (941) 690-0577]

Thomas W. Iverson, President, Iverson Industries, 580 Hillsdale, Wyandotte, MI 48192, (734) 284-5301.



EASTERN MICHIGAN UNIVERSITY

Ypsilanti, Michigan 48197

December 5, 2002

Elizabeth Edwards, Ph.D.
Head of the Department of Marketing
Eastern Michigan University,
Ypsilanti, MI 48197

Dear Dr. Edwards:

This letter is to recommend Professor Braden for Professor Emeritus status. Professor Braden has served Eastern Michigan University with distinction for 31 years.

Professor Fullerton has written about Dr. Braden's scholarship. I am writing about Dr. Braden's service and teaching.

Dr. Joseph Braden has dedicated most of his adult life to the improvement of Eastern Michigan University, its faculty and its students. His principal focus has been service: service to the students, to the university community, and to organizations in southeastern Michigan.

Teaching and Service to Students.

Joe has been a driving force for the improvement of the Sales and Sales Management courses. Realizing that marketing is an applied discipline, Dr. Braden has concentrated on bringing practical business knowledge into his classes. He developed a book of Selling TV Role Playing Cases for use in the teaching of the Contemporary Selling classes. He has cultivated an effective relationship with Northwestern Financial. They currently sponsor a selling competition which Joe has developed and run over the past seven years. Dr. Braden has also served on Northwestern's national board that administers this competition. In addition, he is a co-author of Professional Selling which was published in 2000 by Dame Publications, Inc.

Joe has concentrated on creating a better educational environment by continuous improvement of his teaching style and materials. His teaching evaluations have been consistently high. He has served as the Faculty Advisor to the Marketing Students Association. Professor Braden's teaching accomplishments were recognized recently when he was awarded the 2001 Teaching Excellence Award by the Alumni Association of Eastern Michigan University.

Service to the University

Joe has been very active in providing service to the department, college and university. He has served as Chair or Co-Chair of the Personnel Committee for eighteen years. In that capacity he has worked with many professors assisting them with professional development and promotions. His college level service has been on the Faculty Advisory Council and on Dean Search committees. At the university level, he has served as Chair of the University REC/IM Management Advisory Committee and as Chair of the University Parking Committee.

Department of Marketing
(313) 487-3323
FAX: (313) 487-2378

Dr. Braden has been a very active fund raiser for the Marketing Department, the College of Business, and recently for the Athletic Department. His personal financial contributions have earned him the status of Life Member on the Regent's Council.

His service efforts to the University have been recognized by receiving a Certificate Appreciation in the Recognition of Outstanding Service and Contributions by the Division of University Marketing and Student Affairs in 2000. He was a Gold Medallion Award Winner in 1997 for service to the Division of University Marketing and Student Affairs.

Service to Community.

Dr. Braden has established effective working relationships with business professionals. Joe has represented the university well in the business community. In the private sector, he has worked for the PAC Group, Domino's Pizza International, Crain's Detroit Business, National Association of Air Conditioning and Refrigeration Wholesalers, American Bakers Association, Lincoln-Mercury Dealers Association of Metropolitan Detroit, General Motors Corporation, the Ypsilanti Press and the Ann Arbor News..

In the public and not-for-profit sectors, Dr. Braden has performed services for the Festival of Trees benefiting the Detroit Children's Hospital, WEMU-FM, and the Greater Ypsilanti Chamber of Commerce.

Through his distinguished career Dr. Braden has earned the right to be a Professor Emeritus. I think that, because of his love for and devotion to Eastern Michigan University, he will continue to represent this university well.

Yours truly,

Hugh B. McSurely, Ph.D.
Professor of Marketing
Co-Chair of the Personnel Committee



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Sharon A. Jackonen

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: August, 1983 Retirement Date: December 31, 2002

Number of Years at EMU: 19 (Minimum of 15 years of service required)

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

Home Address:

Home Telephone: E-Mail Address: -

Name of Spouse:

Degree(s)/Institutions/Year: Baccalaureate: University of Oregon, B.S.N.

Masters: University of Michigan, M.S.

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
Department Head Date Dean Date
Provost Date Date Submitted to Board of Regents

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

Statement of support for granting emeritus status to Sharon A. Jackonen

Professor Jackonen began her employment at EMU in 1983. During her years at EMU she demonstrated her ability and commitment to lead students of varying capabilities into a growing understanding of nursing. She consistently received above average ratings for her teaching abilities but continued to improve her teaching effectiveness. She did this through her continuing education by attendance at conferences and workshops in both teaching and nursing, doctoral program course work, self reflection, and ongoing discussion with peers on effective classroom and clinical teaching techniques. Professor Jackonen is a creative teacher. She is caring with both students and colleagues. She serves as a resource for both novice and experienced nursing instructors. Her calm manner and her breadth and strength of experiences lead others to seek her counsel.

In terms of service, Professor Jackonen has been active in service to the department, to the college, to the university, to the professional community and to her church. Highlights of these activities include: member or chair of department standing committees (eg Committee on the Admission and Retention of Students; Personnel Committee); class advisor several times; course and level coordination; search and screen. She has provided college and university service including: CHHS Human Subjects Committee; College advising committee; Gerontology coordinating committee; CHHS Faculty Advisory Committee (chair and member); University Faculty Council. She is an active member of Sigma Theta Tau (Eta Rho chapter): the International Honor Society for Nursing.

Professor Jackonen has been either the author or co-author of many articles and professional presentations. A selection of these include: Dehydration and hydration in the terminally ill: Care considerations (article); An integrated physical assessment for the nurse (slide-tape); Effects of quizzes and comprehensive exams on student learning (poster); An oncology undergraduate nursing course and its affect on students' attitudes toward cancer and cancer nursing (paper and grant proposal); Nursing education in alcohol and drug abuse (grant); Aging and rehabilitation (paper); The experience of making a life and death decision for a family member: A concept synthesis (paper); Nurses life and death decisions: A theory synthesis (paper); Navigating a nursing curriculum: Bridges and barriers (article).



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
NOV 25 2002

COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Karen Lindenberg

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 9/15/1968 Retirement Date: 8/30/02

Number of Years at EMU: 34 (Minimum of 15 years of service required)

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

Home Address:

Home Telephone:

E-Mail Address:

Name of Spouse:

Degree(s)/Institutions/Year: Baccalaureate: University of Oregon

Masters: _____

Doctoral: University of Oregon

Please Attach a Brief Statement of Support to this Form

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

Recommended by (please print) _____ Date _____

Department Head _____ Date _____ Dean _____ Date _____

Provost _____ Date _____ Date Submitted to Board of Regents _____

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



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

Recreation, and Dance

The Department of Health, Physical Education, ___ recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Dr. Winifred A. Witten

Current Status/Rank at EMU: (retired) Full Professor

Date of Hire at EMU: Fall 1979 Retirement Date: May 2002

Number of Years at EMU: 23 (Minimum of 15 years of service required)

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

Home Address: _____

Home Telephone: (____) _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.A. College of William & Mary 1966

Masters: M.S. Eastern Michigan University 1972

Doctoral: Ph.D. Michigan State University 1990

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 Michael M. Bretting 12/12/02 (please print) Date

Department Head _____ Date

Dear _____ 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

December 12, 2002

To Whom It May Concern:

Dr. Winifred A. Witten dedicated the majority of her professional career to the Department of Health, Physical Education, Recreation, and Dance at Eastern Michigan University. During those twenty-three years she pioneered the development of course and laboratory work in the area of Biomechanics. Hired initially as an elementary physical education/pedagogy, gymnastics, and physical activity instructor, Dr. Witten later directed her scholarship efforts toward applied biomechanics following her doctoral work at Michigan State. Winnie is still involved with elite level judging of NCAA gymnastic competition and enjoys flying her own plane.

It is for these reasons, not to mention the years of tireless service to the Department of HPERD, that I recommend Dr. Winifred A. Witten for faculty emeritus status.

Thank you.

Sincerely,

Michael M. Brettnig
Associate Dean, COE

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 12

DATE:

Jan. 21, 2003

RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for January 21, 2003 and the Minutes of November 19, 2002 be received and placed on file.

STAFF SUMMARY

At its November 19, 2002 meeting the Students Affairs Committee heard an update on the Students in the Community Task Force, International Week Activities, World Hospitality Programs and the renewed Student Leader Group/Faculty Council Working Relationship. Parking was also addressed.

The January 21, 2003 agenda will include the AOD Biennial Review Report, Student Conduct Code Revisions, the Access Services Office Assessment Report, and a proposed Mandatory Withdrawal Policy.

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, January 21, 2003
8:00 a.m.

Agenda

Room 205
Welch Hall

- | | |
|--|------------------|
| 1. Approval of November 19, 2002 Meeting Minutes | Regent Griffith |
| 2. AOD Biennial Review Report | Ellen Gold |
| 3. Student Conduct Code Revisions | Jennifer Schrage |
| 4. Access Services Assessment Report | Don Anderson |
| 5. Mandatory Withdrawal Policy | Karen Simpkins |
| 6. Announcements | |
| 7. Other | |

EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes of November 19, 2002

MEMBERS PRESENT

Regents: Karen Valvo

Administration: Glenna Frank Miller, Greg Peoples, Karen Simpkins, Jim Vick

Students: Gloria Gallegos, Hillary Glowski, Patrick Lord, Matthew Meyer, Prabha Natarajan, Michael Shaver, Joe Stump

GUESTS

Administration: Vickie Bagherzadeh, Andre Clanton, Derrick Davis, Deb deLaski-Smith, Kevin Devine, Patrick Doyle, Paula Dykstra, Mike Erwin, Becky Figura, Brian Fitzgerald, April Flanagan, Thomas Fleming, Larry Gates, Ellen Gold, Samuel Kirkpatrick, Ann Klaes, Jim Locke, Matt Lucas, Courtney McAnuff, John McAuliffe, Ward Mullens, Sarah Kersey Otto, Abbey Parsons, Lewis Savage, Jennifer Schrage, Jeremiah Shinn, David Singleton, Michael Stark, Judy Tatum, Cynthia VanPelt, Paul Dean Webb, Patricia Williams

Other: Matt Harshberger (Ypsilanti Police Department)

Students: Jerome Barnes, Heather Livingston, Musonda Mwila, Kelly Sandor, Carlos Stewart

Press: Nathan Bomey (Eastern Echo), Kristina Smith (Eastern Echo)

Regent Valvo convened the meeting at 8:05 a.m. in Regent Griffin's absence. The minutes of the September 24, 2002 meeting were approved as presented.

Introduction of New SAC Members

The committee welcomed Ms. Whitney Tyler, new Students with Disabilities representative.

Students in the Community Task Force Update

Student Body Vice President Matthew Meyer, Inter-Fraternity Council President Joe Stump, and Captain Matt Harshberger of the Ypsilanti Police Department provided the committee with an update on the joint City/EMU Students in the Community Task Force. In response to more frequent and stronger complaints about student behavior from area residents, student leaders and public safety officials from the City and the University have met several times and have agreed to work together to find a way that they can help to educate students on how to party responsibly. This renewed effort to establish a working relationship with students living in the surrounding neighborhoods has resulted in a higher level of cooperation, a reduction of incidents and an awareness of issues from both the City's and students' perspective.

World Hospitality Programs and International Week Updates

Prabha Natarajan, president of the International Student Association, reported on both the World Hospitality Program and this year's International Week activities. The World Hospitality Program promotes opportunities for international students and members of the community to interact with one another through such activities as Conversation Partners, Hospitality Partners and the New Arrival Support Group. The program currently has 25 volunteers and 40 international student participants. International Week at EMU was a student-centered, campus wide event celebrated through a series of cultural and academic programs including the UN Day reception, Mexican Folkloric Performance, a Study Abroad Fair that focused on discovering why international education is important to students and how teaching and studying abroad impacts faculty and students and the International Week Brownbag Lecture Series.

Parking

Hillary Glowski, Student Body President and Vice President Patrick Doyle provided the Student Affairs Committee with an update on parking. Current data shows that there are parking spaces available throughout the day but that generally they are in distant lots. A number of parking initiatives are being explored including looking at the possibility of providing free or reduced-priced parking at distant lots; staggering the opening times of parking lots to coincide with times of heaviest class schedules; and monitoring the mix of resident and commuter parking to get the maximum use of each lot. Mr. Doyle also reported that demolition of the Business and Finance Building will begin shortly in preparation for construction of the new parking structure.

Student Leader Group/Faculty Council Working Relationship

Ms. Glowski reported on the renewed Student Leader Group/Faculty Council working relationship. Dr. Timothy Brewer, Chemistry professor and the Faculty Council's Student Issues chair, will serve as the Faculty Council's liaison to the Student Leader Group. He was unable to attend today's SAC meeting due to his teaching schedule but he has met with the Student Leader Group and with Hillary and will continue to do so periodically throughout the year as another avenue of addressing student concerns and sharing positive outcomes. The Student Affairs Committee also discussed the possibility of annually holding a joint Student Affairs Committee/ Faculty Affairs Committee meeting. Since the committees are currently scheduled opposite one another, a joint meeting would open yet another avenue of communication and collaboration.

Regent Valvo adjourned the meeting at 8:40 a.m.

Respectfully submitted,

Teri L. Papp

SECTION: 13
DATE: January 21, 2003

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
EDUCATIONAL POLICIES COMMITTEE

ACTION REQUESTED

It is requested that the Educational Policies Committee Agenda for January 21, 2003, and the Minutes of the November 19, 2002, meeting be received and placed on file.

SUMMARY

The primary items for the January 21, 2003, Educational Policies Committee meeting included: (1) Academic Affairs Administrative/Professional Appointments/Transfers, (2) Staff Appointments, (3) Separations/Retirements, (4) Emeritus Faculty Status and a status report was presented on the Work Force Analysis and the Alcohol and Drug Biennial Review Report.

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 MINUTES

November 19, 2002
205 Welch Hall

Attendees (seated at tables): Regent Valvo (Acting Chair), Regent Brandon, Regent Griffin, Provost Schollaert, Christine Gerdes, and Jill Pollock

Guests: (per sign in roster) R. Abent, J. Berry, P. Buchanan, A. Chan, J. Dugger, A. Flanagan, T. Fleming, C. Gerdes, R. Hanna, W. Harris, M. Kanagy, G. Liepa, M. S. Marz, S. McCracken, K. McKanders, B. Morgan, E. Potter, L. Pritchard, G. Reichbach, L. Ristau, K. Rusiniak, C. Sayers, C. Swanson, M. Tack, K. Tinney, J. Todd, W. Tornquist, E. Tratras Contis, T. Venner, P. Williams, and D. Woike

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

Staff Appointments (Section 7)

Executive Director of Human Resources, *Jill Pollock*, recommended that the Board approve 47 staff appointments. Of the 47 appointments, 24 (51%) are female and (23) (49%) are male. 33 are Caucasians (71%) and nine (19%) are African American, two (4%) are Asian, two multi-racial (4%) and one Hispanic (2%).

Regent Valvo accepted the report.

Separations/Retirements (Section 8)

Jill Pollock recommended that the Board approve 37 separations and retirements. Of the 37 separations and retirements, 21 (57%) are female and 16 (43%) are male. 32 Caucasians (87%), two (5%) are African American, two (5%) are Hispanic and one (3%) Asian.

Regent Valvo accepted the report.

Emeritus Faculty Status (Section 9)

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

- **Robert Mancell** (Professor Emeritus, Geography and Geology 1969-2002) 11/19/02
- **Dale Rice** (Professor Emeritus, Special Education 1967-2002) 11/19/02

Regent Valvo accepted the report.

Monthly Reports and Minutes (Section 11)

Regent Valvo recommended approval of the Educational Policies Committee Agenda for November 19, 2002, and the Minutes of the September 24, 2002, meeting be received and placed on file.

The recommendation was accepted.

Appointment of Charter School Board Members (Section 12)

Joseph Pollock, Director of the Charter School Program recommended that the Board of Regents reappoint David McHale and appoint Sharon Thompson and Pamela Tully to three-year terms on the Board of Directors of the Academy for Business and Technology; Steven Hardy to a three-year term on the Board of Directors of Ann Arbor Learning Community; Kecia Harper-Edmond to a three-year term on the Board of Directors of Gaudior Academy; Robert Blick to a three-year term on the Board of Directors of Grand Blanc Academy; and Larry Mann Jr. to a three-year term on the Board of Directors of Hope Academy.

The recommendation was accepted.

2001-2002 Charter Schools Annual Report (Section 13)

Joseph Pollock, Director of the Charter School Program recommended that the 2001-2002 Charter Schools Annual Report be received and placed on file. During the 2001-2002 school year, eight charter schools operated under the auspices of the Board of Regent of Eastern Michigan University. These schools enrolled 3,440 students. As the fiscal agent for the schools, Eastern Michigan University's accounting office processed \$24.5 million of state aid funding, an increase of more than \$1 million from the previous year.

The annual report emphasizes student achievement as measured by the Michigan Educational Assessment Program (MEAP) and the California Achievement Test "Terra Nova." Both achievement results indicate very good progress in most of our schools.

Dr. Pollock presented a 15-minute videotape on the EMU's Charter Schools.

Dr. Pollock also mentioned that this year two of our Charter Schools won the Golden Apple Award, a prestigious national award, Great Lakes Academy and Edison Oakland Academy.

Projected changes in the future include new federal requirements directed by "No Child Left Behind" (federal program). This may give each state the power to design it's own testing.

Other accomplishments included utilizing student teachers from EMU's College of Education within the Charter Schools.

The recommendation was accepted.

Work Force Analysis

Jill Pollock provided *Regent Valvo* a summary of the latest Work Force Analysis. This is comprised of 2107 total Permanent Faculty/Staff, 17.37% are minorities, 46.75% are male, and 53.25% are female.

Regent Valvo accepted the report.

2001-2002 Affirmative Action Report

Whitney Harris, Director of Affirmative Action presented the Affirmative Action Report. The central premise of the program is the *absence of discrimination, over time, EMU's workforce, generally, will reflect the gender, racial and ethnic profile of the labor pools from which the contractor recruits and selects*, whether it be national, area or internal pools.

Currently there was progress in hiring females in 11 job groups, 59% (153/258) of new hires were females. Progress was made in hiring African Americans in one job-group; thirty-nine new African Americans were hired. Eleven Hispanics and 11 other minorities were hired.

Findings of New Hires: were there were 258 new hires among which 153 (59%) were females and sixty-three (16.9%) were minorities. Nine Hispanics and 15 other minorities were hired.

Diversity initiatives are: challenges of racism study circles, multicultural peer advisors, Jody Norton "T" lectures, issues in cross-cultural counseling, eating disorders, women and minorities vendor program.

Recommended strategies include using diverse search committees, pro-active search committees, start process early, direct contacts, contact women and persons of color, revisit job descriptions.

Regent Valvo accepted the report.

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

Respectfully submitted,

John Longshore, Senior Secretary
Academic Affairs

SECTION: 14
DATE: January 21, 2003

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
FACULTY AFFAIRS COMMITTEE

ACTION REQUESTED

It is requested that the Faculty Affairs Committee Agenda for January 21, 2003, and the Minutes of the November 19, 2002, meeting be received and placed on file.

STAFF SUMMARY

The primary item for the January 21, 2003, Faculty Affairs Committee meeting was a presentation on “Ypsilanti Community Outreach Partnership Center (COPC)” by Paul T. Schollaert, Provost and Vice President for Academic Affairs, Michael Harris, Associate Provost, David Clifford, Interim Associate Vice President for Extended Programs, Ronald Woods, Director, Institute for the Study of Children, Families, and Communities (ISCFC), Marcia Bombyk, Professor of Social Work, Norman Tyler, Director, Urban and Regional Planning Program, Robert Perry, Director, African American Center for Applied Research and Services (AACARS), Jennifer Goulet, Director, Ypsilanti Downtown Development Authority, George Basar, Chief, Ypsilanti Police Department, Lois Richardson, Ypsilanti City Council, Esther Williams, Community Activist, and Peggy Wiencek, Director, Applied Research Center, ISCFC

FISCAL IMPLICATIONS

There is no fiscal impact.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Faculty Affairs Committee

January 21, 2003
8:00 – 9:00 a.m.
201 Welch Hall

AGENDA

Regular Agenda

Section Monthly Report and Minutes (Regent Brandon)

Status Report

REPORT: “Ypsilanti Community Outreach Partnership Center (COPC)”
by

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

Michael Harris, *Associate Provost*

David Clifford, *Interim Associate Vice President for Extended
Programs*

Ronald Woods, *Director, Institute for the Study of Children,
Families, and Communities (ISCFC)*

Marcia Bombyk, *Professor of Social Work*

Norman Tyler, *Director, Urban and Regional Planning Program*

Robert Perry, *Director, African American Center for Applied
Research and Services (AACARS)*

Jennifer Goulet, *Director, Ypsilanti Downtown Development
Authority*

George Basar, *Chief, Ypsilanti Police Department*

Lois Richardson, *Ypsilanti City Council*

Esther Williams, *Community Activist*

Peggy Wiencek, *Director, Applied Research Center, ISCFC*

**PRESENTATION TO
FACULTY AFFAIRS COMMITTEE
EASTERN MICHIGAN UNIVERSITY REGENTS
Tuesday, January 21, 2003**

**YPSILANTI COMMUNITY OUTREACH PARTNERSHIP CENTER
(COPC)**

- | | |
|--|--|
| 1. Introductions and Overview | Dr. David Clifford
Dr. Ronald Woods |
| 2. Community Building <ul style="list-style-type: none">• Principles of Community Building• Challenges of Civic Engagement• Neighborhood Organizing in Ypsilanti• Next Steps for Community Building | Dr. Marcia Bombyk |
| 3. Webpolis <ul style="list-style-type: none">• Webpolis: A Tool for communication and community decision making• Application in Ypsilanti: River walk, linking community organizations and residents, connecting to young people• Expanding use of Webpolis and the consortium of communities | Dr. Norman Tyler |
| 4. Digital Inclusion <ul style="list-style-type: none">• Using <i>Africana Encarta</i> and popular culture to engage youth• Ypsilanti High School History Class• Telementoring• Training Parents | Dr. Robert Perry |
| 5. Economic Development <ul style="list-style-type: none">• Building Retail Excellence• Impact on the City of Ypsilanti | Ms. Jennifer Goulet |
| 6. Comments by Community People and Evaluator | Chief George Basar
Councilwoman Lois Richardson
Community Activist Esther Williams
Peggy Wienczek |

**Presentation to Faculty Affairs Committee
Eastern Michigan University Board of Regent
January 21, 2003**

**Ypsilanti Community Outreach Partnership Center (COPC)
List of Presenters**

Dr. David Clifford
Interim Associate Vice President for Extended Programs
Associate Professor, Health Administration
(Department of Associated Health Professions)

Dr. Ronald Woods
Director, Institute for the Study of Children, Families and Communities (ISCFC)
Professor, African American Studies

Dr. Marcia Bombyk
Professor, Social Work

Dr. Norman Tyler
Professor, Geography and Geology
Director, Urban and Regional Planning Program

Dr. Robert Perry
Professor and Head
Department of African American Studies
Director, African American Center for Applied Research and Services (AACARS)

Ms. Jennifer Goulet
Director
Ypsilanti Downtown Development Authority

Mr. George Basar
Chief, Ypsilanti Police Department

Ms. Lois Richarson
Ypsilanti City Council

Ms. Esther Williams
Community Activist

Ms. Peggy Wiencek
Director, Applied Research Center
Institute for the Study of Children, Families and Communities

**Biographical Sketches of Presenters
Ypsilanti Community Outreach Partnership Center
Faculty Affairs Committee
Eastern Michigan University Board of Regents
January 21, 2003**

**Ronald C. Woods
Director, Institute for the Study of Children, Families and Communities**

Ronald C Woods is a Professor of African American Studies and the Director of the Institute for the Study of Children Families and Communities at Eastern Michigan. He has served as the founding head of the Department of African American Studies, and has chaired the University's Academic Affairs Committee on Curriculum Diversity, and its Diversity, Inclusion and Affirmative Action Strategic Planning Committee. Professor Woods has an extensive record of university and community service, and was awarded the Ronald W. Collins Distinguished Faculty Award for Service in 2002.

**David Clifford
Interim Associate Vice President for Extended Programs**

Dr. Clifford was Director of ISCFC at the time the COPC grant application was prepared under his leadership. His research interests focus on community based health care, planning and program evaluation, and nonprofit organizations. Recent community and nonprofit focused research include studies of: the management capacity of nonprofit organizations in Washtenaw County (with Susan Kattleus); Ford Motor retiree support of United Way (with Crystal Mills, Peggy Wiencek and Tammy McCullough); consultation and technical support on a study of the health status of Iraqi refugees by ACCESS (with Peggy Wiencek). His involvement in the local community include membership on the Board of the Corner Health Center in Ypsilanti, including two years as President of the Board.

Previous assignments in his seventeen years at Eastern Michigan University include: Director of the Institute for the Study of Children, Families and Communities; Executive Director of Extended Programs; Associate Dean of the College of Health and Human Services, Interim Associate Provost; Associate Dean of the Graduate School and Director of the Office of Research Development. Prior to coming to EMU he worked for ten years at both the county and state level in community mental health. He received his Ph.D. from the University of Michigan in 1976.

Marcia Bombyk
Professor of Social Work

Dr. Bombyk co-directs the Community Building Project of the Community Outreach Partnership Center. Previous assignments in her years at Eastern Michigan University include: Coordinator of the graduate program in social work, Coordinator of the Research Action Seminar at the Center for Community Building and Management, and for three years has been Associate of the Institute for the Study of Children, Families, and Communities. She is part of the interdisciplinary team of faculty that has proposed graduate certificates in Community Building and Management which are currently in the EMU approval process. She has served on the faculties of the University of Michigan, Smith College, and Fordham University. Her practice experience includes neighborhood organizing, labor organizing, economic development, social action, advocacy, and coalition building. She has served in leadership roles on several boards of directors of non-profit agencies, commissions, and executive committees of national and international organizations. Dr. Bombyk chaired Eastern Michigan University's Graduate Council the past two years and is the current chairperson of the College of Health and Human Services Faculty Advisory Committee. Dr. Bombyk received her PhD. from the University of Michigan.

Norman Tyler
Professor of Geography and Geology

Norman Tyler is Director of the EMU Urban and Regional Planning Program and supervises the development of the Webpolis project at the Community Outreach Partnership Center. For the past three years, Dr. Tyler has been working with the city of Albion, Michigan in developing and installing a prototype of the system. The Webpolis project is administered jointly by Dr. Tyler and Dr. Xichun Xie, Director of EMU's Center for Environmental Information Technology and Applications (CEITA), a nationally recognized center of applied research on computer interface applications. Dr. Tyler, who received his doctoral degree in Architecture from the University of Michigan in 1970, has published widely on issues of historic preservation and geographic information systems.

Robert Perry
Department Head, African American Studies

Dr. Perry received his Ph.D. from Wayne State University, Sociology (Criminology, Race and Ethnic Relations, Black Studies, and Urban Planning) in June 1978. He was a Post Doctorate Fellow, Research Skills Development Institute, sponsored by the American Sociological Association in cooperation with the Institute for Social Research, UCLA. Certificate awarded July 1980.

Relevant Recent Applied Research and Service includes:

- Workshop Consultant. Working with the African-American Family. "Ohio Adult Services Training Program, Toledo, Ohio. January 16-17, 2001
- "Even Start Family Literacy Program Evaluation Toledo Ohio Public Schools 1996-1997." Toledo, Ohio. June 30, 1997.
- "Minority Male Empowerment Project of Greater Toledo, an Outcome and Process Evaluation." Toledo Economic Opportunity Planning Association. March 1995.
- "Cultural Competence Self-Assessment Study." Lucas County Children Services. April 1995.
- "Race and Juvenile Justice in Ohio. The Overrepresentation and Disproportionate Confinement of African-American and Hispanic Youth: An Ohio Study." The State of Crime and Criminal Justice in Ohio. Governor's Office of Criminal Justice Services' publication. Fall 1994.
- "Race and Juvenile Justice in Ohio: The Overrepresentation and Disproportionate Confinement of African-American and Hispanic Youth." Co-authored with Chris Dunn, Stephen Cernkovich, and Jerry Wicks. A report submitted to the Governor's Office of Criminal Justice Services in partial fulfillment of contract nos. OCJS 91-004 and OCJS 92-001, June 1993.

Jennifer Goulet

Director, Ypsilanti Downtown Development Authority

Jennifer H. Goulet is the Director of the Ypsilanti Downtown Development Authority and City Liaison to the Depot Town Downtown Development Authority and has served in this capacity since fall 2000. She is responsible for promoting and facilitating the revitalization of Ypsilanti's historic Downtown, Depot Town, and West Cross Street business districts. She works extensively with existing and prospective businesses and investors to promote redevelopment opportunities in Ypsilanti's commercial areas and actively works with citizen groups to assist them in achieving their visions and goals for the community.

Previously the City of Ypsilanti's Community and Economic Development Department Director (1993 to 2000), Ms. Goulet has been actively involved in efforts to define and implement community revitalization initiatives for the City of Ypsilanti including the Water Street redevelopment project, Huron Whittaker Corridor Study, downtown streetscape improvements, and development of the Riverside Arts Center.

Ms. Goulet also served as a Senior Project Manager for The Traverse Group in Ann Arbor facilitating brownfield redevelopment projects in various Michigan communities and was a Senior Planner for McKenna Associates, a municipal planning and urban design firm in Farmington Hills, Michigan. She also coordinated comprehensive planning and growth management efforts in Brevard County, Florida from 1985 to 1993 and was the Comprehensive Planning Division Director for that fast-growing county on Florida's Space Coast.

She holds a Bachelor of Arts degree from Valparaiso University (1983) and a Master of City and Regional Planning degree from The Ohio State University (1985). She is

actively involved in the community and currently serves on the Boards of Directors for the Riverside Arts Center, Ypsilanti Area Chamber of Commerce, Ypsilanti Area Community Fund (an affiliate of the Ann Arbor Area Community Foundation), Ypsilanti Heritage Foundation, and the Ypsilanti Symphony Orchestra.

Ms. Goulet is actively involved in the Building for Retail Excellence project component of the Community Outreach Partnership Center (COPC) grant and serves on both the Advisory Commission and the Economic Development and Employment Advisory Board for the COPC grant.

Peggy Wiencek
Director, Applied Research Center

Peggy Wiencek received a M.A. in Sociology from Eastern Michigan University in 1984. She served as a lecturer in the Department of Sociology, Anthropology and Criminology from 1982 to 1995. Since 1984 Ms. Wiencek has been a member of the research staff at the Institute for the Study of Children, Families and Communities where she is currently Director of the Applied Research Center. As the Center Director, she manages the Computer Assisted Telephone Interviewing (CATI) lab. She has managed dozens of research projects and directed numerous applied studies and evaluations. Her research includes studies of foster care quality, assessment of the safety and stability of children in foster care placements, evaluation of the system of care in juvenile justice and evaluation of community studies including the Community Outreach Partnership Center. She has presented broadly at professional conferences on methodologies for conducting applied research and evaluation studies.

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

FACULTY AFFAIRS COMMITTEE MINUTES

November 19, 2002
8 a.m., 201 Welch Hall

Attendees (seated at tables): Regent Brandon (Chair), Regent Valvo, Provost Schollaert, D. Clifford, S. Erenberg, M. Harris, R. Holkeboer, and S. McCracken

Guests: (as signed in) P. Buchanan, M. Byrd, R. Cheng, D. Clifford, J. Dugger, B. Edwards, L. Findley, B. Fish, T. Fleming, R. Hanna, M. Kanagy, R. Kinney, B. Lahidji, R. Larson, G. Liepa, M. Lintner, D. Loppnow, M. S. Marz, P. Melia, B. Miller, B. Morgan, J. Olson, G. Reichbach, M. Reifel, L. Ristau, L. Rocklage, A. Starko, L. Tilton, J. Todd, E. Tratras-Contis, T. Venner, B. Warren, A. Westman, D. Woike, R. Woods and M. Zinggeler

The meeting was convened at 8:04 a.m.

Monthly Report and Minutes (Section 14)

Regent Brandon recommended approval of the Faculty Affairs Committee Agenda for November 19, 2002 and the Minutes of September 24, 2002 be accepted and placed on file.

The recommendation was accepted.

Status Report: Program Review at EMU: Developing and Implementing a Strategy for Academic Quality

Dr. Paul T. Schollaert, Provost and Vice President for Academic Affairs, stated that he was pleased to be able to present today a synopsis of Eastern Michigan University's Program Review Policy. *Provost Schollaert* then introduced *Dr. Michael Harris, Associate Provost*

Dr. Michael Harris, Associate Provost, introduced the presenters, *Mr. Brian Hoxie, Director of Academic Programming*, *Ms. Donelle Goerlitz, Senior Program Analyst*, *Dr. Earl Potter, Dean, College of Business*, *Dr. Mary Sue Marz, Department Head, Nursing* and *Dr. Alida Westman, Professor, Department of Psychology*

Mr. Brian Hoxie, Director of Academic Programming began the presentation with the overall agenda and then outlined the following topics.

Why Program Review? – Manifestation of the university's focus on continuous academic improvement. North Central Association (NCA) Accreditation impacts the University

Mission (*Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression.*), University Strategic Plan (*Goal #1: Strengthen undergraduate programming, and Goal #2: Strengthen graduate programming and research.*), and Program Review (*facilitating continuous program and curricular development*).

Program Review at EMU was initiated in 1981 and suspended in 1996. In 2000 Program Review was restructured utilizing a new Manual and Process Development. In April of 2001 Faculty Council approved the new PR Manual and the New Program Review was re-initiated in September 2001.

The Goals of Program Review are a. continuous academic improvement, b. active interaction between faculty and administration to ensure academic quality, c. integrate program review and accreditation activities with student outcomes assessment, d. maximize program effectiveness to assure prudent husbandry of public resources, e. refine divisional priorities, and f. meets NCA requirements.

Philosophy and Guidance is a. goal oriented, b. program as a whole, c. forward-thinking, d. focus on analysis rather than observation, e. faculty ownership and collaboration, f. recommendations expressed in terms of action, g. the program review process is continuous, and h. continue to improve the review process and data resources.

Program Review Criteria is based on a. quality, b. efficiency, c. productivity, d. effectiveness, and e. University Mission (these are tailored through interactive process with individual programs in order to meet regional and student needs.)

Program Review is a 10 year process, 1st cycle Years 1-4: ¼ of departments and programs reviewed and rated each year, 2nd cycle Years 5-8: ¼ of departments and programs reviewed and rated each year, NCA Phase I: Year 9: departmental and self-study and NCA Self-Study: and NCA Phase II: Year 10: NCA Visit, Review, and Report.

The Program Review Plan identified the following scheduled reviews from 2001-2005: 2001-2002: Art, Geog, Chem, Psy, FCIS, HPERD, NUR, INDT, IDBS, NICE, CEITA, 2002-2003: FLABS, PLSC, SAC-Undergrad, COSC, MATH, Business Admin, ACC, IT, CCT (Quality), CCT (Risk Reduction, TRTI, 2003-2004, CTA, ENGL, SAC-Grad, BIOL, MKTG, LDRS, HECR, AHP, BTE, CRI, ISCFC, and 2004-2005: AAS, MUSC, ECON, HIST, WMNS, PHY, MGMT, SPED, SWRK, TCED

Mr. Brian Hoxie, Director of Academic Programming then introduced Ms. Donelle Goerlitz, Senior Program Analyst, who continued with Data and Implementation

Implementation of the 2001-2002 Plan was as follows: Determine list of programs: Sept., Distribution of data: Oct., Workshops for departments: Nov., Program compilation: Sept.-Jan., Campus comment: Feb.-Mar., Open discussions: Apr.-Jun., and Findings and Annual Report: Jun.

A sample of determining program reports for Chemistry was given. The process involved a. all program codes for a given department, b. codes for programs that issue awards, and c. reports based on logical groupings.

Program Review Data Distribution was delivered to departments for distribution, this data included a. Program Review Manual (consisting of Program Review guidelines, timeline, and correspondence (to date)), b. Data (i. Five full academic years, ii. programs under review, iii. Minimum hours to completion (UG), iv. Average cumulative GPA report, v. UG and GR degrees conferred, vi. Diversity, and vii. Full-time and part-time), and c. Other department data resources.

Program Review Workshops are set up based on the Program Review Report which outlines a. goals, b. curriculum, c. faculty quality, d. student trends, e. service courses, f. program delivery, g. outreach, h. outreach, i. cost effectiveness, j. resolution of issues, k. resolution of issues, l. recommendation for the future, m. appendix. Taskings of the workshop are a. layout of the task and report. b. Program data, c. what information or data supports what sections, d. internal data resources, e. establish lines of communication, f. allow faculty and senior administration interaction, g. department manual, h. work plan, and i. time-line.

The Program Review Report Compilation information a. Reports were compiled during November and December, b. Each department used techniques tailored to their faculty situation, c. completed reports were reviewed by department heads and provided to the deans by 12 Jan 02, and d. reports with the deans assessments were completed and provided to the Associate Provost by the end of January.

Program Review Campus Comment included a. completed program review reports were reproduced and distributed to interested parties for feedback during the first week of February 2002, b. interested parties were given until mid-March to formally respond to the Associate Provost regarding the Program Review reports they had received, and c. Responses summarized and used to develop agenda for Roundtable Discussions.

Program Review Roundtable Discussions were held. The Purpose was to encourage constructive interaction between faculty, department heads, and EMU administration on program-related concerns. In attendance was the Provost and Association Provost, deans and department heads, coordinators and report writers, faculty and other interested parties. The format was one of open discussions address recommendations and concerns identified during the "Evaluation and Feedback period of the Program Review Process.

Program Review Program Rating was determined a. all input considered, b. Associate Provost submits recommendation to Provost, c. Provost issues final report, and d. rating scale was used. The Rating Scale broke down into a. Continuation: no review required for 4 years, b. Continuation with Specific Changes: post-review improvement plan, no review required for 4 years, c. Probation: post review improvement plan, annual review until deficiencies corrected, and d. Phase Out: department head and faculty will be given 30 days to respond to recommendation.

Program Review Faculty Member Perspective, *Dr. Alida Westman, Professor, Department of Psychology* presented her insights, a. creation of the program review document, b. evolution of the process, c. different perspectives are educational, informative, d. concerns, and e. thoughts for the future. She elaborated that one of the major concerns was the process kept faculty away from classroom work.

Program Review Department Head's Perspective, *Dr. Mary Sue Marz, Department Head, Department of Nursing* presented her insights, a. process, who, what, when? b. feedback: closing the loop, c. outcome: strategic plan, and d. recommendations; resources

Program Review Dean's Perspective, *Dr. Earl Potter, dean, College of Business* presented his insights, a. enormously valuable... if you see the process as a "friend." b. requires skill to implement... the kind of skills built in a continuous improvement program, c. absolutely dependent on access to high quality, fine-grained data, e. departments "in the queue" are getting a jump start... because it is an awful lot of work to do in one semester, d. results in measurable program improvements.

Dr. Michael Harris, Associate Provost, concluded the presentation with the following points.

Program Review 2001-2002 Findings comprised 23 academic programs (AP) and 1 center and institute (C&I) granted continuation: 30 AP granted continuation with changes, 2 AP given probation and 2 C&I phased out. Placed on probation are the BS in Recreation/Park Management (HPERD) and BS in Public Safety (IDT). Scheduled for phase out is the National Institute for Consumer Education (NICE) and the Institute for Diversity and Business Services (IDBS). No faculty jobs were lost, no negative student impact.

Program Review Insights are a. We have a good process in place! (i. Must remain somewhat flexible, ii. involvement by divisional leadership is essential, and iii. feedback must be encouraged and accepted.), b. Faculty role: (i. faculty council is an invaluable ally, and ii. active faculty participation & ownership is key to success), c. Departments need more time and better data: (i. need to continuously improve data collection, ii. need more specific and accurate data, and iii. Distribution needs to occur earlier), d. Workshops now tailored to each department, and e. Roundtable Discussions very successful (i. viewed as an opportunity to be heard, ii. promote faculty and administration interaction, and iii. Communication must be ongoing and open.)

Program Review Goals and Returns were outlined. Continuous academic improvement creates academic quality and institutional accountability. Integrating program review with assessment and student outcomes builds a comprehensive understanding of program and curricular development. Developing interaction between faculty and administration highlights challenges, proposals, solutions and accomplishments. Maximizing program effectiveness provides opportunities to shape the future of academic programming. Refining divisional priorities contributes to cohesive strategic initiatives: college,

division, and university. Focusing on NCA assists faculty and departments to orient programming activities.

In conclusion, the program review process reinforces the campus culture of continuous improvement. In conjunction with effective strategic leadership, they assure an optimum learning experience for our students.

Dr. Paul T. Schollaert, Provost and Vice President for Academic Affairs, concluded by stating that this program outlines both strengths and challenges. Eastern Michigan University's Strategic Plan establishes resources needed and required for this program. Additional resources required brought to light due to the Program Review process are evaluated accordingly.

Regent Brandon thanked the presenters for their report

Regent Brandon adjourned the meeting at 8:46.

Respectfully submitted,

John Longsnore, Senior Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/FAC_1102)

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 15
DATE: January 21, 2003

RECOMMENDATION

MONTHLY REPORT - FINANCE COMMITTEE

ACTION REQUESTED

It is recommended that the Working Agenda for January 21, 2003 and the minutes for the November 19, 2002 Finance Committee meeting be received and placed on file.

STAFF SUMMARY

Regular Agenda items discussed at the November 19, 2002 Finance Committee included: Finance Committee Monthly Report; FY 2004 Appropriation Request; FY 2004 Capital Outlay Budget Request; Collective Bargaining Agreement Between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America (UAW), Technical, Office and Professional (PT) Local 1976; Collective Bargaining Agreement Between Eastern Michigan University and Local 1666 Affiliated with Council 25 of the American Federation of State, County and Municipal Employees (AFSCME) and the AFL-CIO; 2001-02 Eastern Michigan University Foundation Annual Report; and the 2001-02 Eagle Crest Management Corporation Annual Report. Consent Agenda items discussed were: Treasurer's Report, Internal Audit Report, Grants and Contracts Report, Construction Projects Progress Report, Accounts Receivable Report, and Technology Plan Implementation Report.

FISCAL IMPLICATIONS

The fiscal impact of the actions taken are listed in the appropriate sections and are included in the Board minutes.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

1.

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

**January 21, 2003
10:30 a.m.
201 Welch Hall**

REGULAR AGENDA

- Section 15: Finance Committee Monthly Report**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 16: Eastern Michigan University As Lender for Graduate Student Loans**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents, and Courtney McAnuff, V.P. Enrollment Services
- Section 17: New Student Union/McKenny Reassignment – Authorization to Proceed**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents, and Jim Vick, V.P. Student Affairs
- Section 18: Resolution: Bond Authorization – Refinancing Existing Debt**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 19: Resolution: Bond Authorization – Funding for New Student Union/McKenny Reassignment**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 20: Student Union Fee**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents
- Section 21: State Lease Financing Structure for Renewal of Mark Jefferson**
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

CONSENT AGENDA

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

EASTERN MICHIGAN UNIVERSITY**Board of Regents
FINANCE COMMITTEE****MINUTES OF MEETING**

November 19, 2002

Present: Regents Morris, Incarnati, Valvo, Brandon, and Vice President Doyle

MONTHLY REPORT

Patrick Doyle, Vice President for Business and Finance, recommended that the working agenda for the November 19, 2002 Finance Committee meeting and the minutes for the September 24, 2002 Finance Committee meeting be received and placed on file. There were no questions.

FY 2004 APPROPRIATION REQUEST

Pat Doyle recommended that the Board approve the FY 2004 Appropriation Request Strategy. Doyle stated that the strategy represents the University's initial resource planning as submitted to the state office of the budget and identifies the fiscal needs of the University. The appropriation request focuses on six key points: (1) the University acknowledges the continued shortfall in state revenues, but also recognizes the significant return to the state from the investment in higher education; (2) the University's enrollment growth; (3) the impact enrollment growth has on the relative value of the appropriation on a per-student basis; (4) the University's sensitivity to the price of higher education and our significant investment in student financial aid; (5) identification of projected contractual fixed costs, program improvements and the University's highest priority new initiative; and (6) the University's commitment to success in cost containment. Doyle stated that the University's FY 2004 appropriation request would: 1) identify \$11,759,830 in resource needs; 2) request a continuation budget from the state with an appropriation equal to the FY 2003 and 2002 levels - \$87,637,200; 3) ask the state to give serious consideration to funding enrollment growth (\$2.8 million); and acknowledge the historical, positive effect increased appropriations have had on minimizing tuition rates, and the significant return on investment that appropriating funds to public universities has provided to the state.

Doyle stated that the University remains committed to affordable education by providing student financial aid, which is the fastest growing part of the University's budget. Doyle reported that institutional aid, including endowed scholarships provided by the EMU Foundation, totals \$885 per full year equated student. Non-loan aid, grants, and employee tuition programs totals \$2,125 per full year equated student. Federal loan packages total nearly \$6,000 per full year equated student. Regent Morris asked how the University assists students in finding appropriate financial aid sources. Doyle referred to Bernice Lindke, Director of Financial Aid. Lindke stated that the University communicates via the financial aid website and guidebook that private loans are available as well as assisting students with scholarship searches. Doyle reported that the University also communicates to the parents of students regarding federal tax programs and tuition tax credits.

Doyle reported that the positive difference the University makes to the individual lives of students is directly related to the quality of the faculty and staff who deliver and support the academic programs and business operations. Doyle stated that the University is committed to upholding the contractual agreements of the organized labor unions. Regent Brandon asked about the impact of future health

FINANCE COMMITTEE
MINUTES OF MEETING
November 19, 2002

care costs. Doyle responded that the University has reviewed projected future costs and stated that more work will be done. Regent Brandon then asked how the University plans to address a flat or reduced appropriation. Doyle responded that a combination of cost containment, budget reduction, enrollment growth and tuition increase will be used.

FY 2004 CAPITAL OUTLAY BUDGET REQUEST

Pat Doyle recommended that the Board of Regents approve the FY 2004 Capital Outlay Budget Request, which identifies the modernization of Pray-Harrold and renewal of the Mark Jefferson science building as the University's top capital outlay projects. The proposed modernization of Pray-Harrold classroom building is expected to cost \$41,394,375 and the renewal of the Mark Jefferson science building at \$46,942,870. Doyle reported that both buildings are over 30 years old with most of the original building systems and furnishings still in place, therefore requiring major infrastructure overhauls, major improvements in technology, and new furnishings. Doyle stated that the University's 25 percent matching requirement for both projects totals \$22,081,836, and would likely be provided through the sale of bonds.

COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND THE INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE AND AGRICULTURAL IMPLEMENT WORKERS OF AMERICA (UAW), TECHNICAL, OFFICE AND PROFESSIONAL (PT) LOCAL 1976

Jill Pollock recommended that the Board approve a Collective Bargaining Agreement Between Eastern Michigan University And The International Union, United Automobile, Aerospace And Agricultural Implement Workers Of America (UAW), Technical, Office And Professional (PT) Local 1976. The recommendation is based on negotiations with the professional/technical employees bargaining unit for a new four-year agreement for the period July 1, 2002 to July 31, 2006. Pollock reported that the PT bargaining unit has approximately 400 members including staff from ICT, Admissions, Advising, and Accounting. It is the University's second largest bargaining unit after the faculty bargaining unit. Pollock reported that key provisions of the agreement include a three-percent base increase in the first year with wage-only re-openers in the second through fourth years, limiting the minimum annual increase at two-percent. Compensation-wage adjustments also include longevity adjustments within classifications and a 10 percent wage differential for PT supervisors. Pollock reported that contract language will reflect the group's health care migration to Blue Cross/Blue Shield Community Blue PPO, which was agreed to earlier in the year. The health care waiver was increased by \$10 per month, and domestic partners will be provided dental coverage. Adjustments were made in how the University administers compensatory time, and changes were made in bumping rights provisions primarily as related to grant funded positions. Pollock reported that the bargaining agreement is projected to increase the University's professional and technical employees fiscal 2002-03 net compensation cost by \$761,000 which is within the established the budget.

COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND LOCAL 1666 AFFILIATED WITH COUNCIL 25 OF THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME) AND THE AFL-CIO

Jill Pollack recommended that the Board of Regents approve the Collective Bargaining Agreement Between Eastern Michigan University and Local 1666 Affiliated With Council 25 of the American Federation of State, County and Municipal Employees and the AFL-CIO. The recommendation is based on negotiations with the skilled trades, custodial, maintenance, grounds and food service employees bargaining unit for a new three-year collective bargaining agreement for the period July 1, 2002 to June 30, 2005. The unit represents approximately 233 members. Pollack reported that the agreement includes a 3.5 percent base wage increase in the first year of the contract with wage re-openers in the second and third years. The bargaining group shifted to the Blue Cross/Blue Shield Community Blue PPO health care program. Coverage includes prescription co-payments, domestic partner eligibility and a pre-tax medical flexible spending account. Pollack reported that an incentive to curb absenteeism was worked into the agreement whereby an employee may opt to take a cash payout on unused sick leave (up to three days). Employees within the unit will have immediate vesting for retirement through TIAA CREF. Pollack reported that the agreement is projected to increase the bargaining unit's FY 2003 net compensation costs by \$389,436 and is within the approved budget.

2001-02 EASTERN MICHIGAN UNIVERSITY FOUNDATION ANNUAL REPORT

Laura Wilbanks recommended that the 2001-02 EMU Foundation Annual Report be received and placed on file. Total endowment assets reported at year-end were \$30,517,632 which represents a 9.3 percent decrease from the value at fiscal year end 2001 of \$33,663,799. Contributions during 2001-2002 were \$4,764,490. Contributions designated toward endowment totaled \$1,013,276. Wilbanks reported that for the fiscal year the return on investment of negative 7.1 percent matched the target investment policy benchmark return of negative 7.1 percent. The total annualized return since inception on September 30, 1992, of 9.9 percent surpasses the benchmark of 8.5 percent. Wilbanks reported that current expendable gifts distributed to Eastern Michigan University for programs and scholarships totaled \$3,231,921 for the year ended June 30, 2002. Of that total, \$1,299,812 represented gifts of property, equipment and other support. In addition, funding provided from endowed scholarships and endowments totaled \$889,499, an 18.5 percent increase over the previous year.

2001-02 EAGLE CREST MANAGEMENT CORPORATION ANNUAL REPORT

Kathy Vachon recommended that the FY 2003 Eagle Crest Management Corporation Annual Report be received and placed on file. Vachon reported that Eagle Crest Management Corporation (ECMC) realized net income of \$34,524 after a \$50,000 dividend paid to the Eastern Michigan University Foundation for FY 2002. The Conference Center returned a net profit of \$118,230. Vachon reported that the golf course experienced a loss of \$188,076 which includes prior year write-offs of \$30,138, due to increased competition and the overall economy. Vachon reported that Eagle Crest achieved several accomplishments during the year, which include developing an Eagle Crest website (www.eaglecrestresort.com) and implementation of quality teams to focus on facility condition,

FINANCE COMMITTEE
MINUTES OF MEETING
November 19, 2002

service, and employee interaction. The golf course partnered with a professional maintenance corporation (Davey Golf Group) which eliminated the ongoing goose problem, improved the greens and repaired the irrigation system. Vachon reported that the Ypsilanti Marriott, previously managed by Newcastle, is now managed with Interstate Hotels. A promotional program has been implemented at the golf course (Executive Players Card Program) to target new customers, and has generated \$28,000 in golf revenue for the past fiscal year. Vachon reported that future initiatives include development of new marketing plans for food and beverage, media, golf course and conference center and a redeployment of the sales staff to improve revenue generation; a selection committee will be formed to review architects for potential enhancement projects; a three-year strategic plan to be updated every year; implementation of new training programs and team building; and development of a human resources plan to recruit, retain, recognize and reward Eagle Crest employees.

Regent Brandon asked if there has been any interaction with organizations that chose alternative golf courses during the year and why they chose the competition. Vachon said that many of those organizations had financial cut backs, and that Eagle Crest is working on attracting them back to ECGC. Regent Morris asked how is repeat business at the Conference Center. Vachon stated that they are averaging approximately a 50 to 60 percent repeat.

TREASURER'S REPORT

Pat Doyle recommended that the Treasurer's Report for the month of October 2002 be received and placed on file. As of October 31, 2002 cash and investments totaled \$71,959,295 and were invested to return a total annualized yield of 5.75 percent. Doyle reported that cash and investments are out-performing established benchmarks. Cash and investments, excluding bond proceeds, as of October 31, 2002 increased by \$9,198,566 as compared to October 2001.

INTERNAL AUDIT REPORT

Jeff Fineis and Amy Brown of Andrews, Hooper and Pavlik, P.L.C. recommended that the Board approve the University management report on the status of recommendations resulting from the previous Student Government and Catering/Conferences internal audits completed in August 2002. Fineis reported that all recommendations from those audits have been implemented except for one, where a more efficient alternate control was put in place as a result of the implementation of the new Banner financial system. An updated internal audit schedule for the period ending September 2003 was also submitted. Fineis stated that FY 2003 expended resources are expected to be within budget.

GRANTS AND CONTRACTS REPORT

Brian Anderson recommended that 67 grants and contracts totaling \$1,982,376 for the period September 1, 2002 through October 31, 2002 be accepted. Anderson reported that of those awards 100 percent sponsor-funded grants and contracts in the amount of \$1,165,149 were awarded. Grants and contracts that required University cost sharing and/or inkind contributions totaled \$817,227. The cash contributions for those awards were \$6,122 for a fiscal year-to-date total of \$104,063 against the base budget of \$361,652. Anderson provided an update of current proposal award activity and prior year comparisons. Through October 31 proposals processed were 163, which is down six from the plan; awards received was 118, which is minus 13 from the plan; the dollar value of awards received is \$4,333,449, which is down \$1,174,551 from the plan; and matching funds committed was \$104,063

which was minus \$16,488 from the plan. In comparing the current fiscal year with last fiscal year-to-date, five more proposals were processed; eight more awards were received; the dollar value of awards received was down by \$1,373,849; and matching funds committed is up by \$3,791.

CONSTRUCTION PROJECTS PROGRESS REPORT

Tony Catner and Aaron Preston recommended that the Construction Projects Progress Report for the period ending October 28, 2002 be received and placed on file. Catner reported that the Parking Expansion Project is progressing with the completion of all surface lots. The softball field relocation project and the new 260-space tabletop parking deck are in progress. Preston reported that construction of the new softball fields is continuing with electrical, underground utilities, and seeding in progress. Installation of light poles and fencing will begin in November. The fields will be ready for play for the fall 2003 season. The University House project is also progressing with interior work underway. All mechanical and electrical rough-in has been completed. Due to value engineering of the construction project and miscellaneous delays in material deliveries, completion is now targeted for the spring of 2003.

Regent Valvo asked if erosion control measures are in place. Catner stated that the University has installed swales and silt fabric fencing to improve drainage in addition to the recommendations from the Washtenaw County Drain Commission and the soil erosion department.

Regent Brandon asked if the delays in the University House project have budgetary implications. Catner stated that the delays were due in part to value engineering efforts, and have helped control costs. Completion is now targeted for Spring 2003.

Preston reported that all expenditures and contract obligations to date are within the budget of the approved projects. No future implications are foreseen at this time.

ACCOUNTS RECEIVABLE REPORT

John Beaghan recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of October 31, 2002 be received and placed on file. Beaghan reported that the student accounts receivable ratio analysis reflects a net receivable balance of \$13.4 million or 20.66 percent of revenue to date for the reporting period, as compared to \$12.7 million last fiscal year, which was 21.66 percent of revenue. Beaghan said that the report shows a slight increase of .22 percent compared to the five year average of 20.44 percent, which is normal fluctuation. Beaghan stated that the University student receivables for the reporting period continue to be on target.

TECHNOLOGY PLAN IMPLEMENTATION REPORT

Margaret Cline recommended that the ICT Initiatives Progress Report and financial status report be received and placed on file. Cline reported that all initiatives are currently on schedule and within established budgets. The College of Business data network is completely installed and functional. The implementation of a campus firewall will provide additional network protection. Cline reported that the software has been tested and ICT is in the process of preparing to implement. Cline reported that Human Resources and Payroll will go live through Banner in January 2003. In March, 2003 students will begin to register online using the portals from campus pipeline and Banner.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 16
DATE: January 21, 2003

RECOMMENDATION

EASTERN MICHIGAN UNIVERSITY – SCHOOL AS LENDER FOR GRADUATE STUDENT LOANS

ACTION REQUESTED

It is recommended that the Board of Regents: 1) authorize the University's administration to apply for a lender number from the U. S. Department of Education for the purpose of serving as a direct lender for University Graduate School federal Stafford Student Loans (Loans); 2) authorize the University's administration to negotiate, execute and deliver a Forward Purchase Commitment Agreement (FPCA) with Sallie Mae, Inc. and/or its affiliate(s) (Sallie Mae), for an original term not exceeding four years, for the origination, disbursement, servicing and subsequent purchase of the Loans by Sallie Mae; and 3) approve the attached resolution which authorizes the University's administration to select a third party provider of a Line of Credit, and to negotiate, execute and deliver such instruments and documents, and take such actions, necessary to establish the Line of Credit as a temporary financing vehicle for the origination and funding of the Loans.

STAFF SUMMARY

Pursuant to the federal Higher Education Act "an eligible school may act as a lender under the federal Stafford Loan Program". This designation allows a post-secondary institution such as Eastern Michigan University, to act as a federal Stafford Loan lender. Upon Board of Regents approval of the above recommended action, the University would proceed to apply for and receive a lender number from the U. S. Department of Education for purpose of serving as a lender for University Graduate School federal Stafford Student Loans (Loans). The University's administration would also proceed to enter into an Agreement with Sallie Mae (the company which submitted the winning bid proposal – see Attachment A), for the origination, disbursement, servicing and subsequent purchase of the Loans by Sallie Mae. Sallie Mae's purchase of the Loans would occur after final Loan disbursement. Upon sale of the Loans to Sallie Mae, the University would receive the face amount of the Loans, all accrued interest through the date of sale, and a premium based on the average balance of indebtedness. While the University pursuant to the proposal would become an eligible federal Stafford Loan lender for its Graduate students, as required by applicable law and regulations, students would maintain the option of borrowing from another lender of their choice.

FISCAL IMPLICATIONS

The University's expected annual Graduate School federal Stafford Student Loan volume is \$15,000,000. As noted, the University will secure a Line of Credit as a temporary financing vehicle for the origination and funding of the Loans. All federal Stafford Student Loans made and serviced in accordance with federal regulations are fully guaranteed by the Federal

1.

government. Accordingly, the lender proposal does not present significant risks to the University. Based on the expected annual loan volume, by year three of its contract with Sallie Mae, it is anticipated that annual University revenues from the sale of Loans to Sallie Mae will exceed \$500,000.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY

SCHOOL AS LENDER MODEL

January 21, 2003

The Higher Education Act states that “an eligible school may act as a lender under the Federal Stafford Loan Program” (Common Manual – July 2001). This designation allows a post-secondary institution to act as a Federal Stafford Loan lender and, subsequently, generate additional revenue for the institution. While technically available at all post-secondary levels, the School Lender Model (SLM) works best when applied at institutions that have substantial graduate/professional programs with annual graduate/professional school’s Stafford Loan volume in excess of \$2,500,000 annually. Eastern’s current annual loan volume is approximately \$15,000,000.

How the School Lender Model Works (SLM)

1. The University would apply for and receive a lender number from the Department of Education.
2. The University can choose to use institutional funds or if deemed undesirable, a line-of-credit can be secured through a third party via a Revolving Credit and Security Agreement (RCSA). Although all Stafford Loans made and serviced in accordance with federal regulations are fully guaranteed by the Federal government and institutional funds would be fully secured, the University’s investment performance indicates that a third party line of credit would be more economically advantageous to the University.
3. The University enters into an Origination and Servicing Agreement (OSA) with a third party servicer to have its Stafford Loans originated and serviced. The third party servicer prepares a student loan “wrap” consisting of the master promissory note and any accompanying marketing materials. The University makes such materials available to its students as well as designates the institutional Stafford Loan program as the “preferred” lender. The financial aid office processes the Stafford loans in the same manner as any other lender’s Stafford Loan. The third party servicer is responsible for any and all actions necessary to originate (disburse or make) and service the loans in a manner consistent with Federal regulations. Eastern currently has such an agreement with Sallie Mae Services, L.P.
4. The University selects a purchaser for its loan portfolio through a Request for Proposal (RFP). The successful bid offers to purchase the Stafford Loan portfolio from the University 60 days after the final disbursement of the loans. A document called a Forward Purchase Commitment Agreement (FPCA) would be executed for a four-year period. The amount of the premium paid for the loans is dependent upon the average balance of indebtedness (ABI – loan volume divided by number of loans). The premiums range from 102.1 percent to 104.6 percent.

5. Upon sale of the loan to Sallie Mae, the University will receive face amount of the loan plus all accrued interest through the date of sale, plus a premium based on the average balance of indebtedness. The sum of the loan premium plus net interest income is expected to provide annual revenue exceeding \$500,000 by the end of the third year. The intent is to use this additional revenue to help fund the University's increasing investment in student financial aid.

RESOLUTION OF THE BOARD OF REGENTS OF EASTERN MICHIGAN UNIVERSITY
APPROVING A LINE OF CREDIT FINANCING STRUCTURE FOR THE GRADUATE
AND PROFESSIONAL STUDENT LOAN PROGRAM AND MATTERS RELATED
THERETO

WHEREAS, the administration of Eastern Michigan University (the "University") has presented to the Board of Regents of Eastern Michigan University (the "Board"), a proposal under which the University would participate as a direct lender of eligible loans under the federal Higher Education Act for loans (the "Loans") to the University's graduate and professional students; and

WHEREAS, concurrently with the adoption of this resolution, the Board has approved the proposal of the administration and the execution and delivery of agreements between the Student Loan Marketing Association ("Sallie Mae") and the University under which Sallie Mae would administer the University's participation as a direct lender of the Loans, and would further agree to purchase the Loans from the University upon final disbursement thereof; and

WHEREAS, it is necessary for the University to arrange a temporary financing structure in the form of a line of credit (the "Line of Credit") to provide moneys necessary to originate and fund the Loans prior to the time the Loans are sold to Sallie Mae; and

WHEREAS, it is necessary to authorize the President and the Vice President for Business and Finance (each an "Authorized Officer"), and each of them singly, select the provider of the Line of Credit and to negotiate, execute and deliver instruments and documents, and to take actions to implement the Line of Credit as the temporary financing structure for the Loans:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF EASTERN MICHIGAN UNIVERSITY AS FOLLOWS:

1. The Authorized Officers are, and each of them singly is, authorized to select the provider of the Line of Credit following such selection process as an Authorized Officer deems appropriate to produce the best financial terms to the University, and to negotiate, execute and deliver, for and on behalf of the Board, such instruments and documents, and to take such actions, as are necessary to establish the Line of Credit as the temporary financing vehicle for the origination and funding of the Loans. Without further authorization by this Board, The Line of Credit shall be in the maximum principal amount not in excess of the lesser of the amount of principal amount of Loans outstanding at any time held by the University, or \$ 30,000,000 . Each amount drawn under the Line of Credit shall be repaid, with interest at a rate not in excess of the lesser of the maximum rate permitted by law or 18% per annum, within one year of the date the draw is made.

2. The Line of Credit shall be a limited and not general obligation of the Board, payable from the proceeds of the sale of the Loans, and if deemed necessary or appropriate by an Authorized Officer, from General Revenues, as that term is defined in the trust indentures securing the outstanding General Revenue bonds of the Board. Repayment of the Line of Credit may be secured, if deemed appropriate or necessary by an Authorized Officer, by a lien on the

Loans or proceeds of the repayment or sale of the Loans, and in addition, may be secured by a pledge of General Revenues and moneys in funds and accounts established by the documentation establishing the Line of Credit..

3. The Authorized Officers, the General Counsel, the Secretary, and all other appropriate officers of the Board or the University, and any one of them singly, are further authorized to take all necessary actions, and to execute and deliver, for and on behalf of the Board, any and all other instruments, agreements, certificates, filings, contracts, opinions, or other documents, necessary to accomplish the purposes of this resolution.

4. Any reference to an officer of the Board or the University herein shall include any interim or acting officer appointed by the Board. Any action required under the Line of Credit or any document establishing or securing the Line of Credit may be taken by and on behalf of the Board by an Authorized Officer.

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BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 17
DATE: January 21, 2003

RECOMMENDATION

NEW STUDENT UNION/MCKENNY REASSIGNMENT – AUTHORIZATION TO PROCEED

ACTION REQUESTED

It is recommended that the Board of Regents authorize the administration to proceed in selecting, through a competitive bid process, a design/build team to construct a new student union and renovate McKenny at a Guaranteed Maximum Price (GMP) not to exceed \$45 million, less University costs and contingencies.

STAFF SUMMARY

Identified in the University's strategic plan as it's top "non-state funded" capital need and rated as the number-one capital priority by the Student Leader Group, the Board of Regents in June 2001 authorized the administration to proceed with engaging external experts to assist in developing a program statement for the expansion and/or relocation of the student union.

After numerous customer satisfaction surveys, external assessments, benchmarking exercises, focus group sessions and comprehensive program development, the project is ready to proceed. Attached are the milestones leading up to this recommendation and an overview of the "Project".

FISCAL IMPLICATIONS

The projected cost to build a new 165,000 square foot Student Union, reassign McKenny, address major deferred maintenance items, remove Pine Grove apartments and all related site, roads and parking improvements is \$45,000,000.

The project will be funded from University resources (\$7.5 million) with the remaining \$37.5 million from the sale of bonds. Both the debt service for the bonds and the cost to operate the building would be derived from four primary funding sources (see attached Exhibit II).

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY

NEW STUDENT UNION/MCKENNY REASSIGNMENT

Milestones of the McKenny Union Renovation and Expansion Project

Fall 1999	The expansion and renovation of McKenny is added to the University's Capital Projects priority list.
March 2000	The first of a three-year series of customer satisfaction benchmarking surveys is conducted.
May 2000	A professional consultant team from the Association of College Unions International (ACUI) conducts a three-day evaluation of the department of McKenny Union and Campus Life and interviews more than 85 faculty, students, staff and administrators.
May 2000	The MAC Student Union Directors' annual meeting is hosted in McKenny Union. The Directors toured and assessed McKenny Union.
June – December 2000	The McKenny Union Historic Restoration Advisory Committee meets to discuss possible restoration options.
August 2000	EMU receives the evaluation report from the ACUI evaluation team.
Fall 2000	The Student Leader Group ranks the renovation and expansion of McKenny Union as one of the top three priorities.
January 2001	The Hysen Group conducts an evaluation of Dining Services, which includes McKenny Union dining operations.
Winter 2001	The McKenny Union Renovation and Expansion Needs Assessment is completed. Eight guiding principles are detailed with four major needs areas.
Winter 2001	The McKenny Union Renovation and Expansion Project is submitted as a strategic initiative to the University's Strategic Planning Cross-Cutting Committee on Facilities.
March 2001	The second customer satisfaction benchmarking survey is conducted.
April 2001	A summary of the ACUI Evaluation is presented to the Student Affairs Committee at the Board of Regents meeting.
Spring 2001	McKenny renovation and expansion is identified in the University's strategic plan as the top "non-state funded" capital need.

Milestones of the McKenny Union Renovation and Expansion Project

2.

- June 2001 The Board of Regents authorize funding for the Program Statement phase of the project.
- September 2001 The McKenny Union Project Awareness Day is held and includes several workshops on student union projects. Event ends with a student focus group working on the McKenny Union Needs Assessment.
- Fall 2001 The Student Leader Group ranks the renovation and expansion of McKenny as top priority.
- Fall 2001 The McKenny Union Renovation and Expansion Core Leadership Committee, Building Committee, and Advisory Committee are formed and consist of students, staff and faculty.
- November 2001 The Request for Proposal for development of the Program Statement is released.
- February 2002 Burt Hill Kosar Rittelman Associates (Philadelphia) and Hobbs and Black Architects (Ann Arbor) are retained to develop a Program Statement for the McKenny Union project.
- March 2002 The third customer satisfaction benchmarking survey is conducted.
- April 2002 17 focus group work sessions are held involving over 200 participants including students, faculty and staff, alumni and community leaders.
- July 2002 A draft Program Statement is submitted for review.
- Fall 2002 The Student Leader Group again votes the McKenny Union Renovation and Expansion Project as top priority.
- December 2002 A revised Program Statement is submitted and outlines the new project strategy to construct a new student union on an alternate site and reassign McKenny.

EASTERN MICHIGAN UNIVERSITY

NEW STUDENT UNION & REASSIGNMENT OF MCKENNY

OVERVIEW

January 21, 2003

Identified in the University's strategic plan as it's top "non-state funded" capital need, the Board of Regents in June 2001 authorized the administration to proceed with engaging external experts to assist in developing a program statement for the expansion and/or relocation of the student union.

National benchmark studies, including an on-site visit by The Association of College Unions International (ACUI), determined that McKenny is both undersized and lacks the type and quality of space required for a vibrant and effective student union. This was further corroborated through numerous customer satisfaction surveys, assessment by the MAC Student Union Directors, measurement exercises using the Council for Advancement of Standards in Higher Education (CAS) benchmarks, and other external entities including the Hysen Group and the McKenny Union Historical Restoration Advisory Committee. However, the most compelling reason to either expand and reprogram McKenny or build a new student union is the unique opportunity to create a critical mass of student activity, programs, dining services, shopping, study and "see and be seen" space necessary to build a powerful and positive, diverse and collegiate, academic community at Eastern Michigan University.

After a comprehensive and competitive request for proposal (RFP) process, the architectural team of Burt Hill Kosar Rittleman Associates and Hobbs and Black were selected. Over the past ten months this team worked with multiple University leadership and advisory groups and accomplished the following:

1. Collected and distilled needs, desires and program requirements from the campus community and primary user groups through a series of focus group sessions.
2. Assimilated the data collected from the focus groups and, combined with the firm's knowledge and expertise in Student Unions, developed an initial space program, scope of work and preliminary cost estimates.
3. Examined the cost/benefits of expanding McKenny Union versus building a new union on an alternative site.
4. Defined final program elements and validated them with the assistance of multiple University groups.
5. Completed a comprehensive program statement, work plan and time schedule for the design and construction of a new student union and the reassignment of McKenny.

Why Not Expand McKenny?

Although there was a strong sentimental preference to achieve the desired program objectives by expanding the historic McKenny Union, it became overwhelmingly evident that this would not achieve the stated goal. The most notable challenges include: utility connections, especially storm and sanitary drain issues; ability to accommodate additional parking requirements; loading dock ingress/egress challenges; limited building expansion options, most likely to the north, requiring removal/relocation of Briggs Hall; the need to almost double the size of McKenny while maintaining its historical significance and integrity; the cost and time premiums associated with expanding a building while keeping it operational; and, maybe McKenny's most notable shortcoming- its location. Located on the southwest edge of campus severely limits its ability to serve as the "interactive heart of student life", one of the primary purposes of a student union. With future residential and student life enhancements migrating to the west, it will become even more remote to the University's most engaged students. As such, a search for an alternative site commenced which quickly concluded by identifying the site of the aging, rudimentary Pine Grove apartment complex.

Why the Pine Grove Site?

It is arguably the geographic center of campus offering a unique opportunity to integrate the daily lives of both residential and commuter students. Immediately adjacent to the Rec I.M., close to the Library, major commuter parking lots and the "Towers" residence hall complex and the new University Village, the site offers program space efficiencies that are not available anywhere else on campus.

The site is also easily accessible from either north or south and offers an additional opportunity to be accessed from Huron River Drive via an extended Mayhew Street. There is space for additional parking, retention/detention ponds and is in closer proximity to the Power Plant.

The location also has potential grand views of the University Park (also known as the Outdoor Rec. and Lake House) opening this relatively hidden treasure to the campus and community. With the construction of a new building and the removal of the aging and dismal Pine Grove apartments that were built in the 1950's, there exists a significant opportunity to enhance the University's image.

What Happens to McKenny?

It is recommended that McKenny be reassigned as a "mixed use" building. It would provide: much needed campus meeting room space; consolidation of currently fragmented administration functions including Human Resources, Institutional Research, Strategic Planning and Continuous Improvement, University Budget Office, Career

Services, Student Judicial Services and University Advancement; a specialized food service venue, and a special event space rental program. Much of McKenny’s public space will be preserved and will offer significantly improved space for some of the University’s most visible programs, such as Career Services. Additionally, much needed deferred maintenance items will be addressed and, with many of the administrative functions now being relocated in King Hall, this would begin the initial phase out of King Hall towards its ultimate retirement.

How is the New Student Union programmed?

The New Student Union is programmed at 165,000 square feet - 38% or 46,000 square feet larger than McKenny Union. The most notable enhancements include increasing much in demand and revenue producing food vendor and retail space by approximately 13,500 square feet; student event, study rooms/lounge, gathering and auditorium space by approximately 20,000 square feet; locating the Dean of Students, Access Services, Veterans Affairs, Greek Affairs, Office of International Students, L.G.B.T. Resource Center, Center for Multi-Cultural Affairs and the Women's Center (all from King Hall) 7,800 square feet; and the expansion of "Commuter Central" and the Vision Center joined by a new Welcome Center and Enrollment Services Center and a First Year Involvement Center for an additional combined 8,500 square feet. Of course, Student Government, Student Organization Center and Campus Life would all move from McKenny to the new union as well as expanded gallery space.

How much will this cost?

The projected cost to build a new 165,000 square feet Student Union, reassign and reprogram McKenny, plus address major deferred maintenance items, remove Pine Grove apartments and all related site, roads and parking improvements is \$45,000,000.

New Union	\$37.5 million
Reassign McKenny	<u>\$7.5 million</u>
	\$45.0 million

How will this project be funded?

It is recommended that \$7.5 million of the cost of the project be funded from University resources achieved through the restructuring of University debt (\$5.9 million) and allocation of reserves, current retail and food vendor lease payments and general fee dollars designated by the Board expressly for the Student Union project (\$1.6 million). The remaining \$38 million would be generated from the sale of bonds. Both the debt service for the bonds and the cost to operate the building would be derived from four primary funding sources (see attached Exhibit II):

b.

1. Annual lease payments from food vendors and retail operators - \$750,000
2. Revenues from a new Student Union Fee that would be assessed at \$0.75 per credit hour beginning the Summer 2003 term and increased an additional \$0.75 per credit hour in Summer terms 2004 through 2006, at which time it would be capped at \$3.00 per credit hour. This action would generate \$375,000 the first year and grow to \$1.5 million in the fourth year (FY2006). The new Union is scheduled to open Fall 2005.
3. Funding currently earmarked for debt service will be reallocated as existing debt service is retired. This ranges from approximately \$225,000 in FY2004, increasing to \$750,000 in FY2010, \$1.1million in FY2015 and, ultimately \$6.4 million in FY 2028 through FY2033.
4. Continued allocation of \$500,000 of General Fee revenues designated by the Board in June 2002.

What impact does the removal of Pine Grove have on the housing operation?

The removal of Pine Grove will likely be completed over the next 27 months. It is likely that one third of the units will go off-line beginning July 2003. Normal turnover should be able to accommodate this activity, although some tenants desiring to renew their lease may have to move to a different Pine Grove unit. The remaining two-thirds of the complex will be phased-out between July 1, 2003 and April 30, 2005. The phase-out will allow the housing operations to gradually absorb any loss in net revenues. This activity is being factored in the FY 2004 auxiliary operating budget and the revenue/expense modeling of Phase II – New Student Housing. The retirement of Pine Grove is not expected to have any impact on enrollment.

What impact will the new Student Union fee have on tuition rates?

The fee, which would become effective in the summer term of 2003, equates to a 0.4 percent increase in existing tuition rates.

RECOMMENDATION

The administration recommends:

1. The Board of Regents authorize the administration to proceed in selecting, through a competitive bid process, a design/build team to construct a new student union and renovate McKenny Union at a Guaranteed Maximum Price (GMP) not to exceed \$45 million, less University costs and contingencies.

2. The Board of Regents approve a resolution authorizing the sale of \$38 million in bonds to pay for the construction of a new student union and renovation of McKenny Union (separate action).
3. The Board of Regents approve a new student union fee of 75 cents per credit hour effective the summer 2003 term, and increasing 75 cents per year through 2006 when it will be capped at \$3.00 per credit hour (separate action).

Eastern Michigan University
SERIES 2003 GENERAL FUND/FEE DEBT SERVICE
 Refinance/Restructure Plan

Date	Existing Gen Fund/Gen Fee Debt Service	Series 2003 Restructuring	Revised Gen Fund/Gen Fee Debt Service	New Student Union Debt Service	Gen Fund/Gen Fee Debt Service Incl. Union
6/01/2003	\$5,987,439.62	(\$ 5,987,439.62)	\$ -	\$ -	\$ -
6/01/2004	6,675,103.52	(237,495.23)	6,437,608.29	2,427,116.51	8,864,724.80
6/01/2005	6,643,242.02	(238,788.76)	6,404,453.26	1,959,107.50	8,363,560.76
6/01/2006	6,636,490.02	(230,351.26)	6,406,138.76	1,959,107.50	8,365,246.26
6/01/2007	6,608,354.02	(271,101.26)	6,337,252.76	1,959,107.50	8,296,360.26
6/01/2008	6,492,164.02	(271,651.26)	6,220,512.76	1,959,107.50	8,179,620.26
6/01/2009	6,472,755.02	(277,026.26)	6,195,728.76	1,959,107.50	8,154,836.26
6/01/2010	6,259,327.76	(264,877.50)	5,994,450.26	1,959,107.50	7,953,557.76
6/01/2011	6,249,124.76	(267,562.50)	5,981,562.26	1,959,107.50	7,940,669.76
6/01/2012	4,515,498.26	1,475,842.50	5,991,340.76	1,959,107.50	7,950,448.26
6/01/2013	4,201,948.26	1,476,842.50	5,678,790.76	1,959,107.50	7,637,898.26
6/01/2014	4,139,955.00	1,469,722.50	5,609,677.50	1,959,107.50	7,568,785.00
6/01/2015	4,124,600.00	1,205,110.00	5,329,710.00	1,959,107.50	7,288,817.50
6/01/2016	4,129,540.00	1,208,345.00	5,337,885.00	1,959,107.50	7,296,992.50
6/01/2017	4,137,804.00	1,208,965.00	5,346,769.00	1,959,107.50	7,305,876.50
6/01/2018	4,140,916.00	1,206,890.00	5,347,806.00	1,959,107.50	7,306,913.50
6/01/2019	4,147,880.00	1,202,040.00	5,349,920.00	1,959,107.50	7,309,027.50
6/01/2020	4,152,224.00	1,199,842.50	5,352,066.50	1,959,107.50	7,311,174.00
6/01/2021	4,159,708.00	1,209,492.50	5,369,200.50	1,959,107.50	7,328,308.00
6/01/2022	4,169,860.00	150,172.50	4,320,032.50	2,439,107.50	6,759,140.00
6/01/2023	4,176,208.00	149,595.00	4,325,803.00	2,430,827.50	6,756,630.50
6/01/2024	4,189,512.00	143,535.00	4,333,047.00	2,425,830.00	6,758,877.00
6/01/2025	3,838,064.00	102,475.00	3,940,539.00	2,819,822.50	6,760,361.50
6/01/2026	3,845,224.00	98,182.50	3,943,406.50	2,812,605.00	6,756,011.50
6/01/2027	3,854,359.76	78,890.00	3,933,249.76	2,823,367.50	6,756,617.26
6/01/2028	(0.50)	40,355.00	40,354.50	6,716,100.00	6,756,454.50
6/01/2029	0.26	38,570.00	38,570.26	6,719,610.00	6,758,180.26
6/01/2030	(0.24)	36,785.00	36,784.76	6,722,625.00	6,759,409.76
6/01/2031	0.00	0.00	0.00	6,756,870.00	6,756,870.00
6/01/2032	0.00	0.00	0.00	6,760,050.00	6,760,050.00
6/01/2033	0.00	0.00	0.00	6,757,930.00	6,757,930.00
Total	\$123,947,301.56	\$5,655,358.85	\$129,602,660.41	\$91,916,689.01	\$221,519,349.42
Memo:					
PV Savings/(Cost)	\$0.00	\$ 70,122.72	\$ 70,122.72		

Eastern Michigan University
NEW UNION REVENUE SUMMARY
 Refinance/Restructure Plan

Date	Food/Retail Lease Pmts. (1)	General Fee	New Student Union Fee (500,000 SCH)	Revenue Sources			Debt Retirement Reallocation	Total Revenue Sources	New Student Union Debt Service	Revenue Over/(Under) Debt Service	Estimated Operating Costs For New Union (2)	Project Contingency (3)
				Capitalized Interest	Series 2003 Debt Restructuring	Debt Retirement Reallocation						
6/01/2004	\$0.00	\$500,000.00	\$375,000.00	\$1,384,210.63	\$237,495.23	\$0.00	\$2,496,705.86	\$2,427,116.51	\$69,589.35	\$0.00	\$69,589.35	
6/01/2005	537,000.00	500,000.00	750,000.00	406,860.66	238,788.76	0.00	2,432,649.42	1,959,107.50	473,541.92	0.00	97,955.38	
6/01/2006	625,000.00	500,000.00	1,125,000.00	0.00	230,351.26	38,613.50	2,518,964.76	1,959,107.50	559,857.26	825,000.00	110,443.80	
6/01/2007	750,000.00	500,000.00	1,500,000.00	0.00	271,101.26	66,749.50	3,087,850.76	1,959,107.50	1,128,743.26	990,000.00	138,743.26	
6/01/2008	768,750.00	500,000.00	1,500,000.00	0.00	271,651.26	82,149.12	3,122,550.38	1,959,107.50	1,163,442.88	1,014,750.00	148,692.88	
6/01/2009	787,968.75	500,000.00	1,500,000.00	0.00	277,026.26	84,192.55	3,149,187.56	1,959,107.50	1,190,080.06	1,040,118.75	149,961.31	
6/01/2010	807,667.97	500,000.00	1,500,000.00	0.00	264,877.50	103,945.21	3,176,490.68	1,959,107.50	1,217,383.18	1,066,121.72	151,261.46	
6/01/2011	827,859.67	500,000.00	1,500,000.00	0.00	267,562.50	109,054.20	3,204,476.37	1,959,107.50	1,245,368.87	1,092,774.76	152,594.11	
6/01/2012	848,556.16	500,000.00	1,500,000.00	0.00	(1,475,842.50)	1,860,448.05	3,233,161.71	1,959,107.50	1,274,054.21	1,120,094.13	153,960.08	
6/01/2013	869,770.06	500,000.00	1,500,000.00	0.00	(1,476,842.50)	1,869,636.62	3,262,564.18	1,959,107.50	1,303,456.68	1,148,096.48	155,360.20	
6/01/2014	891,514.31	500,000.00	1,500,000.00	0.00	(1,469,722.50)	1,870,909.90	3,292,701.71	1,959,107.50	1,333,594.21	1,176,798.89	156,795.32	
6/01/2015	913,802.17	500,000.00	1,500,000.00	0.00	(1,205,110.00)	1,614,900.51	3,323,592.68	1,959,107.50	1,364,485.18	1,206,218.86	158,266.32	
6/01/2016	936,647.22	500,000.00	1,500,000.00	0.00	(1,208,345.00)	1,626,953.70	3,355,255.92	1,959,107.50	1,386,148.42	1,236,374.33	159,774.09	
6/01/2017	960,063.40	500,000.00	1,500,000.00	0.00	(1,208,965.00)	1,636,612.35	3,387,710.75	1,959,107.50	1,428,603.25	1,267,283.69	161,319.56	
6/01/2018	984,064.99	500,000.00	1,500,000.00	0.00	(1,206,890.00)	1,643,801.95	3,420,976.94	1,959,107.50	1,461,869.44	1,298,965.78	162,903.66	
6/01/2019	1,008,666.61	500,000.00	1,500,000.00	0.00	(1,202,040.00)	1,648,448.18	3,455,074.79	1,959,107.50	1,495,967.29	1,331,439.92	164,527.37	
6/01/2020	1,033,883.28	500,000.00	1,500,000.00	0.00	(1,199,842.50)	1,655,984.31	3,490,025.09	1,959,107.50	1,530,917.59	1,364,725.92	166,191.67	
6/01/2021	1,059,730.36	500,000.00	1,500,000.00	0.00	(1,209,492.50)	1,675,611.29	3,525,849.15	1,959,107.50	1,566,741.65	1,398,844.07	167,897.58	
6/01/2022	1,086,223.62	500,000.00	1,500,000.00	0.00	(150,172.50)	1,130,517.68	4,066,568.80	2,439,107.50	1,627,461.30	1,433,815.17	193,646.13	
6/01/2023	1,113,379.21	500,000.00	1,500,000.00	0.00	(149,595.00)	1,131,728.24	4,095,512.45	2,430,827.50	1,664,684.95	1,469,660.55	195,024.40	
6/01/2024	1,141,213.69	500,000.00	1,500,000.00	0.00	(143,535.00)	1,131,164.97	4,128,843.66	2,425,830.00	1,703,013.66	1,506,402.06	196,611.60	
6/01/2025	1,169,744.03	500,000.00	1,500,000.00	0.00	(102,475.00)	1,514,809.81	4,582,078.84	2,819,822.50	1,762,256.34	1,544,062.11	218,194.23	
6/01/2026	1,198,987.63	500,000.00	1,500,000.00	0.00	(98,182.50)	1,514,226.96	4,615,032.09	2,812,605.00	1,802,427.09	1,582,663.66	219,763.43	
6/01/2027	1,228,962.32	500,000.00	1,500,000.00	0.00	(78,890.00)	1,517,805.32	4,667,877.64	2,823,367.50	1,844,510.14	1,622,230.25	222,279.89	
6/01/2028	1,259,686.38	500,000.00	1,500,000.00	0.00	(40,355.00)	5,578,498.93	8,797,830.31	6,716,100.00	2,091,730.31	1,662,786.01	418,944.30	
6/01/2029	1,291,178.54	500,000.00	1,500,000.00	0.00	(38,570.00)	5,592,555.40	8,845,163.94	6,719,610.00	2,125,553.94	1,704,355.66	423,479.48	
6/01/2030	1,323,458.00	500,000.00	1,500,000.00	0.00	(36,785.00)	5,606,396.03	8,893,069.03	6,722,625.00	2,170,444.03	1,746,964.55	427,375.43	
6/01/2031	1,356,544.45	500,000.00	1,500,000.00	0.00	0.00	5,618,339.64	8,974,884.09	6,756,870.00	2,218,014.09	1,790,638.66	429,772.73	
6/01/2032	1,390,458.06	500,000.00	1,500,000.00	0.00	0.00	5,634,769.30	9,025,227.36	6,760,050.00	2,265,177.36	1,835,404.63	431,960.99	
6/01/2033	1,425,219.51	500,000.00	1,500,000.00	0.00	0.00	5,645,961.23	9,071,180.74	6,757,930.00	2,313,250.74	1,881,289.75		
Total	\$29,596,000.39	\$15,000,000.00	\$42,750,000.00	\$1,791,071.29	\$(11,642,798.47)	\$59,204,784.45	\$136,699,057.66	\$91,916,689.01	\$44,782,368.65	\$38,357,880.36	\$6,424,488.29	

- Notes:
- No Food/Retail Lease Payment funds are available for the 6/1/2004 debt service because these funds are being allocated to the Union Project.
 - Annual operating costs for the new 165,000 sq. ft. Union are estimated at \$90,000 (\$6 per sq. ft.)
 - Project contingency is assumed to be 5% of the total of the New Student Union Debt Service and the Estimated Operating Costs For The New Union.
 - Revenues in excess of debt service for 6/1/2004 and 6/1/2005 would be used to cover the shortfall for the 6/1/2006 debt service -- the remainder would be used as the project's contingency.
 - Food/Retail Lease Payments and New Union Operating Costs assume year-over-year growth of 2.5%.

9.

Eastern Michigan University

TOTAL GENERAL FUND AND AUXILIARY FUND DEBT SERVICE

Refinance/Restructure Plan

Date	Existing Gen Fund/Gen Fee Debt Service	Existing Auxiliary Fund Debt Service	Series 2003 Debt Restructuring	New Student Union Debt Service	Total Revised Debt Service	CF Revenue To Debt Service		Debt Service To Op. Budget	
						Revenue (1)	Ratio (2)	Current Fund Operating Budget (1)	Pct. (2)
6/01/2003	\$6,224,821.00	\$2,463,545.00	(\$ 5,987,439.62)	\$ -	\$ 4,700,926.38	\$ 170,897,108.42	16	\$ 254,952,092.00	4.2%
6/01/2004	6,675,103.52	2,468,454.00	(237,495.23)	2,427,116.51	11,333,178.80	175,169,536.13	15	261,325,894.30	4.3%
6/01/2005	6,643,242.02	2,474,208.00	(236,788.76)	1,959,107.50	10,837,768.76	179,548,774.53	17	267,859,041.66	4.0%
6/01/2006	6,636,490.02	2,378,674.00	(230,351.26)	1,959,107.50	10,743,920.26	184,037,493.89	17	274,555,517.70	3.9%
6/01/2007	6,608,354.02	2,276,003.00	(271,101.26)	1,959,107.50	10,572,363.26	188,638,431.24	18	281,419,405.64	3.8%
6/01/2008	6,492,164.02	2,240,959.00	(271,651.26)	1,959,107.50	10,420,579.26	193,354,392.02	19	288,454,890.78	3.6%
6/01/2009	6,472,755.02	2,254,183.00	(277,026.26)	1,959,107.50	10,409,019.26	198,188,251.82	19	295,666,263.05	3.5%
6/01/2010	6,259,327.76	2,140,918.00	(264,877.50)	1,959,107.50	10,094,475.76	203,142,958.12	20	303,057,919.63	3.3%
6/01/2011	6,249,124.76	1,739,104.00	(267,562.50)	1,959,107.50	9,679,773.76	208,221,532.07	22	310,634,367.62	3.1%
6/01/2012	4,515,498.26	1,725,324.00	1,475,842.50	1,959,107.50	9,675,772.26	213,427,070.37	22	318,400,228.81	3.0%
6/01/2013	4,201,948.26	1,609,534.00	1,476,842.50	1,959,107.50	9,247,432.26	218,762,747.13	24	326,360,232.48	2.8%
6/01/2014	4,139,955.00	1,606,925.00	1,469,722.50	1,959,107.50	9,175,710.00	224,231,815.81	24	334,519,238.29	2.7%
6/01/2015	4,124,600.00	1,609,490.00	1,205,110.00	1,959,107.50	8,998,307.50	229,837,611.21	26	342,882,219.25	2.6%
6/01/2016	4,129,540.00	1,610,850.00	1,208,345.00	1,959,107.50	8,907,842.50	235,583,551.49	28	351,454,274.73	2.5%
6/01/2017	4,137,804.00	1,610,230.00	1,208,965.00	1,959,107.50	8,916,106.50	241,473,140.28	27	360,240,631.60	2.5%
6/01/2018	4,140,916.00	1,611,520.00	1,206,890.00	1,959,107.50	8,918,433.50	247,509,988.79	28	369,246,647.39	2.4%
6/01/2019	4,147,880.00	1,610,505.00	1,202,040.00	1,959,107.50	8,919,359.00	253,697,718.01	29	378,477,813.57	2.4%
6/01/2020	4,152,224.00	1,608,185.00	1,199,842.50	1,959,107.50	8,919,359.00	260,040,160.96	28	387,939,758.91	2.3%
6/01/2021	4,159,708.00	1,613,500.00	1,209,492.50	1,959,107.50	8,941,808.00	266,541,164.98	30	397,638,252.88	2.2%
6/01/2022	4,169,860.00	1,610,400.00	150,172.50	2,439,107.50	8,369,540.00	273,204,694.10	33	407,579,208.20	2.1%
6/01/2023	4,176,208.00	1,610,630.00	149,595.00	2,430,827.50	8,367,260.50	280,034,811.45	33	417,768,688.43	2.0%
6/01/2024	4,189,512.00	1,607,880.00	143,535.00	2,425,830.00	8,366,757.00	287,035,661.74	34	428,212,906.67	2.0%
6/01/2025	3,838,064.00	1,516,150.00	102,475.00	2,819,822.50	8,276,511.50	294,211,573.78	36	438,918,229.34	1.9%
6/01/2026	3,845,224.00	1,519,500.00	98,182.50	2,812,605.00	8,275,511.50	301,566,863.12	36	449,891,185.07	1.8%
6/01/2027	3,854,359.76	1,027,469.00	78,890.00	2,823,367.50	7,784,086.26	309,106,034.70	40	461,138,484.70	1.7%
6/01/2028	(0.50)	901,688.00	40,355.00	6,716,100.00	7,658,142.50	316,833,685.57	41	472,666,926.32	1.6%
6/01/2029	0.26	903,656.00	38,570.00	6,719,610.00	7,661,836.26	324,754,527.71	42	484,483,599.48	1.6%
6/01/2030	(0.24)	903,094.00	36,765.00	6,722,625.00	7,662,503.76	332,873,390.90	43	496,595,689.47	1.5%
6/01/2031	0.00	0.00	0.00	6,756,870.00	6,756,870.00	341,195,225.67	50	509,010,581.71	1.3%
6/01/2032	0.00	0.00	0.00	6,780,050.00	6,780,050.00	349,725,106.31	52	521,735,846.25	1.3%
6/01/2033	0.00	0.00	0.00	6,757,930.00	6,757,930.00	358,468,233.97	53	534,779,242.41	1.3%
Total	\$126,184,682.94	\$48,254,578.00	\$5,655,358.85	\$91,916,688.01	\$272,011,308.80				

Notes:

1. Assumes year-over-year revenue and operating growth of 2.5%.
2. Ratio and percent exclude the effect of debt restructuring for 6/1/2003.

10.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 18

DATE:

January 21, 2003

RECOMMENDATION

**RESOLUTION OF THE BOARD OF REGENTS OF EASTERN MICHIGAN
UNIVERSITY AUTHORIZING THE ISSUANCE AND DELIVERY OF
GENERAL REVENUE REFUNDING BONDS AND PROVIDING
FOR OTHER MATTERS RELATING THERETO**

ACTION REQUESTED

It is recommended that the Board of Regents approve the Resolution Of The Board Of Regents Of Eastern Michigan University Authorizing The Issuance And Delivery Of General Revenue Refunding Bonds And Providing For Other Matters Relating Thereto.

STAFF SUMMARY

The recommended refinancing/restructuring of existing University debt will take advantage of lower interest rates currently available in the investment markets, free up existing resources for other University priorities, and is expected to provide net present value savings in the range of \$70,000 to \$75,000.

Refinancing alternatives range from:

- Restructure the Series 1993 bonds, including refinancing the June 2003 principle and interest payments; extend the longest 1993 bond maturity to 2021 extending the life of the original bonds from 20 years to 30 years; and, refinance the June 2003 principle and interest payments of the University's Series 2000, 2000 B, 2001, 2002 A and 2002 B bonds over the existing life of the bonds (no term extensions) to free up \$5.9 million for the new student union and reassignment of McKenny Union project.
- Restructure the Series 1993 bonds by extending the final maturity of the bonds from 2011 to 2021, providing for approximately \$785,000 annual reduction in debt service payments in years 2004 through 2011; and approximately \$964,000 in increased debt service payment in years 2012 through 2021.

The proposed action complies with the primary principles that guide the University's debt decisions:

1. Matching the life of the asset with the terms of the debt.
2. Maintain an overall debt structure that is level or declining (not leveraging the future).
3. Maintain debt ratios that compare favorably to rating agency standards.
4. Optimize the use of debt capacity to further the University's mission.

FISCAL IMPLICATIONS

The above action has a projected net present value savings ranging from \$70,000 to \$75,000 at today's interest rates.

1.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Ja.

Eastern Michigan University
SERIES 2003 GENERAL FUND/FEE DEBT SERVICE
 Refinance/Restructure Plan

Date	Existing Gen Fund/Gen Fee Debt Service	Series 2003 Restructuring	Revised Gen Fund/Gen Fee Debt Service	New Student Union Debt Service	Gen Fund/Gen Fee Debt Service Incl. Union
6/01/2003	\$5,987,439.62	(\$ 5,987,439.62)	\$ -	\$ -	\$ -
6/01/2004	6,675,103.52	(237,495.23)	6,437,608.29	2,427,116.51	8,864,724.80
6/01/2005	6,643,242.02	(238,788.76)	6,404,453.26	1,959,107.50	8,363,560.76
6/01/2006	6,636,490.02	(230,351.26)	6,406,138.76	1,959,107.50	8,365,246.26
6/01/2007	6,608,354.02	(271,101.26)	6,337,252.76	1,959,107.50	8,296,360.26
6/01/2008	6,492,164.02	(271,651.26)	6,220,512.76	1,959,107.50	8,179,620.26
6/01/2009	6,472,755.02	(277,026.26)	6,195,728.76	1,959,107.50	8,154,836.26
6/01/2010	6,259,327.76	(264,877.50)	5,994,450.26	1,959,107.50	7,953,557.76
6/01/2011	6,249,124.76	(267,562.50)	5,981,562.26	1,959,107.50	7,940,669.76
6/01/2012	4,515,498.26	1,475,842.50	5,991,340.76	1,959,107.50	7,950,448.26
6/01/2013	4,201,948.26	1,476,842.50	5,678,790.76	1,959,107.50	7,637,898.26
6/01/2014	4,139,955.00	1,469,722.50	5,609,677.50	1,959,107.50	7,568,785.00
6/01/2015	4,124,600.00	1,205,110.00	5,329,710.00	1,959,107.50	7,288,817.50
6/01/2016	4,129,540.00	1,208,345.00	5,337,885.00	1,959,107.50	7,296,992.50
6/01/2017	4,137,804.00	1,208,965.00	5,346,769.00	1,959,107.50	7,305,876.50
6/01/2018	4,140,916.00	1,206,890.00	5,347,806.00	1,959,107.50	7,306,913.50
6/01/2019	4,147,880.00	1,202,040.00	5,349,920.00	1,959,107.50	7,309,027.50
6/01/2020	4,152,224.00	1,199,842.50	5,352,066.50	1,959,107.50	7,311,174.00
6/01/2021	4,159,708.00	1,209,492.50	5,369,200.50	1,959,107.50	7,328,308.00
6/01/2022	4,169,860.00	150,172.50	4,320,032.50	2,439,107.50	6,759,140.00
6/01/2023	4,176,208.00	149,595.00	4,325,803.00	2,430,827.50	6,756,630.50
6/01/2024	4,189,512.00	143,535.00	4,333,047.00	2,425,830.00	6,758,877.00
6/01/2025	3,838,064.00	102,475.00	3,940,539.00	2,819,822.50	6,760,361.50
6/01/2026	3,845,224.00	98,182.50	3,943,406.50	2,812,605.00	6,756,011.50
6/01/2027	3,854,359.76	78,890.00	3,933,249.76	2,823,367.50	6,756,617.26
6/01/2028	(0.50)	40,355.00	40,354.50	6,716,100.00	6,756,454.50
6/01/2029	0.26	38,570.00	38,570.26	6,719,610.00	6,758,180.26
6/01/2030	(0.24)	36,785.00	36,784.76	6,722,625.00	6,759,409.76
6/01/2031	0.00	0.00	0.00	6,756,870.00	6,756,870.00
6/01/2032	0.00	0.00	0.00	6,760,050.00	6,760,050.00
6/01/2033	0.00	0.00	0.00	6,757,930.00	6,757,930.00
Total	\$123,947,301.56	\$5,655,358.85	\$129,602,660.41	\$91,916,689.01	\$221,519,349.42
Memo: PV Savings/(Cost)	\$0.00	\$ 70,122.72	\$ 70,122.72		

2b.

Board of Regents of Eastern Michigan University
 General Revenue Bonds, Series 2003
 Refunding 1993 Extension

DEBT SERVICE COMPARISON

Date	Total P+I	Net New D/S	Old Net D/S	Savings
6/01/2003	-	1,156,555.00	1,439,590.63	283,035.63
6/01/2004	962,856.03	962,856.03	1,751,071.26	788,215.23
6/01/2005	965,765.00	965,765.00	1,749,191.26	783,426.26
6/01/2006	965,310.00	965,310.00	1,753,431.26	788,121.26
6/01/2007	962,830.00	962,830.00	1,748,181.26	785,351.26
6/01/2008	962,990.00	962,990.00	1,749,931.26	786,941.26
6/01/2009	966,095.00	966,095.00	1,748,181.26	782,086.26
6/01/2010	962,167.50	962,167.50	1,746,050.00	783,882.50
6/01/2011	966,287.50	966,287.50	1,745,075.00	778,787.50
6/01/2012	963,297.50	963,297.50	-	(963,297.50)
6/01/2013	963,922.50	963,922.50	-	(963,922.50)
6/01/2014	962,597.50	962,597.50	-	(962,597.50)
6/01/2015	964,585.00	964,585.00	-	(964,585.00)
6/01/2016	964,270.00	964,270.00	-	(964,270.00)
6/01/2017	966,930.00	966,930.00	-	(966,930.00)
6/01/2018	962,280.00	962,280.00	-	(962,280.00)
6/01/2019	965,480.00	965,480.00	-	(965,480.00)
6/01/2020	966,420.00	966,420.00	-	(966,420.00)
6/01/2021	964,620.00	964,620.00	-	(964,620.00)
Total	17,358,703.53	18,515,258.53	15,430,703.19	(3,084,555.34)

PRESENT VALUE ANALYSIS SUMMARY (NET TO NET)

Net PV Cashflow Savings @ 4.458% (AIC).....	75,843.76
NET PRESENT VALUE BENEFIT.....	\$75,843.76
NET PV BENEFIT / \$11,275,000 REFUNDED PRINCIPAL.....	0.673%
NET PV BENEFIT / \$11,845,000 REFUNDING PRINCIPAL.....	0.640%

U.S. Bancorp Piper Jaffray
 Public Finance

File = EMUOUT~1.SF-Series 2003 (93 extension)- SINGLE PURPOSE
 12/23/2002 10:20 AM

**RESOLUTION OF THE BOARD OF REGENTS OF
EASTERN MICHIGAN UNIVERSITY
AUTHORIZING THE ISSUANCE AND DELIVERY OF
GENERAL REVENUE REFUNDING BONDS AND
PROVIDING FOR OTHER MATTERS RELATING THERETO**

WHEREAS, the Board of Regents of Eastern Michigan University (the "Board") is a constitutional body corporate established pursuant to Article VIII, Section 6 of the Michigan Constitution of 1963, as amended, with general supervision of Eastern Michigan University (the "University") and the control and direction of all expenditures from the University's funds; and

WHEREAS, the Board has previously issued and delivered certain obligations secured by General Revenues (substantially as defined below) or portions of General Revenues pursuant to resolutions of the Board and one or more indentures or agreements relating to such obligations (the "Outstanding Bonds"), for University projects and purposes; and

WHEREAS, the Board determines that it may be appropriate and economic to refund on a current or advance basis some or all of the payment obligations of the Outstanding Bonds which are or will be in fiscal year 2003 subject to being refunded on a current or advance basis, as determined by an Authorized Officer (hereinafter defined) (the "Bonds to be Refunded"); and

WHEREAS, in the exercise of its constitutional duties and in order to prudently control and direct expenditures from the University's funds, the Board determines it is necessary and desirable to authorize the issuance and delivery of bonds (the "Bonds") in order to provide funds which, together with other available funds, will be used to refund the Bonds to be Refunded, to fund a debt service reserve fund, if any is required for the Bonds, and to pay costs relating to issuance of the Bonds and the refunding of the Bonds to be Refunded; and

WHEREAS, the indentures authorizing the Outstanding Bonds create certain conditions for the issuance of General Revenue Bonds on a parity basis with the Outstanding Bonds; and

WHEREAS, an Authorized Officer shall, on or prior to the delivery of the Bonds, certify that the conditions for issuing the Bonds, secured on a parity basis by General Revenues with the Outstanding Bonds, have been met; and

WHEREAS, a trust indenture (the "Trust Indenture") may be entered into between the Board and a trustee to be designated by an Authorized Officer (the "Trustee") pursuant to which the Bonds may be issued and secured; and

WHEREAS, it is necessary and appropriate for the Board to authorize the Authorized Officers to select an underwriter or underwriters, purchaser or purchasers (individually or collectively, the "Underwriter") for the Bonds, and to negotiate a bond purchase agreement (the "Bond Purchase Agreement") containing the terms and conditions upon which the Underwriter will agree to purchase the Bonds, including the interest rates thereof and the purchase price therefor; and

WHEREAS, it may be desirable to secure all or part of the principal of and interest on the Bonds by bond insurance, a letter or letters of credit, a line or lines of credit or other forms of liquidity or credit enhancement, or a combination thereof (the agreement providing for the repayment to the provider of which is a "Credit Agreement"), from such banks, insurance companies or other credit enhancement providers (a "Credit Enhancement Provider") as an Authorized Officer may determine; and

WHEREAS, in order to be able to market and sell the Bonds at the most opportune time, it is necessary and appropriate for the Board to authorize either or both of the President and the Vice President for Business and Finance, jointly or severally (each an "Authorized Officer" and, collectively, the "Authorized Officers") to select the Underwriter, bond counsel, the Trustee, and a Credit Enhancement Provider, and to negotiate, execute and deliver on behalf of the Board an Indenture, an offering and disclosure document (the "Official Statement"), and, if deemed advisable, a Credit Agreement, and to establish the specific terms of the Bonds and to accept the offer of the Underwriter to purchase the Bonds, all within the limitations set forth herein; and

WHEREAS, the refunding of the Bonds to be Refunded will serve proper and appropriate public purposes; and

WHEREAS, the Board has full power under its constitutional authority and supervision of the University, and control and direction of expenditures from the University's funds, to refund the Bonds to be Refunded by issuance of the Bonds, and to pledge the University's General Revenues (as hereinafter defined) or any portion thereof for payment of the Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF EASTERN MICHIGAN UNIVERSITY, AS FOLLOWS:

1. The Board hereby authorizes an Authorized Officer to determine which, if any of the Outstanding Bonds of the Board shall be refunded (and thereby constitute Bonds to be Refunded), based on whether such refunding would produce interest costs savings, more favorable debt service schedules, or more flexible documentation, and to cause to be called for redemption such of those Outstanding Bonds as are appropriate and consistent with the foregoing objectives.

2. The Board hereby authorizes the issuance, execution and delivery of the Bonds of the Board in one or more series, to be dated as of the date established by the Authorized Officer, to be designated GENERAL REVENUE REFUNDING BONDS, SERIES 2003, with appropriate additional or other series designations or descriptive terms, in an aggregate principal amount to be established by an Authorized Officer, but not to exceed the principal amount of \$21,000,000, being the amount necessary to produce proceeds sufficient, together with other available funds, to effect the refunding of the Bonds to be Refunded on a current or advance basis, to pay costs incidental to the issuance of the Bonds and the refunding, including capitalized interest, and to fund, if required, a reasonably required debt service reserve fund for the Bonds in an amount to be established by an Authorized Officer. The Bonds shall be serial Bonds or term Bonds (which may be subject to redemption requirements), or both, as shall be

established by an Authorized Officer, but the first maturity shall be not earlier than June 1, 2003 and the last maturity shall be not later than December 31, 2022. The Bonds may bear no interest or interest at stated rates for the respective maturities thereof as shall be established by an Authorized Officer, but the highest yield (computed using the stated coupon and the stated original offering price) for any maturity shall not exceed 6.50% per annum. The Bonds may be issued in whole or in part as capital appreciation bonds, which for their term or any part thereof bear no interest but appreciate in principal amount over time at a compounded rate not in excess of 6.50% per annum, as determined by an Authorized Officer. The Bonds may be subject to redemption prior to maturity at the times and price and in the manner as shall be established by an Authorized Officer. Interest on the Bonds shall be payable at the times as shall be specified by an Authorized Officer. The Bonds shall be issued in fully registered form in denominations, shall be payable as to principal and interest in the manner, shall be subject to transfer and exchange and shall be executed and authenticated, all as shall be specified by an Authorized Officer or provided in the Trust Indenture. The Bonds may be originally issued in book entry only form. The Bonds shall be sold to the Underwriter pursuant to the Bond Purchase Agreement for a price to be established by an Authorized Officer (but the Underwriter's discount, exclusive of original issue discount, shall not exceed 0.75% of the principal amount of the Bonds) plus accrued interest, if any, from the dated date of the Bonds to the date of delivery thereof.

3. The Authorized Officers, jointly or severally, are hereby authorized and directed, in the name and on behalf of the Board and as its corporate act and deed, if necessary or expedient for the issuance or pricing of the Bonds or in connection with the issuance of variable rate bonds, to select a Credit Enhancement Provider and negotiate for acquisition of bond insurance, letter of credit, surety bond or other credit facility with respect to payment of principal, interest and premium, if any, on the Bonds, or in lieu of funding a debt service reserve fund with cash, and to execute and deliver a Credit Agreement relating thereto. Any such reimbursement obligation shall be a limited and not a general obligation of the Board, payable from and secured by a pledge of General Revenues. An Authorized Officer is further authorized to execute and deliver, for and on behalf of the Board, such other agreements as may be necessary or appropriate to maintain, renew or replace, and provide for payments under, any Credit Agreement relating to the Bonds.

4. The Bonds, and the obligations of the Board under any Credit Agreement, shall be limited and not general obligations of the Board payable from and secured, on a parity basis with the Outstanding Bonds, by a lien on the University's General Revenues or such components thereof as shall be determined by an Authorized Officer (individually and collectively, the "Security") and funds from time to time on deposit in certain funds or accounts established by or at the direction of an Authorized Officer or created pursuant to the Trust Indenture or agreements entered into in connection with the Credit Agreement. Except as otherwise determined by an Authorized Officer, as provided immediately below, the lien shall be on a parity basis with the liens on General Revenues securing previously issued Outstanding Bonds of the Board. Notwithstanding anything herein to the contrary, any obligations of the Board under any Credit Agreement may, if determined appropriate by an Authorized Officer, be payable and secured on a subordinated basis to the Bonds and other Outstanding Bonds of the Board.

"General Revenues" shall be defined generally to include all fees, deposits, charges, receipts and income from all or any part of the students of the University, whether activity fees, tuition, instructional fees, tuition surcharges, general fees, health fees or other special purposes fees; all gross income, revenues and receipts from the ownership, operation, and control of the Board's housing, dining and auxiliary system; all unrestricted receipts from the sale and service of educational activities; all grants, gifts, donations and pledges and receipts therefrom, and investment income on all of the above; but excluding all of the following: a) any deposits required by law or contracts to be held in escrow; (b) any gifts, grants, donations, or pledges restricted as to use in a manner inconsistent with payment on the Bonds or other parity indebtedness or designated or approved by the President of the University for transfer to the University's foundation; (c) appropriations from the State Legislature; and (d) up to \$5,000,000 collected annually from the levy of a special fee established at some date following delivery of the Bonds and designated by the Board to be excluded from General Revenues.

Except as specified in the Bonds or as provided in the Trust Indenture, no recourse shall be had for the payment of the principal amount of or interest or premium on the Bonds, any Credit Agreement, or any claim based thereon against the State of Michigan, the Board or any officer or agent thereof, as individuals either directly or indirectly, nor shall the Bonds and interest with respect thereto, or any obligation of the Board in connection with a Credit Agreement, if any, become a lien on or be secured by any property, real, personal or fixed of the State of Michigan or the Board, other than the Security and the moneys from time to time on deposit in the funds established by the Trust Indenture or the agreements executed in connection with a Credit Agreement, if any.

Any pledge of the Security, debt service reserves and other funds specified in the Trust Indenture, or agreements executed in connection with a Credit Agreement, if any, shall be valid and binding from the date of the issuance and delivery of the Bonds, or such agreements and all moneys or properties subject thereto which are thereafter received shall immediately be subject to the lien of the pledge without physical delivery or further act. The lien of said pledge shall be valid and binding against all parties (other than the holders of any other bonds, notes or debt obligations secured by a parity first lien on the Security) having a claim in tort, contract or otherwise against the Board, irrespective of whether such parties have notice of the lien.

5. The right is reserved to issue additional bonds, notes or other obligations payable from and secured on a parity basis with the Bonds from the Security, upon compliance with the terms and conditions as shall be set forth in the Bonds or the Trust Indenture.

6. The Authorized Officers, jointly or severally, are hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to determine which Outstanding Bonds, or maturities of Outstanding Bonds, shall be refunded, to determine the method of refunding, to establish such escrow accounts as are necessary for the deposit of the proceeds of the Bonds and the investments thereof, to determine which investments of the proceeds of the Bonds shall be required in order to effect the refunding, to issue appropriate directions to the trustee for the Bonds to be Refunded with respect to the redemption of the Bonds to be Refunded and the giving of notice with respect thereto, and to take such other

actions as shall be necessary and appropriate to effect the refunding of the Bonds to be Refunded.

7. The Authorized Officers, jointly and severally, are hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to select bond counsel, to select the Trustee, and to negotiate, execute and deliver the Trust Indenture. The Trust Indenture may contain such covenants on behalf of the Board and terms as either such Authorized Officer deems appropriate, including, but not limited to, covenants with respect to the establishment of rates, fees, rentals and charges at levels expressed as a percentage of debt service on the Bonds or all bonds similarly secured, and with respect to the issuance of additional bonds, notes or other obligations payable from and secured by the Security.

8. The Authorized Officers, jointly and severally, are hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to select the Underwriter and to negotiate, execute and deliver the terms of the Bond Purchase Agreement and the Bonds and the sale thereof, all within the limitations set forth herein.

9. The Authorized Officers, jointly and severally, are hereby authorized, empowered and directed, in the name and on behalf of the Board, and as its corporate act and deed, to execute the Bonds by placing his facsimile signature thereon, and to deliver the Bonds to the Underwriter in exchange for the purchase price thereof.

10. The Authorized Officers, jointly and severally, are hereby authorized, if required by the Underwriter, to cause preparation of a preliminary and a final Official Statement with respect to the Bonds, and to execute and deliver the final Official Statement. The Underwriter is authorized to circulate and use, in accordance with applicable law, the preliminary and final Official Statement in connection with the offering, marketing and sale of the Bonds.

11. The President, the Vice President for Business and Finance, the Secretary and any other appropriate officer of the Board or the University are hereby severally authorized to perform all acts and deeds and to execute and deliver all instruments and documents, including but not limited to a Continuing Disclosure Undertaking which may be required pursuant to the requirements of Rule 15c2-12 of the Securities and Exchange Commission, for and on behalf of the University required by this resolution, the Trust Indenture, or necessary, expedient and proper in connection with the issuance, sale and delivery, and ongoing administration, of the Bonds and the Trust Indenture, as contemplated hereby.

12. All resolutions or parts of resolutions or other proceedings of the Board in conflict herewith be and the same are hereby repealed insofar as such conflict exists.

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Regents of Eastern Michigan University at a regular meeting held on January 21, 2003 and the said meeting was conducted and public notice of said meeting was given pursuant to and in fully compliance with the Open Meetings Act, being No. 267, Public Acts of Michigan 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

I further certify as follows:

1. Present at the meeting were the following Board members: _____

Absent from the meeting were the following Board members: _____

2. The following members of the Board voted for adoption of the Resolution: _____

The following members of the Board voted against adoption of the Resolution: _____

RESOLUTION DECLARED ADOPTED:

Secretary to the Board of Regents of
Eastern Michigan University

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 19
DATE: January 21, 2003

RECOMMENDATION

BOND AUTHORIZATION RESOLUTION: NEW STUDENT UNION/MCKENNY REASSIGNMENT

ACTION REQUESTED

It is recommended that the Resolution of the Board of Regents of Eastern Michigan University Authorizing the Issuance and Delivery of General Revenue Bonds and Providing For Other Matters Relating Thereto be approved.

STAFF SUMMARY

The attached Resolution will authorize the administration to perform all acts and deeds, and execute and deliver all instruments and documents for and on behalf of the University to complete the sale of bonds to construct a new student union, reassign McKenny, and related projects. The Resolution authorizes the pledge of the University general revenues (as defined in the Resolution), to support the issuance of bonds in a principal amount not to exceed \$44,000,000. The term of the bonds will range from June 1, 2004 ending June 1, 2033 and the effective yield will not exceed 6.8 percent (all inclusive net yield is expected to be in the range of 5 percent).

The principal amount and interest rate stated in the Resolution are expressed in "maximum" amounts to provide flexibility in selling the bonds at premium or discount based on the net best economic benefit to the University. The net proceeds will not exceed the required amount to complete the Capital Projects (\$37.5 million), and related issuance costs are estimated to be approximately \$500,000 which includes insurance.

FISCAL IMPLICATIONS

Execution of the sale of the bonds will increase the University's debt obligations by an amount ranging from approximately \$2.0 million in the early years and up to \$6.8 million in the final years. A pro-forma debt service schedule is attached.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

1.

**RESOLUTION OF THE BOARD OF REGENTS OF
EASTERN MICHIGAN UNIVERSITY
AUTHORIZING THE ISSUANCE AND DELIVERY OF
GENERAL REVENUE BONDS AND
PROVIDING FOR OTHER MATTERS RELATING THERETO**

WHEREAS, the Board of Regents of Eastern Michigan University (the "Board") is a constitutional body corporate established pursuant to Article VIII, Section 6 of the Michigan Constitution of 1963, as amended, with general supervision of Eastern Michigan University (the "University") and the control and direction of all expenditures from the University's funds; and

WHEREAS, in the exercise of its constitutional duties and in order to best serve the needs of the University's student body, the Board proposes to undertake the projects described on Exhibit A hereto (the "Projects"); and

WHEREAS, the Board has previously issued and delivered certain obligations secured by General Revenues (substantially as defined below) or portions of General Revenues pursuant to resolutions of the Board and one or more indentures or agreements relating to such obligations (the "Outstanding Bonds"), for University projects and purposes; and

WHEREAS, in the exercise of its constitutional duties and in order to prudently control and direct expenditures from the University's funds, the Board determines it is necessary and desirable to authorize the issuance and delivery of bonds (the "Bonds") in order to provide funds which, together with other available funds, will be used to pay all or a part of the costs of the Projects, to fund a debt service reserve fund, if any is required for the Bonds, and to pay costs relating to issuance of the Bonds; and

WHEREAS, the indentures authorizing the Outstanding Bonds create certain conditions for the issuance of General Revenue Bonds on a parity basis with the Outstanding Bonds; and

WHEREAS, an Authorized Officer shall, on or prior to the delivery of the Bonds, certify that the conditions for issuing the Bonds, secured on a parity basis by General Revenues with the Outstanding Bonds, have been met; and

WHEREAS, a trust indenture (the "Trust Indenture") may be entered into between the Board and a trustee to be designated by an Authorized Officer (the "Trustee") pursuant to which the Bonds may be issued and secured; and

WHEREAS, it is necessary and appropriate for the Board to authorize the Authorized Officers to select an underwriter or underwriters, purchaser or purchasers (individually or collectively, the "Underwriter") for the Bonds, and to negotiate a bond purchase agreement (the "Bond Purchase Agreement") containing the terms and conditions upon which the Underwriter will agree to purchase the Bonds, including the interest rates thereof and the purchase price therefor; and

WHEREAS, it may be desirable to secure all or part of the principal of and interest on the Bonds by bond insurance, a letter or letters of credit, a line or lines of credit or other forms of liquidity or credit enhancement, or a combination thereof (the agreement providing for the repayment to the provider of which is a "Credit Agreement"), from such banks, insurance companies or other credit enhancement providers (a "Credit Enhancement Provider") as an Authorized Officer may determine; and

WHEREAS, in order to be able to market and sell the Bonds at the most opportune time, it is necessary and appropriate for the Board to authorize either or both of the President and the Vice President for Business and Finance, jointly or severally (each an "Authorized Officer" and, collectively, the "Authorized Officers") to select the Underwriter, bond counsel, the Trustee, and a Credit Enhancement Provider, and to negotiate, execute and deliver on behalf of the Board an Indenture, an offering and disclosure document (the "Official Statement"), and, if deemed advisable, a Credit Agreement, and to establish the specific terms of the Bonds and to accept the offer of the Underwriter to purchase the Bonds, all within the limitations set forth herein; and

WHEREAS, the implementation of the Projects will serve proper and appropriate public purposes; and

WHEREAS, the Board has full power under its constitutional authority and supervision of the University, and control and direction of expenditures from the University's funds, to authorize and cause implementation of the Projects by issuance of the Bonds, and to pledge the University's General Revenues (as hereinafter defined) or any portion thereof for payment of the Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF EASTERN MICHIGAN UNIVERSITY, AS FOLLOWS:

1. The Board hereby approves each of the Projects as set forth on Exhibit A attached hereto and authorizes an Authorized Officer to proceed with the implementation of the Projects and to determine the specific amount of the cost of each Project to be financed from the proceeds of the Bonds.

2. The Board hereby authorizes the issuance, execution and delivery of the Bonds of the Board in one or more series, to be dated as of the date established by the Authorized Officer, to be designated GENERAL REVENUE BONDS, SERIES 2003, with appropriate additional or other series designations or descriptive terms, in an aggregate principal amount to be established by an Authorized Officer, but not to exceed the principal amount of \$44,000,000, being the amount necessary to produce proceeds sufficient, together with other available funds, to implement the Projects, to pay costs incidental to the issuance of the Bonds, including capitalized interest, and to fund, if required, a reasonably required debt service reserve fund for the Bonds in an amount to be established by an Authorized Officer. The Bonds shall be serial Bonds or term Bonds (which may be subject to redemption requirements), or both, as shall be established by an Authorized Officer, but the first maturity shall be not earlier than June 1, 2003 and the last maturity shall be not later than December 31, 2033. The Bonds may bear no interest or interest at stated rates for the respective maturities thereof as shall be established by an Authorized

Officer, but the highest yield (computed using the stated coupon and the stated original offering price) for any maturity shall not exceed 6.50% per annum. The Bonds may be issued in whole or in part as capital appreciation bonds, which for their term or any part thereof bear no interest but appreciate in principal amount over time at a compounded rate not in excess of 6.50% per annum, as determined by an Authorized Officer. The Bonds may be subject to redemption prior to maturity at the times and price and in the manner as shall be established by an Authorized Officer. Interest on the Bonds shall be payable at the times as shall be specified by an Authorized Officer. The Bonds shall be issued in fully registered form in denominations, shall be payable as to principal and interest in the manner, shall be subject to transfer and exchange and shall be executed and authenticated, all as shall be specified by an Authorized Officer or provided in the Trust Indenture. The Bonds may be originally issued in book entry only form. The Bonds shall be sold to the Underwriter pursuant to the Bond Purchase Agreement for a price to be established by an Authorized Officer (but the Underwriter's discount, exclusive of original issue discount, shall not exceed 0.75% of the principal amount of the Bonds) plus accrued interest, if any, from the dated date of the Bonds to the date of delivery thereof.

3. The Authorized Officers, jointly or severally, are hereby authorized and directed, in the name and on behalf of the Board and as its corporate act and deed, if necessary or expedient for the issuance or pricing of the Bonds or in connection with the issuance of variable rate bonds, to select a Credit Enhancement Provider and negotiate for acquisition of bond insurance, letter of credit, surety bond or other credit facility with respect to payment of principal, interest and premium, if any, on the Bonds, or in lieu of funding a debt service reserve fund with cash, and to execute and deliver a Credit Agreement relating thereto. Any such reimbursement obligation shall be a limited and not a general obligation of the Board, payable from and secured by a pledge of General Revenues. An Authorized Officer is further authorized to execute and deliver, for and on behalf of the Board, such other agreements as may be necessary or appropriate to maintain, renew or replace, and provide for payments under, any Credit Agreement relating to the Bonds.

4. The Bonds, and the obligations of the Board under any Credit Agreement, shall be limited and not general obligations of the Board payable from and secured, on a parity basis with the Outstanding Bonds, by a lien on the University's General Revenues or such components thereof as shall be determined by an Authorized Officer (individually and collectively, the "Security") and funds from time to time on deposit in certain funds or accounts established by or at the direction of an Authorized Officer or created pursuant to the Trust Indenture or agreements entered into in connection with the Credit Agreement. Except as otherwise determined by an Authorized Officer, as provided immediately below, the lien shall be on a parity basis with the liens on General Revenues securing previously issued Outstanding Bonds of the Board. Notwithstanding anything herein to the contrary, any obligations of the Board under any Credit Agreement may, if determined appropriate by an Authorized Officer, be payable and secured on a subordinated basis to the Bonds and other Outstanding Bonds of the Board.

"General Revenues" shall be defined generally to include all fees, deposits, charges, receipts and income from all or any part of the students of the University, whether activity fees, tuition, instructional fees, tuition surcharges, general fees, health fees or other special purposes fees; all gross income, revenues and receipts from the ownership, operation, and control of the

Board's housing, dining and auxiliary system; all unrestricted receipts from the sale and service of educational activities; all grants, gifts, donations and pledges and receipts therefrom, and investment income on all of the above; but excluding all of the following: a) any deposits required by law or contracts to be held in escrow; (b) any gifts, grants, donations, or pledges restricted as to use in a manner inconsistent with payment on the Bonds or other parity indebtedness or designated or approved by the President of the University for transfer to the University's foundation; (c) appropriations from the State Legislature; and (d) up to \$5,000,000 collected annually from the levy of a special fee established at some date following delivery of the Bonds and designated by the Board to be excluded from General Revenues.

Except as specified in the Bonds or as provided in the Trust Indenture, no recourse shall be had for the payment of the principal amount of or interest or premium on the Bonds, any Credit Agreement, or any claim based thereon against the State of Michigan, the Board or any officer or agent thereof, as individuals either directly or indirectly, nor shall the Bonds and interest with respect thereto, or any obligation of the Board in connection with a Credit Agreement, if any, become a lien on or be secured by any property, real, personal or fixed of the State of Michigan or the Board, other than the Security and the moneys from time to time on deposit in the funds established by the Trust Indenture or the agreements executed in connection with a Credit Agreement, if any.

Any pledge of the Security, debt service reserves and other funds specified in the Trust Indenture, or agreements executed in connection with a Credit Agreement, if any, shall be valid and binding from the date of the issuance and delivery of the Bonds, or such agreements and all moneys or properties subject thereto which are thereafter received shall immediately be subject to the lien of the pledge without physical delivery or further act. The lien of said pledge shall be valid and binding against all parties (other than the holders of any other bonds, notes or debt obligations secured by a parity first lien on the Security) having a claim in tort, contract or otherwise against the Board, irrespective of whether such parties have notice of the lien.

5. The right is reserved to issue additional bonds, notes or other obligations payable from and secured on a parity basis with the Bonds from the Security, upon compliance with the terms and conditions as shall be set forth in the Bonds or the Trust Indenture.

6. The Authorized Officers, jointly and severally, are hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to select bond counsel, to select the Trustee, and to negotiate, execute and deliver the Trust Indenture. The Trust Indenture may contain such covenants on behalf of the Board and terms as either such Authorized Officer deems appropriate, including, but not limited to, covenants with respect to the establishment of rates, fees, rentals and charges at levels expressed as a percentage of debt service on the Bonds or all bonds similarly secured, and with respect to the issuance of additional bonds, notes or other obligations payable from and secured by the Security.

7. The Authorized Officers, jointly and severally, are hereby authorized and directed, in the name and on behalf of the Board, and as its corporate act and deed, to select the Underwriter and to negotiate, execute and deliver the terms of the Bond Purchase Agreement and the Bonds and the sale thereof, all within the limitations set forth herein.

8. The Authorized Officers, jointly and severally, are hereby authorized, empowered and directed, in the name and on behalf of the Board, and as its corporate act and deed, to execute the Bonds by placing his facsimile signature thereon, and to deliver the Bonds to the Underwriter in exchange for the purchase price thereof.

9. The Authorized Officers, jointly and severally, are hereby authorized, if required by the Underwriter, to cause preparation of a preliminary and a final Official Statement with respect to the Bonds, and to execute and deliver the final Official Statement. The Underwriter is authorized to circulate and use, in accordance with applicable law, the preliminary and final Official Statement in connection with the offering, marketing and sale of the Bonds.

10. The President, the Vice President for Business and Finance, the Secretary and any other appropriate officer of the Board or the University are hereby severally authorized to perform all acts and deeds and to execute and deliver all instruments and documents, including but not limited to a Continuing Disclosure Undertaking which may be required pursuant to the requirements of Rule 15c2-12 of the Securities and Exchange Commission, for and on behalf of the University required by this resolution, the Trust Indenture, or necessary, expedient and proper in connection with the issuance, sale and delivery, and ongoing administration, of the Bonds and the Trust Indenture, as contemplated hereby.

11. All resolutions or parts of resolutions or other proceedings of the Board in conflict herewith be and the same are hereby repealed insofar as such conflict exists.

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Regents of Eastern Michigan University at a regular meeting held on _____, 2003 and the said meeting was conducted and public notice of said meeting was given pursuant to and in fully compliance with the Open Meetings Act, being No. 267, Public Acts of Michigan 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

I further certify as follows:

1. Present at the meeting were the following Board members: _____

Absent from the meeting were the following Board members: _____

2. The following members of the Board voted for adoption of the Resolution: _____

6.

The following members of the Board voted against adoption of the Resolution: _____

_____.

RESOLUTION DECLARED ADOPTED:

Secretary to the Board of Regents of
Eastern Michigan University

EXHIBIT A

“Projects”

The Projects include the design and construction and all related capital and incidental costs required to complete a new student union, and the reassignment/renovation of McKenny including site development, parking, roads, furnishing enhancements, technology, and necessary campus utility systems. The Projects also include, but are not limited to, improvements and expansions to academic and administrative facilities, parking, roadways, and all utility systems.

Eastern Michigan University
SERIES 2003 GENERAL FUND/FEE DEBT SERVICE
 Refinance/Restructure Plan

Date	Existing Gen Fund/Gen Fee Debt Service	Series 2003 Restructuring	Revised Gen Fund/Gen Fee Debt Service	New Student Union Debt Service	Gen Fund/Gen Fee Debt Service Incl. Union
6/01/2003	\$5,987,439.62	(\$ 5,987,439.62)	\$ -	\$ -	\$ -
6/01/2004	6,675,103.52	(237,495.23)	6,437,608.29	2,427,116.51	8,864,724.80
6/01/2005	6,643,242.02	(238,788.76)	6,404,453.26	1,959,107.50	8,363,560.76
6/01/2006	6,636,490.02	(230,351.26)	6,406,138.76	1,959,107.50	8,365,246.26
6/01/2007	6,608,354.02	(271,101.26)	6,337,252.76	1,959,107.50	8,296,360.26
6/01/2008	6,492,164.02	(271,651.26)	6,220,512.76	1,959,107.50	8,179,620.26
6/01/2009	6,472,755.02	(277,026.26)	6,195,728.76	1,959,107.50	8,154,836.26
6/01/2010	6,259,327.76	(264,877.50)	5,994,450.26	1,959,107.50	7,953,557.76
6/01/2011	6,249,124.76	(267,562.50)	5,981,562.26	1,959,107.50	7,940,669.76
6/01/2012	4,515,498.26	1,475,842.50	5,991,340.76	1,959,107.50	7,950,448.26
6/01/2013	4,201,948.26	1,476,842.50	5,678,790.76	1,959,107.50	7,637,898.26
6/01/2014	4,139,955.00	1,469,722.50	5,609,677.50	1,959,107.50	7,568,785.00
6/01/2015	4,124,600.00	1,205,110.00	5,329,710.00	1,959,107.50	7,288,817.50
6/01/2016	4,129,540.00	1,208,345.00	5,337,885.00	1,959,107.50	7,296,992.50
6/01/2017	4,137,804.00	1,208,965.00	5,346,769.00	1,959,107.50	7,305,876.50
6/01/2018	4,140,916.00	1,206,890.00	5,347,806.00	1,959,107.50	7,306,913.50
6/01/2019	4,147,880.00	1,202,040.00	5,349,920.00	1,959,107.50	7,309,027.50
6/01/2020	4,152,224.00	1,199,842.50	5,352,066.50	1,959,107.50	7,311,174.00
6/01/2021	4,159,708.00	1,209,492.50	5,369,200.50	1,959,107.50	7,328,308.00
6/01/2022	4,169,860.00	150,172.50	4,320,032.50	2,439,107.50	6,759,140.00
6/01/2023	4,176,208.00	149,595.00	4,325,803.00	2,430,827.50	6,756,630.50
6/01/2024	4,189,512.00	143,535.00	4,333,047.00	2,425,830.00	6,758,877.00
6/01/2025	3,838,064.00	102,475.00	3,940,539.00	2,819,822.50	6,760,361.50
6/01/2026	3,845,224.00	98,182.50	3,943,406.50	2,812,605.00	6,756,011.50
6/01/2027	3,854,359.76	78,890.00	3,933,249.76	2,823,367.50	6,756,617.26
6/01/2028	(0.50)	40,355.00	40,354.50	6,716,100.00	6,756,454.50
6/01/2029	0.26	38,570.00	38,570.26	6,719,610.00	6,758,180.26
6/01/2030	(0.24)	36,785.00	36,784.76	6,722,625.00	6,759,409.76
6/01/2031	0.00	0.00	0.00	6,756,870.00	6,756,870.00
6/01/2032	0.00	0.00	0.00	6,760,050.00	6,760,050.00
6/01/2033	0.00	0.00	0.00	6,757,930.00	6,757,930.00
Total	\$123,947,301.56	\$5,655,358.85	\$129,602,660.41	\$91,916,689.01	\$221,519,349.42
Memo: PV Savings/(Cost)	\$0.00	\$ 70,122.72	\$ 70,122.72		

Eastern Michigan University
NEW UNION REVENUE SUMMARY
Refinance/Restructure Plan

Date	Food/Retail Lease Pmts. (1)	General Fee	Student Union Fee (500,000 SCH)	Revenue Sources			Debt Retirement Reallocation	Total Revenue Sources	New Student Union Debt Service	Revenue Over/(Under) Debt Service	Estimated Operating Costs For New Union (2)	Project Contingency (3)
				Capitalized Interest	Series 2003 Debt Restructuring	Debt						
6/01/2004	\$0.00	\$500,000.00	\$375,000.00	\$1,384,210.63	\$237,495.23	\$0.00	\$2,496,705.86	\$2,427,116.51	\$69,589.35	\$0.00	\$69,589.35	
6/01/2005	537,000.00	500,000.00	750,000.00	406,860.66	238,788.76	0.00	2,432,649.42	1,959,107.50	473,541.92	0.00	97,955.38	
6/01/2006	625,000.00	500,000.00	1,125,000.00	0.00	230,351.26	38,613.50	2,518,964.76	1,959,107.50	559,857.26	825,000.00	110,443.80	
6/01/2007	750,000.00	500,000.00	1,500,000.00	0.00	271,101.26	66,749.50	3,087,850.76	1,959,107.50	1,128,743.26	990,000.00	138,743.26	
6/01/2008	788,750.00	500,000.00	1,500,000.00	0.00	271,651.26	82,149.12	3,122,550.38	1,959,107.50	1,163,442.88	1,014,750.00	148,692.88	
6/01/2009	787,968.75	500,000.00	1,500,000.00	0.00	277,026.26	84,192.55	3,149,187.56	1,959,107.50	1,190,080.06	1,040,118.75	149,961.31	
6/01/2010	807,667.97	500,000.00	1,500,000.00	0.00	264,877.50	103,945.21	3,176,490.68	1,959,107.50	1,217,383.18	1,066,121.72	151,261.46	
6/01/2011	827,859.67	500,000.00	1,500,000.00	0.00	267,562.50	109,054.20	3,204,476.37	1,959,107.50	1,245,368.87	1,092,774.76	152,594.11	
6/01/2012	848,556.16	500,000.00	1,500,000.00	0.00	(1,475,842.50)	1,860,448.05	3,233,161.71	1,959,107.50	1,274,054.21	1,120,094.13	153,960.08	
6/01/2013	869,770.06	500,000.00	1,500,000.00	0.00	(1,476,842.50)	1,869,636.62	3,262,564.18	1,959,107.50	1,303,456.68	1,148,096.48	155,360.20	
6/01/2014	891,514.31	500,000.00	1,500,000.00	0.00	(1,469,722.50)	1,870,909.90	3,292,701.71	1,959,107.50	1,333,594.21	1,176,798.89	156,795.32	
6/01/2015	913,802.17	500,000.00	1,500,000.00	0.00	(1,205,110.00)	1,614,900.51	3,323,592.68	1,959,107.50	1,364,485.18	1,206,218.86	158,266.32	
6/01/2016	936,647.22	500,000.00	1,500,000.00	0.00	(1,208,345.00)	1,626,953.70	3,355,255.92	1,959,107.50	1,386,148.42	1,236,374.33	159,774.09	
6/01/2017	960,063.40	500,000.00	1,500,000.00	0.00	(1,208,965.00)	1,636,612.35	3,387,710.75	1,959,107.50	1,428,603.25	1,267,283.69	161,319.56	
6/01/2018	984,064.99	500,000.00	1,500,000.00	0.00	(1,206,890.00)	1,643,801.95	3,420,976.94	1,959,107.50	1,461,869.44	1,298,965.78	162,903.66	
6/01/2019	1,008,666.61	500,000.00	1,500,000.00	0.00	(1,202,040.00)	1,648,448.18	3,455,074.79	1,959,107.50	1,495,967.29	1,331,439.92	164,527.37	
6/01/2020	1,033,883.28	500,000.00	1,500,000.00	0.00	(1,199,842.50)	1,655,984.31	3,490,025.09	1,959,107.50	1,530,917.59	1,364,725.92	166,191.67	
6/01/2021	1,059,730.36	500,000.00	1,500,000.00	0.00	(1,209,492.50)	1,675,611.29	3,525,849.15	1,959,107.50	1,566,741.65	1,398,844.07	167,897.58	
6/01/2022	1,086,223.62	500,000.00	1,500,000.00	0.00	(150,172.50)	1,130,517.68	4,066,588.80	2,439,161.30	1,627,461.30	1,433,815.17	193,646.13	
6/01/2023	1,113,379.21	500,000.00	1,500,000.00	0.00	(149,595.00)	1,131,728.24	4,095,512.45	2,430,827.50	1,664,684.95	1,469,660.55	195,024.40	
6/01/2024	1,141,213.69	500,000.00	1,500,000.00	0.00	(143,535.00)	1,131,164.97	4,128,843.66	2,425,830.00	1,703,013.66	1,506,402.06	196,611.60	
6/01/2025	1,169,744.03	500,000.00	1,500,000.00	0.00	(102,475.00)	1,514,209.81	4,582,078.84	2,819,822.50	1,762,256.34	1,544,062.11	218,194.23	
6/01/2026	1,198,987.63	500,000.00	1,500,000.00	0.00	(98,182.50)	1,514,226.96	4,615,032.09	2,812,605.00	1,802,427.09	1,582,663.66	219,763.43	
6/01/2027	1,228,982.32	500,000.00	1,500,000.00	0.00	(78,890.00)	1,517,805.32	4,667,877.64	2,823,367.50	1,844,510.14	1,622,230.25	222,279.89	
6/01/2028	1,259,686.38	500,000.00	1,500,000.00	0.00	(40,355.00)	5,578,498.93	8,797,830.31	6,716,100.00	2,081,730.31	1,662,786.01	418,944.30	
6/01/2029	1,291,178.54	500,000.00	1,500,000.00	0.00	(38,570.00)	5,592,555.40	8,845,163.94	6,719,610.00	2,125,553.94	1,704,355.66	421,198.28	
6/01/2030	1,323,458.00	500,000.00	1,500,000.00	0.00	(36,785.00)	5,606,396.03	8,893,069.03	6,722,625.00	2,170,444.03	1,746,964.55	423,479.48	
6/01/2031	1,356,544.45	500,000.00	1,500,000.00	0.00	0.00	5,618,339.64	8,974,884.09	6,756,870.00	2,218,014.09	1,790,638.66	427,375.43	
6/01/2032	1,390,458.06	500,000.00	1,500,000.00	0.00	0.00	5,634,769.30	9,025,227.36	6,760,050.00	2,265,177.36	1,835,404.63	429,772.73	
6/01/2033	1,425,219.51	500,000.00	1,500,000.00	0.00	0.00	5,645,961.23	9,071,180.74	6,757,930.00	2,313,250.74	1,881,289.75	431,960.99	
Total	\$29,596,000.39	\$15,000,000.00	\$42,750,000.00	\$1,791,071.29	\$(11,642,798.47)	\$59,204,784.45	\$136,699,057.66	\$91,916,689.01	\$44,782,368.65	\$38,357,880.36	\$6,424,488.29	

- Notes:**
- No Food/Retail Lease Payment funds are available for the 6/1/2004 debt service because these funds are being allocated to the Union Project.
 - Annual operating costs for the new 165,000 sq. ft. Union are estimated at \$990,000 (\$6 per sq. ft.)
 - Project contingency is assumed to be 5% of the total of the New Student Union Debt Service and the Estimated Operating Costs For The New Union.
 - Revenues in excess of debt service for 6/1/2004 and 6/1/2005 would be used to cover the shortfall for the 6/1/2006 debt service -- the remainder would be used as the project's contingency.
 - Food/Retail Lease Payments and New Union Operating Costs assume year-over-year growth of 2.5%.

9.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 20

DATE:

January 21, 2003

RECOMMENDATION

STUDENT UNION FEE

ACTION REQUESTED

It is recommended that the Board of Regents approve a Student Union Fee of 75 cents per credit hour effective the summer 2003 term, and authorize an annual increase of 75 cents per credit hour per year through 2006 at which time it will be capped at \$3.00 per credit hour. Revenue from the fee will be designated for operating and retiring the debt of the new student union.

STAFF SUMMARY

The annual cost to operate and service the debt of the new student union is estimated to range between \$3 million and \$4.5 million over the next 24 years. The Student Union Fee will contribute roughly between 50 percent (early years) and 33 percent (year 24).

After year 24, most of the cost to service the debt will come from reallocation of funds made available from the retirement of other University debt.

The fee would be implemented in accordance with the following schedule:

<u>Year/Semester</u>	<u>Fee Increase</u>	<u>Total Fee</u>	<u>Annual Projected Revenue</u>
FY 2004 – Summer Term '03	75 cents per credit hour	75 cents per credit hour	\$375,000
FY 2005 – Summer Term '04	75 cents per credit hour	\$1.50 per credit hour	\$750,000
FY 2006 – Summer Term '05	75 cents per credit hour	\$2.25 per credit hour	\$1,125,000
FY 2007 – Summer Term '06	75 cents per credit hour	\$3.00 per credit hour	\$1,500,000
Thereafter, each Summer Term	No increase	\$3.00 per credit hour (capped)	\$1,500,000

FISCAL IMPLICATIONS

A Student Union Fee of 75 cents per credit hour represents a tuition/fee increase of 0.4 percent.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 21
DATE: January 21, 2003

RECOMMENDATION

STATE LEASE FINANCING STRUCTURE FOR RENEWAL OF MARK JEFFERSON

ACTION REQUESTED

It is recommended that the Board of Regents approve the Resolution of the Board of Regents of Eastern Michigan University Approving the Financing Structure for a Certain Capital Improvement Project and Matters Related Thereto.

STAFF SUMMARY

Eastern Michigan University is petitioning the State of Michigan to consider an alternative financing structure to accomplish the proposed \$46.7 million renewal of the Mark Jefferson Science Building.

The attached Resolution would empower "authorized officers", namely the President, Vice President for Business and Finance and Treasurer to the Board, General Counsel and the Secretary to the Board of Regents to act on behalf of the Board to negotiate, execute and deliver all contracts, lease(s) and/or other required agreements in order to successfully, and in concert with Exhibit A, achieve the renewal of the Mark Jefferson Science Building.

If the project is approved by authorized state officials and a 25 percent matching fund requirement is to be provided, it is the intent of the administration to request the Board to approve the means to achieve the matching fund requirement. A separate resolution authorizing this action will be presented to the Board at that time.

FISCAL IMPLICATIONS

The project budget is \$46.9 million, of which 25 percent or \$11.7 million would be the responsibility of Eastern Michigan University.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

1.

RESOLUTION OF THE BOARD OF REGENTS OF EASTERN MICHIGAN UNIVERSITY
APPROVING THE FINANCING STRUCTURE FOR A CERTAIN CAPITAL
IMPROVEMENT PROJECT AND MATTERS RELATED THERETO

WHEREAS, in recent years, the State of Michigan (the "State") has used financing provided by the State Building Authority to fund buildings and other capital improvements at Eastern Michigan University (the "University"); and

WHEREAS, the use of State Building Authority financing is currently constrained, while the University and other public institutions of higher education in Michigan need to undertake capital projects to meet the teaching, research and service missions of the institutions and to serve their students; and

WHEREAS, officials of the University have proposed to the State a new form of financing structure to assist the State in meeting its obligation to maintain the University, and it is anticipated the State will accept and implement the proposal in cooperation with the University; and

WHEREAS, the structure of the proposal and the project (the "Project") at the University to be financed using this structure are described on Exhibit A attached hereto; and

WHEREAS, in anticipation of the completion of the approval process by the State, it is necessary to authorize the President and the Vice President for Business and Finance (each an "Authorized Officer"), and each of them singly, to negotiate, execute and deliver instruments and documents, and to take actions to implement a Certificate of Participation financing for the Project, as described herein and in Exhibit A:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF
EASTERN MICHIGAN UNIVERSITY AS FOLLOWS:

1. The Project and the financing mechanism for the Project, each as described in Exhibit A are hereby approved. Each Authorized Officer is authorized to delete components of the Project to be financed, or to modify the components of the Project to be financed in order to meet the economic or timing requirements of the financing, so long as such deletions or modifications do not materially alter the nature or function of the Project.

2. The Authorized Officers are, and each of them singly is, authorized to negotiate, execute and deliver, for and on behalf of the Board of Regents of Eastern Michigan University (the "Board") the following documents in connection with the transaction described herein:

A. A Lease (the "Lease") between the Board as lessor and the State as lessee, providing for (i) the completion by the University of the capital improvements to the Project, using the proceeds of the Certificates of Participation described below, with the balance of the costs of the improvements to be paid by the Board from the proceeds of debt to be issued by the Board or other available University funds, (ii) the lease of the Project to the State for a term not to exceed 35 years,

(iii) the payment of rent by the State, subject to annual appropriation by the State Legislature, in the amounts to be specified in the Lease and (iv) upon completion of the term of the Lease, the conveyance of the Project to the State for a nominal amount.

B. A Sublease (the "Sublease") between the State as sublessor and the Board, as sublessee, providing for the sublease and use of the property by the University during the term of the Lease, in exchange for nominal rent and the obligation to insure and maintain the Project.

C. Architectural, engineering, acquisition, construction, renovation, installation and similar contracts necessary to provide for the completion of the improvements to the Project within the amount of funds available therefor.

D. A Trust Indenture (the "Trust Indenture") with a trustee to be designated by an Authorized Officer setting forth the terms under which Certificates of Participation in the rental stream to be paid by the State under the Lease shall be sold to investors, and matters related thereto, which shall specifically provide that the sole source of payments of the Certificates shall be the State rentals, and which shall not in any way obligate the Board to make any payments with respect to the Certificates from any funds of the University.

3. The Authorized Officers, the General Counsel, the Secretary, and all other appropriate officers of the Board or the University, and any one of them singly, are further authorized to take all necessary actions, and to execute and deliver, for and on behalf of the Board, any and all other instruments, agreements, certificates, filings, contracts, opinions, disclosure documents, continuing disclosure undertakings or other documents, necessary to accomplish the purposes of this resolution.

4. The Authorized Officers are authorized to pay or cause to be paid the University's share of the costs of the Project from the proceeds of General Revenue Bonds or other debt obligations of the Board to be issued, or from other available University funds.

5. Any reference to an officer of the Board or the University herein shall include any interim or acting officer appointed by the Board. Any action required under the Lease, Sublease, Trust Indenture or any other agreement entered into in connection with the transaction described herein may be taken by and on behalf of the Board by an Authorized Officer.

Exhibit A

Eastern Michigan University has time-sensitive, critical, capital renovation needs. The traditional State Building Authority (SBA) method of financing university projects is currently limited, while the needs are made immediate by program considerations. Certificates of Participation (COPS) have become an accepted method of financing state office buildings but have not yet been applied to Michigan public university projects.

The State has financed a significant number of office buildings by using a long-term lease with private developers, or COPS. This type of lease arrangement allows for tax-exempt financing because, for federal law purposes, it is treated as an installment lease purchase agreement with the State having the right to acquire the buildings at the end of the lease term. For State law purposes, these leases are not considered debt. Rental payments require an annual appropriation. The Attorney General has opined favorably on the State office building leases.

This type of appropriation risk lease has been reviewed by Standard & Poor's Rating Services. Based on the conclusions of Standard & Poor's, at least one bond insurance company has been willing to insure financings involving such leases and this has resulted in AAA ratings.

The lease rentals payable by the State increase every year at a fixed annual percentage for the full lease term. This allows for a much lower initial rental than is otherwise available to the State. The first rental payment for this proposal would occur at the earliest in July, 2005.

The general approach to lease financing of buildings which is already being used by the State can be used for renovation of buildings on university campuses. The financing structure would take the same form as the State office building financings, with the State paying a rental on an annual appropriation basis. The developer and owner of the buildings would be the University instead of a private entity. Under this proposal, the State would lease the building from the University for fixed, increasing annual rental payments. The State would sublease the buildings to the University in exchange for covenants to maintain and insure the buildings.

Tax-exempt Certificates of Participation would be sold in anticipation of the annual State lease rentals. The COPS proceeds would be available to the University to pay the State's share (not to exceed 75%) of the costs of the project. The actual rental the State would pay will be adjusted to provide for funding of the State portion of the project cost and origination costs.

The University would be responsible for the construction of the project, including paying the remaining renovation costs from its own funds or from the proceeds of its own debt. The University would also have operation, maintenance, and insurance responsibilities consistent with the current State requirements. Upon payment of the COPS, the title to the State's portion of the building would vest in the State. The obligations under the COPS would be solely those of the State, and the University's credit would not be involved beyond the guarantee of completing construction and the cost of operating, maintaining, and insuring the completed building.

This proposal would require the State's complete cooperation. The State Administrative Board would have to approve the lease and the sublease and the State would have to meet SEC continuing disclosure requirements in order to market the COPS. An opinion of the Attorney General as to the validity of the lease would be required.

The Project

Eastern Michigan University's Biology, Chemistry, and Psychology departments are located in the Mark Jefferson Science Building. This building, constructed in 1969, was programmed and designed when science education, science experimental learning, and student/faculty research were significantly less sophisticated and less reliant on technology. The five story, 180,800 sq. ft. Mark Jefferson, whose building systems are nearing the end of their useful life, lacks the specialized spaces and laboratories needed for today's science and education curriculum and hands-on laboratory experiences. A 1996 Project Kaleidoscope (PKAL) study found that science programs at Eastern Michigan University operate in significantly less and poorer space than at competitor institutions.

Current needs for science education include improvements or expansion of space for instruction, science laboratories, integrated technology, specialized equipment, and building systems which will provide the special air quality and a health safety environment needed for science education. The scope of this renewal project will completely rehabilitate all of the building's infrastructure deficiencies and will renew a mix of laboratory and classroom spaces appropriate in size, configuration, technology, accessibility, furnishings and instrumentation to conduct general education/basic studies curriculum, undergraduate and graduate programming, and faculty/student research.

In order to provide the university with modern laboratories, learning spaces, and technology consistent with the demands of the 21st. century, it will require a complete renewal of the Mark Jefferson science building. The scope of this renewal project will focus primarily on infrastructure, including mechanical systems, duct work, fume hoods, lighting systems, electrical systems/building transmission loop, structural improvements to the building exterior and roof, and interior improvements (including furnishings).

The anticipated cost of this recommendation is \$46.9 million. A phase-in plan has been developed in order to accomplish the aforementioned work with minimum disruption to students and faculty. The estimated project life is 2½ to 3 years. Eastern Michigan University is experienced in building renewal projects, having most recently completed a \$10 million fire restoration of the university's largest classroom building (237,000 sq. ft.) in a four month period. This project required complete vacation and temporary relocation of all building occupants.

**EASTERN MICHIGAN UNIVERSITY
MARK JEFFERSON BUILDING RENEWAL**

How do the buildings in the proposal fit into our five-year plan?

The renewal of the Mark Jefferson Science Building has been identified as either the University's number-one or co-number-one capital priority in each of the past five years. This status is reflected in the Five-Year Capital Outlay Plan submitted to the Department of Management and Budget (DMB) each of the past two years. This co-number-one priority ranking also will appear in the FY 2004 Five-Year Capital Outlay Plan scheduled to be submitted to DMB October 25, 2002.

A detailed report on the condition of the Mark Jefferson Science Building can be found in the University's five-year plan. A list of the University's 43 general fund buildings ranked by their respective Facility Condition Index (FCI), which is a standardized measure of the physical condition of a building, can be found on page 56 of the FY 2003 Five-Year Capital Outlay Plan. Mark Jefferson is ranked poor on a scale from good to poor with an FCI of .24 (.01 to .05 is good, .06 to .10 is fair, and .11 or higher is poor.) This is a meaningful indicator of the critical need to renew this important building.

In addition, throughout the "Facility Assessment" section (pp 47-81), the Mark Jefferson Science Building ranked in the bottom quartile of building system deficiencies for every major building system.

Can we articulate cost savings (or revenue increases) as a result of doing these renovations?

A study completed for the University by an independent expert projects energy cost savings in excess of \$800,000 annually. Constructed in 1969, the Mark Jefferson Science Building is outfitted with a constant volume air handling system and constant volume exhaust fume hoods, both operating independently without building controls. The building also has energy intensive T-12 lamps. Complete conversion to a variable volume system with state-of-the-art building controls and conversion to energy efficient T-8 lamps offers exceptional energy saving opportunities. Replacement of windows, cooling towers and chillers also contributes to the proposed \$800,000 in annual savings. There are significant opportunities for maintenance and repair savings such as in the original elevators for which parts are no longer manufactured and have to be specially crafted. The time and cost to keep this critical system operational and within required codes are prohibitive.

Can we articulate any health and safety reasons for doing this now?

Included in the renewal of Mark Jefferson is the replacement and upgrade of the fire alarm system and all emergency lighting. Sophisticated controls on the laboratory exhaust fume hoods will assure optimal air quality and safety. New air handling systems will relieve the frequent negative pressure in the building and end the corrosive and potentially dangerous erosion of the structural foundation. Non-friable asbestos pipe insulation in the penthouse will be abated eliminating the future possibility of becoming airborne. The building's fire suppression system will be expanded from partially sprinkled to fully sprinkled.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 22

DATE:

January 21, 2003

RECOMMENDATION

ELECTION OF BOARD OFFICERS

ACTIONS REQUESTED

ELECTION OF CHAIR

In accordance with the Board of Regents By-Laws, Article IV, Section 4.01, it is recommended that the Board of Regents elect _____ as Chair of the Board of Regents.

ELECTION OF VICE CHAIR

In accordance with the Board of Regents By-Laws, Article IV, Section 4.02, it is recommended that the Board of Regents elect _____ Vice Chair of the Board of Regents.

APPOINTMENT OF BOARD TREASURER

In accordance with the Board of Regents By-Laws, Article IV, Section 4.07, it is recommended that the Board of Regents appoint _____ as Treasurer to the Board of Regents.

APPOINTMENT OF THE SECRETARY OF THE BOARD

In accordance with the Board of Regents By-Laws, Article IV, Section 4.05, it is recommended that the Board of Regents appoint _____ as Secretary of the Board of Regents.

APPOINTMENT OF THE INTERNAL AUDITOR

In accordance with the Board of Regents By-Laws, Article IV, Section 4.12, it is recommended that the Board of Regents appoint _____ as Internal Auditor.