

EASTERN MICHIGAN UNIVERSITY

Board of Regents

201 Welch Hall

(734) 487-2410

Tuesday, November 30, 2004

- 8:00 a.m. Student Affairs Committee Meeting
201 Welch Hall
- 8:00 a.m. Faculty Affairs Committee Meeting
205 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
- 1:30 p.m. Reconvene Regular Board Meeting
201 Welch Hall

AGENDA

Roll Call Attendance

Tab A Communications

Lunch

Reconvene Regular Board Meeting

Call to Order

Roll Call Attendance

Tab B Recognitions and Resolutions

- Presidential Scholarship Award Winners for 2004-2005
- Women's Softball Team

Tab C Minutes of September 21, 2004 Regular Board Meeting

Tab D President's Report

CONSENT AGENDA

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

REGULAR AGENDA

Student Affairs Committee

- Section 11 Monthly Report and Minutes (SAC)

Educational Policies Committee:

- Section 12 Monthly Report and Minutes (EPC)
- Section 13 Affirmative Action Audit and Plans (EPC)
- Section 14 POLICIES: Recommended for Approval (EPC)
- Section 15 University Calendar (EPC)
- Section 16 Commencement Speaker and Honorary Degree Recipient (EPC)
- Section 17 Honorary Degree Recipient (EPC)
- Section 18 Recommendation: Acceptance of the Regents Advisory Committee (EPC)

Faculty Affairs Committee:

- Section 19 Monthly Report and Minutes (FAC)

Finance and Audit Committee:

- Section 20 Finance and Audit Committee Monthly Report and Minutes (FC)
- Section 21 Recommendation: FY 2006 Appropriation Request (FC)
- Section 22 Recommendation: FY 2006 Capital Outlay Budget Request (FC)
- Section 23 Recommendation: FY 2004 EMU Foundation Annual Report (FC)
- Section 24 Recommendation: FY 2004 Eagle Crest Management Corporation Annual Report (FC)

- Section 25 Recommendation: Memorandum of Understanding Between Eastern Michigan University and The International Union, United Automobile, Aerospace, and Agricultural Implement Workers of America, Technical, Office and Professional, Local 1976 (FC)
- Section 26 Recommendation: Memorandum of Understanding Between Eastern Michigan University and The International Union, United Automobile, Aerospace, and Agricultural Implement Workers of America, Technical, Office and Professional, Local 1975 (FC)
- Section 27 Recommendation: Memorandum of Understanding Between Eastern Michigan University and Local 3866 Affiliated with Council 25 of the American Federation of State, County and Municipal Employees and the AFL-CIO (FC)
- Section 28 Recommendation: Non-Bargained-For Merit Program Funding FY2004-05 (FC)
- Section 29 Policy: Discounted Tuition Rate for Seniors (FC)
- Section 30 Equalized Benefits for AP/AC/CC Employees (FC)
- Section 31 Recommendation: Authorization to Guarantee Michigan Broadband Development Authority (MBDA) Loan to Merit Network, Inc. (FC)

COMMUNICATIONS SECTION

**PRESIDENTIAL SCHOLARS
2004-2005**

Ashley Bate
Allen Park, MI

Matthew Jones
Flint, MI

Matthew Blinkilde
Greenville, MI

Erika Meier
Ann Arbor, MI

Richard Brophy
Baroda, MI

Adrienne Mork
Sandusky, OH

Eileen Carroll
Ann Arbor, MI

Danielle Nicholls
Saline, MI

Melissa Doolin
Novi, MI

Bethany Stawasz
Westland, MI

Mary Douglas
Bay Village, OH

Claire Tornow
Macomb, MI

Gregory Jones
Taylor, MI

Amelia Yunker
Novi, MI

RESOLUTION

Whereas, the Eastern Michigan University women's softball team was honored by the National Fastpitch Coaches Association as the No. 1 academic team in NCAA Division I for the 2003-04 academic year; and

Whereas, the softball team recorded a GPA of 3.552 for the 2003-04 academic year, the highest GPA of all the EMU athletic teams, during the 2003-04 year; and

Whereas, the softball team improved its win total by 13 victories from 2002-03 to 2003-04, which was the third-best turnaround in program history; and

Whereas, the softball team upset the No. 2 ranked team in the country, with a 6-5 win over Florida State, May 10, 2004; and

Now, therefore, be it resolved, that the Eastern Michigan University Board of Regents does hereby congratulate the women's softball team for its success and commends the team for the honor and distinction it has brought upon itself and Eastern Michigan University.

EASTERN MICHIGAN UNIVERSITY

Board of Regents' Meeting

The preliminary minutes of the September 21, 2004, Board of Regents Meeting.

The Regular Meeting of the Eastern Michigan University Board of Regents was called to order by Chair Incarnati at 11:59 a.m. in Room 201, Welch Hall, Ypsilanti, Michigan.

Chairman Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

- Chairman Philip Incarnati
- Vice Chair Karen Valvo
- Regent Joseph Antonini
- Regent Jan Brandon
- Regent Steven Gordon
- Regent Sharon Rothwell

The Board Members absent were:

- Regent Rosalind Griffin
- Regent Michael Morris

Members of the Administration present were:

- Interim President Craig Dean Willis
- Interim Vice President John Beaghan
- Vice President Courtney McAnuff
- Vice President Juanita Reid
- Interim Provost Donald Loppnow
- Vice President Stuart Starnes
- Vice President Jim Vick

COMMUNICATIONS

Secretary Aymond announced there were four requests to address the Board, and, abiding by the Board guidelines, 7 1/2 minutes would be allowed for each speaker.

Aaron Deakins, spoke about the financial and bureaucratic responsibility of the University.

Robert Murkowski, vice president of the Student Body, spoke about the state of the University and the need for cooperation and working together for the future.

Floyd Porter, spoke on the subject of choosing the next president of EMU.

Daniel E. Hunter, accused the Regents of malfeasance and called for their resignations.

The Communications portion of the agenda concluded at 12:27 p.m.
The Board recessed for lunch.

The Regular Meeting of the Eastern Michigan University Board of Regents was reconvened at 1:30 p.m. and an attendance roll call was taken.

The Board Members present were:

Chairman Philip Incarnati
Vice Chair Karen Valvo
Regent Joseph Antonini
Regent Jan Brandon
Regent Steven Gordon
Regent Sharon Rothwell

The Board Members absent were:

Regent Rosalind Griffin
Regent Michael Morris

RESOLUTION: to recognize Cultural Heritage Months

Regent Brandon moved and Regent Antonini seconded to support the Resolution for Cultural Heritage Months.

WHEREAS, Eastern Michigan University recognizes that respect for cultural differences is important, and seeks to demonstrate an appreciation of human diversity by providing an atmosphere of mutual respect through its programs and activities; and

WHEREAS, Eastern Michigan University continues to be cited for its commitment to campus diversity in the annual "America's Best Colleges" published by U.S. News and World Report as a place where students can learn from others whose backgrounds are different from their own and recently was named a 2004 "Best Midwestern College" by The Princeton Review for the second straight year; and

WHEREAS, African American, Asian/Pacific American, Hispanic American and Native American people have all distinguished themselves, have made significant contributions to the history of the state of Michigan and to the United States, and continue to enrich our nation intellectually, socially and culturally; and

WHEREAS, Congress has established September 15 through October 15 as National Hispanic Heritage Month in recognition of the contributions and achievements of Hispanic people; and

WHEREAS, the month of November has historically been designated as National Native American History Month, Eastern Michigan University will celebrate the month with campus programs, and

WHEREAS, the President of the United States has designated the month of February as Black History Month, African Americans and other members of the Eastern Michigan University community host a variety of activities and programs, to commence on January 17, 2005 with the President's Luncheon in honor of Dr. Martin Luther King, Jr., and

WHEREAS, the President of the United States has designated the month of May as Asian Pacific American Heritage Month, Eastern Michigan University will, for the first time, celebrate the month with campus programs,

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents calls upon the Eastern Michigan University community to join the President of the United States, the Governor of the great State of Michigan and communities across the Nation in recognizing the many contributions made by African Americans, Asian/Pacific Americans, Hispanic Americans and Native Americans to our state and to our nation by honoring these observances through participation in these programs, ceremonies and activities, and by dedicating themselves to the pursuit of equality.

Motion Carried.

**RESOLUTION: Jordon Desilets
NCAA National Champion**

Regent Valvo recommended and Regent Antonini seconded the Resolution.

Whereas, Jordan Desilets was named the 2004 Performer of the Year at the Mid-American Conference Outdoor Championships, after winning the 3,000 meter steeplechase, the 1,500 meter and finishing second in the 5,000 meter; and

Whereas, Desilets was named the Most Valuable Performer of the MAC championships, breaking two individual MAC records. He won the mile, the 3,000-meter run and finished runner-up in the 5,000-meter run. He was named to the All-MAC first-team, and went on to earn All-American honors with a seventh-place finish in the mile run at the 2004 NCAA Indoor Championships; and

Whereas, Desilets earned his third All-American honor with his third consecutive top five finish in the event at the national championships; and

Whereas, the senior, who finished second at the 2003 NCAA championships, posted a winning time of 8:42.64 to win his first national championship; and

Whereas, Eastern Michigan University men's track and field athlete Jordan Desilets won the 3,000 meter steeplechase in Austin, Texas at the 2004 NCAA Outdoor Track and Field Championships on June 12, 2004; and

Therefore, be it resolved, that the Eastern Michigan University Board of Regents congratulates Jordan Desilets for his success and commends him for the honor and distinction he has brought himself and Eastern Michigan University.

Motion Carried.

**MINUTES OF THE JUNE 17, 2003, BOARD MEETING
AND MINUTES OF THE AUGUST 4, 2004
SPECIAL BOARD MEETING**

Regent Antonini moved and Regent Rothwell seconded to approve the minutes of the June 25, 2002 Board Meeting and the August 4, 2004 Special Board Meeting.

Motion Carried.

PRESIDENT'S REPORT

Today marks my 37th day as Interim President of Eastern Michigan University. It has been a period of rapid learning, challenge and new beginnings. My wife Marilyn and I have been encouraged by the warmth and genuine encouragement with which we have been received by the University and community. It is clear that there many wonderful, talented people who care deeply about Eastern Michigan University and are committed to doing whatever is necessary to help the University move forward. I will continue to seek input from these students, faculty, staff, alumni and friends of EMU to help restore trust in the administration and pride for the University.

Two major issues, one of which is on your agenda today, have demanded a significant amount of attention during my first few weeks.

As you know, the University has submitted its formal response to the Performance Audit of University House by the Office of the Auditor General. As I stated in my letter of transmittal, I believe that the recommendations set forth in the audit have provided the University with guidance as we seek to make improvements and changes in our policies and practices. A careful and critical review of the audit proved that some aspects of the project could have been handled more effectively. Our response acknowledges the University's mistakes and documents our plans for improvement.

In the next several weeks I will be meeting with legislative leadership and other stakeholders to personally assure them that sound management practices are in place and to elicit their support as we move forward to focus our efforts on the pursuit of our greatest mission: providing outstanding educational experiences for our students.

Later in this meeting you will be asked to ratify the contract between the University and the EMU Chapter of the American Association of University Professors. As is the case in all negotiations, this is a contract of compromise. I believe it recognizes the value the University places on having a strong, tenure-track faculty, and at the same time is fiscally responsible. I am indebted to the leadership on both sides of the table for their hard work in helping to resolve tough contract issues, and to the AAUP membership that overwhelmingly ratified the contract last week.

I am very encouraged that the AAUP has pledged to continue the work of the Health Care Task Force. The costs of health care benefits, as anyone who reads or listens to the news knows, have increased more than 13 percent last year alone. We will need the best thinking of all our employee groups to help identify ways the University can address these increases during a period of declining revenues.

I am also pleased that the AAUP has pledged to actively participate on my Presidential Commission on the Future of Instructional Delivery. I formed the Commission to carefully and reflectively analyze the way in which the University administers the nontraditional delivery of educational programs, and to place those programs in the context of the broader institutional mission. I will chair the Commission and expect it to issue a preliminary report next spring.

I think every member of the University community was pleased that an agreement was reached and that classes started without interruption.

At EMU, fall opening really starts two-weeks before classes begin. It is during this time that our student support staff members in housing and dining, orientation and student services return to campus and begin their training. I had the opportunity to talk with many of these students and I can assure you that they are incredibly dedicated to Eastern Michigan University.

I also had the pleasure of welcoming approximately 2,000 students and 3,000 of their closest friends and relatives to FUSION, our Freshman Orientation program. FUSION provides a series of learning activities aimed at helping students make a smooth transition to life at the University. I want to thank all the student orientation leaders, faculty and staff who dedicated many hours to making this a successful program.

And, I want to thank and acknowledge the more than 500 students and community members who helped with move-in this year. Once again, the EMU Greek system was the backbone of our efforts. More than 300 "Greeks" helped an estimated 1,500 students move in during a five-hour period. In my many years, I have experienced good move-ins and bad ones. This was a great move in and set the stage for what was to be a very busy first week of activities.

Let me give you a quick snapshot of that week. In the first week alone:

- 4,142 students, faculty and staff opened accounts for personal web pages on people.emich.edu.
- 43,614 active my.emich accounts were supported by ICT.
- 972,149 e-mail messages were sent to, or received from, off campus.
- 11,726 individuals logged in for 135,832 sessions and printed 73,283 pages in ICT labs.
- \$29 million in financial aid were dispersed to student accounts. The Office of Financial Aid projects that annual aid to students will reach \$130 million this academic year.
- 6,000 students participated in Meijer Madness.
- 130 freshman participated in a morning of community service during this year's Community Plunge
- 1,000 students (and one interim president) participated in YpsiFest, and

- 17,750 fans watched EMU kick off the football season with a 37-34 win over Buffalo

As reported in June, we start the year with several organizational changes in Academic Affairs and the addition of three new deans and a new interim director of the honors program. I would like to welcome Dr. James Knapp who will be leading the honors program, Dr. David Mielke who took over the reins as the Dean of the College of Business, Dr. Jeanne Thomas the new Dean of the College of Health and Human Services, and Dr. Alane Starko, the Interim Dean of the College of Education. Their leadership, as well as that of Deans Pritchard and Dugger, will be critical in the months ahead as we transition to new permanent leadership in Academic Affairs.

Dr. Paul Schollaert, as you know, resigned his position as Provost and Vice President for Academic Affairs effective September 17 to return to the faculty. As is customary when tenured faculty members return to the classroom following an administrative appointment, Dr. Schollaert is taking a leave to prepare to return to teaching. Dr. Donald Loppnow, who most recently served as Acting President in addition to his position as Senior Executive for Strategic Planning and Continuous Improvement, has accepted the appointment as Interim Provost. Don will continue to be responsible for strategic planning and continuous improvement during his tenure as Interim Provost. Since this position is critical to the University, and should be the purview of the new president to fill, the position will not be posted until a new president is in place.

The Division of Student Affairs also starts the year having reorganized. The Dean of Students, and Associate and Assistant Dean positions have been eliminated and an ombudsman position in the Office of the Vice President for Student Affairs was created. Greg Peoples, former Dean of Students, will serve as the ombudsman. A new Associate Director of Diversity Programs has been created and will be filled by Judy Sturgis Hill. These moves, some of which were made in response to recommendations of the University Diversity Council, will result in a number of positive outcomes for the division in terms of its ability to effectively and efficiently serve our students and to address crucial campus issues.

Serving students more effectively was also the impetus for the creation of Service EMU. This one-stop service center, which opened in August, is a collaborative effort between Admissions, Financial Aid, Records and Registration and Student Business Services. Staff has been cross-trained in each of the areas. This allows students to conduct their business at one office. Service EMU is located on the first floor of McKenny Union in a high student traffic area. This initiative is a good example of staff resourcefulness to meet student needs in a time of shrinking resources.

Another good example is the full implementation of the CAPP automated degree audit system. CAPP, which works in conjunction with Banner, permits students to go online, check progress toward their degrees, do "what-if" comparisons of different majors, and get help online regarding degree requirements. Implementation of this system will allow us to utilize staff in other Enrollment Services areas that lost positions due to budget reductions.

Enrollment Services, working with University Mail Services and University Marketing, has also worked to modify several outreach pieces in order to take full-advantage of postal savings. The Division saved more than \$15,000 on three recent mailings by utilizing enhanced postal certification systems. Resources generated through cost-saving programs such as this are being utilized to fund additional marketing materials and expanded outreach efforts.

In other news of note:

- The Princeton Review, for the second consecutive year, named EMU a "Best Midwestern College." Kaplan Publishing previously named the University a "Best Value for Your Tuition Dollar."
- The University opened the Washtenaw County/EMU Legal Resource Center. Students from EMU's paralegal program staff the Center, which will help provide legal self-help information. EMU is one of only two four-year, degree-granting public universities in Michigan with a paralegal program approved by the American Bar Association.
- EMU is one of three finalists nationally for an Army contract to deliver an online Bachelor of Science degree in paralegal studies. A decision is expected in October. If successful, classes would begin Winter 2005. The program is expected to draw nearly 100 new students.
- Black Issues in Higher Education magazine ranked EMU first among Mid-American Conference schools and fourth among Michigan universities in the number of degrees granted to African-American students.
- The \$2.4 million Buell Hall renovation project was completed on time and on budget.
- The endowment closed the fiscal year with a market value of \$35.8 million, an increase of \$5.5 million or 18.1 percent. In addition to positive investment returns, the market value also has grown due to increased gifts to endowment.
- For the seventh consecutive year, contributions to the University exceeded \$4 million and totaled \$5,860,867. Fiscal year 2003-04 recorded \$4,360,103 in cash gifts, which exceeded the prior year cash gifts of \$3,169,143 by \$1,190,960 or 37.6 percent.
- Gifts to scholarships increased in the last fiscal year by more than \$600,000.
- In FY 2003-04, more than \$956,000 was provided to the University from the endowment, an increase of approximately \$121,000 or 14.5 percent from last year.
- Wireless networking, funded by the Student Technology Fee, is now available in high traffic student areas in the library, McKenny Union, the Eastern Eateries and DC One.
- WEMU-FM launched a new program September 10 titled The Lynn Rivers Show. Hosted by former U.S. Congresswoman Lynn Rivers, the show will examine the "then

and now" of politics, policy and government. The hour-long program airs Fridays at 8 a.m.

- Dining Services has launched several new initiatives including online ordering for Eagle Care Package Express (gift packages that can be delivered to any campus address seven days a week), a variety of lower-cost catering options and a new Off-Campus Meal Plan designed for commuter students as well as faculty and staff.
- University Health Services is collaborating with Concordia College to provide comprehensive health services to its undergraduate students.
- Our student athletes finished the 2003-04 academic year with a 3.02 GPA and finished 3rd in the MAC in overall department GPA.
- Eastern Michigan University, at the request of the family, was honored to host the public memorial service for former Congressman William Ford. Congressman Ford, a long-time supporter of higher education, and the man responsible for helping to secure funds to restore this building (Welch Hall), passed away in August after a long battle with cancer. A memorial service, conducted at Eagle Crest, drew admirers from Michigan and across the country. A video of the EMU ceremony was used in Washington as part of the ceremony held at the Capitol.
- Michigan Governor Jennifer Granholm chose Eastern Michigan University as the site for the Democratic Governors Association's policy conference September 17. Granholm hosted Democratic governors and private sector leaders during the daylong event at EMU's Eagle Crest Conference Center. Participants discussed the national economy, strategies for stimulating job growth at the state level and the state of health care in America.
- The University closed the fiscal year with a balanced general fund budget and a clean financial statement audit that included no management letter comments, reflecting the strong internal controls that are in place.

While we have much good news to share, we also face a number of challenges. Most notably,

- Enrollment for fall, as of September 15, is down 2.2 percent in headcount (adjusted) and down 3.7 percent in credit hours, and
- Housing occupancy is down 4.5 percent in the residence halls and 18 percent in the apartments.

Both of these situations will have an impact on the general and auxiliary fund budgets. The enrollment decline has been linked to a continued loss of international students due to visa restrictions; a loss in freshman, particularly from Ohio, due to increased scholarship programs aimed at keeping Ohio students in state; more freshmen opting to enter community college as a

means of saving on tuition; the impact of sustained negative publicity over the past several months; and upper-level students taking reduced course loads due to increasing costs. Staff has already implemented several initiatives to respond to these market conditions including: expanding the search base; restructuring scholarship dollars to provide more competitive awards; enhancing community college outreach efforts to capture more transfer students; and helping current students to more effectively utilize low-cost loan programs to meet financial obligations.

Budget issues, as you know, will continue to be a major focus for the University. We are anxiously awaiting full-approval of the State's higher education budget. While it appears at this time that the tuition pledge agreement is intact and we will see a restoration of some of the funds cut last spring, this is not final. Should the budget move forward as anticipated, we would still start the fiscal year with a per-student appropriation that is less than we had in 1997. We will be further challenged to adjust the budget due to loss of revenue as the result of fewer credit hours. I have instructed Cabinet to begin to develop several budget reduction scenarios and will continue to update you frequently as to our initiatives in this area.

I would like to close my report by highlighting several individual accomplishments of our students, faculty, staff and alumni:

- Jonathan Marceau was named National Student Teacher of the Year by the Association of Teacher Educators (ATE) and Kappa Delta Pi (KDP). He is the first EMU graduate and the second ever from Michigan to win this honor.
- Marcia Mardis, part-time lecturer in Teacher Education and Counseling, was awarded the Margaret Glazier Award for contributions to the Library Media Profession by the Michigan Association for Media in Education.
- Suzanne Hobson, associate professor for the Department of Leadership and Counseling was appointed by Governor Granholm to a four-year term on the Michigan Board of Counseling.
- Bill Click, '03, is hosting a new cable series on the Do-It-Yourself Network called, "Restoration Realities." Click is president of EMU's Historic Preservation Alumni Chapter.
- Karen Wesley, '04, was the only graduate from the state, and one of only 10 nationally, to be selected for the U.S. Army's Medical Specialist Corp.
- Sgt. Major Woodrow English, class of 1975, played Taps at the sunset interment of President Ronald Regan. Less than 48 hours earlier, English had been in France, at Omaha Beach, performing Taps as part of a military ceremony commemorating D-Day. English has played with the Army Band for 28 years and is the principal trumpeter and senior soloist.
- John Heffron, '93, won NBC's national Last Comic Standing competition.

- EMU graduate Jamie Nieto represented the United States at the Athens Summer Olympic Games. Nieto placed fourth in the high jump. EMU has had a summer Olympic team member each year since 1960.

I would like to remind everyone that today, at 3 p.m., is the official groundbreaking for the Student Center. I invite everyone to attend and to help us celebrate the project that has been the number one priority of the Student Leader Group for the past several years. The ceremony will be at the north end of the site. Parking is available in the North lots.

Other calendar dates of note:

September 24—Institutional Values Awards. 10:30 a.m. to noon. Pease Auditorium.

September 28—All Campus picnic. 11:30 a.m. to 1 p.m. on the Mark-Jefferson Mall.

October 2—HOMECOMING. More than 60 activities are planned for Homecoming. Activities begin Sunday, September 26 and end with the football game, Saturday, October 2.

October 9—Freshman Convocation of Excellence. 10:30 a.m. to noon, Pease Auditorium. More than 300 freshman scholarship winners and 11 high-school Exceptional Educators will be recognized at this annual celebration.

October 9—Family Day. Noon to 4 p.m. throughout campus. More than 50 hands-on-learning activities for kids from ages four to 84. Entertainment stages at McKenny Union and Marshall will feature community performers.

November 9—Second Annual State of the Public Universities in Michigan address. Detroit Economic Club.

November 13—2004 men's and women's NCAA Great Lakes Regional Cross Country meet at Eagle Crest.

I look forward to seeing you at these events and to working with you to further the mission of the University: providing outstanding educational experiences for our students.

Thank you Mr. Chairman. That concludes my report.

Chairman Incarnati introduced Regent Jan Brandon and Regent Steven Gordon as two Regents who had volunteered to steer the search for a permanent president of Eastern. Regent Brandon spoke about hiring a search firm, organizing a committee and having updates on a web site.

TREASURER'S REPORT

Section 1

Regent Antonini moved and Regent Rothwell seconded that the Treasurer's Report for the month of August 2004, be received and placed on file.

Motion Carried.

INTERNAL AUDIT

Section 2

Regent Antonini moved and Regent Rothwell seconded that the Internal Audit report for June through September 2004, be received and placed on file.

Motion Carried.

GRANTS/CONTRACTS

Section 3

Regent Antonini moved and Regent Rothwell seconded that 106 grants and contracts totaling \$3,567,395 for the period 6/1/04 through 8/31/04 be accepted.

Motion Carried.

CONSTRUCTION PROJECTS PROGRESS

Section 4

Regent Antonini moved and Regent Rothwell seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending July 1, 2004.

Motion Carried.

ACCOUNTS RECEIVABLE

Section 5

Regent Antonini moved and Regent Rothwell seconded that the Student Accounts Receivable Reports, and the Collection Agency Inventory as of August 31, 2004, be received and placed on file.

Motion Carried.

REPORT: Information and Communications Technology

Section 6

Regent Antonini moved and Regent Rothwell recommended that the Report on the progress of ICT Initiatives be accepted and placed on file.

Motion Carried.

STAFF APPOINTMENTS

Section 7

Regent Antonini moved and Regent Rothwell seconded that the Board of Regents approve 55 staff appointments for the reporting period of May 1, 2004 through September 8, 2004.

EASTERN MICHIGAN UNIVERSITY

STAFF APPOINTMENTS

REPORTING PERIOD: MAY 1, 2004-SEPTEMBER 8, 2004

ALPHABETICAL LISTING WITHIN GRADE WITHIN E CLASS

DATE: 9/8/04

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	ANN SAL	APPT	RACE	SEX
Holdren	Bradley	AC	11	Asst Coach Sftb,Cc/Trk,Vol,Bsb	Women's Crew	7/28/2004	\$ 28,000	100	WH	M
Weaver	Scott	AC	12	Asst Coach(Ftbl/Mn-Wmn Bsktbl)	I/C Ath Admin	7/17/2004	\$ 45,000	100	WH	M
Hoskins	Steve	AP	AVAD3	Asst Dean of Bus Grd Pro	Business Dean	5/1/2004	\$ 80,000	100	WH	M
Nielsen	Sandra	AP	CDAP2	Dir Ctr for Devel of Bus Prof	Business Dean	6/7/2004	\$ 55,000	100	WH	F
Meraz	Ramona	AP	MGIL1	Asst Dir New Stu Programs	Campus Life	5/25/2004	\$ 47,000	100	BL	F
Abbase	Kevin	AP	MGIL2	Principal Plant Engineer-Struc	Hdc Support Services-Housing	6/28/2004	\$ 68,300	100	WH	M
Scovron	Marie	AP	PFAT3	Asst Ath Dir Rules Compl	I A Administration	8/23/2004	\$ 52,000	100	WH	F
Fairchild	Zachary	AP	PFHR1	Human Resources Generalist I	Employee Benefits	5/7/2004	\$ 34,000	100	WH	M
Emrick	Bonnie	CC	AXCY2	Admin Secretary	Dir Acad Human Res	7/26/2004	\$ 28,700	100	WH	F
Lewis	Barbara	CS	04	Secretary II	SBDC	6/21/2004	\$ 10,609	47.5	WH	F
Quednau	Margaret	CS	04	Secretary II	Fgn Lang & Bilingual	6/7/2004	\$ 23,575	100	WH	F
Ray	Kathryn	CS	04	Secretary II	Sociology	9/1/2004	\$ 12,024	50	WH	F
Calhoun	Frances	CS	05	Sr Secretary	SBDC	9/2/2004	\$ 27,173	100	WH	F
Carler	Cathrine	CS	05	Customer Service Rep II	Cont Ed Livonia	7/12/2004	\$ 26,640	100	WH	F
Kowalczyk	Brigid	CS	05	Sr Secretary	Std Judicial Service	9/1/2004	\$ 26,640	100	WH	M

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	ANN SAL	APPT	RACE	SEX
Martin	Fonda	CS	05	Sr Secretary	Sociology	9/2/2004	\$ 27,173	100	WH	F
Salla	Kevin	CS	05	Customer Service Rep II	Cashiers Office	8/4/2004	\$ 26,640	100	WH	M
Shollack	Donna	CS	05	Sr Secretary	Business & Tech Ed	9/1/2004	\$ 27,173	100	WH	F
Adamczak	Michael	FM	06	Custodian	Hdc Support Services-Housing	6/21/2004	\$ 22,318	100	WH	M
Binkley	Gregery	FM	06	Custodian	Custodial Services	6/6/2004	\$ 22,318	100	WH	M
Estep	Jason	FM	06	Custodian	Custodial Services	6/6/2004	\$ 22,318	100	WH	M
Herndon	Mark	FM	06	Custodian	Custodial Services	6/13/2004	\$ 22,318	100	BL	M
Jackson	Glenda	FM	06	Custodian	Custodial Services	5/12/2004	\$ 22,318	100	BL	F
Johnson	Glenn	FM	06	Custodian	Counseling	5/16/2004	\$ 11,159	50	BL	M
Johnson	Cyrano	FM	06	Cook	Dining Services	8/10/2004	\$ 28,850	100	BL	M
Miller	Jimmie	FM	06	Custodian	Custodial Services	5/16/2004	\$ 22,318	100	BL	F
Quincy	Sandra	FM	06	Custodian	Custodial Services	6/6/2004	\$ 22,318	100	WH	F
Tisdale	Greg	FM	06	Custodian	Mckenny-Custodl Serv	6/15/2004	\$ 22,318	100	WH	M
Cornn	Bryan	FM	10	Laundry Operator	I A Equip Maint	7/15/2004	\$ 19,469	100	WH	M
Hoffmann	Karl	FM	12	Groundsperson	Grnds Walks Roadways	5/3/2004	\$ 10,015	50	WH	M
Konwin	Michael	FM	24	HVAC/R Tech-Lead Abs&Chill Spc	Plumbing	5/12/2004	\$ 54,912	100	WH	M
Doan	Paula	PT	05	Foreperson, Custodial	Hdc Support Services-Housing	7/25/2004	\$ 33,153	100	WH	F

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	ANN. SAL.	APPT.	RACE	SEX
Protske	Joseph	PT	05	Foreperson, Custodial	Custodial Services	6/6/2004	\$ 34,480	100	WH	M
Burghardt	Andrew	PT	06	Course Development Assistant	Ce Regional Pgrming	6/21/2004	\$ 30,000	100	WH	M
Fox	John	PT	06	Mgr Apts Facilities Coord	Hdc Support Services-Housing	7/21/2004	\$ 36,471	100	WH	M
Gray	Robert	PT	06	Asst Mgr Ticket Ops	Convocation Center Operations	8/23/2004	\$ 27,631	100	BL	M
Hardman	Catherine	PT	06	Area Complex Director	Hdc Support Services-Housing	7/23/2004	\$ 29,089	100	WH	F
Stewart	Carlos	PT	06	Area Complex Director	Hdc Support Services-Housing	7/29/2004	\$ 29,089	100	BL	M
Turner	Raina	PT	06	Area Complex Director	Hdc Support Services-Housing	7/28/2004	\$ 29,089	100	BL	F
Bailey III	Sidney	PT	07	Site Coordinator	Icard	6/21/2004	\$ 31,774	100	BL	M
Borton	Noah	PT	07	Prog Coord Orientation	Campus Life	7/14/2004	\$ 31,774	100	WH	M
Cadmus	Christie	PT	07	Program Coord, Jumpstart	Campus Life	8/4/2004	\$ 32,409	100	WH	F
Goble	Julle	PT	07	Accountant II	Accounting Student	6/7/2004	\$ 35,000	100	WH	F
Hallberg	John	PT	07	Supv Athletic Equipment	I A Equip Maint	8/2/2004	\$ 35,000	100	WH	M
Kasper	Thomas	PT	07	Admssions Officer	Adm Off-Campus Outrh	8/30/2004	\$ 32,900	100	WH	M
Northup	John	PT	07	Web & Tech Ops Asst-WEMU	Wemu Fm	6/14/2004	\$ 37,000	100	WH	M
Are	Olufunke	PT	08	Bus Consul MI Smal Bus Dev Ctr	SBDC	6/7/2004	\$ 20,659	47.5	BL	F
Dembrow	Merianne	PT	08	Bus Consul MI Smal Bus Dev Ctr	SBDC	6/7/2004	\$ 20,659	47.5	WH	F
Jackson	Lawrence	PT	08	Bus Consul MI Smal Bus Dev Ctr	SBDC	8/12/2004	\$ 18,720	45	BL	M

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	ANN SAL	APPT	RACE	SEX
St Louis	Mary	PT	08	Teacher Placemnt Spec Dev Math	Dev Mathematics Prog	8/25/2004	\$ 43,000	100	WH	F
Stephenson	Peter	PT	08	Prog Coord, Info Assur Platfor	Ref:Police Emt	6/21/2004	\$ 43,490	100	WH	M
Trias	Jean-Pierre	PT	08	Coord of Math Tutor & Test Svs	Mathematics	8/30/2004	\$ 40,500	100	HI	M
Heilman Jr	William	PT	08*	College Tech Spec I	ICT-ATCS	8/16/2004	\$ 38,039	100	WH	M
Nerothin	Jason	PT	08*	Web Analyst/Programmer I	ICT-Network and Web Services	6/14/2004	\$ 44,771	100	WH	M
Tanner II	John	PT	08*	Eagle One Card Supp Tech	Student Technology Services	8/23/2004	\$ 41,000	100	WH	M

Motion Carried.

STAFF SEPARATIONS/RETIREMENTS

Section 8

Regent Antonini moved and Regent Rothwell seconded that the Board approve 63 separations and retirements for the reporting period of May 1, 2004 through September 8, 2004.

EASTERN MICHIGAN UNIVERSITY

DATE: 9/8/04

SEPARATIONS/RETIREMENTS

REPORTING PERIOD: MAY 1, 2004-SEPTEMBER 8, 2004

ALPHABETICAL LISTING WITHIN GRADE WITHIN E CLASS

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	TERM. DATE	ANN. SAL.	APPT.	RACE	SEX	REASON
Bush	Bradford	AC	12	Asst Coach(Ftbl/Mn-Wmn Bsktbl)	I/C Ath Admin	12/16/2003	7/15/2004	\$ 60,000	100	WH	M	PERSONAL
O'Connor	Bernard	AP	AVAD3	Asst Dean Col of Arts & Scie	Arts & Sciences Dean	10/1/1998	7/15/2004	\$ 32,450	50	WH	M	PERSONAL
Rankin	Joseph	AP	CDAP3	Interim Dir Honors Program	Honors Program	8/29/1984	7/31/2004	\$ 99,500	100	WH	M	PERSONAL
Kalter	Patricia	AP	MGAD1	Dir, Alzheimers Educa Prog	Social Work	8/1/2001	6/30/2004	\$ 57,401	100	WH	F	AT WILL SEPERATION
Noda	Phyllis	AP	MGAD1	Dir Bilingual Bicultural Prgm	Arts & Sciences Dean	7/1/1987	8/31/2004	\$ 90,410	100	WH	F	RETIREMENT
Harris	Michael	AP	MGAD4	Associate Provost	Associate Provost	8/31/1994	6/30/2004	\$ 132,600	100	WH	M	PERSONAL
Goff	Wendy	AP	MGIL1	Asst Dir Athletic Acad Servs	I A Academic Adv	7/8/2002	5/3/2004	\$ 48,392	100	WH	F	AT WILL SEPERATION
Spencer	Machele	AP	MGIL1	Asst Dir Events Mrking and Pr	Convocallon Center Operations	4/1/2002	8/6/2004	\$ 49,662	100	WH	F	PERSONAL
Tilton	Lynn	AP	MGIL1	Mgr Catalogue Op/Pr	Ce Dist Ed/Itv	8/1/2001	6/1/2004	\$ 45,240	100	WH	F	PERSONAL
Banks	Nicole	AP	MGIL2	Assc Dean of Students	Dean of Students	1/20/2003	8/31/2004	\$ 62,288	100	BL	F	PERSONAL
Press	Sleven	AP	MGIL2	Dir College Ed Clinics	C.O.E. - Clinic	11/15/2001	6/30/2004	\$ 57,784	100	WH	M	AT WILL SEPERATION
McAuliffe	John	AP	MGIL3	Dir Campus Police	Parking	6/27/1994	7/19/2004	\$ 86,117	100	WH	M	RETIREMENT
Scoll	Tracy	AP	PFAT3	Asst Ath Dir Rules Compl	I A Administration	6/16/2003	6/30/2004	\$ 49,700	100	BL	F	PERSONAL
Nardell	Lisa	AP	PFSP1	Legal Assistant	Legal Affairs	1/2/2003	7/9/2004	\$ 35,735	100	AS	F	PERSONAL
Daniels	William	CC	AXCY2	Admin Secretary	Dir Acad Human Res	11/1/2003	7/15/2004	\$ 30,000	100	BL	M	AT WILL SEPERATION
Hamel	Jason	CS	04	Library Assistant II	Library-General Account	2/19/2001	6/4/2004	\$ 11,788	50	WH	M	PERSONAL

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	TERM. DATE	ANN. SAL.	APPT.	RACE	SEX	REASON
McDowell	Benita	CE	04	SENIOR ACCOUNT CLERK	Accounts Payable Adm	12/14/1998	8/29/2004	\$ 22,224	100	WHI	F	PERSONAL
Quednau	Margaret	CS	04	Secretary II	Fgn Lang & Bilingual	6/7/2004	8/31/2004	\$ 24,047	100	WH	F	INVOLUNTARY
Stafiej	Kristina	CS	04	Secretary II	Teacher Education	1/27/2003	5/3/2004	\$ 23,575	100	WH	F	PERSONAL
Tongusi	Brenda	CS	04	Data Entry Clerk II	Payroll	11/11/2003	3/8/2004	\$ 23,113	100	WH	F	INVOLUNTARY
Brendtke	Brandi	CS	05	Customer Service Rep II	Health Services Administration	8/10/2001	8/27/2004	\$ 27,173	100	WH	F	PERSONAL
Brunzell	Julie	CS	05	Sr Secretary	Comm & Theatre Arts	8/12/2002	7/17/2004	\$ 26,640	100	WH	F	PERSONAL
Case	Mary	CS	05	Sr Secretary	Faculty Council	9/3/1976	4/30/2004	\$ 14,497	50	WH	F	RETIREMENT
Christman	Leann	CS	05	Sr Secretary	Financial Aid Office	8/7/2002	7/9/2004	\$ 26,640	100	AS	F	PERSONAL
Dayney	Diana	CS	05	Sr Secretary	Technology Dean	1/29/2001	4/26/2004	\$ 13,320	50	WH	F	PERSONAL
Gondek	Suzanne	CS	05	Sr Secretary	Std Judicial Service	11/1/1990	8/14/2004	\$ 27,981	100	WH	F	PERSONAL
Graves	Amanda	CS	05	Customer Service Rep II	Office of the Registrar	5/13/2002	6/21/2004	\$ 26,640	100	WH	F	PERSONAL
Kirby	Mary	CS	05	Admissions Processor	Adm Internal Oper	11/10/1997	5/19/2004	\$ 18,282	70	WH	F	PERSONAL
McBride	Darcy	CS	05	Sr Secretary	Office of the Registrar	7/6/1999	6/21/2004	\$ 26,640	100	WH	F	PERSONAL
Pablo	Patricia	CS	05	Sr Secretary	University Communications	8/7/2000	6/4/2004	\$ 26,640	100	NA	F	PERSONAL
Riehn	Angela	CS	05	Sr Secretary	SBDC	7/23/2001	8/20/2004	\$ 19,980	75	HI	F	PERSONAL
Welland	Sarah	CS	05	Sr Secretary	Business & Tech Ed	6/14/1993	7/27/2004	\$ 26,640	100	WH	F	PERSONAL
Marlin	Karen	CS	06	Account Specialist Senior	Accounting Student	3/8/1978	6/30/2004	\$ 34,049	100	WH	F	RETIREMENT
Hardrick	Cheryl	FM	06	Custodian	Hdc Support Services-Housing	12/3/1984	6/8/2004	\$ 30,139	100	BL	F	INVOLUNTARY
Lynch	Ricky	FM	06	Custodian	Hdc Support Services-Housing	7/2/2000	4/21/2004	\$ 28,288	100	WH	M	INVOLUNTARY

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	TERM. DATE	ANN. SAL.	APPT.	RACE	SEX	REASON
Thomas	Pat	FM	06	Custodian	Custodial Services	2/12/2004	5/4/2004	\$ 22,318	100	BL	M	INVOLUNTARY
Traskos	Douglas	FM	06	Custodian	Gmnds Walks Roadways	5/15/1985	3/24/2004	\$ 32,282	100	WH	M	INVOLUNTARY
Sanderson	Linda	FM	13	Special Prog & Audio Vis Atten	University Services	1/2/1997	8/30/2004	\$ 32,760	100	WH	F	PERSONAL
Asher	Nancy	FM	14	Facilities Maint Worker	University Services	3/10/1986	3/19/2004	\$ 16,578	50	WH	F	PERSONAL
Kilpatrick	Robert	PT	05	Supervisor Bindery	University Publications	5/28/1996	8/18/2004	\$ 28,433	100	WH	M	INVOLUNTARY
Owen	Linda	PT	05	Foreperson, Custodial	Hdc Support Services-Housing	3/17/1980	6/30/2004	\$ 26,816	75	WH	F	RETIREMENT
Clanton	Andre	PT	06	Mgr Apls Facilities Coord	Hdc Support Services-Housing	1/17/2002	5/21/2004	\$ 36,476	100	BL	M	PERSONAL
Coe	Heather	PT	06	Area Complex Director	Hdc Support Services-Housing	7/21/2003	6/17/2004	\$ 29,089	100	WH	F	PERSONAL
Hirshman	Amy	PT	06	TEACHER I	Child Care Ctr Suppt	12/4/2000	4/23/2004	\$ 27,902	100	WH	F	PERSONAL
Humphrey	Jerica	PT	06	Asst Mgr Ticket Ops	Convocation Center Operations	3/2/2004	7/9/2004	\$ 27,631	100	BL	F	PERSONAL
Strine	Deborah	PT	06	Asst Unit Mgr Dining Serv	Dining Services	6/1/2004	5/10/2004	\$ 38,558	100	WH	F	RETIREMENT
Wyckoff	Jason	PT	06	Area Complex Director	Hdc Support Services-Housing	1/4/2000	7/9/2004	\$ 31,659	100	WH	M	PERSONAL
Bales	Elizabeth	PT	07	Medical Lab Technician	Health Services Administration	5/28/2002	8/24/2004	\$ 30,796	87.5	WH	F	PERSONAL
Cummins	Timothy	PT	07	Accountant II	Accounting Student	1/27/2003	5/14/2004	\$ 35,898	100	WH	M	PERSONAL
Phelps	Theresa	PT	07	Admissions Officer	Adm Off-Campus Outrh	6/14/1993	6/23/2004	\$ 33,048	100	WH	F	PERSONAL
VanHoose	Lewis	PT	07	Supv Athletic Equipment	I A Equip Maint	9/21/2001	7/20/2004	\$ 37,822	100	WH	M	PERSONAL
Davis	Derrick	PT	08	Prog Coord First Yr Prog	First Yr Exp Mentor	7/1/2002	5/11/2004	\$ 40,973	100	WH	M	PERSONAL
Hamilton	Theophilus	PT	08	Career Development Associate	Career Serv Admin	8/9/1967	8/6/2004	\$ 56,019	100	BL	M	RETIREMENT
Hemr	Jill	PT	08	Academic Advisor II	COB-Academic Adv Ctr	6/3/2002	7/9/2004	\$ 40,973	100	WH	F	PERSONAL

Motion Carried.

LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	TERM. DATE	ANN. SAL.	APPT.	RACE	SEX	REASON
Holmes	Karen	PT	08	Teacher Placemnt Spec Dev Math	Dev Mathematics Prog	8/20/2001	8/1/2004	\$ 44,829	100	WH	F	RETIREMENT
Levy	Vaughn	PT	08	Coord Registration	Office of the Registrar	7/20/1998	5/12/2004	\$ 43,879	100	WH	M	INVOLUNTARY
Lewis	Jeffrey	PT	08	Proj Coordinator	Ref.Police Empl	3/25/2002	8/7/2004	\$ 43,600	100	WH	M	PERSONAL
Robinson	A'Lynne	PT	08	Learning Center Specialist	The Learning Center	9/9/2002	4/30/2004	\$ 44,125	100	BL	F	PERSONAL
Shinn	Jeremiah	PT	08	Asst Dean of Students	Dean of Students	1/2/2001	8/27/2004	\$ 40,133	100	WH	M	PERSONAL
Woodward	Shelly	PT	10	Facilities Utilization Planner	Physical Plant Ofc	6/18/2001	6/22/2004	\$ 55,157	100	WH	F	PERSONAL
Simon	Kenneth	PT	08*	College Tech Spec I	ICT-ATCS	9/9/2002	5/28/2004	\$ 42,024	100	WH	M	PERSONAL
Sims	Michael	PT	08*	Eagle One Card Supp Tech	Student Technology Services	10/10/2002	7/23/2004	\$ 40,848	100	WH	M	PERSONAL
Tocco	Vincent	PT	10*	Network System Engineer Sr	ICT-Network and Web Services	10/9/2000	8/20/2004	\$ 53,550	100	WH	M	PERSONAL

EMERITUS FACULTY STATUS

Section 9

Regent Antonini moved and Regent Rothwell seconded that the Board grant Emeritus Faculty Status to twenty (20) former faculty members listed below.

Irene Allen

Professor, Department of teacher Education from 1968 – 2004
(36 yrs.)

Roberta Anderson

Assistant Professor, Department of Special Education from 1977-2004
(27 yrs.)

George Barach

Associate Professor, Department of Special Education from 1969 – 2004
(35 yrs.)

Betty Barber

Assistant Professor, Department of teacher Education from 1969 – 2004
(35 yrs.)

Michael Beebe

Associate Professor, Department of Special Education from 1976 – 2004
(28 yrs.)

Joy Coyner

Associate Professor, Department of Special Education from 1970 - 2004
(34 yrs.)

Gilbert B. Cross

Professor, Department of English Language & Literature from 1970 – 2004
(38 yrs.)

Patrick C. Easto

Professor, Department of Sociology, Anthropology, Criminology
From 1970 – 2004 (34 yrs.)

Nancy Halmhuber

Professor, Department of Special Education from 1979 – 2004
(25 yrs.)

Christopher E. Hee

Professor, Department of Mathematics from 1970 – 2004
(34 yrs.)

David C. Johnson

Associate Professor, Department of Mathematics from 1973 – 2004
(31 yrs.)

Don Lick

Professor, Department of Mathematics from 1985 – 2004
(19 yrs.)

Robert Kraft

Professor, Department of English Language & Literature from 1969 – 2004
(35 yrs.)

Nora Martin

Professor, Department of Special Education from 1967 – 2004
(37 yrs.)

Gayle Nash

Associate Professor, Department of Special Education from 1977 – 2004
(26 yrs.)

Gary Navarre

Professor, Department of Special Education from 1970 – 2004
(34 yrs.)

Kathleen Quinn

Professor, Department of Special Education from 1965 – 2004
(39 yrs.)

Joseph H. Rankin

Professor, Department of Sociology, Anthropology, Criminology
From 1984 – 2004 (20 yrs.)

William Shuter

Professor, Department of English Language & Literature from 1968 – 2004
(35 ½ yrs.)

Judith Williston

Professor, Department of Teacher Education from 1971 – 2004
(33 yrs.)

Motion Carried.

FACULTY APPOINTMENTS

Section 10

Regent Antonini moved and Regent Rothwell seconded that the Board of Regents approve two (2) new tenure-track faculty appointments for the 2004-05 academic year at the ranks, salaries, and effective dates shown.

Tana Bridge, Assistant Professor, School of Social Work
effective 8/25/04 at an academic base of \$50000.

Carolyn Glogoski, Assistant Professor, Department of Health Sciences
Effective 8/25/04 at an academic base of \$56000.

Motion Carried.

FACULTY PROMOTIONS

Section 11

Regent Antonini moved and Regent Rothwell seconded that the Board accept and place on file the report entitled Promotion of Faculty Members for 2004-2005. One faculty member has met the requirements for promotion:

<u>Last Name</u>	<u>First Name</u>	<u>Department</u>	<u>College</u>	<u>Promotion</u>
Okafor	Victor	African American Studies	CAS	Professor

Motion Carried.

LECTURER PROMOTIONS

Section 12

Regent Antonini moved and Regent Rothwell seconded that the Board accept and place on file the report entitled Promotion of Lecturers for 2004-2005. Two lecturers meet the requirements for promotion:

<u>Last Name</u>	<u>First Name</u>	<u>Department</u>	<u>College</u>	<u>Promotion</u>
Bulmer	John	COE - Office of Academic Services	COE	Lecturer II
Covert	Sally	COE - Office of Academic Services	COE	Lecturer III

Motion Carried.

STUDENT AFFAIRS COMMITTEE

Section 13

Regent Brandon moved and Regent Antonini seconded that the Agenda for September 21, 2004, and the Minutes of June 15, 2004, be received and placed on file.

Motion Carried.

EDUCATIONAL POLICIES COMMITTEE

Section 14

Regent Valvo moved and Regent Antonini seconded that the Educational Policies Agenda for September 21, 2004, and the minutes of the June 15, 2004, meeting be received and placed on file.

Motion Carried.

APPOINTMENTS OF CHARTER SCHOOLS BOARD MEMBERS

Section 15

Regent Valvo recommended and Regent Brandon seconded the appointment of Ronald LaCasse to a three-year term on the Board of Directors of the Academy for Business and Technology; Robert Joy and Catherine Marks to three-year terms on the Board of Directors of Gaudior Academy; Eric McLachlan to a three-year term on the Board of Directors of Grand Blanc Academy; A'Kena Long, Sandra Rolle, James Walker, Gerald Wells, and Brunetta Willis to three-year terms on the Board of Directors of Great Lakes Academy; and Leatrice Eagleson, Phyllis Meadows, Walter Stephens and Alice Thompson to three-year terms on the Board of Directors of Hope Academy.

Motion Carried.

UNIVERSITY CALENDAR

Section 16

Regent Valvo moved and Regent Rothwell seconded that the Board approve the University Calendars for 2005/2006, 2006/2007, 2007/2008, and 2008/2009 as recommended by the academic Calendar Committee.

Motion Carried.

FACULTY AFFAIRS COMMITTEE

Section 17

Regent Valvo moved and Regent Rothwell seconded that the Faculty Affairs Committee Agenda for September 21, 2004, and the Minutes of the March 16, 2004, meeting be received and placed on file.

Motion Carried.

FINANCE AND AUDIT COMMITTEE

Section 18

Regent Antonini moved and Regent Brandon seconded that the Working Agenda for September 21, 2004 and the minutes of the June 15, 2004, Finance Committee meeting be received and placed on file.

Motion Carried.

CONSOLIDATED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION AS OF JUNE 30, 2004 AND 2003

Section 19

Regent Antonini moved and Regent Brandon seconded that the Board receive and place on file the University's audited 2004 Financial Statements.

Motion Carried.

**REPORT: OMB CIRCULAR A-133 SUPPLEMENTARY
FINANCIAL REPORTS FOR THE YEAR ENDED 6/30/2004**

Section 20

Regent Antonini moved and Regent Brandon seconded that the Board receive and place on file the OMB Circular A-133 Supplementary Financial Reports for the year ended June 30, 2004.

Motion Carried.

**REPORT: 2004 GENERAL FUND BUDGET
MANAGEMENT REPORT**

Section 21

Regent Antonini moved and Regent Brandon seconded that the General Fund Budget Management Report be accepted and placed on file and that funding authorization in the amount of \$4,741,752 be approved for outstanding obligations, commitments, encumbrances, and provisions.

Motion Carried.

2004 GENERAL FEE REPORT

Section 22

Regent Antonini moved and Regent Griffin seconded that the 2003 General Fee Report be placed on file. For FY 2004, the general fee was assessed at \$21.00 per student credit hour.

Motion Carried.

**2004 AUXILIARY FUND BUDGET
MANAGEMENT REPORT**

Section 23

Regent Antonini moved and Regent Valvo seconded that that 2004 Auxiliary Fund Budget Management Report be accepted and placed on file.

Motion Carried.

**AUTHORIZATION TO EXTEND CONTRACT -
INTERNAL AUDIT SERVICES**

Section 24

Regent Antonini moved and Regent Brandon seconded that the Board authorize the execution of a contract extension with Andrews, Hooper & Pavlik, P.L.C. (AH&P) for internal audit services effective October 1, 2004 through September 30, 2005.

Motion Carried.

**COLLECTIVE BARGAINING AGREEMENT BETWEEN
EASTERN MICHIGAN UNIVERSITY AND THE
EASTERN MICHIGAN UNIVERSITY CHAPTER OF
THE AMERICAN ASSOCIATION OF UNIVERSITY
PROFESSORS**

Section 25

Regent Antonini moved and Regent Rothwell seconded that the Board approve the Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Chapter of the American Association of University Professors (EMU_AAUP) and that the President and the University's Bargaining Committee be authorized to execute the Agreement on behalf of the Board of Regents.

Motion Carried.

MEETING ADJOURNED

Regent Incarnati moved and Regent Brandon seconded that the Regular Meeting of the Board of Regents be adjourned at 2:08 p.m. The next meeting of the Board of Regents will be November 30, 2004 in Room 201, Welch Hall.

Respectfully Submitted,

Dana C. Aymond
Secretary to the Board of Regents

ORAL REPORT TO BE MADE BY THE PRESIDENT

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 1
DATE: November 30, 2004

RECOMMENDATION

REPORT: TREASURER'S

ACTION REQUESTED

It is recommended that the Treasurer's Report for the month of September 2004 be received and placed on file.

STAFF SUMMARY

As of September 30, 2004, Cash and Investments totaled \$95,774,579 and were invested to return a total annualized return of 2.95%. Summarized below is Eastern's latest investment performance compared to the established benchmarks.

• 28 Day Auction Rate Notes (Putable)	1.87%
• Benchmark: Bloomberg Commercial Paper Index	1.75%
• Short-Term MMF Weighted Average Total Return	1.31%
• Benchmark: Money Fund Report's Prime Inst. Average	1.09%
• Short-Term Bond Funds Weighted Average Total Return	3.81%
• Benchmark: Weighted Average Of Fund's Benchmarks	2.88%
• Intermediate Duration Government Agency Bonds	4.45%
• Benchmark: Five Year Treasury Note	3.37%

Specifics as to the quality, duration, and other related features of the University's investment portfolio are itemized on pages 1 and 2 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 1.72 years.

Cash and investments (excluding bond proceeds) as of September 30, 2004 decreased by \$10.2 million when compared to September 2003. The primary variance explanations are higher student A/R due to use of EMU payment plan (\$4.6 million), lower Pell Grant cash on hand due to more accurate timing of funding requests by EMU (\$2.8 million), payment timing differences versus 2003 (\$1.8 million) and higher healthcare and other costs (\$1.0 million). The \$9.2 million related to timing (A/R, Pell and payments) will resolve themselves by the end of the fall term.

FISCAL IMPLICATIONS

The investment income is expected to meet budget.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Eastern Michigan University

CASH AND INVESTMENTS

September 30, 2004

	Date Settled	Mature/ Call Date	Account Balance		Annualized YTD Actual Total Return	Prior Month Annual. YTD Total Return
			Dollars	Pct. Total		
Cash						
EMU						
Comerica Bank/U.S. Bank	n/a	n/a	\$4,371,112.01	4.56%	1.5000%	1.2500%
Eagle Crest						
Citizen's Bank	n/a	n/a	\$447,213.05	0.47%	0.0000%	0.0000%
Total Cash			<u>\$4,818,325.06</u>	<u>5.03%</u>		
Investments						
Money Market Funds						
Banc One Prime Money Market Fund	Daily	n/a	\$4,547,144.78	4.75%	1.3140%	1.2120%
Total Money Market Funds			<u>\$4,547,144.78</u>	<u>4.75%</u>	1.3140%	1.2120%
28 Day Auction Rate Notes (Putable)						
U.S. Education Loan Trust II (AAA)	9/2/04	9/30/04	\$5,000,000.00	5.22%	1.7700%	n/a
Nel-Net Taxable Student Loans (AAA)	9/9/04	10/7/04	5,000,000.00	5.22%	1.8000%	1.7000%
Arizona Ed. Loan Marketing Corp. (AAA)	9/14/04	10/12/04	5,000,000.00	5.22%	1.8700%	1.7000%
Golden Securities Corporation (AAA)	8/19/04	9/16/04	2,500,000.00	2.61%	1.8700%	1.7500%
Cleveland Ohio Econ. & Comm. Dev. (AAA)	9/20/04	10/18/04	2,500,000.00	2.61%	1.8500%	1.7000%
Chela Financial USA, Inc. (AAA)	9/21/04	10/19/04	2,950,000.00	3.08%	1.9200%	1.7300%
Education Funding Capital Trust (AAA)	9/21/04	10/19/04	2,050,000.00	2.14%	1.9200%	1.7000%
Nel-Net Taxable Student Loans (AAA)	9/24/04	10/22/04	2,500,000.00	2.61%	1.9500%	1.7500%
Education Funding Capital Trust (AAA)	9/28/04	10/26/04	5,000,000.00	5.22%	1.9500%	n/a
Total Auction Rate Notes			<u>\$32,500,000.00</u>	<u>33.93%</u>	1.8685%	1.7142%
Short-Term (0-5 Year) Bond Funds						
One Group Ultra Short-Term Fund (Ultrashort)	Monthly	n/a	\$40,112,506.89	41.88%	3.3656%	4.0932%
Vanguard Short-Term Corporate	Monthly	n/a	7,796,602.73	8.14%	6.0780%	7.9800%
Total Short Term Funds			<u>\$47,909,109.62</u>	<u>50.02%</u>	3.8070%	4.7208%
Int. Term (5 Year) Agency Bonds						
Fed. National Mortgage Assoc. (5/25/04 Call)	2/25/04	8/25/09	\$6,000,000.00	6.26%	4.4500%	4.4500%
Total Agency Bonds			<u>\$6,000,000.00</u>	<u>6.26%</u>	4.4500%	4.4500%
Total Non-Cash Investments			<u>\$90,956,254.40</u>	<u>94.97%</u>	3.0317%	3.8053%
Total Cash And Investments			<u>\$95,774,579.46</u>	<u>100.00%</u>	2.9476%	3.1202%

Notes:

The **Banc One Prime Money Market Fund** invests in corporate money market securities including commercial paper, funding agreements, CD's and Bank Obligations. The NAV is fixed at \$1.00/share and the average maturity of the fund approximates 50 days. EMU has access to its funds on a daily basis.

Bank One's Ultra Short-Term Bond Fund invests in all types of debt securities, including mortgage-backed securities, asset-backed securities, and money market instruments. As part of its main investment strategy, the Fund invests in adjustable rate mortgage pass-through securities and other securities representing an interest in or secured by mortgages with periodic interest rate resets. The average maturity approximates 2.0 - 2.5 years. EMU has access to its funds on a daily basis.

The **Vanguard Short-Term Corporate Fund** invests in corporate bonds and U.S. Treasury and government-backed securities. 65% of assets are invested in high-quality instruments, 30% in medium-quality corporate bonds, and 5% in non-investment-grade bonds. The average maturity approximates 2.5 - 3 years. EMU has access to its funds on a daily basis.

Eastern Michigan University

KEY FUND DATA

September 30, 2004

	Comerica Concentration Acct.	Auction Rate Notes	Dreyfus Inst. Preferred	One Group Prime MM Fund	DFA 1 Yr. Fixed	One Group Ultra Short Fund	Vanguard S/T Corp.	Total Funds At Present Mix
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Fund Size/EMU Investment

Total Fund Net Assets	n/a	\$8,956,160,457	\$8,138,860,000	\$1,799,720,000	\$2,176,500,000	\$18,107,293,101	\$39,178,533,558
EMU's Investment	\$32,500,000.00	\$0.00	\$4,547,144.78	\$0.00	\$40,112,506.89	\$7,796,602.73	\$84,956,254.40
EMU Percent Of Total Fund	n/a	0.00%	0.06%	0.00%	1.84%	0.04%	0.22%
Memo:							
EMU Investment At 9/30/03	\$0.00	\$8,018,578.43	\$657,699.61	\$41,305,738.96	\$40,688,486.72	\$7,624,108.50	\$98,294,612.22
Present O/(U) 9/30/03 Investment	32,500,000.00	(8,018,578.43)	3,889,445.17	(41,305,738.96)	(575,979.83)	172,494.23	(13,338,357.82)
EMU Investment At 7/1/04		\$0.00	\$404,230.03	\$0.00	\$40,321,191.42	\$7,679,872.98	\$48,405,294.43
Present O/(U) 7/1/04 Investment		0.00	4,142,914.75	0.00	(208,684.53)	116,729.75	36,550,959.97

Inception/Investment Dates

Fund Inception Date		6/11/97	1/1/87	7/27/83	2/2/93	10/29/82
EMU Initial Investment Date		1/20/01	3/24/03	1/18/96	2/25/03	1/18/96

Ratings/Liquidity

Morningstar	n/a	n/a	5 Stars	4 Stars	5 Stars	4 Stars	
Credit Rating Of Holdings	AAA	AAA	AAA	AA	AAA	AA	AA+
Liquidity Option		Same Day	Next Day	Next Day	Next Day	Next Day	

Portfolio Mix/Maturity

Commercial Paper/Promissory Notes		29.35%	58.30%	0.00%	0.00%	0.00%
Time Deposits		13.06%	0.00%	0.00%	0.00%	0.00%
Bank CD's/Short Term Bank Notes		39.73%	10.40%	0.00%	0.00%	0.00%
Bank Repos		0.00%	11.40%	0.20%	0.00%	0.00%
U.S. Treasuries		0.00%	0.00%	19.80%	0.20%	4.10%
U.S. Government Agencies		14.51%	7.40%	0.00%	0.00%	0.00%
Corporate Bonds		3.35%	0.00%	80.00%	2.20%	66.60%
Mortgage/Asset Backed Securities		0.00%	0.00%	0.00%	96.00%	29.30%
Variable Rate Demand Instruments		0.00%	0.00%	0.00%	0.00%	0.00%
Funding Agreements		0.00%	9.40%	0.00%	0.00%	0.00%
Taxable Municipals		0.00%	3.10%	0.00%	0.00%	0.00%
Cash/Other		0.00%	0.00%	0.10%	1.60%	0.00%
Total		100.00%	100.00%	100.10%	100.00%	100.00%

Weighted Average Maturity		40 Days	45 Days	331 Days	3.1 Years	2.7 Years	Years 1.72
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BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 2

DATE:
November 30, 2004

RECOMMENDATION

REPORT: INTERNAL AUDIT

ACTION REQUESTED

It is recommended that the Internal Auditor's activity report for the period October through November 2004 be received and placed on file.

STAFF SUMMARY

The report for the Charter Schools Audit has been issued. The report includes no findings or recommendations.

Also attached is a report prepared by University management on the status of audit recommendations made from the previous Physical Plant – Bidding/Selection of Contracts audit and University Apartments audit, completed in July 2004. As noted in the report, management has agreed with the internal auditor's recommendations and has found that all of the recommendations have been fully implemented or are in progress.

Enclosed is the updated internal audit schedule, including budget and actual hours as well as budget and actual fees billed to date for the period ending September 30, 2004. Also enclosed is the internal audit schedule for the period ending September 30, 2005.

FISCAL IMPLICATIONS

It is expected that fiscal year 2004-2005 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

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Date: November 16, 2004

To: Ms. Juanita Reid
VP of University Relations
Mr. John Beaghan
VP for Business and Finance

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

Re: **CHARTER SCHOOLS AUDIT**

Attached is the report for the internal audit review of the internal control process for the financial monitoring of the charter schools granted authorization by Eastern Michigan University. Also, included in the scope of the review and summarized in a separate report for each of the individual schools is information relating to four charter school site visits. Revisions based on discussions with Dr. Joseph Pollack, Director of Charter Schools have been incorporated.

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

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

Attachment

cc: Board of Regents
Joseph Pollack
Daniel Cooper

AUDIT REPORT CHARTER SCHOOLS

Background

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

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

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

Programmatic

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

School Governance

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

Compliance with Laws and Regulations

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

Educational Goal Evaluation

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

Provision of Technical Assistance Resources

In this area the University primarily attempts to put the public school academies, under its direction, in touch with the resources needed. This could involve working with the State of Michigan Department of Education, other State agencies or other governmental units. The University also strongly recommends retention of an attorney for any potential legal matters. It may involve the recommendation of other consultants or other resources to help in areas identified during the monitoring process.

Financial

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

Quarterly and Annual Financial Reports

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

Annual Operating Budgets and Amendments

The charter schools are required to submit annual operating budgets to the Charter School office. A tentative budget is required by June 30th of each year. A final amended budget is due in the Charter School office by April 15th. The University performs the evaluation of the budgets to consider compliance with Public Act 621 (Uniform Budgeting and Accounting Act) and the Michigan Department of Education Bulletin 1022 (Michigan School Accounting Manual).

Leases, Contracts and Insurance Policies

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

Fiscal Agent

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

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls for the quarterly and annual financial monitoring process of the charter schools for which the Department of Charter Schools and Financial Services Department of the University are charged with oversight responsibility.

Site visits were made to the Academy of Business and Technology, Commonwealth Community Development Academy, Grand Blanc Academy and Hope Academy. The site visits included obtaining documentation of the internal controls of their significant accounting systems, testing of the State School Aid, payroll and other significant year-to-date reported balances and other matters established by the University. The scope of our review also included an evaluation of the submission of the reports and documents by the Academies to the Director of Charter Schools as provided by the *Public School Academy Reporting Requirements 2003-04* checklist. We also reviewed the insurance contracts for each of the Academies selected for site visits to assist the University with its ongoing evaluation of insurance coverage to determine compliance with the requirements of Michigan Universities Self-Insurance Corporation (M.U.S.I.C.) guidelines.

Conclusion

We concluded that adequate internal controls appear to be in effect over the University's charter school quarterly and annual financial monitoring process. We make no recommendations.

We completed our audit fieldwork on August 26, 2004.

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.

Eastern Michigan University Internal Audit Schedule
Andrews Hooper & Pavlik
 For Period Ending September 30, 2004

Timing		Budget Hours	Through 9/30/04	Item
Work Pfm'd	Report		Actual Hours	
Various	Various	100.00	99.70	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Completed	Dec-03	60.00	48.80	Investments
Completed	Jan-04	40.00		Conflict of Interest Statements Board of Regents, President & Administrative Professionals 10 & above
			14.50	Incurred through 9/30/2003
			17.00	Incurred through 9/30/2004
			<u>31.50</u>	Total
Completed	Mar-04	60.00	81.40	Health Center
Completed	Mar-04	60.00	61.55	Ticket Sales (including special events) Quirk Auditorium Advance Sales At Game Sales
Completed	Mar-04	100.00	101.35	Software Licensing
Completed	Jun-04	200.00	197.65	Payroll
Completed	Sep-04	160.00	158.70	ICT Network Security
Completed	Jun-04	80.00	69.55	Research Grants and Corporate Contracts
Completed	Jun-04	40.00	36.55	Children's Institute
Completed	Nov-04	200.00	232.70	Charter Schools
Completed	Sep-04	80.00	73.75	University Apartments
Completed	Sep-04	80.00	81.40	Physical Plant - Bidding/Selection of Contracts
In Process	In Process	100.00	61.80	Business/ICT Contingency Planning
Various	Various	160.00	0.00	Special Projects
Various	Various	<u>100.00</u>	<u>0.00</u>	Contingencies
Total Budgeted Hours		<u>1,620.00</u>	<u>1,336.40</u>	Total Actual Hours Incurred
		\$ 83.00	\$ 83.00	Contracted Dollar Amount Per Hour
Budgeted Dollars		<u>\$ 134,460.00</u>	<u>\$ 110,921.20</u>	Actual Dollars Billed

Eastern Michigan University Internal Audit Schedule
Andrews Hooper & Pavlik
 For Period Ending September 30, 2005

<u>Work Pfm'd</u>	<u>Timing Report</u>	<u>Budget Hours</u>	<u>Through Actual Hours</u>	<u>Item</u>
Various	Various	100.00	0.00	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Nov-04	Jan-05	100.00	0.00	Auxiliary Operations Business Development
Nov-04	Jan-05	100.00	0.00	Budget Development/Management
Nov-04	Jan-05	40.00	0.00	Conflict of Interest Statements and Statements of Ethics Board of Regents, President & Administrative Professionals 10 & above
Dec-04	Mar-05	140.00	0.00	Enrollment
Dec-04	Mar-05	180.00	0.00	Cash Disbursements
Jan-05	Mar-05	150.00	0.00	Physical Plant Operations
Jan-05	Jun-05	140.00	0.00	Foundation
Feb-05	Jun-05	60.00	0.00	Ticket Sales (including special events) Quirk Auditorium Advance Sales At Game Sales
Apr-05	Sep-05	50.00	0.00	Mail Services
Apr-05	Sep-05	60.00	0.00	Purchasing Cards
May-05	Sep-05	180.00	0.00	Cash Receipts
Various	Various	100.00	0.00	Special Projects
Various	Various	<u>100.00</u>	<u>0.00</u>	Contingencies
Total Budgeted Hours		<u>1,500.00</u>	<u>0.00</u>	Total Actual Hours Incurred
		\$ 87.00	\$ 87.00	Contracted Dollar Amount Per Hour
Budgeted Dollars		<u>\$ 130,500.00</u>	<u>\$ -</u>	Actual Dollars Billed

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STATUS OF AUDIT RECOMMENDATION

September 21, 2004

**Physical Plant – Bidding/Selection of Contracts
University Apartments**

Prepared by
Vice President for Business and Finance Office

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INTERNAL AUDIT RECOMMENDATION STATUS

**AUDIT PERFORMED: PHYSICAL PLANT – BIDDING/SELECTION OF
CONTRACTS**

FIELD WORK COMPLETED: JULY 21, 2004

RECOMMENDATION:

We recommend the Physical Plant department should continue to verify that Eastern Michigan University is listed as an additional insured on every submitted insurance binder to ensure proper coverage.

MANAGEMENT'S RESPONSE:

We agree. The Physical Plant project tracking document checklist portion will be modified to include a place to verify receipt of and review of insurance certificates to assure that they clearly name EMU as an additional insured.

IMPLEMENTATION STATUS:

The Project Tracking Document Checklist (PTDC) has been modified to read as follows:

- 23. Insurance Certificate
 - a. Certificate Received
 - b. EMU named an additional insured

The PTDC is available to all project managers on the Physical Plant shared drive and the directors have emphasized to them the importance of completing the PTDC for all projects. A manager has also been designated to ensure that all project managers are current with their project paperwork.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 12, 2004

RECOMMENDATION:

We recommend continued monitoring for "Time and Materials" contract expiration dates.

MANAGEMENT'S RESPONSE:

We agree. As noted above, the Physical Plant was aware of this and has implemented a contract tracking procedure to ensure these contracts are monitored for expiration dates.

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IMPLEMENTATION STATUS:

A log of all time and material (T&M) contracts, along with their expiration dates, is maintained by the Physical Plant Business Manager. Physical Plant procedures have been revised so that the Business Manager will give sixty days notice to the appropriate Physical Plant manager so that sufficient time is available for the manager to re-bid or extend the T&M contract prior to its expiration.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 12, 2004

RECOMMENDATION:

We recommend the time and date stamped envelopes from bid submittals be kept as part of the project file.

MANAGEMENT'S RESPONSE:

Existing procedures did not require filing date and time stamped envelopes. However, we agree. Procedures have been modified to incorporate this change. In addition, as noted above, new bid drop off logs are required to be completed and filed.

IMPLEMENTATION STATUS:

The Project Tracking Document Checklist (PTDC) has been modified to include the following item under "14. Bid Opening/Evaluation":

d. Retain date stamped envelopes in Project File

Proper adherence to the PTDC will ensure that the time/date stamped envelopes are properly filed. In addition, the Bid Drop Off Log (BDOL) also documents the time/date when all bids were received. The BDOF is completed by the receptionist when bids are presented at the Physical Plant.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 12, 2004

RECOMMENDATION:

We recommend continued use of the Contract Approval forms to help ensure all required paperwork is completed and maintained.

MANAGEMENT'S RESPONSE:

We agree. The contract tracking form was not fully implemented at that time. We have since fully implemented its use.

IMPLEMENTATION STATUS:

The Contract Approval/Routing Form (CARF) is now being used when signature approval is requested from B&F Division management. In addition, the Project Tracking Document Checklist (PTDC) has been modified to include the following item under "17. Contract Approval to Signing Authority":

- a. Contract Approval/Routing Form completed/filed

Proper adherence to the PTDC will ensure that the CARF is properly completed and filed in the project file.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 12, 2004

RECOMMENDATION:

We recommend that all contracts be signed by the vendor before work begins.

MANAGEMENT'S RESPONSE:

We agree. All requests for proposals will be modified to require a fully executed contract on file before work can be initiated.

IMPLEMENTATION STATUS:

The University's policy to have all contracts signed/approved prior to the issuance of purchase orders and commencement of work have been reviewed with appropriate Physical Plant personnel.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 12, 2004

Audit recommendations verified by:

Steve Holda
Assistant to the Vice President for Business & Finance

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INTERNAL AUDIT RECOMMENDATION STATUS

AUDIT PERFORMED: UNIVERSITY APARTMENTS

FIELD WORK COMPLETED: JULY 28, 2004

RECOMMENDATION:

We recommend the University Housing Apartment Office give tenants a due date for the return of the inventory sheets and document their follow up attempts.

MANAGEMENT'S RESPONSE:

We agree. We will further emphasize our policy with our tenants to return their inventory sheets within 3 days upon move in and documentation will be kept of all attempts made to retrieve the inventory sheets.

IMPLEMENTATION STATUS:

The Housing Apartment Office is now sending a letter to inform tenants that they must complete the Apartment Condition Form (ACF) and return it to the Housing Apartment Office within three days after their move-in date. In addition, the Housing Apartment Office has created the **ACF Contact Management Sheet** to document their attempts to obtain the signed ACF from their tenants.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 5, 2004.

RECOMMENDATION:

We recommend every agreement be properly completed by containing a student number or employee number on it and agreements for staff members be properly marked as such.

MANAGEMENT'S RESPONSE:

We agree. We will further emphasize our policy with the staff member assigned that all lease agreements must be reviewed to help ensure completeness.

IMPLEMENTATION STATUS:

The importance of reviewing all lease agreements to ensure completeness has been emphasized with the Leasing Coordinator. In addition, a checklist has been developed to assist the Leasing Coordinator. A checklist is attached to the paperwork for all tenants so that any missing data is easily identified for further follow-up.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 5, 2004.

14

RECOMMENDATION:

We recommend marriage certificates be obtained for tenants who are married and their spouses are also living in the apartment.

MANAGEMENT'S RESPONSE:

We agree. The current manager has a system in place to ensure all paperwork going forward is obtained, filed and tracked.

IMPLEMENTATION STATUS:

The importance of obtaining a marriage certificate from tenants who are married and have their spouse living in the apartment with them has been emphasized with the Leasing Coordinator. In addition, a checklist has been developed to assist the Leasing Coordinator. A checklist is attached to the paperwork for all tenants so that any missing data is easily identified for further follow-up.

The recommendation of the Internal Auditor, and supported by Management has been implemented.

VERIFICATION DATE:

November 5, 2004.

Audit recommendations verified by:

Steve Hölda

Assistant to the Vice President for Business & Finance

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 3
DATE: November 30, 2004

RECOMMENDATION

REPORT: GRANTS/CONTRACTS

ACTION REQUESTED

It is recommended that 69 grants and contracts totaling \$3,608,610 for the period 09/01/04 through 10/31/04 be accepted.

SUMMARY

One-hundred percent sponsor-funded grants and contracts in the amount of \$2,921,481 were awarded to the University during the period 09/01/04 through 10/31/04. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled \$687,129.

Summary of Grants and Contracts (pp. 2-7)
Grants & Contracts Progress Report (p. 8)
September 2004 Proposal Activity (pp. 9-14)
October 2004 Proposal Activity (pp. 15-21)

FISCAL IMPLICATIONS

This action approves allocating University matching funds in the amount of \$103,082 as cash contributions for projects awarded during the period 09/01/04 through 10/31/04, for a fiscal year-to-date total of \$173,668 against a base budget of \$349,055.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

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Eastern Michigan University
Summary of Grants and Contracts
11/30/2004

(Reported for FY 2005)

100% Sponsored

Title	Director	Administrator	Amount
Advanced Coatings Research U.S. Army Research Laboratory	Theodore Provder John Texter Vijaykumar Mannari Jamil Baghdachi	Theodore Provder	\$1,832,625
Collaborative Research: DLConnect: Connecting Underserved Teachers and Students with NSDL Learning Resources and Tools National Science Foundation	Ellen Hoffman Joanne Caniglia Patricia Williams-Boyd Nancy Copeland	Ellen Hoffman	\$287,618
Corporation for Public Broadcasting Corporation for Public Broadcasting	Arthur Timko	Arthur Timko	\$188,799
MSX International MSX International Inc.	Pamela Hill	Ronald Kerrigan	\$55,400
Web-Enabled Disease Prevention Decision Support System for Tianjin Normal University, China Tianjin Normal University, China	Yichun Xie	Yichun Xie	\$50,000
Michigan Bridge to the Doctorate Program University of Michigan	Patrick Melia	Patrick Melia	\$49,640
Collaborative Project: The Rosetta Project -- All Language Archive with the Long Now Foundation National Science Foundation	Helen Aristar-Dry	Helen Aristar-Dry	\$48,620
UAW-Visteon Carlite Plant 2004-2005 Contract Year UAW-Ford National Programs Center	Melanie Ferren	Melanie Ferren	\$46,890
Washtenaw County Community Emergency Response Training (CERT) Michigan Community Service Commission	Gerald Lawver	Gerald Lawver	\$38,442
Evaluating Antimicrobial Activities of Surface Coatings Innovative Technical Systems Corp., Northville, MI	Daniel Clemans	Daniel Clemans	\$30,739
Tasks for Detroit Public School GPS (Smart Vehicle Management) Software Programming ComSource, Inc., Rochester Hills, MI	Yichun Xie	Yichun Xie	\$29,992
City of Adrian Historic Survey City of Adrian	Theodore Ligibel	Theodore Ligibel	\$24,818
Delta Faucet Delta Faucet	Barbara Hopkins	Barbara Hopkins	\$18,300
Visteon Corporation-Sterling Plant Visteon Corporation	Pamela Hill	Ronald Kerrigan	\$13,800
American Axle & Manufacturing American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$12,575
Visteon Corporation-Milan Plant Visteon Corporation	Pamela Hill	Ron Kerrigan	\$12,500

Title Grantor/Contractor	Director	Administrator	Amount
Community Emergency Response Training (CERT) Translation Project Michigan Community Service Commission	Gerald Lawver	Gerald Lawver	\$11,900
Meridian Automotive Meridian Automotive, Inc.	Pamela Hill	Arlene Cook	\$10,500
Youth for Equality and Safety, Hope Fund, 2004 Community Foundation for Southeastern Michigan	Kathleen Russell	Gregory Peoples	\$10,000
Aisin World Corporation Aisin World Corporation	Barbara Hopkins	Barbara Hopkins	\$9,600
Visteon Corporation Rawsonville Plant Visteon Corporation	Pamela Hill	Ronald Kerrigan	\$8,600
Ford Motor Company-Fairlane Training & Development Ford Motor Co.	Pamela Hill	Ronald Kerrigan	\$8,200
Karl Schmidt Unisia Karl Schmidt Unisia	Barbara Hopkins	Barbara Hopkins	\$7,725
Gerber Technology Pattern Design Software Training-Carver Yachts of North America Various Sponsors-Carver Yachts	Julie Becker	Julie Becker	\$6,210
Aisin World Corporation Aisin World Corporation	Barbara Hopkins	Barbara Hopkins	\$6,100
Midwest Fabricating Midwest Fabricating	Barbara Hopkins	Barbara Hopkins	\$6,100
NIH Grant Writing Contract Michigan Public Health Institute	Vannie Hodges	Vannie Hodges	\$6,000
Flowserve Flowserve	Barbara Hopkins	Barbara Hopkins	\$5,600
Masco Corporation Masco Corporation	Barbara Hopkins	Barbara Hopkins	\$5,140
Severstal North America Severstal North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Severstal North America Severstal North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Severstal North America Severstal North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Severstal North America Severstal North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Visteon Corporation-Saline Plant Visteon Corporation	Pamela Hill	Ron Kerrigan	\$5,000
Aisin World Corporation Aisin World Corporation	Barbara Hopkins	Barbara Hopkins	\$4,800
Visteon Corporation-Sterling Plant Visteon Corporation	Pamela Hill	Ron Kerrigan	\$4,600

Title Grantor/Contractor	Director	Administrator	Amount
Detroit Diesel Corporation Detroit Diesel Corporation	Barbara Hopkins	Barbara Hopkins	\$4,250
Visteon Corporation-Rawsonville Plant Visteon Corporation	Pamela Hill	Ronald Kerrigan	\$4,100
DaimlerChrysler-Detroit Axle Plant Daimler/Chrysler Corporation	Pamela Hill	Ron Kerrigan	\$4,100
Michigan Department of Labor and Economic Growth Michigan Department of Labor & Economic Growth-Career	Pamela Hill	Arlene Cook	\$3,500
Intier Ontegra-Brighton Intier Ontegra-Brighton	Barbara Hopkins	Barbara Hopkins	\$2,850
Pfizer Pfizer, Inc.	Pamela Hill	Arlene Cook	\$2,800
DaimlerChrysler -Twinsburg Stamping Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$2,750
Level of Functioning Supplement Michigan Department of Community Health	V. Kay Hodges	V. Kay Hodges	\$2,640
Detroit Diesel Corporation Detroit Diesel Corporation	Barbara Hopkins	Barbara Hopkins	\$2,465
Detroit Diesel Corporation Detroit Diesel Corporation	Barbara Hopkins	Barbara Hopkins	\$2,465
Michigan Space Grant Operating Support: 2004-2005 Michigan Space Grant Consortium	James Sheerin	James Sheerin	\$2,000
Parker Hannifin Corporation Master Agreement-Task Order 2005-01 Parker Hannifin Corp	Daniel Fields	Daniel Fields	\$1,700
Parker Hannifin Corporation Master Agreement-Task Order No.1 Parker Hannifin Corp	Daniel Fields	Daniel Fields	\$1,666
Gerber Technology Pattern Design Software Training Various Sponsors	Julie Becker	Julie Becker	\$1,500
National Safety Council of S. Florida National Safety Council of South Florida	Pamela Hill	Arlene Cook	\$1,350
National Safety Council-S. Florida Chapter National Safety Council of South Florida	Pamela Hill	Arlene Cook	\$1,350
Parker Hannifin Corporation Master Agreement-Task Order 2005-01 Parker Hannifin Corp	Daniel Fields	Daniel Fields	\$1,056
Washtenaw Development Council: 2004 evaluation Washtenaw Development Council	Peggy Wienczek	Peggy Wienczek	\$549
Search Various Sponsors	Philip Rufe	Philip Rufe	\$500

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Title Grantor/Contractor	Director	Administrator	Amount
GIS Map files for Sanilac County Sheriff Department Sanilac County	Yichun Xie	Yichun Xie	\$485
Mills Township data for Spicer Group, Inc. Spicer Group, Inc., Saginaw	Yichun Xie	Yichun Xie	\$172

57 Grants and Contracts for a total of: \$2,921,481

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**Eastern Michigan University
Summary of Grants and Contracts
11/30/2004**

(Reported for FY 2005)
Requiring EMU Matching Funds

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
Michigan DECA Michigan Department of Labor & Economic Growth-Career	David Wait	David Wait	\$777,900		\$75,000	\$852,900
Michigan Business Professionals of America Michigan Department of Labor & Economic Growth-Career	Maurice Henderson	Maurice Henderson	\$225,072		\$75,000	\$300,072
Select Student Support Services (4S) Program-Year 2 Michigan Department of Labor & Economic Growth-Career	Margaret Carter	Margaret Carter	\$182,394		\$115,393	\$297,787
Perceptions of the Past, Present, and Future: Survey of Iraqi Public National Science Foundation	Mansoor Moaddel	Mansoor Moaddel	\$16,332	\$16,332	\$120,440	\$153,104
Michigan FCCLA Michigan Department of Labor & Economic Growth-Career	David Wait	David Wait	\$85,200		\$55,000	\$140,200
2004-2005 Michigan School Business Program Michigan Department of Education	Christine Aris	Christine Aris	\$39,600		\$79,200	\$118,800
Boulevard Temple, Year Three United Methodist Retirement Communities	Elizabeth Schuster	Elizabeth Schuster	\$59,249		\$39,314	\$98,563
Small Business and Technology Development Center, Region 9 Host, Year 4 Cash Match Grand Valley State University	Richard King	Richard King	\$0	\$84,000		\$84,000
Alzheimer's Research Program, 2004-2005 Michigan Department of Community Health	Shelly Weaverdyck	Shelly Weaverdyck	\$19,263		\$31,551	\$50,814
Michigan Department of Labor: Asbestos Awareness Labor and Economic Growth-MIOSHA	Pamela Hill	Arlene Cook	\$7,362		\$40,000	\$47,362
Alzheimer's Education Program, 2004-2005 Michigan Department of Community Health	Lisa Gray	Lisa Gray	\$6,000		\$31,552	\$37,552
Engaging Students to Become Election Poll Workers Election Assistance Session	Kathleen Stacey	Kathleen Stacey	\$5,183	\$2,750	\$24,679	\$32,612

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<u>Title</u> <u>Funding Agency</u>	<u>Director</u>	<u>Administrator</u>	<u>EMU</u> <u>In-kind</u>	<u>EMU</u> <u>Cash</u>	<u>Sponsor</u>	<u>Total</u>
12 Grants/Contracts for a total of:			\$1,423,555	\$103,082	\$687,129	\$2,213,766

**GRANTS AND CONTRACTS
FY 2005 PROGRESS REPORT
November 30, 2004**

	FY2005 Activity through 10/31	
	No. to Date	Dollar Value to Date
TABLE I: PROPOSALS		
Proposals Sorted by Activity		
Research & Development	37	\$7,022,092
Service	29	\$1,751,941
Corporate/Community Training	89	\$1,212,411
Instructional Support & Other	7	\$719,504
Total Proposals	162	\$10,705,948
Proposals Sorted by Sponsor Type		
Federal	35	\$7,801,255
State	12	\$529,204
Foundations	10	\$399,645
Business & Industry	72	\$1,101,514
Local Govt. & Other Non-Profits	33	\$874,330
Total Proposals	162	\$10,705,948

	FY2004 Activity through 10/31	
	No. to Date	Dollar Value to Date
Research & Development	46	\$6,113,513
Service	31	\$7,514,123
Corporate/Community Training	74	\$2,320,659
Instructional Support & Other	9	\$678,182
Total Proposals	160	\$16,626,477
Federal	35	\$11,768,561
State	12	\$542,309
Foundations	12	\$1,570,113
Business & Industry	78	\$2,118,946
Local Govt. & Other Non-Profits	23	\$626,548
Total Proposals	160	\$16,626,477

	FY2003 Activity through 10/31	
	No. to Date	Dollar Value to Date
Research & Development	54	\$5,087,080
Service	40	\$1,878,766
Corporate/Community Training	53	\$2,865,626
Instructional Support & Other	13	\$1,863,965
Total Proposals	160	\$11,695,437
Federal	44	\$7,402,273
State	14	\$650,136
Foundations	5	\$772,375
Business & Industry	68	\$2,256,866
Local Govt. & Other Non-Profits	29	\$613,787
Total Proposals	160	\$11,695,437

	FY2005 vs. FY2004 Actual to Date Var.	
	No. to Date	Dollar Value to Date
Research & Development	(9)	\$908,579
Service	(2)	(\$5,762,182)
Corporate/Community Training	15	(\$1,108,248)
Instructional Support & Other	(2)	\$41,322
Total Proposals	2	(\$5,920,529)
Federal	0	(\$3,967,306)
State	0	(\$13,105)
Foundations	(2)	(\$1,170,468)
Business & Industry	(6)	(\$1,017,432)
Local Govt. & Other Non-Profits	10	\$247,782
Total Proposals	2	(\$5,920,529)

	FY2005 Activity through 10/31	
	No. to Date	Dollar Value to Date
TABLE II: AWARDS		
Awards Sorted by Activity		
Research & Development	25	\$4,095,286
Service	20	\$961,981
Corporate/Community Training	79	\$953,227
Instructional Support & Other	5	\$143,436
Total Awards	129	\$6,153,930
Awards Sorted by Sponsor Type		
Federal	25	\$4,478,015
State	8	\$340,470
Foundations	1	\$10,000
Business & Industry	71	\$847,092
Local Govt. & Other Non-Profits	24	\$478,353
Total Awards	129	\$6,153,930

	FY2004 Activity through 10/31	
	No. to Date	Dollar Value to Date
Research & Development	30	\$2,172,791
Service	29	\$2,193,249
Corporate/Community Training	62	\$848,122
Instructional Support & Other	4	\$218,293
Total Awards	125	\$5,432,455
Federal	26	\$3,500,190
State	10	\$528,677
Foundations	4	\$47,902
Business & Industry	69	\$1,040,318
Local Govt. & Other Non-Profits	16	\$315,368
Total Awards	125	\$5,432,455

	FY2003 Activity through 10/31	
	No. to Date	Dollar Value to Date
Research & Development	22	\$1,236,062
Service	34	\$938,624
Corporate/Community Training	53	\$1,399,369
Instructional Support & Other	9	\$756,394
Total Awards	118	\$4,330,449
Federal	20	\$1,700,400
State	13	\$527,631
Foundations	2	\$49,495
Business & Industry	64	\$1,687,163
Local Govt. & Other Non-Profits	19	\$365,760
Total Awards	118	\$4,330,449

	FY2005 vs. FY2004 Actual to Date Var.	
	No. to Date	Dollar Value to Date
Research & Development	(5)	\$1,922,495
Service	(9)	(\$1,231,268)
Corporate/Community Training	17	\$105,105
Instructional Support & Other	1	(\$74,857)
Total Awards	4	\$721,475
Federal	(1)	\$977,825
State	(2)	(\$188,207)
Foundations	(3)	(\$37,902)
Business & Industry	2	(\$193,226)
Local Govt. & Other Non-Profits	8	\$162,985
Total Awards	4	\$721,475

	FY2005	
	No.	Dollar Value
TABLE III: PENDING PROPOSALS		
Pending as of October 31	89	\$18,137,994

	FY2004	
	No.	Dollar Value
Pending as of October 31	71	\$14,782,498

	FY2003	
	No.	Dollar Value
Pending as of October 31	81	\$9,596,689

	FY2005 vs. FY2004 Var.	
	No.	Dollar Value
Pending as of October 31	18	\$3,355,496

	FY2005 Projection	
	No.	Dollars
TABLE IV: PERFORMANCE VS. PLAN		
Proposals	510	57,400,000
Awards	380	15,000,000

	FY2005 Proj.-to-Date	
	No.	Dollars
Proposals	170	19,133,333
Awards	127	5,000,000

	FY2005 Actual-to-Date	
	No.	Dollars
Proposals	162	10,705,948
Awards	129	6,153,930

	Actual-Proj. Variance	
	No.	Dollars
Proposals	(8)	(8,427,385)
Awards	2	1,153,930

	FY2005	
	No.	Dollar Value
TABLE V: GRANT/CONTRACT EXPENDITURES		
Expenditures as of October 31		\$3,930,300

FY2004	
No.	Dollar Value
	\$3,258,617

FY2003	
No.	Dollar Value
	\$3,140,410

	FY2005 vs. FY2004 Var.	
	No.	Dollar Value
Expenditures as of October 31		\$671,683

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EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 11/30/2004

Grant/Contract Activity for September 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050305	Aisin World Corporation	Center for Quality	Awarded 09/15/2004	\$6,100	\$6,100
20050306	Aisin World Corporation	Center for Quality	Awarded 09/15/2004	\$4,800	\$4,800
20050109	City of Adrian	Geography & Geology	Awarded 09/27/2004	\$24,818	\$24,818
20040815	Community Foundation for Southeastern Michigan	Lesbian, Gay, Bisexual, Transgen der Resource Center	Awarded 09/15/2004	\$10,000	\$10,000
20050301	ComSource, Inc., Rochester Hills, MI	Institute for Geospatial Research & Education (IGRE)	Awarded 09/15/2004	\$29,992	\$29,992
20050307	Flowserve	Center for Quality	Awarded 09/15/2004	\$5,600	\$5,600
20050325	Ford Motor Co.	Center for Organizational Risk Reduction	Awarded 09/30/2004	\$8,200	\$8,200
20040704	Innovative Technical Systems Corp., Northville, MI	Biology	Awarded 09/20/2004	\$30,739	\$30,739
20050309	Intier Ontegra-Brighton	Center for Quality	Awarded 09/15/2004	\$2,850	\$2,850
20050330	Karl Schmidt Unisia	Center for Quality	Awarded 09/30/2004	\$7,725	\$7,725
20041201	Michigan Department of Community Health	Psychology	Awarded 09/28/2004	\$2,640	\$2,640
20041223	Michigan Department of Labor & Economic Growth-Career	School of Technology Studies	Awarded 09/28/2004	\$55,000	\$55,000
20050116	Michigan Department of Labor & Economic Growth-Career	School of Technology Studies	Awarded 09/28/2004	\$75,000	\$75,000
20050206	Michigan Department of Labor & Economic Growth-Career	Technology Studies, School of	Awarded 09/28/2004	\$75,000	\$75,000
20050331	Midwest Fabricating	Center for Quality	Awarded 09/30/2004	\$6,100	\$6,100
20050324	MSX International Inc.	Center for Organizational Risk Reduction	Awarded 09/30/2004	\$55,400	\$55,400
20050323	National Safety Council of South Florida	Center for Organizational Risk Reduction	Awarded 09/30/2004	\$1,350	\$1,350

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040940	National Science Foundation	Sociology, Anthropology and Criminology	Awarded 09/30/2004	\$120,440	\$120,440
20041004	National Science Foundation	Teacher Education Mathematics	Awarded 09/03/2004	\$287,618	\$287,618
20041140	Parker Hannifin Corp	Industrial Technology	Awarded 09/30/2004	\$1,666	\$1,666
20050308	Severstal North America	Center for Quality	Awarded 09/15/2004	\$5,100	\$5,100
20050328	Severstal North America	Center for Quality	Awarded 09/30/2004	\$5,100	\$5,100
20050329	Severstal North America	Center for Quality	Awarded 09/30/2004	\$5,100	\$5,100
20050321	U.S. Army Research Laboratory	Coatings Research Institute Engineering Technologies, School of	Awarded 09/30/2004	\$1,832,625	\$1,832,625
20050207	United Methodist Retirement Communities	Gerontology	Awarded 09/28/2004	\$39,314	\$39,314
20050326	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 09/30/2004	\$13,800	\$13,800
20040927	Fred C. Gloeckner Foundation, Harrison, NY	Biology	Denied 09/28/2004	\$22,000	\$0
20041129	Michigan Department of Education	Teacher Education	Denied 09/01/2004	\$200,000	\$0
20041132	Michigan Department of Education	Teacher Education	Denied 09/14/2004	\$200,000	\$0
20040425	National Science Foundation	Mathematics	Denied 09/14/2004	\$183,659	\$0
20040928	National Science Foundation	English Language & Literature	Denied 09/21/2004	\$2,433,286	\$0
20040939	National Science Foundation	Sociology, Anthropology and Criminology	Denied 09/21/2004	\$482,143	\$0
20050104	National Science Foundation	Biology	Denied 09/28/2004	\$526,255	\$0
20041219	U.S. Department of Education	Teacher Education	Denied 09/27/2004	\$2,525,721	\$0
20041131	U.S. Department of Energy	Center for Regional & National Security Computer Science	Denied 09/15/2004	\$223,412	\$0
20041111	American Chemical Society	Chemistry	Pending	\$35,000	\$0
20031201	American Society of Colleges & Universities	Undergraduate Studies American Humanics	Pending	\$5,500	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR SEPTEMBER 2004

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Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040541	Ayes, Lewis, Norris, and May, Inc.	Geography & Geology	Pending	\$1,000	\$0
20050304	Barbara Bush Foundation for Family Literacy	Campus Life	Pending	\$51,241	\$0
20040328	Canadian Embassy	Geography & Geology	Pending	\$9,990	\$0
20040706	Carnegie Mellon University	English Language & Literature	Pending	\$19,803	\$0
20041021	Child Nutrition Foundation	HECR	Pending	\$2,736	\$0
20050103	City of Detroit	Interdisciplinary Technology	Pending	\$7,761	\$0
20040410	City of Houston	Center for National & Regional Security	Pending	\$5,100	\$0
20050113	Coca Cola Foundation	Teacher Education	Pending	\$239,448	\$0
20040512	Community Foundation for Southeastern Michigan	Communication & Theatre Arts Lesbian, Gay, Bisexual, Transgender Resource Center	Pending	\$7,500	\$0
20040112	Construction Industry Institute	Industrial Technology	Pending	\$50,000	\$0
20041251	Dance/USA	Music	Pending	\$8,000	\$0
20050117	Defense Threat Reduction Agency-Dept. of Defense	School of Technology Studies	Pending	\$750,000	\$0
20050213	Earthwatch Institute, Maynard MA	Biology	Pending	\$49,146	\$0
20050150	Environmental Protection Agency	Chemistry	Pending	\$59,652	\$0
20040303	Fdn for Advancemnt of Meso-American Studies, Inc	Sociology, Anthropology and Criminology	Pending	\$7,763	\$0
20040405	Ford Foundation	African American Center for Applied Research & Services Sociology, Anthropology and Criminology	Pending	\$6,000	\$0
20041240	Grant Foundation, William T.	Special Education	Pending	\$300,000	\$0
20040318	Henry Ford Community College	Mathematics	Pending	\$157,393	\$0
20040520	Individual Inventor	Industrial Technology	Pending	\$9,052	\$0
20040907	Joseph W. Jones Ecological Research Center, GA	Biology	Pending	\$115,258	\$0
20040816	Jumpstart Americorps	Campus Life	Pending	\$57,053	\$0
20041123	Labor and Economic Growth-MIOSHA	Center for Organizational Risk Reduction	Pending	\$49,396	\$0
20041128	Labor and Economic Growth-MIOSHA	Center for Organizational Risk Reduction	Pending	\$40,000	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR SEPTEMBER 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040506	Michigan Campus Compact	Sociology, Anthropology and Criminology	Pending	\$2,500	\$0
20040722	Michigan Campus Compact	Communication & Theatre Arts Academic Service-Learning	Pending	\$132	\$0
20040923	Michigan Campus Compact	Campus Life	Pending	\$2,500	\$0
20050114	Michigan Department of Community Health	Gerontology	Pending	\$31,551	\$0
20050115	Michigan Department of Community Health	Gerontology	Pending	\$31,552	\$0
20041110	Michigan Department of Education	ICARD	Pending	\$348,795	\$0
20041127	Michigan Department of Education	Children's Institute	Pending	\$79,200	\$0
20050101	Michigan Department of Labor & Economic Growth-Career	Teacher Education	Pending	\$48,413	\$0
20050205	Michigan Department of Labor & Economic Growth-Career	Holman Learning Center	Pending	\$113,243	\$0
20040116	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$29,879	\$0
20050121	Michigan Department of State Police	Center for Regional & National Security	Pending	\$91,372	\$0
20050122	Michigan Department of State Police	Center for Regional & National Security	Pending	\$29,833	\$0
20050123	Michigan Department of State Police	Center for Regional & National Security	Pending	\$33,841	\$0
20050124	Michigan Department of State Police	Center for Regional & National Security	Pending	\$77,594	\$0
20050151	Michigan Department of State Police	School of Technology Studies	Pending	\$19,867	\$0
20050152	Michigan Department of State Police	School of Technology Studies	Pending	\$9,654	\$0
20040906	Michigan Economic Development Corporation	Office of Research Development	Pending		\$0
20041130	Michigan Family Independence Agency (MDSS)	Social Work	Pending	\$16,538	\$0
20040915	Michigan Nonprofit Research Program	Communication & Theatre Arts Political Science	Pending	\$14,279	\$0
20050312	Michigan Public Health Institute	Psychology	Pending	\$6,000	\$0
20041202	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$2,000	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20041241	National Council for the Social Studies	Teacher Education	Pending	\$10,000	\$0
20041003	National Inst. for Occupational Safety and Health	Industrial Technology Center for Organizational Risk Reduction	Pending	\$8,234,492	\$0
20041122	National Institutes of Health	Chemistry	Pending	\$205,470	\$0
20041239	National Institutes of Health	Social Work	Pending	\$572,000	\$0
20040715	National Science Foundation	Coatings Research Institute	Pending	\$333,357	\$0
20040821	National Science Foundation	Chemistry ICARD	Pending	\$999,591	\$0
20041107	National Science Foundation	Office of the Dean of Education Teacher Education	Pending	\$491,777	\$0
20041224	National Science Foundation	Mathematics Teacher Education	Pending	\$66,968	\$0
20041238	National Science Foundation	Chemistry	Pending	\$203,495	\$0
20050102	National Science Foundation	Biology	Pending	\$178,536	\$0
20050106	National Science Foundation	English Language & Literature	Pending	\$239,028	\$0
20050112	National Science Foundation	Geography & Geology	Pending	\$42,649	\$0
20050153	National Science Foundation	English Language & Literature	Pending	\$14,944	\$0
20050204	National Science Foundation	Management	Pending	\$249,450	\$0
20050119	Northwestern Michigan College	School of Technology Studies	Pending	\$4,695	\$0
20041246	Oakland County	Center for Organizational Risk Reduction	Pending	\$50,000	\$0
20041247	Pfizer, Inc.	Communication & Theatre Arts American Humanics	Pending	\$6,416	\$0
20041249	Pfizer, Inc.	Communication & Theatre Arts	Pending	\$4,300	\$0
20041008	Princeton University	Biology	Pending	\$6,600	\$0
20041112	Research Corporation	Chemistry	Pending	\$32,684	\$0
20050208	SBC Foundation	Office of the Dean of Business	Pending	\$5,280	\$0
20050211	Susan G. Komen Breast Cancer Foundation	Nursing, School of	Pending	\$250,000	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20041001	Tokyo Gakugei University	Business & Technology Education	Pending	\$23,184	\$0
20050220	U.S. Agency for International Development	Technology Studies, School of	Pending	\$282,217	\$0
20041009	U.S. Department of Education	Special Education	Pending	\$1,238,621	\$0
20040611	U.S. Department of State	Sociology, Anthropology and Criminology	Pending	\$149,085	\$0
20040514	University of Michigan	Psychology	Pending	\$284,188	\$0
20041138	University of Michigan	Nursing Education	Pending	\$117,864	\$0
20041207	University of Michigan	Teacher Education Mathematics	Pending	\$300,520	\$0
20050315	University of Michigan	Psychology	Pending	\$35,274	\$0
20050118	Wayne County Airport	School of Technology Studies	Pending	\$16,966	\$0
20041236	West Chester University	Biology	Pending	\$190,715	\$0

Quantity of Awards: 26

Sum of Awards: \$2,712,077

Quantity of Pending: 78

Quantity of Denied: 9

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EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 11/30/2004

Grant/Contract Activity for October 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050433	Aisin World Corporation	Center for Quality	Awarded 10/29/2004	\$9,600	\$9,600
20050428	American Axle & Manufacturing	Center for Quality	Awarded 10/29/2004	\$12,575	\$12,575
20050411	Corporation for Public Broadcasting	WEMU Radio	Awarded 10/19/2004	\$188,799	\$188,799
20050426	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$2,750	\$2,750
20050440	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$4,100	\$4,100
20050435	Delta Faucet	Center for Quality	Awarded 10/29/2004	\$18,300	\$18,300
20050429	Detroit Diesel Corporation	Center for Quality	Awarded 10/29/2004	\$2,465	\$2,465
20050430	Detroit Diesel Corporation	Center for Quality	Awarded 10/29/2004	\$2,465	\$2,465
20050431	Detroit Diesel Corporation	Center for Quality	Awarded 10/29/2004	\$4,250	\$4,250
20050302	Grand Valley State University	Office of the Dean of Business	Awarded 10/07/2004		
20041128	Labor and Economic Growth-MIOSHA	Center for Organizational Risk Reduction	Awarded 10/18/2004	\$40,000	\$40,000
20050434	Masco Corporation	Center for Quality	Awarded 10/29/2004	\$5,140	\$5,140
20050427	Meridian Automotive, Inc.	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$10,500	\$10,500
20050214	Michigan Community Service Commission	Technology Studies, School of	Awarded 10/18/2004	\$38,442	\$38,442
20050417	Michigan Community Service Commission	Technology Studies, School of	Awarded 10/29/2004	\$11,900	\$11,900
20050114	Michigan Department of Community Health	Gerontology	Awarded 10/29/2004	\$31,551	\$31,551
20050115	Michigan Department of Community Health	Gerontology	Awarded 10/29/2004	\$31,552	\$31,552
20041127	Michigan Department of Education	Children's Institute	Awarded 10/18/2004	\$79,200	\$79,200

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR OCTOBER 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050205	Michigan Department of Labor & Economic Growth-Career	Holman Learning Center	Awarded 10/29/2004	\$115,393	\$115,393
20050423	Michigan Department of Labor & Economic Growth-Career	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$3,500	\$3,500
20050312	Michigan Public Health Institute	Psychology	Awarded 10/14/2004	\$6,000	\$6,000
20041202	Michigan Space Grant Consortium	Physics & Astronomy	Awarded 10/06/2004	\$2,000	\$2,000
20050439	National Safety Council of South Florida	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$1,350	\$1,350
20050335	National Science Foundation	English Language & Literature	Awarded 10/08/2004	\$48,620	\$48,620
20050402	Parker Hannifin Corp	Industrial Technology	Awarded 10/21/2004	\$1,700	\$1,700
20050403	Parker Hannifin Corp	Industrial Technology	Awarded 10/21/2004	\$1,056	\$1,056
20050424	Pfizer, Inc.	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$2,800	\$2,800
20050413	Sanilac County	Institute for Geospatial Research & Education (IGRE)	Awarded 10/21/2004	\$485	\$485
20050432	Severstal North America	Center for Quality	Awarded 10/29/2004	\$5,100	\$5,100
20050412	Spicer Group, Inc., Saginaw	Institute for Geospatial Research & Education (IGRE)	Awarded 10/21/2004	\$172	\$172
20050320	Tianjin Normal University, China	Institute for Geospatial Research & Education (IGRE)	Awarded 10/18/2004	\$50,000	\$50,000
20050310	U.S. Election Assistance Commission	Communication & Theatre Arts	Awarded 10/15/2004	\$24,679	\$24,679
20050332	UAW-Ford National Programs Center	Workforce Education	Awarded 10/28/2004	\$46,890	\$46,890
20050420	University of Michigan	Graduate School	Awarded 10/25/2004	\$49,640	\$49,640
20050401	Various Sponsors	Textiles Research & Training Institute	Awarded 10/18/2004	\$1,500	\$1,500
20050408	Various Sponsors	School of Engineering Technologies	Awarded 10/29/2004	\$500	\$500
20050419	Various Sponsors-Carver Yatchs	Textiles Research & Training Institute	Awarded 10/29/2004	\$6,210	\$6,210
20050422	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$4,100	\$4,100

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR OCTOBER 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050425	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$8,600	\$8,600
20050441	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$4,600	\$4,600
20050442	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$12,500	\$12,500
20050443	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 10/29/2004	\$5,000	\$5,000
20050314	Washtenaw Development Council	ISCFC	Awarded 10/08/2004	\$549	\$549
20040907	Joseph W. Jones Ecological Research Center, GA	Biology	Denied 10/08/2004	\$115,258	\$0
20041241	National Council for the Social Studies	Teacher Education	Denied 10/05/2004	\$10,000	\$0
20041249	Pfizer, Inc.	Communication & Theatre Arts	Denied 10/25/2004	\$4,300	\$0
20041009	U.S. Department of Education	Special Education	Denied 10/12/2004	\$1,238,621	\$0
20041111	American Chemical Society	Chemistry	Pending	\$35,000	\$0
20031201	American Society of Colleges & Universities	Undergraduate Studies American Humanities	Pending	\$5,500	\$0
20040541	Ayes, Lewis, Norris, and May, Inc.	Geography & Geology	Pending	\$1,000	\$0
20050304	Barbara Bush Foundation for Family Literacy	Campus Life	Pending	\$51,241	\$0
20050416	Black Family Development, Inc.	School of Social Work	Pending	\$52,500	\$0
20050319	Building a Better Community Together Committee	Political Science	Pending	\$22,000	\$0
20040328	Canadian Embassy	Geography & Geology	Pending	\$9,990	\$0
20040706	Carnegie Mellon University	English Language & Literature	Pending	\$19,803	\$0
20041021	Child Nutrition Foundation	HECR	Pending	\$2,736	\$0
20050103	City of Detroit	Interdisciplinary Technology	Pending	\$7,761	\$0
20040410	City of Houston	Center for National & Regional Security	Pending	\$5,100	\$0
20050316	City of Tecumseh	Political Science	Pending	\$3,500	\$0
20050318	City of Trenton	Political Science	Pending	\$4,500	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR OCTOBER 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050113	Coca Cola Foundation	Teacher Education	Pending	\$239,448	\$0
20040512	Community Foundation for Southeastern Michigan	Communication & Theatre Arts Lesbian, Gay, Bisexual, Transgender Resource Center	Pending	\$7,500	\$0
20040112	Construction Industry Institute	Industrial Technology	Pending	\$50,000	\$0
20041251	Dance/USA	Music	Pending	\$8,000	\$0
20050117	Defense Threat Reduction Agency-Dept. of Defense	School of Technology Studies	Pending	\$750,000	\$0
20050327	Doug Flutie, Jr. Foundation for Autism, Inc.	ICARD	Pending	\$20,000	\$0
20050213	Earthwatch Institute, Maynard MA	Biology	Pending	\$49,146	\$0
20050150	Environmental Protection Agency	Chemistry	Pending	\$59,652	\$0
20040303	Fdtn for Advancemt of Meso-American Studies, Inc	Sociology, Anthropology and Criminology	Pending	\$7,763	\$0
20050313	Fdtn for Advancemt of Meso-American Studies, Inc	Sociology, Anthropology and Criminology	Pending	\$9,925	\$0
20040405	Ford Foundation	African American Center for Applied Research & Services Sociology, Anthropology and Criminology	Pending	\$6,000	\$0
20041240	Grant Foundation, William T.	Special Education	Pending	\$300,000	\$0
20040318	Henry Ford Community College	Mathematics	Pending	\$157,393	\$0
20040520	Individual Inventor	Industrial Technology	Pending	\$9,052	\$0
20050414	Japan Business Society of Detroit Foundation	Foreign Languages & Bilingual Studies	Pending	\$3,340	\$0
20040816	Jumpstart Americorps	Campus Life	Pending	\$57,053	\$0
20041123	Labor and Economic Growth-MIOSHA	Center for Organizational Risk Reduction	Pending	\$49,396	\$0
20040506	Michigan Campus Compact	Sociology, Anthropology and Criminology	Pending	\$2,500	\$0
20040722	Michigan Campus Compact	Communication & Theatre Arts Academic Service-Learning	Pending	\$132	\$0
20040923	Michigan Campus Compact	Campus Life	Pending	\$2,500	\$0
20050311	Michigan Department of Community Health	Psychology	Pending	\$57,200	\$0
20050337	Michigan Department of Community Health	Psychology	Pending	\$136,995	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR OCTOBER 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20041110	Michigan Department of Education	ICARD	Pending	\$348,795	\$0
20050101	Michigan Department of Labor & Economic Growth-Career	Teacher Education	Pending	\$48,413	\$0
20050405	Michigan Department of Labor & Economic Growth-Career	School of Technology Studies	Pending	\$6,000	\$0
20040116	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$29,879	\$0
20050121	Michigan Department of State Police	Center for Regional & National Security	Pending	\$91,372	\$0
20050122	Michigan Department of State Police	Center for Regional & National Security	Pending	\$29,833	\$0
20050123	Michigan Department of State Police	Center for Regional & National Security	Pending	\$33,841	\$0
20050124	Michigan Department of State Police	Center for Regional & National Security	Pending	\$77,594	\$0
20050151	Michigan Department of State Police	School of Technology Studies	Pending	\$19,867	\$0
20050152	Michigan Department of State Police	School of Technology Studies	Pending	\$9,654	\$0
20040906	Michigan Economic Development Corporation	Office of Research Development	Pending		\$0
20041130	Michigan Family Independence Agency (MDSS)	Social Work	Pending	\$16,538	\$0
20040915	Michigan Nonprofit Research Program	Communication & Theatre Arts Political Science	Pending	\$14,279	\$0
20050333	National Aeronautics and Space Administration	Geography & Geology	Pending	\$461,921	\$0
20050410	National Endowment for the Humanities	African American Studies	Pending	\$283,521	\$0
20050415	National Food Service Management Institute	School of Health Sciences	Pending	\$35,005	\$0
20041003	National Inst. for Occupational Safety and Health	Industrial Technology Center for Organizational Risk Reduction	Pending	\$8,234,492	\$0
20050404	National Institute of Mental Health	Psychology	Pending	\$222,360	\$0
20041122	National Institutes of Health	Chemistry	Pending	\$205,470	\$0
20041239	National Institutes of Health	Social Work	Pending	\$572,000	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040715	National Science Foundation	Coatings Research Institute	Pending	\$333,357	\$0
20040821	National Science Foundation	Chemistry ICARD	Pending	\$999,591	\$0
20041107	National Science Foundation	Office of the Dean of Education Teacher Education	Pending	\$491,777	\$0
20041224	National Science Foundation	Mathematics Teacher Education	Pending	\$66,968	\$0
20041238	National Science Foundation	Chemistry	Pending	\$203,495	\$0
20050102	National Science Foundation	Biology	Pending	\$178,536	\$0
20050106	National Science Foundation	English Language & Literature	Pending	\$239,028	\$0
20050112	National Science Foundation	Geography & Geology	Pending	\$42,649	\$0
20050153	National Science Foundation	English Language & Literature	Pending	\$14,944	\$0
20050204	National Science Foundation	Management	Pending	\$249,450	\$0
20050334	National Science Foundation	Physics & Astronomy	Pending	\$246,514	\$0
20050119	Northwestern Michigan College	School of Technology Studies	Pending	\$4,695	\$0
20041246	Oakland County	Center for Organizational Risk Reduction	Pending	\$50,000	\$0
20041247	Pfizer, Inc.	Communication & Theatre Arts American Humanities	Pending	\$6,416	\$0
20041008	Princeton University	Biology	Pending	\$6,600	\$0
20041112	Research Corporation	Chemistry	Pending	\$32,684	\$0
20050208	SBC Foundation	Office of the Dean of Business	Pending	\$5,280	\$0
20050209	SBC Foundation	Halle Library	Pending	\$25,000	\$0
20050421	St Clair County	Institute for Geospatial Research & Education (IGRE)	Pending	\$88,150	\$0
20050336	Starbucks Foundation	Campus Life	Pending	\$9,359	\$0
20050211	Susan G. Komen Breast Cancer Foundation	Nursing, School of	Pending	\$250,000	\$0
20041001	Tokyo Gakugei University	Business & Technology Education	Pending	\$23,184	\$0
20050220	U.S. Agency for International Development	Technology Studies, School of	Pending	\$282,217	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR OCTOBER 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050303	U.S. Department of Education	Enrollment Services	Pending	\$219,690	\$0
20040611	U.S. Department of State	Sociology, Anthropology and Criminology	Pending	\$149,085	\$0
20040514	University of Michigan	Psychology	Pending	\$284,188	\$0
20041138	University of Michigan	Nursing Education	Pending	\$117,864	\$0
20041207	University of Michigan	Teacher Education Mathematics	Pending	\$300,520	\$0
20050315	University of Michigan	Psychology	Pending	\$35,274	\$0
20040714	University of Texas at Dallas	Center for National & Regional Security	Pending	\$8,198	\$0
20050317	Village of Wolverine Lake	Political Science	Pending	\$4,500	\$0
20050322	Warren Conner Development Coalition, Inc.	Institute for Geospatial Research & Education (IGRE)	Pending	\$16,640	\$0
20050118	Wayne County Airport	School of Technology Studies	Pending	\$16,966	\$0
20041236	West Chester University	Biology	Pending	\$190,715	\$0

Quantity of Awards: 43
 Sum of Awards: \$896,533

Quantity of Pending: 89
 Quantity of Denied: 4

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: November 30, 2004

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 October 31, 2004.

STAFF SUMMARY

The Student Center project has begun. The site mass excavation and underground utility package has been awarded and is in progress. Underground storm and sanitary piping has been delivered and is being installed. The main domestic water supply will be installed by December 2004. Building pad preparation has begun. The structural steel and concrete building foundation package has been bid and is currently being reviewed by the Design Build team.

The McKenny Reassignment team has met and is currently reviewing the program of the project. The most critical deterioration items are being addressed with roof repairs and masonry repairs in progress. This is intended to eliminate moisture penetration into the building envelope. HVAC modifications are being reviewed for phased work.

The Campus Classroom upgrade project continues with the purchase and installation of tablet armchairs, stack chairs and miscellaneous furniture complete. Delivery and installation of classroom tables will be completed in December 2004.

The Ford window project is continuing. The first and second shipment of windows have been installed. The remaining windows are in the process of being installed. The project will be completed within the next two months.

FISCAL IMPLICATIONS

Every effort is being made by the Physical Plant to keep expenditures and contracted obligations within the budgets of the approved projects.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 October 31, 2004

Projects In Progress (Greater Than Or Equal To \$50,000)	Projects In Progress (Greater Than Or Equal To \$50,000)	JCOS Approval		Original Budget	Revised Project Budget	Actual Expenditures To Date	Forecast Of Final Cost	Forecast U/(O) Revised Budget
		Req'd.	Approved					
<p><u>DC 2 -- Pizza Restaurant Concept</u> Fund Number: U32850 Projected Completion Date: January 2005 Status: The design and layout of the new restaurant have been submitted for ap</p>	<p><u>Best Fire Alarm Replacement</u> Fund Number: U24600 Projected Completion Date: September 2003 Status: Complete</p>	NO		\$ 197,737.00	\$ 197,737.00	\$ 151,391.90	\$ 151,391.90	\$ 46,345.10
<p><u>DC2 -- DDC Controls</u> Fund Number: U28050 Projected Completion Date: September 2004 Status: Work is complete and the final accounting is in progress.</p>	<p><u>Brown Sanitary Waste Repair/Replacement</u> Fund Number: U32450 Projected Completion Date: August 2005 Status: Engineering design and project work are presently being scheduled.</p>	NO		\$ 73,406.00	\$ 73,406.00	\$ -	\$ 73,406.00	\$ -
<p><u>Football Team Meeting Room Renovations</u> Fund Number: U30950 Projected Completion Date: September 2004 Status: The project is substantially complete and the final accounting has begun.</p>	<p><u>Buell Hall Room/Building Renovations & ADA Upgrades 2004</u> Fund Number: U31050 Projected Completion Date: August 2004 Status: Renovation work has been completed and residents have moved in. The final punch list remains to be completed.</p>	YES	May 6, 2004	\$ 2,301,268.00	\$ 2,301,268.00	\$ 2,158,950.57	\$ 2,301,268.00	\$ -
<p><u>Ford Asbestos Abatement</u> Fund Number: U30100 Projected Completion Date: August 2004 Status: Complete Budget Revision: Discovery of additional asbestos resulted in abatement and cor costs in excess of the original estimates.</p>	<p><u>Campus Black Out 2003</u> Fund Number: U27150 Projected Completion Date: October 2004 Status: Complete -- the insurance claim to recover the costs in excess of EMU's self-insured maximum is being submitted.</p>	NO		\$ 210,000.00	\$ 210,000.00	\$ 186,528.85	\$ 186,528.85	\$ 23,471.15
<p><u>Ford -- Clean Masonry Walls and Tuck-point/Seal Masonry</u> Fund Number: U31750 Projected Completion Date: March 2005 Status: The project is being re-bid due to inconsistencies/discrepancies in the orig</p>	<p><u>Campus Classroom Upgrade 2003</u> Fund Number: U25600 Projected Completion Date: August 2005 Status: Furniture delivery and installation is in progress. A recommendation has been made for an AV Consultant, and it is awaiting approval by the Academic Facilities Planning Committee.</p>	NO		\$ 700,000.00	\$ 700,000.00	\$ 307,753.95	\$ 700,000.00	\$ -
<p><u>Ford Fire Alarm Repair And Replacement</u> Fund Number: U29750 Projected Completion Date: January 2005 Status: Installation of the alarm system is complete and awaiting final testing.</p>	<p><u>Campus Classroom Upgrade 2004</u> Fund Number: U31150 Projected Completion Date: August 2005 Status: Prioritization of the project list is in progress. Budget Revision: The budget for this project has been reduced by \$425,000 in response to the FY 2004 appropriation decrease.</p>	NO		\$ 700,000.00	\$ 275,000.00	\$ -	\$ 275,000.00	\$ -
<p><u>Ford -- Remove And Replace Original Windows</u> Fund Number: U23900 Projected Completion Date: January 2005 Status: All windows have been received and the installation is in progress.</p>	<p><u>Campus Classroom Instrumentation Upgrades 2004</u> Fund Number: U28750 Projected Completion Date: September, 2004 Status: Instrumentation purchases are complete and the final accounting is in progress.</p>	NO		\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ -
<p><u>Ford -- Repair Or Replace HVAC System And Controls</u> Fund Number: U32200 Projected Completion Date: June 2005 Status: Emergency repairs have been completed to damaged coils and design wor progress to determine if existing air handlers can be re-used.</p>								

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 October 31, 2004

RT

Projects In Progress (Greater Than Or Equal To \$50,000)	JCOS Approval		Original Budget	Revised Project Budget	Actual Expenditures To Date	Forecast Of Final Cost	Forecast U/(O) Revised Budget	Revised Project Budget	Actual Expenditures To Date	Forecast Of Final Cost	Forecast U/(O) Revised Budget
	Req'd.	Approved									
Goddard -- Replace Fire Alarm System Fund Number: U22650 Projected Completion Date: May 1, 2003 Status: Complete	NO		\$ 190,000.00	\$ 190,000.00	\$ 180,818.67	\$ 180,818.67	\$ 9,181.33	\$ 75,000.00	\$ 44,176.15	\$ 75,000.00	\$ -
Goddard Transformer Replacement Fund Number: U24700 Projected Completion Date: TBD Status: Because the transformer services both Jones and Goddard, the project is on hold pending determination of the future requirement of Jones Residence Hall.	NO		\$ 160,000.00	\$ 160,000.00	\$ 2,695.00	\$ 160,000.00	\$ -	\$ 185,000.00	\$ -	\$ 185,000.00	\$ -
Heat -- Replace Make-up Water System Fund Number: U31500 Projected Completion Date: June 2005 Status: Engineering consultants are presently being interviewed.	NO		\$ 55,000.00	\$ 55,000.00	\$ -	\$ 55,000.00	\$ -	\$ 125,000.00	\$ -	\$ 125,000.00	\$ -
KEEC Dormitory Roof Repairs Fund Number: U28250 Projected Completion Date: October 2004 Status: Final accounting is in progress. landscaping restoration is in progress. Budget Revision: The quote for the dormitory roof work exceeded the original estimate by \$24,292 due to the addition of steel and support columns to support the roof panels. In addition, review of the roof on the KEEC Director's University provided residence showed that it required a new roof that is estimated to cost \$6,950.	NO		\$ 104,758.00	\$ 136,000.00	\$ 131,341.80	\$ 136,000.00	\$ -	\$ 157,000.00	\$ 40,254.49	\$ 157,000.00	\$ -
Mark Jefferson Cooling Tower Replacement Fund Number: U26950 And U29550 Projected Completion Date: October 2004 Status: The final accounting is in progress. Budget Revision: Due to unforeseen deterioration of the steel infrastructure and required design changes to accommodate the cast concrete columns and tower enclosure, it was necessary to increase the budget by \$221,400 (funded by Asset Preservation).	NO		\$ 280,000.00	\$ 501,400.00	\$ 486,753.40	\$ 501,400.00	\$ -	\$ 900,000.00	\$ 842,008.14	\$ 900,000.00	\$ -
Mark Jefferson Elevator Control Repair Fund Number: U09400 Projected Completion Date: January 2006 Status: Emergency repairs have been completed to keep the elevators running. Design/Engineering consultants have been contacted and an RFQ will be issued for a design and engineering plan to make major upgrades to the elevator systems.	NO		\$ 60,000.00	\$ 60,000.00	\$ 20,626.59	\$ 60,000.00	\$ -	\$ 80,000.00	\$ 444.59	\$ 80,000.00	\$ -

CONSTRUCTION PROJECTS PROGRESS REPORT

October 31, 2004

Projects In Progress (Greater Than Or Equal To \$50,000)	JCOS Approval		Original Budget	Revised Project Budget	Actual Expenditures To Date	Forecast Of Final Cost	Forecast U/(O) Revised Budget
	Req'd.	Approved					
<u>Mark Jefferson Elevator Control And Cable Rebuild</u> Fund Number: U27800 Projected Completion Date: January 2006 Status: The project is on hold until an engineering assessment can be completed to determine the cost estimate for the work. Based on the estimated cost, additional funding may be required.	NO		\$ 270,000.00	\$ 270,000.00	\$ 12,042.38	\$ 270,000.00	\$ -
<u>Mark Jefferson HVAC Unit Coil Replacement</u> Fund Number: U26900 Projected Completion Date: October 2004 Status: The final accounting is in progress.	NO		\$ 430,000.00	\$ 430,000.00	\$ 379,342.93	\$ 430,000.00	\$ -
<u>Mark Jefferson Lighting Upgrade/Energy Conservation Measures</u> Fund Number: U27500 Projected Completion Date: June 2005 Status: Replacement of T-8 with T-12 fixtures is in progress using EMU in-house staff.	NO		\$ 245,000.00	\$ 245,000.00	\$ 18,414.22	\$ 245,000.00	\$ -
<u>Mark Jefferson Replace Heating Coils</u> Fund Number: U29600 Projected Completion Date: October 2004 Status: Work is complete and the final accounting is in progress.	NO		\$ 120,140.00	\$ 120,140.00	\$ 37,168.39	\$ 120,140.00	\$ -
<u>Olds Rec. Center -- Stabilize And Repair Wall</u> Fund Number: U17200 Projected Completion Date: September 2005 Status: The wall condition is continually monitored as the design fix is being finalized.	NO		\$ 80,000.00	\$ 80,000.00	\$ 5,555.82	\$ 80,000.00	\$ -
<u>Parking And Paving 2003</u> Fund Number: U17600 Projected Completion Date: September 2005 Status: The softball field project along with all parking lots started last year have been completed. The South Pease parking lot project will commence in the spring, 2005. Budget Revision: The tabletop parking structure was changed to a surface lot which freed up funding of \$1,200,000 that is now being used to make capital improvements to the University's classroom buildings.	YES	February 2002	\$ 6,644,000.00	\$ 5,444,000.00	\$ 5,101,175.43	\$ 5,444,000.00	\$ -
<u>Pittman Elevator Modernization</u> Fund Number: U29800 Projected Completion Date: September 2005 Status: Project design is in progress.	NO		\$ 350,000.00	\$ 350,000.00	\$ -	\$ 350,000.00	\$ -

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 October 31, 2004

Projects In Progress (Greater Than Or Equal To \$50,000)	JOOS Approval		Original Budget	Revised Project Budget	Actual Expenditures To Date	Forecast Of Final Cost	Forecast U/(O) Revised Budget
	Req'd.	Approved					
<u>Pittman Fire Alarm Repair And Replacement</u> Fund Number: U29900 Projected Completion Date: August 2004 Status: Work is complete and the final accounting is in progress.	NO		\$ 219,000.00	\$ 219,000.00	\$ 168,794.15	\$ 219,000.00	\$ -
<u>Pray-Harrod: Replace Trane Unit In ICT North Computer Room</u> Fund Number: U36600 Projected Completion Date: December 2004 Status: The air conditioners have been ordered and are due to be delivered mid-November.	NO		\$ 74,690.00	\$ 74,690.00	\$ 6,557.47	\$ 74,690.00	\$ -
<u>Quirk Elevator/ADA Improvements</u> Fund Number: U27750 Projected Completion Date: September 2005 Status: Bids have been received for modifications to the lower level bathrooms and ramp commence in November 2004.	NO		\$ 220,000.00	\$ 220,000.00	\$ 36,269.98	\$ 220,000.00	\$ -
<u>Rackham Children's Institute Renovation</u> Fund Number: U31200 Projected Completion Date: April 2005 Status: Phase I renovation of the basement offices is substantially complete. Design work and development of cost estimates for Phase II office re-configuration are in progress.	NO		\$ 52,000.00	\$ 52,000.00	\$ 28,306.57	\$ 52,000.00	\$ -
<u>Rackham -- Replace Fire Alarm System</u> Fund Number: U20663 Projected Completion Date: September 2003 Status: Work complete and final accounting in progress.	NO		\$ 100,000.00	\$ 100,000.00	\$ 95,560.64	\$ 95,869.64	\$ 4,130.36
<u>Sill Hall Roof And Flashing Repairs</u> Fund Number: U21600 Projected Completion Date: September 2005 Status: Bids have been received and the added scope of work has increased the funds required for the project by \$100,000. Budget Revision: The budget was revised up by \$100,000 because the extent of the roof damage exceeded the original estimates.	NO		\$ 65,000.00	\$ 165,000.00	\$ 5,397.99	\$ 165,000.00	\$ -
<u>Sill Renovation For Rooms 107 & 111</u> Fund Number: U26300 Projected Completion Date: October 2004 Status: Final accounting in progress.	NO		\$ 60,000.00	\$ 60,000.00	\$ 39,156.23	\$ 50,000.00	\$ 10,000.00

CONSTRUCTION PROJECTS PROGRESS REPORT

October 31, 2004

Projects In Progress (Greater Than Or Equal To \$50,000)	JCOS Approval		Original Budget	Revised Project Budget	Actual Expenditures To Date	Forecast Of Final Cost	Forecast U/(O) Revised Budget
	Req'd.	Approved					
<u>Snow Health Center -- Replace HVAC System And Controls</u> Fund Number: U36700 Projected Completion Date: May 2005 Status: The design work has been completed and the project is being prepared for bid.	NO		\$ 173,000.00	\$ 173,000.00	\$ -	\$ 173,000.00	\$ -
<u>Starkweather Hall -- Replace Entire Roof</u> Fund Number: U36650 Projected Completion Date: October 2005 Status: Work is complete and the final accounting is in progress.	NO		\$ 65,000.00	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -
<u>Student Center & McKenny Reassignment</u> Fund Number: U26800 Projected Completion Date: Late 2007 Status: The GMP contract with Turner Construction was signed on September 16, 2004. The contract for mass excavation has been awarded and earthwork has begun on the building site.	YES	April 1, 2004	\$45,000,000.00	\$45,000,000.00	\$ 1,773,576.74	\$45,000,000.00	\$ -
<u>Transitional Zone Prep.</u> Fund Number: U23700 Projected Completion Date: June 2004 Status: Complete	NO		\$ 150,000.00	\$ 150,000.00	\$ 124,239.80	\$ 124,239.80	\$ 25,760.20
<u>University House</u> Fund Number: U07150 Projected Completion Date: June 2003 Status: Complete Total project costs of \$5.3 million have now been reported on a revised Use And Financing Statement, however, construction account U07150 reflects only costs related to the original project definition. Other costs (ie. purchase of property, commercial kitchen and additional site work) are reflected in separate budgets as noted in the audit report.	YES	Pending	\$ 3,500,000.00	\$ 3,500,000.00	\$ 3,584,331.14	\$ 3,584,331.14	\$ (84,331.14)
<u>Warner Fire Alarm Repair And Replacement</u> Fund Number: U29850 Projected Completion Date: July 2005 Status: Bids have been reviewed and asbestos abatement contracts awarded. The abatement work will be completed over the Holiday break, and the fire alarm installation will follow. Budget Revision: Discovery of asbestos has resulted in the need for added budget to remediate the problem.	NO		\$ 88,000.00	\$ 187,200.00	\$ 24,836.31	\$ 187,200.00	\$ -

Eastern Michigan University

CONSTRUCTION PROJECTS PROGRESS REPORT

October 31, 2004

Projects In Progress (Greater Than Or Equal To \$50,000)	JCOS Approval		Original Budget	Revised Project Budget	Actual Expenditures To Date	Forecast Of Final Cost	Forecast U/(O) Revised Budget
	Req'd.	Approved					
Westview Apts. Heating Maintenance For Fiscal Year 2004 Fund Number: U25350 Projected Completion Date: June 2005 Status: Bids have been received and are being reviewed. Budget Revision: The budget was revised down by \$75,000 because the actual bids came in lower than expected.	NO		\$ 184,000.00	\$ 109,000.00	\$ -	\$ 109,000.00	\$ -
Wise Fire Alarm Repair And Replacement Fund Number: U29950 Projected Completion Date: August 2004 Status: Work is complete and the final accounting is in progress.	NO		\$ 155,900.00	\$ 155,900.00	\$ 131,835.66	\$ 155,900.00	\$ -
601 W. Forest Hot Water Heating System Fund Number: U25800 Projected Completion Date: October 2004 Status: Complete	NO		\$ 85,000.00	\$ 85,000.00	\$ 53,633.00	\$ 53,633.00	\$ 31,367.00
TOTAL PROJECTS IN PROGRESS			\$66,259,099.00	\$65,045,941.00	\$16,865,576.40	\$64,980,017.00	\$ 65,924.00

Notes:

1. Revised Project Budget equals the Original Budget plus all approved changes to the budget.
2. Projects are added to the report when a funding source has been identified and a plant fund account authorized for the project.
3. The project status will be reported as "Completed" when the "actual expenditures to date" equals the "forecast", TMA work order system ties to Banner, and no additional expenditures or work is anticipated on the project.
4. A project whose status has been reported as complete to the Board, will be removed from the report for the next Board meeting.

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BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 5
DATE: November 30, 2004

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 October 31, 2004, be received and placed on file.

STAFF SUMMARY

The Student Accounts Receivable Ratio Analysis reflects that the October 31, 2004 net receivable balance is \$22,002,000 or 30.36 percent of revenue as compared to \$14,901,000 or 20.79 percent of revenue as of October 31, 2003 which is a 9.57 percent increase. The report shows an increase of 8.09 percent as compared to the five-year average of 22.27 percent.

FISCAL IMPLICATIONS

Student payments totaling \$1.5 million are due by November 30, 2004 for the last installment of the new payment plan. The additional variance appears to be caused by delayed student payments, possibly resulting from the continuing economic climate of the state; and the financial hold limit, which was increased from \$300 to \$1,000 in order to influence enrollment. The \$1,000 hold limit allowed over 3,000 students to register for fall semester, and remains in place for the current Winter 2005 registration period.

We continuously balance our strategic goal of being accessible to our students with maintaining and enforcing fiscal responsibility.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Student Accounts Receivable Ratio Analysis

2003-04, 2004-05
(thousands of dollars)

	<u>2003-04</u>				<u>2004-05</u>			
	<u>Revenue</u>	<u>Net Receivable</u>	<u>Percent</u>	<u>5 Year Average Percent</u>	<u>Revenue</u>	<u>Net Receivable</u>	<u>Percent</u>	<u>5 Year Average Percent</u>
July	\$ 59,893	\$ 65,059	108.63%	68.70%	\$ 58,575	\$ 67,031	114.44%	100.08%
August	67,734	32,961	48.66%	50.20%	69,001	41,209	59.72%	51.79%
September	71,290	24,673	34.61%	34.34%	71,836	32,095	44.68%	36.06%
October	71,669	14,901	20.79%	20.65%	72,472	22,002	30.36%	22.27%
November	76,078	15,001	19.72%	23.74%				
December	131,317	22,159	16.87%	15.12%				
January	136,140	18,154	13.33%	13.95%				
February	136,567	14,151	10.36%	9.73%				
March	137,232	11,143	8.12%	7.29%				
April	148,646	19,103	12.85%	11.47%				
May	149,080	12,348	8.28%	7.22%				
June	149,316	6,894	4.62%	4.80%				

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Eastern Michigan University
Student Accounts Receivable Reports
For Month Ended October 31, 2004

Aging Report

	Current	60-120 Days	121-180 Days	181-360 Days	Total
Gross Receivable	\$5,694,487	\$13,956,935	\$1,252,643	\$2,987,689	\$23,891,754
Allowance	188,993	283,490	472,483	944,966	1,889,932
Net Receivable	\$5,505,494	\$13,673,445	\$780,160	\$2,042,723	\$22,001,822
10/31/03 Balance	\$4,004,446	\$9,148,243	\$480,646	\$1,268,088	\$14,901,423

Revenue Summary

	Fiscal Year To Date	Prior Year To Date	Variance
<u>General and Designated Fund Revenue</u>			
Tuition & Required Fees	\$58,279,120	\$57,691,669	1.02%
Other Student Fees	1,804,241	1,398,433	29.02%
Total	60,083,361	59,090,103	1.68%
<u>Other Funds Revenue</u>			
Room & Board	10,802,227	10,953,887	-1.38%
Miscellaneous	1,585,945	1,624,758	-2.39%
Total	12,388,172	12,578,645	-1.51%
Total Revenue	\$72,471,533	\$71,668,748	1.12%

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Eastern Michigan University

Student Accounts Receivable Collection Agency Inventory For Month Ended October 31, 2004

<u>Agency</u>	<u>Cumulative Inventory @ October 2004</u>	<u>Cumulative Inventory @ October 2003</u>
Credit Bureau of Ypsilanti	\$1,348,217	\$1,407,841
Enterprise Recovery	4,140,111	3,488,092
General Revenue Corporation	2,555,151	2,623,792
H. W. Ketchum Collection	(194)	(9,030)
National Enterprise Systems	2,552,758	2,264,405
World Credit, Inc.	<u>684</u>	<u>684</u>
TOTALS	<u><u>10,596,728</u></u>	<u><u>9,775,784</u></u>
Five Year Revenue	636,605,816	581,814,110
Five Year % of Revenue	1.66%	1.68%

Eastern Michigan University
Collection Agency Comparison

Net Assignments

<u>Agency</u>	<u>Y-T-D October 2004</u>	<u>Y-T-D October 2003</u>
Credit Bureau of Ypsilanti	(\$210)	\$5,885
Enterprise Recovery	433,182	172,778
General Revenue Corporation	(443,033)	222,129
H. W. Ketchum Collection	(1,418)	29
National Enterprise Systems	<u>(64,786)</u>	<u>(28,493)</u>
TOTALS	<u><u>(76,266)</u></u>	<u><u>372,328</u></u>

Recoveries

<u>Agency</u>	<u>Y-T-D October 2004</u>	<u>Y-T-D October 2003</u>
Credit Bureau of Ypsilanti	\$15,118	\$27,959
Enterprise Recovery	157,482	89,112
General Revenue Corporation	113,072	100,827
H. W. Ketchum Collection	0	1,346
National Enterprise Systems	<u>96,131</u>	<u>92,320</u>
TOTALS	381,803	311,564

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Eastern Michigan University
Collection Agency Comparison

Collection Expense

Agency	Y-T-D October 2004	Y-T-D October 2003
Credit Bureau of Ypsilanti	\$7,217	\$17,431
Enterprise Recovery	43,383	28,299
General Revenue Corporation	30,853	27,799
H. W. Ketchum Collection	0	673
National Enterprise Systems	28,277	42,253
World Credit, Inc.	<u>0</u>	<u>0</u>
TOTALS	<u><u>109,731</u></u>	<u><u>116,455</u></u>

Eastern Michigan University
Collection Agency Inventory Rollforward
2004-05

Agency	Beginning Inventory September 2004	+October 2004 Assignments	-October 2004 Recoveries	=Ending Inventory October 2004
Credit Bureau of Ypsilanti	\$1,352,563	(\$155)	\$4,191	\$1,348,217
Enterprise Recovery	4,187,126	7,051	54,066	4,140,111
General Revenue Corporation	2,584,000	(4,112)	24,737	2,555,151
H. W. Ketchum Collection	(194)	0	0	(194)
National Enterprise Systems	2,574,879	(3,033)	19,088	2,552,758
World Credit, Inc.	684	0	0	684
TOTALS	<u>10,699,058</u>	<u>(249)</u>	<u>102,081</u>	<u>10,596,728</u>

2003-04 (Prior Year)

Agency	Beginning Inventory September 2003	+October 2003 Assignments	-October 2003 Recoveries	=Ending Inventory October 2003
Credit Bureau of Ypsilanti	\$1,412,325	\$0	\$4,484	\$1,407,841
Enterprise Recovery	3,399,606	105,439	16,953	3,488,092
General Revenue Corporation	2,482,920	164,097	23,225	2,623,792
H. W. Ketchum Collection	(1,058)	(7,712)	260	(9,030)
National Enterprise System	2,264,405	0	0	2,264,405
World Credit, Inc.	684	0	0	684
TOTALS	<u>9,558,883</u>	<u>261,823</u>	<u>44,922</u>	<u>9,775,784</u>

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 6
DATE: November 30, 2004

RECOMMENDATION

FY 2005 GENERAL FUND BUDGET INTERM STATUS REPORT

ACTION REQUESTED

It is requested that the fiscal 2005 General Fund Budget Interim Status Report as of October 31, 2004 be accepted and placed on file.

STAFF SUMMARY

This report overviews the year-to-date revenues and expenditures versus the operating plan as of October 31, 2004.

Under terms of the Tuition Restraint Pledge, the State of Michigan has returned \$2,366,199 to the University. Other appropriation receipts are as anticipated.

Combined official summer and unofficial fall enrollments total 276,311 student credit hours (SCH) versus plan of 282,170 SCH. Tuition and fee revenues are, as a result of this shortfall to plan, forecast by Institutional Research to fall short of plan by \$3,573,040 for the fiscal year.

Other revenue collections are accumulating at normal rates.

Increases in Faculty and Staff compensation, coupled with unanticipated operating costs will exceed the original provision by \$1,544,268.

Reductions in spending, which total \$5,117,308, are being formulated at this time. Other General Fund expenditures and transfers to date are accumulating at a rate consistent with plan.

FISCAL IMPLICATIONS

The shortfall in tuition revenues and additional unanticipated costs will be offset by reductions in spending authorization. As adjusted, revenues and expenditures are generally consistent within the operating plan.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer _____

Date

Fiscal 2005 General Fund Interim Budget Status Report July 1, 2004 through October 31, 2004

The General Fund budget interim status report compares budget to actual revenues and expenditures. The data contained within represents posted activity to the Financial System through October 31, 2004. Reported enrollments include official summer and unofficial fall.

Summary

As a result of lower than usual enrollment, tuition and fee revenue through fall 2004 is short of the plan by \$2.1 Million. Projected through winter and spring terms, this tuition shortfall could total \$3.6 million for the year. Upon completion of collective bargaining, contractual and non-bargained-for compensation requirements total \$1.025 million in excess of the original budget. Other unbudgeted, recognized central operating obligations total \$519k. A contingency plan reducing operating budgets by \$5.1 million is being developed and will be executed to bring revenues and expenditures into balance.

REVENUES

In June of 2004 the Board of Regents approved the General Fund Revenue budget of \$204,234,735, which included the one time appropriation rebate from the State of Michigan of \$2,366,199. In September the Board approved prior year carryforward of \$4,741,752 (Appendix A). The revised revenue authorization totals \$208,976,487.

General Fund Revenue Budget	\$201,868,536
Appropriation Rebate (one-time)	\$2,366,199
Prior Year Carry forward Authorizations	<u>\$4,741,752</u>
Total Revenue Budget	<u>\$208,976,487</u>

Tuition/Fee Projected Shortfall	<u>(\$3,573,040)</u>
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Revised Revenue Expectation	<u>\$205,403,447</u>
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Tuition and Fee revenue is projected to fall short of plan by \$3,573,040, reducing the revenue expectation to \$205,403,447.

Appropriation

The University's FY2005 appropriation from the State of Michigan, as originally approved in June of this year, totaled \$77,295,800. The University has received the FY04 appropriation rebate of \$2,366,199.

Through October, \$7.0 million or 9.1% of the current year appropriation budget has been received. Accumulations are consistent with plan.

Enrollments/Tuition

The original Enrollment Plan forecasted 568,000 student credit hours representing \$113,716,746 in tuition and fee revenue net of uncollectables.

Tuition revenues for summer and fall, subject to final enrollments, are \$2,020,153 short of the \$55.0 million plan, on 276,311 SCH (97.9% of plan) versus the plan through fall term of 282,170 SCH.

Other Revenues

Other General Fund revenues, including miscellaneous student fees (Library, registration fees, etc.) are accumulating at normal rates.

EXPENDITURES

The Board of Regents approved the fiscal 2005 General Fund operating budget in June of 2004 totaling \$204,175,863. In September of 2004 the Board authorized carry forwards from the prior year of \$4,741,752, increasing the spending authority to \$208,917,615.

The projected tuition shortfalls to plan this year, coupled with increases in operating costs (compensation increases and other central budget modifications) will require expenditure reductions of \$5.1 Million. This will reduce the planned spending authorization.

General Fund Expenditure Budget		\$204,175,863
Prior Year Carry forward Authorizations		<u>\$4,741,752</u>
Total Expenditure Budget		\$208,917,615
Operating Budget Increases	+	\$ 1,544,308
Planned Expenditure Reductions		(\$5,117,308)
Revised Expenditure Expectation		<u>\$205,344,615</u>

General Fund expenditures and transfers total \$65.1 million or 31.1% of the original plan. Planned expenditures through October totaled \$63.5 million, which represents 30.4% of the revised plan. This level of spending is consistent with historical experience.

Overall spending to date is generally consistent with the revised 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. As a result of

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negotiated faculty and staff compensation adjustments, personal service costs, including incremental benefits will exceed plan by \$1.025 million.

To-date total compensation for faculty, staff and other personal services total \$44.6 million.

Staff salary savings from vacant positions have been reduced over year-ago levels reflecting planned reductions. Over the first third of this fiscal year the university averaged 54 staff vacancies versus 53 a year ago. Staff salary recoupment, including benefits, is expected to meet plan.

SS&M/Travel/Equipment

Support expenditures to date are occurring at a rate slightly faster than our historical experience. Unbudgeted expenditures and commitments for the presidential transition, ACE fellowships, Enrollment Mailings, Student Call Center and the Presidential search exceed the original plan by \$519k. Other expenditures are generally consistent within normal parameters.

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 \$4.6 million or 30% of the \$15.3 million budget. Tuition and program fee revenue to-date of \$7.2 million represents 43% of the \$16.6 million revenue plan. Enrollments are exceeding plan. Other operations at this time are consistent with the operating plan.

Expenditure Reduction Planning

The funding shortfall in the current fiscal year is forecast at \$5.1 million. Expenditure reductions will be accomplished using both base and non-recurring sources. These include non-recurring carry forward balances, use of available reserves and elimination or reduction in funding for SS&M, equipment and travel. Base (recurring) actions include personnel reductions and other benefit cost avoidances.

CONCLUSION

After 4 months, subject to the exceptions previously identified, revenues and expenditures are generally consistent with the revised plan. Plans are being formulated to reduce spending in line with the anticipated tuition shortfall and expenditure growth.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 7
DATE: November 30, 2004

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

September 3, 2004 through November 11, 2004

ENTERPRISE NETWORKING INFRASTRUCTURE

- Using the polling capability of the new my.emich portal, 2,390 campus members voted on the location of the next wireless implementation. 51% of the votes favored Pray Harrold. Plans are underway to implement wireless in all public areas of Pray Harrold.

FACULTY, STAFF AND STUDENT LAB PC REFRESHMENT

- PC Refresh suspended for this fiscal year.

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

- **Banner implementation progress:**
 - Implementation completed.
 - Planning underway to implement upgrade to Banner 7.0.
- **Portal replacement project:**
 - New my.emich portal implemented October 16, 2004.
 - Portal sessions now averaging 1,298 concurrent users with average peak usage at just under 3,000 concurrent users.
 - Registration through the portal began without incident November 2, 2004.

WebCT / Luminis / Banner Integration

- Final WebCT Vista usage for Fall 2004: 32 faculty are teaching 5,300 students in 174 course sections generating 13,936 student credit hours.

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

- Banner: 9 classes, 76 attendees
- Web: 2 classes, 29 attendees
- WebCT: 1 class, 10 attendees

EASTERN MICHIGAN UNIVERSITY

ICT INITIATIVE
NOVEMBER 2004 STATUS

	Actual			Revised Plan	FY 2005		FY 2006	Total 2002 - 2006 Plan	Total 2002 - 2006 Projection	Total Projection O/(U) Plan
	FY 2002	FY 2003	FY 2004		Forecast FY 2005	Forecast O/(U) Plan				
Sources Of Funding										
FY 2000 Supplemental/Other Carryover	\$2,547,092	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500,000	\$2,547,092	\$47,092
LRT Carry-over	659,032	0	0	0	0	0	0	550,000	659,032	109,032
Gift Revenue	0	0	0	0	0	0	0	190,000	0	(190,000)
Internal Loan/(Internal Loan Payment)	0	1,633,535	(428,768)	980,869	(35,056)	(1,015,925)	(1,169,711)	0	0	0
Technology Fee (\$10 Per Credit Hour)	5,290,413	5,449,104	5,506,532	5,093,970	5,414,700	320,730	5,414,700	25,215,151	27,075,449	1,860,298
Total Sources Of Funding	\$8,496,537	\$7,082,639	\$5,077,764	\$6,074,839	\$5,379,644	\$(695,195)	\$4,244,989	\$28,455,151	\$30,281,573	\$1,826,422

Uses Of Funding

Infrastructure	\$1,233,320	\$1,797,141	\$1,572,825	\$2,056,714	\$2,005,424	\$(51,290)	\$0	\$6,660,000	\$6,608,710	\$(51,290)
Computer Refreshment	770,975	954,722	809,316	1,464,987	774,987	(690,000)	1,000,000	5,000,000	4,310,000	(690,000)
Computer Refreshment Budget Reduction	0	0	0	0	500,000	500,000	0	0	500,000	500,000
Portal/Applications	3,876,877	3,228,370	1,548,215	301,034	511,228	210,194	13,500	8,678,540	9,178,190	499,650
Tech/Support Staff	0	129,687	157,635	0	181,821	181,821	189,094	0	658,237	658,237
Professional Development/Training	0	155,850	160,941	535,209	265,059	(270,150)	213,000	1,065,000	794,850	(270,150)
Extended Student Lab Hours	31,811	50,948	36,452	201,889	85,100	(116,789)	88,500	409,600	292,811	(116,789)
Sub-Total Non-LRT Uses	\$5,912,983	\$6,316,718	\$4,285,384	\$4,559,833	\$4,323,619	\$(236,214)	\$1,504,094	\$21,813,140	\$22,342,798	\$529,658
Learning Resource Tech. Operations	801,203	727,835	749,805	1,064,849	1,020,408	(44,441)	864,530	4,258,222	4,163,781	(94,441)
Learning Resource Technologies Debt	734,215	1,073,970	0	0	0	0	0	1,788,330	1,808,185	19,855
Interest	0	12,252	42,575	450,157	35,617	(414,540)	17,546	595,459	107,990	(487,469)
Total Uses Of Funding	\$7,448,401	\$8,130,775	\$5,077,764	\$6,074,839	\$5,379,644	\$(695,195)	\$2,386,170	\$28,455,151	\$28,422,754	\$(32,397)

Net Sources/Uses

Net Sources/(Uses) In Fiscal Year	\$1,048,136	\$(1,048,136)	\$0	\$0	\$0	\$0	\$1,858,819
ICT Initiative Carryforward Reserve	0	1,048,136	0	0	0	0	0
Reserve Adj. For Net Sources/(Uses)	\$1,048,136	\$0	\$0	\$0	\$0	\$0	\$1,858,819

Technology Loan

Approved Technology Loan	\$2,350,000	\$2,475,000	\$(750,000)	\$(930,000)			\$(3,145,000)
Total Approved Technology Loan	2,350,000	4,825,000	4,075,000	\$3,145,000			0
Actual/Forecast Technology Loan	0	1,633,535	(428,768)	n/a	(35,056)		(1,169,711)
Total Actual/Forecast Tech. Loan	0	1,633,535	1,204,767		1,169,711		0

**BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY**

SECTION: 8
DATE: 11/30/04

RECOMMENDATION

STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 25 staff appointments for the reporting period of September 9, 2004 through November 15, 2004.

STAFF SUMMARY

Of the 25 appointments, 20 (80 percent) are females, 5 (20 percent) are males. Demographics of the total group indicate 19 Caucasians (76 percent), 3 African Americans (12 percent) and 3 Asians (12 percent).

FISCAL IMPLICATIONS

The salaries are part of the University's 2004-2005 budget as approved by the Board of Regents.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer _____

Date

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>E CLASS</u>	<u>GRADE</u>	<u>JOB TITLE</u>	<u>DEPARTMENT</u>	<u>HIRE DATE</u>	<u>ANNUAL SALARY</u>	<u>APPT. %</u>	<u>ETHNICITY</u>	<u>GENDER</u>
Szabo	Marcia	AP	MGIL1	Asst Dir Events Mkrting and Pr	Convocation Center Operations	11/8/2004	\$ 49,500.00	100	WH	F
Bow	Tameka	CS	04	Secretary II	School of Nursing	10/25/2004	\$ 24,047.00	100	BL	F
Cooper	Randall	CS	04	Customer Service Rep	Ce Regionl Progrmng	11/1/2004	\$ 24,047.00	100	WH	M
Cox	Melissa	CS	04	Secretary II	Center For Workforce Education	10/18/2004	\$ 6,012.00	25	WH	F
Firestone	Janni	CS	04	Secretary II	Health Promotion Human Performance	9/27/2004	\$ 24,047.00	100	WH	F
Fox	Jessica	CS	04	Customer Service Rep	Ce Dist Ed/ltv	10/4/2004	\$ 18,035.25	75	WH	F
Glaser	Rebecca	CS	04	Secretary II	Health Promotion Human Performance	10/18/2004	\$ 24,047.00	100	WH	F
Moos	Mary	CS	04	Sr Account Clerk	Ce Administration	9/13/2004	\$ 24,047.00	100	WH	F
Morris	Mary	CS	04	Secretary II	Dept of Accounting and Finance	9/20/2004	\$ 12,023.50	50	WH	F
Russell	Rosena	CS	04	Secretary II	Leadership & Counsel	9/13/2004	\$ 24,047.00	100	WH	F
Wilson	Jacqueline	CS	04	Secretary II	Fgn Lang & Bilingual	10/11/2004	\$ 24,047.00	100	BL	F
Kelly	Tamica	CS	05	Sr Secretary	World College	11/11/2004	\$ 27,173.00	100	BL	F
Kling	Kathleen	CS	05	Customer Service Rep II	CE Regional Ctr Livingston Cty	9/27/2004	\$ 13,586.50	50	WH	F
Perez	Janice	CS	05	Customer Service Rep II	Health Services Administration	9/23/2004	\$ 22,750.52	83	WH	F
Rich	Tracy	CS	05	Customer Service Rep II	Office of the Registrar	10/4/2004	\$ 27,173.00	100	WH	F
Stoll	Paula	CS	05	Sr Secretary	Financial Aid Office	11/8/2004	\$ 27,173.00	100	WH	F
Sullivan	James	FM	12	Dining Services Unit Leader I	Dining Services	9/15/2004	\$ 26,811.20	70	WH	M
Beskow	Angela	PT	07	International Student Advisor	International Students	11/15/2004	\$ 36,000.00	100	WH	F
Brosco	Eva	PT	07	Medical Lab Technician	Health Services Administration	9/20/2004	\$ 37,000.00	100	WH	F
Gerhardt	Deborah	PT	07	Medical Lab Technician	Health Services Administration	11/8/2004	\$ 21,900.00	60	WH	F

REPORTING PERIOD:
SEPTEMBER 9, 2004-NOVEMBER 15, 2004

EASTERN MICHIGAN UNIVERSITY

STAFF APPOINTMENTS

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>E CLASS</u>	<u>GRADE</u>	<u>JOB TITLE</u>	<u>DEPARTMENT</u>	<u>HIRE DATE</u>	<u>ANNUAL SALARY</u>	<u>APPT. %</u>	<u>ETHNICITY</u>	<u>GENDER</u>
Chao	Guey-Fang	PT	08	Sr Accountant	VP for Student Affairs	11/1/2004	\$ 47,000.00	100	AS	F
Li	Wei	PT	08	Coord Lib Data Apps & Cont Mgt	Library-General Account	9/20/2004	\$ 43,400.00	100	AS	M
Yang	Sinji	PT	08	Institutional Research Analyst	Institutional Res and Info Manage	10/18/2004	\$ 45,000.00	100	AS	M
Papalexis	Speros	PT	08*	Network Systems Engineer I	ICT-Network & Web Services	11/8/2004	\$ 38,039.00	100	WH	M
Fomin	Elizabeth	PT	09*	Instructional Technologist II	ICT-ATCS	9/27/2004	\$ 56,000.00	100	WH	F

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 9
DATE: 11/30/04

RECOMMENDATION

STAFF SEPARATIONS/RETIREMENTS

ACTIONS REQUESTED

It is recommended that the Board of Regents approve 17 separations and retirements for the reporting period September 9, 2004 through November 15, 2004.

STAFF SUMMARY

Of the 17 separations and retirements there are 12 (71 percent) females and 5 (29 percent) males. Demographics of the total group indicate 11 Caucasians (65 percent), 4 African Americans (24 percent) and 2 Hispanics (11 percent).

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>E CLASS</u>	<u>GRADE</u>	<u>DATE PROCESSED</u>	<u>TERMINATION DATE</u>	<u>JOB TITLE</u>	<u>ORG#</u>	<u>DEPARTMENT</u>	<u>GENDER</u>	<u>ETHNICITY</u>	<u>REASON</u>
Staub Jr	Donald	AP	CDOP2	9/30/2004	9/30/2004	Dir COE Office of Collabor Ed	110700	Coe-Offc Aca Service	M	WH	PERSONAL
Suryan	Renee	AP	MGIL1	9/24/2004	9/24/2004	Asst Dir Student Loans	132250	Financial Aid Office	F	WH	PERSONAL
Lyons	Keaunta	AP	MGIL2	10/29/2004	10/29/2004	Asst Dir, SBS	123950	Accounting Student	F	BL	PERSONAL
Gibson	Monique	AP	PFHR3	9/24/2004	9/24/2004	Asse Dir Academic Human Resour	114100	Dir Acad Human Res	F	BL	PERSONAL
Wilson	Shauna	AP	PFSP2	10/22/2004	10/22/2004	Dir Special Events & Pub Eng	105700	Major Events	F	WH	PERSONAL
Nowak	Arletta	CC	AXCY2	11/16/2004	11/12/2004	Admin Secretary	100300	Presidents Office	F	WH	PERSONAL
Lewis	Barbara	CS	04	9/23/2004	9/23/2004	Secretary II	109401	SBDC	F	WH	PERSONAL
Romick	Nancy	CS	04	10/18/2004	10/18/2004	Secretary II	108700	Psychology	F	HI	PERSONAL
Billings	Joyce	CS	05	10/28/2004	10/28/2004	Career Services Assistant II	154150	Career Serv Admin	F	WH	PERSONAL
Johnson	Glenn	FM	06	10/15/2004	10/15/2004	Custodian	157100	Counseling	M	BL	INVOLUNTARY
Jones	Kenneth	FM	12	10/31/2004	10/31/2004	Groundsperson	121150	Vp Business & Fin	M	BL	RETIREMENT
Green	Donald	FM	22	10/1/2004	10/1/2004	Plumber/Maintenance	150000	VP for Student Affairs	M	WH	PERSONAL
Brosco	Eva	PT	07	10/1/2004	10/1/2004	Medical Lab Technician	157000	Health Services Administration	F	WH	INVOLUNTARY
Stewart	Janice	PT	07	9/10/2004	9/10/2004	Teacher II	157300	Child Care Ctr Suppt	F	HI	PERSONAL
Vielhaber	Bernadette	PT	07	10/8/2004	10/8/2004	Asst Mgr Sports Information	103200	I A Sport Info	F	WH	PERSONAL
Russell	Kathleen	PT	08	9/17/2004	9/17/2004	Asst Dean of Students	151000	Ombudsman	F	WH	INVOLUNTARY
Bishop	Robert	PT	09*	10/15/2004	10/15/2004	Enterprise Sup Tech II	137750	ICT-ATCS	M	WH	PERSONAL

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 Eighteen (18) former faculty members listed on 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 Office;
Provost and Vice President for Academic Affairs

Date

**EASTERN MICHIGAN UNIVERSITY
EMERITUS FACULTY STATUS RECOMMENDATION
November 30, 2004**

Gary C. Banks

Professor, Department of Health, Physical Education, Recreation and Dance
from 1969-2003 (34 years)

Doctoral J.D. Detroit College of Law
Masters University of Wisconsin
Baccalaureate University of Detroit

Sarell W. Beal

Associate Professor, University Library from 1970-2004
(34 years)

Masters Rosary College 1970
 Eastern Michigan University 1976
Baccalaureate Michigan State University

Ronald P. Colman

Assistant Professor, University Library from 1973-2004
(31 years)

Masters University of New York-Albany
Baccalaureate University of Maine-Orono

Edna Ewell

Associate Professor, University Library from 1988-2004
(16 years)

Masters Wayne State University 1986
 Eastern Michigan University 1995
Baccalaureate Wayne State University

Monroe Friedman

Professor, Department of Psychology from 1964-2004
(40 years)

Doctoral University of Tennessee
Baccalaureate Brooklyn College

Judith Ronda Glikin

Associate Professor, University Library from 1973-2004
(31 years)

Masters University of Michigan 1969
University of Michigan 1972
Baccalaureate Boston University

Robert C. Grady II

Professor, Department of Political Science from 1971-2004
(33 years)

Doctoral Vanderbilt University
Masters Vanderbilt University
Baccalaureate Centre College of Kentucky

Daryl M. Hafter

Professor, Department of History and Philosophy from 1969-2004
(35 years)

Doctoral Yale University
Masters Yale University
Baccalaureate Smith College

Lewis D. Kieft

Professor, Department of Technology Studies from 1971-2004
(33 years)

Doctoral Ohio State University
Masters Eastern Michigan University
Baccalaureate Eastern Michigan University

H. Roger King

Professor, Department of History and Philosophy from 1967-2004
(37 years)

Doctoral Vanderbilt University
Masters University of Connecticut 1958
 University of Michigan 1976
Baccalaureate Bates College

Kurt Lauckner

Professor, Department of Computer Science from 1964-2004
(40 years)

Doctoral University of Michigan
Masters University of Michigan
Baccalaureate University of Michigan

Thomas L. McDole

Associate Professor, School of Technology Studies from 1980-2004
(24 years)

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

Ann McLellan

Assistant Professor, University Library from 1969-2004
(35 years)

Masters University of Michigan 1969
 Eastern Michigan University 1975
Baccalaureate University of Michigan

Dady Mehta

Professor, Department of Music and Dance from 1969-2004
(36 years)

Doctoral State Academy of Music, Vienna
Baccalaureate Ecole Normale de Musique, Paris

Heidi Mercado

Associate Professor, University Library from 1988-2004
(16 years)

Masters University of Michigan 1963
Eastern Michigan University 1998
Baccalaureate University of Michigan

John Remmers

Associate Professor, Department of Computer Science from 1971-2004
(33 years)

Doctoral University of Michigan
Masters University of Michigan
Baccalaureate Harvard University

Sushil Sachdev

Associate Professor, Department of Computer Science from 1980-2004
(24 years)

Doctoral University of Arizona
Masters Punjab University 1963
University of Nevada 1971
Baccalaureate Punjab University

John E. Sheard

Professor, Department of Health, Physical Education, Recreation and Dance
from 1964-2003 (41 years)

Doctoral Indiana University
Masters Miami University (Ohio)
Baccalaureate Miami University (Ohio)



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

The Department of H.P.E.R.D. recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Gary C. Banks

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 9/1969 Retirement Date: 8/2003

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 Detroit 1963

Masters: University of Wisconsin 1966

Doctoral: J.D. Detroit College of Law 1977

Please Attach a Brief Statement of Support to this Form

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

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

Please forward this completed form to: **Nicki Banush**
Academic Affairs, 106 Welch Hall



Eastern Michigan University

Ypsilanti, Michigan 48197

8/31/04

It is a pleasure to recommend Mr. Gary Banks for Eastern Michigan University Emeritus Faculty. Gary taught in the Department of Health, Physical Education, Recreation and Dance for 34 years; from 1969 to 2003. Among Gary's teaching responsibilities were Anatomy and Physiology, Legal Aspects of Recreation, Legal Aspects of Sports Medicine, Theory of Coaching Football and Legal Liability of Physical Educators and Coaches.

Gary's received academic degrees from the University of Detroit (BS - 1963), the University of Wisconsin (MS - 1966), Eastern Michigan University (Ed.S - 1973) and the Detroit College of Law (J.D. -1977).

Gary also experienced many of "life's lessons", which he utilized to enhance students' learning in the courses he taught, via participation in the Canadian Professional Football League and making a full recovery from a near fatal automobile accident in which he sustained a closed head injury. He was also an Assistant Football Coach at the University of Wisconsin (1964-1966) and Head Football and Track Coach at Wilmington College (1967-1969)

Throughout his tenure, Gary served on numerous department committees. Among others, he served on the Personnel Committee for eight years and was the Chair for four (neither consecutive); the Scholarship Committee - Chair and Master of Ceremonies of the HPERD Annual Scholarship Reception for many years; Faculty Affairs Committee and the Department AAUP Steward.

Gary was very active in HPERD professional organizations; belonging to the American Alliance, the Midwest Alliance and The Michigan Association for Health, Physical Education, Recreation and Dance. For many years Gary has served on the Board of Directors for the Midwest Alliance and the Michigan Association as the Legal Consultant (pro bono).

Gary is also a member of the State Bar Association of Michigan and the Negligence Section of the State Bar Association of Michigan.

Gary has made numerous presentations each year, over an extended period of time, at the Annual Conventions of the Michigan Association for Health, Physical Education, Recreation and Dance, the Midwest Alliance, the Michigan Recreation and Park Association and the Michigan High School Coaches Association.

Gary has also served his community in various capacities; among them as a member of the Board of Directors for Livingston County Catholic Social Services.

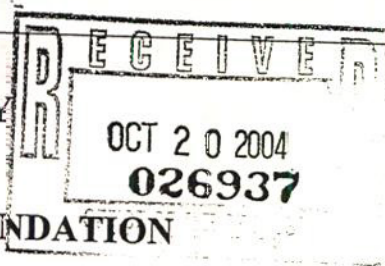
For his 34 years of dedication and service to the students, the Department of HPERD and Eastern Michigan University, Gary Banks is a deserving candidate to receive Emeritus Faculty status.

Sincerely,

Gloria D. Neve
Assistant Professor
Department of HPERD



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Sarell W. Beal

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: September 1, 1970 Retirement Date: August 31, 2004

Number of Years at EMU: 34 years (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: 1967 - B.A., Political Science, Michigan State University, Lansing, MI
Masters: 1970 - M.A.L.S., Library Science, Rosary College
1976 - M.A., Social Sciences, Eastern Michigan Univ.
Doctoral: _____

Please Attach a Brief Statement of Support to this Form (see attachment).

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.

Rachel J. Cheng 10-15-04
Recommended by (please print) Date
Department Head Date Dean Date
Provost Date Date submitted to Board of Regents

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

Emeritus Recommendation
For Sarell Wood Beal
Statement of Support

Sarell Wood Beal served the Eastern Michigan University Library for the past thirty four years. From his date of hire on September 1, 1970 through his retirement date of August 31, 2004, he served as Associate Professor/Reference Librarian. Professional responsibilities included:

1. Reference librarian to the many users of the Halle Library.
2. Provided bibliographic instruction to social work classes and these lectures resulted in many subsequent one-on-one interactions with students.
3. Critic of the Yankee Approval Book Program. To counter balance Yankee, ordered titles based on book reviews in Choice, Library Journal and publishers catalogs. Attended Collection Development Committee and Collection Development Team meetings.
4. Attended the fall and winter faculty liaison meetings, and was liaison for eight academic departments. Also worked closely with faculty from Social Work, Business Education, Special Education, and Leadership and Counseling faculty.
5. Attended and participated in information services team meetings and faculty discussion meetings.
6. Reviewed GPO publications in his areas for de-selection.
7. Submitted auction bids on Michigan related books to Michigan libraries.
8. Selected, monitored, and de-selected titles in the legal reference collection. Also de-selected titles in subject areas from the general collection and from the reference collection.
9. Represented the Halle Library in a discussion with a representative from the American Bar Association, 3/22/02, and subsequently, EMU's paralegal program was reaccredited.

Served on the Library's O&P Committee (Organization and Procedures), Personnel and Evaluation Committee, and attended and participated in monthly faculty meetings. At the university level, served on the Legal Assistants Advisory Committee, University Research and Sabbatical Leave, and he also served on the Distinguished Faculty Awards Committee and was a member of the Honor Society of Phi Kappa Phi. Beyond the university, he was a member of the Program Committee to the Michigan Association of Law Libraries, advisor to the American Bar Association site visit team to the EMU Library, member of the American Library Association, Michigan Association of Law Libraries, ALA Social Responsibilities Roundtable and the Historical Society of Michigan.

Professional publications, presentations, performances, exhibitions include:

"What Is a Michigan Local History Book Review Index?" EMU Collegium for Advanced Studies, January, 1994.

Michigan Local History Book Review Index, 1917-1960 (Ypsilanti: S.W. Beal 1994).

Michigan Local History Book Review Index, 1961-1985 (Ypsilanti: S.W. Beal, 1990).

Legal Reference Collections for Non-Law Libraries: A Survey of Holdings in the Academic Community (Ann Arbor: Pierian Press, 1973).

Sarell Wood Beal's commitment to the EMU community has been proven by all those he served over the years and knowledged by his colleagues. I recommend Sarell Wood Beal be awarded Emeritus Status.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs

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EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Ronald P. Colman

Current Status/Rank at EMU: Assistant Professor

Date of Hire at EMU: August 27, 1973 Retirement Date: August 31, 2004

Number of Years at EMU: 31 (Minimum of 15 years of service required)

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

Home Address: _____

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

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: 1961 - B.S., Business Administration, University of Maine-Orono

Masters: 1972 - M.L.S., Library Science, State University of New York-Albany

Doctoral: _____

Please Attach a Brief Statement of Support to this Form (see attachment).

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: Nicki Banush
Academic Affairs, 106 Welch Hall

Emeritus Recommendation
For Ronald P. Colman
Statement of Support

Ronald P. Colman has faithfully served Eastern Michigan University for the past thirty-one years. He was hired on August 27, 1973 and retired effective August 31, 2004. At the time of his retirement, Ron's position at the EMU Library was Assistant Professor/Information Services/Reference Librarian. Mr. Colman's professional responsibilities included:

1. Afternoon and evening Information/Reference Librarian serving the patrons of the EMU community.
2. Business and Economic Reference Subject Specialist/Liaison to faculty and students in the College of Business, Economics Department in the College of Arts & Sciences as well as Business and Technology Education Department in the College of Technology.
3. Online database searching in all subject areas using all available systems (Dialog, STN, LEXIS/NEXIS and Westlaw).
4. Bibliographic instruction, especially to business and economic classes and online instruction in all subject areas.
5. Book selection, especially in reviewing business reference books and business periodicals and reviewed books on approval program for additions or cuts.
6. Responsible for LIBREF, our online ready reference service.

Served on the Library's Finance Committee during 2002-03, travel coordinator for the faculty, and was a member of the information and instruction services teams. At the university level, served as faculty council representative from the Library and on the academic policies committee of the faculty council during 1998-99. Other professional activity included Ron's service as a consultant to Gale Research, Inc. of Southfield, MI and evaluated two of their business reference publications for possible improvements (*The Encyclopedia of Major Marketing Campaigns* and the *Major Marketing Campaigns Annual*). He also served as a consultant to University Microfilms, Inc. of Ann Arbor to help the company evaluate and improve its database software and user interface, and helped the company evaluate and improve abstracting services they were developing for publication. Ron is a member of the Special Libraries Association and a member of Southeastern Michigan League of Libraries, and a member of Beta Phi MU, National Library Science Honor Society. Ron received a National Defense Education Act grant to study Online Database Searching Systems at the University of Denver in 1975.

Professional publications, presentations, performances, exhibitions include:

"Mergent database demo" by Tom Scott in Halle Library, March 18, 2003.

"Euromonitor database demo", Halle Library, January 30, 2003.

"Searching Business and Government Databases: Full Text Capabilities." FCIE Faculty Center for Instructional Excellence, October 1998.

"Searching Techniques for the LEXIS/NEXIS Online Full Text Legal Database." A presentation for the EMU Reference Librarians and other Library staff, March, 1996.

"How To Find Information About Companies and Industries in the EMU Library in Preparation for Job Interviews," A videotape prepared with Ray Lucas (Media Services) for the Career Services Center, November, 1995.

"Development of an E-MAIL Reference Service at the Eastern Michigan University Library." A presentation at the 1995 annual meeting of the Michigan Academy of Science, Arts and letters, March, 1995.

"How To Use LEXIS/NEXIS." A presentation of a full text law and business database for the EMU College of Business Faculty, December, 1994.

Ron's dedication and loyalty to the EMU community has been proven by all those he has served over the years and recognized by his colleagues. I recommend Ronald P. Colman be awarded Emeritus Status.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs

OCT 20 2004
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 OFFICE OF THE PROVOST
 ACADEMIC AFFAIRS

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Edna Ewell

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: August 31, 1988 Retirement Date: June 14, 2004

Number of Years at EMU: 16 (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: 1984 - BS, Communications: Journalism, Wayne State
 Masters: 1986 - MS, Library Science, Wayne State University
 Doctoral: 1995 - MLS, Women's Studies, Eastern Michigan Univ.

Please Attach a Brief Statement of Support to this Form (see attachment).

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 _____
 Provost _____ Date _____ Date Submitted to Board of Regents _____

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

Emeritus Recommendation
For Edna Ewell
Statement of Support

Edna Ewell served the Eastern Michigan University Library for the past sixteen years. From her date of hire on August 31, 1988 through her retirement date of June 14, 2004 she served as Associate Professor/Reference Librarian. Professional responsibilities included:

1. Instruction: Sociology, Social Work, Gerontology, EDPS, Nursing, Interdisciplinary Technology, Anthropology, African American Studies for classes, faculty, individuals.
2. Reference Librarian: General Reference Desk and By Appointment for faculty, campus organizations, visitors, staff, and students. Provided document location, document assessment, retrieval, interpretation, and analysis at the request of students, liaisons, and faculty in Women's Studies, Sociology, Interdisciplinary Technology, Gerontology, Criminology, African American Studies, Journalism/Communications Journalism.
3. Selections: Criminology, African American Studies, Women's Studies, Biomedicine, Gerontology, Anthropology, Social Work, Sociology, Special Education, Children's Literature, Social Foundations in Education, Educational Leadership.

Served on the Halle Library Instruction Team, Library Information Team, Liaison to Social Work, Women's Studies, African American Studies, Summer Incentive Program Student Employee Coordinator in Library, Mentor: Holman Learning Center, Sociology and Social Work Students at Risk by Referral, and participated in Library Faculty meetings, In-service, On-line discussion, seminars and retreats. At the university level served on Academic Affairs Committee on Curriculum Diversity, Women's Studies Faculty/Research, Women's History Month Program Committee, Black Faculty and Staff Association, ORD workshops on grants, ORD online Instructional on Human Subjects Review, Martin Luther King Program Committee, Women's Studies Director Search Committee, member of the American Library Association: Intellectual Freedom Roundtable and Social Responsibilities Roundtable, Association of African American Librarians and Black Radical Congress. Professional publications, presentations, performances and exhibitions include:

-Portside: April, 2003, essay on International web site to progressive causes
*-Greenwood Press: Encyclopedia of the American Labor Movement:
Three-page excerpt of feature article republished in 2003 from February, 1971
Editorial by Edna Ewell Watson in The Inner City Voice.

*North Central Sociological Association: Cincinnati, March 26, 2003
Paper and Panel on ecofeminism and the environment
-Women and Activism: Panel, April 4, 2003
WSU/National Lawyers Guild/Africana Studies Film Festival.

"Discussed Paper Migrations" for Anthropology Club, March 2003
"1960's Labor Activists" MLK Day January 20, 2003: Organized, Chaired
and participated in panel at Convocation Center.

International Society for Educational Biography (ISEB)
Presentation of Life of Black Female Activists of the Sixties
To be presented October 17 in Toronto at ISEB Annual Meeting
and published in 2004 in Vita Scholastica.

Transcribing and Editing Transcript of post 911 "Teach in on Terror"
to be published in 2004.

Prepared paper on impact of Lucy Laney on Bethune in 1880's which
was presented at Michigan Sociological Association Meeting, Nov. 1, 2003.

Edna Ewell's dedication and commitment to EMU has been proven, and recognized by the many people she served. I recommend Edna Ewell for Emeritus Status.



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

COLLEGE OF ARTS & SCIENCES

OFFICE OF THE DEAN

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Monroe Friedman

Current Status/Rank at EMU: Retired Full Professor

Date of Hire at EMU: Feb 1964 Retirement Date: Aug 2004

Number of Years at EMU: 40 (Minimum of 15 years of service required)

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

Home Address:

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: BS Brooklyn College 1956

Masters: _____

Doctoral: PhD Univ of Tennessee 1959

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: Nicki Banush
Academic Affairs, 106 Welch Hall

PROFESSIONAL BACKGROUND STATEMENT

MONROE FRIEDMAN

Dr. Monroe Friedman is Professor of Psychology at Eastern Michigan University. He has been an active contributor to the field of consumer affairs for more than 30 years in the dual capacities of scholar and practitioner. In the former role, he has been responsible for more than 250 published articles, books and professional presentations. The findings of his research have been formally introduced in the record of U.S. House and Senate hearings on consumer legislation. His scholarly publications have been recognized by the academic community by the bestowal of national research awards. To illustrate, his book, Consumer Boycotts, was selected as an "Outstanding Academic Title of the Year 2000" by the Association of College and Research Libraries. His research has been cited by major newspapers (New York Times, Washington Post, USA Today, and Wall Street Journal), magazines (Psychology Today, American Demographics, Fortune, and Modern Maturity), radio networks (BBC, NPR and Voice of America), and television networks (NBC, MS-NBC, PBS, and CNN). Dr. Friedman has served as editor or as a member of the editorial board of major national and international journals in the field of consumer affairs. From 1980-84 he served as editor of the Journal of Consumer Affairs, a University of Wisconsin Press publication with more than a thousand member-subscribers. He also served on the editorial policy board of the Journal of Consumer Affairs. In addition, he served for two terms on the editorial board of the Journal of Consumer Research. He now serves on the editorial boards of the Journal of Consumer Policy, the Journal of Consumer Affairs, and the Journal of American Culture.

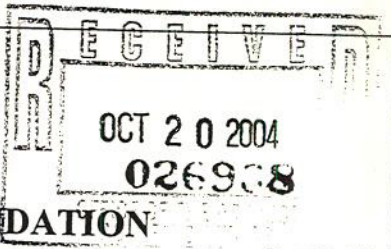
Dr. Friedman has served as a research consultant to government agencies, colleges and universities, public interest groups, major corporations, national trade associations and research foundations. These include the National Science Foundation, the ACLU Foundation, the U.S. General Accounting Office, the Federal Trade Commission, the Consumer Interests Foundation and the White House Office of Consumer Affairs. Dr. Friedman has also served in Washington as a Congressional Fellow of the American Political Science Association. While in Washington, he served on the staff of the Judiciary Committee of the U.S. Senate. He has also served on the Policy Advisory Council of the Association for Consumer Research, the Board of Trustees of the Foundation of the Society of Consumer Affairs Professionals in Business, and the Board of Directors of the American Council on Consumer Interests. In addition, he has served as president of the American Council on Consumer Interests. He is a former member of the National Educational Advisory Committee of Consumers Union, publisher of Consumer Reports, and the Board of Directors of the Consumer Interest Research Institute.

The international dimension to Dr. Friedman's work is also noteworthy. He has made more than 50 research presentations in Europe, Asia, Latin America and Australia. In the 1980s he served for a calendar year as Visiting Professor of Economic Psychology at Tilburg University in The Netherlands. In the 1990s he served for an academic year as Visiting Professor of Applied Economic Sciences at the University of Leuven in Belgium. Dr. Friedman now serves as the U.S. representative on two international boards – the Board of Directors of the International Association for Research in Economic Psychology and the Board of Directors of the Economic Psychology Division of the International Association for Applied Psychology.

Dr. Friedman is a Fellow of the American Psychological Association and nine of its divisions (the Division of Adult Development and Aging, the Division of Teaching of Psychology, the Division of Consumer Psychology, the Division of Environmental and Population Psychology, the Division of International Psychology, the Division of Media Psychology, the Division of Peace Psychology, the Division of Psychology and the Arts, and the Society for the Psychological Study of Social Issues). He is also a Distinguished Fellow of the American Council on Consumer Interests as well as a Charter Fellow of the American Psychological Society and the American Association of Applied and Preventive Psychology. His biography appears in Who's Who in America, Who's Who in the World, Who's Who in Science and Engineering, and Who's Who in American Education.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Judith Ronda Glikin

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: 8-23-73 Retirement Date: 8-31-04

Number of Years at EMU: 31 (Minimum of 15 years of service required)

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

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: -

Degree(s)/Institutions/Year: Baccalaureate: 1967 - B.A., French Language and Literature, Boston University
 Masters: 1969 - M.A., Romance Linguistics, University of Michigan
 Doctoral: 1972 - M.A., Library Science, Univ. of Michigan

Please Attach a Brief Statement of Support to this Form (see attached).

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: Nicki Banush
 Academic Affairs, 106 Welch Hall

Emeritus Recommendation
For Judith Ronda Glikin
Statement of Support

Judith Ronda Glikin has served the Eastern Michigan University Library for the past thirty one years. From her date of hire on August 23, 1973 through her retirement date of August 31, 2004, she served as Associate Professor/Reference Librarian. Professional responsibilities included:

1. Reference librarian to the EMU community.
2. Liaison for and collection development in foreign languages and literature, the classics, linguistics, philosophy and ancient history.
3. Evaluated subscription databases; reviewed current periodicals list for philosophy and languages.
4. Reviewed proposals for new classes in foreign languages and literatures and in philosophy.
5. Library tours and voyager demonstrations.
6. Instructed university classes in the use of library resources.
7. Prepared library guides and bibliographies.
8. Maintained familiarity with innovative reference and subject area websites.

Professor Glikin participated and attended all faculty meetings and information services team meetings and instruction team meetings, attended collection development meetings, attended library database updates, general computer sessions given at the Library, and library liaison meetings. At the university level, served as Faculty Research and Sabbatical Leave Committee member, board member for Faculty Center for Instructional Excellence, faculty representative to the University Wellness Committee; planned and participated in Random Acts of Wellness during week of March 17-21, 2003, and served as AAUP executive board secretary. Beyond the university, she served as a member of the University of Michigan School of Information and Library Studies Committee to Revise the Constitution of the Society, 1992/93, and is a member of the Michigan Library Association.

Professional publications, presentations, performances, exhibitions include:

"The Pleasure of a New Library," presentation at the Michigan Library Association, Annual meeting, 1999.

"Pieces of the Puzzle: the Library Building as a BI Tool—Environmental Psychology," poster session, Library Orientation Exchange (LOEX) Conference, Ypsilanti, MI, 1994.

Editor, *Mosaics: the Official Journal of the Collegium for Advanced Studies*, vol. VI, 1992.

Glikin, Ronda, *Black American Women in Literature, 1976-1987: a Bibliography and Guide*, 1989, McFarland & Co., Jefferson, NC, 251 pp. 1400 copies sold world-wide; still in print.

Honorarium for "Zora Neale Hurston's *Dust Tracks on a Road*," presented at the Leelanau Township Library, July 1989, sponsored by the Michigan Council for the Humanities.

Faculty Recognition Award, March 1989, for service to students, presented by the Division Of University Marketing and Student Affairs.

Professor Glikin's dedication and loyalty to the EMU community for the past thirty one years has been proven by all those she has served and recognized by her colleagues. I recommend Judith Ronda Glikin for Emeritus Status.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED

EMERITUS FACULTY STATUS RECOMMENDATION

SEP 27 2004

College of Arts & Sciences
Dean's Office

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

Name of Faculty Member: Robert C. Grady, II

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 1971 Retirement Date: 8/31/04

Number of Years at EMU: 33 (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: Centre College of Kentucky - June 1967

Masters: Vanderbilt University - August 1970

Doctoral: Vanderbilt University, May, 1972

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 <u> </u> (please print)	Date		
<u> </u> Department Head	Date	Dean	Date
Provost	Date	Date Submitted to Board of Regents	

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall



EASTERN MICHIGAN UNIVERSITY

September 13, 2004

To the Board of Regents, Eastern Michigan University:

We are honored to recommend that Robert Grady II be granted the status of emeritus professor of political science. Dr. Grady served the political science department for 33 years and has been a respected teacher, colleague, and friend to many people during those years. He is an exemplary teacher, researcher and mentor. Dr. Grady truly cared about student learning, not just what transpired in the classroom but for all aspects of the educational process. He designed new and innovative courses, he worked to revise and update curriculum, he sponsored numerous student groups, served as a mentor to symposium and honors students, helped plan programs and career paths as departmental undergraduate advisor and participated in countless other co-curricular activities. Bob has been our department memory, keeping in contact with former students and updating us all about recent happenings and achievements. Professor Grady was a model scholar, publishing numerous book chapters, research and review articles along with the book *Restoring Real Representation*. Robert Grady lived as a model university and departmental citizen, always displaying a willingness to serve when needed and sacrifice if necessary. He served on the "tough committees"—Basic Studies Reform, Department Head searches, Departmental Personnel and Finance- and he did the hard and time consuming work. He made the time and the effort for students, for scholarship, for service and for friends and colleagues. We will miss him tremendously and thank him for leaving us all better than he found us.

The Department of Political Science Faculty

EASTERN MICHIGAN UNIVERSITY
College of Arts and Sciences



DEPARTMENT OF HISTORY AND PHILOSOPHY
Inter-Office Memorandum

TO: Don Loppnow, Provost and Vice President for Academic Affairs
FROM: Philip C. Schmitz, Interim Department Head, History and Philosophy
SUBJECT: Emeritus Status Recommendation for Prof. Daryl Hafter
DATE: September 14, 2004

Enclosed herewith you will find an Emeritus Status Recommendation form requesting that Prof. Daryl Hafter be awarded Emeritus status. Professor Hafter retired from teaching effective September 1. As Prof. Pamela Graves has explained in her letter, Daryl Hafter has served the department over three decades as a model teacher, a productive scholar, and an industriously helpful colleague. Her departure from active teaching is a loss that the History section will feel for some time to come.

I myself have served for fifteen years in the department with Professor Hafter, and have the highest opinion of her as a teacher, researcher, and colleague. Her work in the history of technology, women's studies, and with the Society for the History of Technology have demonstrated that Daryl Hafter is an extraordinarily gifted professor and colleague. I urge you to confer on Professor Hafter the title Emeritus and all of the rights and privileges implied by that title.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
SEP 15 2004

EMERITUS FACULTY STATUS RECOMMENDATION
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

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

Name of Faculty Member: Daryl M. Hafter

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 9/18/69 Retirement Date: 8/31/04

Number of Years at EMU: 35 (Minimum of 15 years of service required)

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

Home Address: [Redacted]

Home Telephone: [Redacted] E-Mail Address: [Redacted]

Name of Spouse: [Redacted]

Degree(s)/Institutions/Year: Baccalaureate: Smith College, 1956

Masters: Yale University, 1958

Doctoral: Yale University, 1964

Please Attach a Brief Statement of Support to this Form

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

Recommended by (please print) [Redacted] Date [Redacted]

Department Head Philip C. Schmitz Date [Redacted] Dean [Redacted] Date [Redacted]

Provost [Redacted] Date [Redacted] Date Submitted to Board of Regents [Redacted]

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall



EASTERN MICHIGAN UNIVERSITY

Date: September 12, 2004
To: Dr. Donald Loppnow, Acting Provost
From: Dr. Pamela M. Graves, Assoc. Professor of Modern European History
Re: Support for Dr. Daryl Hafter's Application for Emeritus Faculty Status

It is hard to imagine anyone more deserving of appointment as Emeritus Professor in the History and Philosophy Department than Dr. Hafter. She served the department, the university and our students for thirty-five years, in which time she helped found the Women's Studies Department, introduced courses in European Women's history and the History of Technology, and gave generations of students the benefits of her innovative research and her enthusiasm for both research and teaching.

Dr. Hafter gained a national and international reputation as one of the founding members of the Society for the History of Technology. She was the chairperson of a wide range of SHOT committees and conference panels, a member of its Executive Council for several years, and is currently its president. Through this committed long-term association, she has spread and enhanced the academic reputation of the University as well as her own.

During her academic life, Dr. Hafter was extraordinarily successful in balancing her teaching and service responsibilities with a commitment to scholarly research. A measure of her reputation in this last field is the number of professional fellowships she was awarded from the most prestigious sources, including the National Endowment for the Humanities, the National Science Foundation, and the Dibner Institute for the History of Science and Technology. In addition, she delivered academic papers all over the United States and in France, edited a book, European Women and Preindustrial Craft and now has only one chapter left to write of a monograph which will present valuable new material on women's industry and guilds in 18th century Rouen and Lyon. It is this continuing engagement in scholarly research and writing that makes the most compelling case for her to receive Emeritus status. She intends to be an active scholar for the foreseeable future, and her continued association with the University will benefit us all.

Signed:

Pamela M. Graves



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of School of Technology Studies recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Lewis D. Kieft

Current Status/Rank at EMU: Professor

Date of Hire at EMU: September 1, 1971 Retirement Date: August 31, 2004

Number of Years at EMU: 33 (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: [Redacted]

Home Telephone: [Redacted] E-Mail Address: [Redacted]

Name of Spouse: [Redacted]

Degree(s)/Institutions/Year: Baccalaureate: BS Eastern Michigan University, 1963

Masters: MA Eastern Michigan University, 1967

Doctoral: Ph.D. Ohio State University, 1970

Please Attach a Brief Statement of Support to this Form

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

Recommended by (please print) _____ / Date _____

Department Head _____ Date _____ Dean [Signature] / Date _____

Provost _____ Date _____ Date Submitted to Board of Regents _____

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

September 28, 2004

Emeritus Status Recommendation for Lewis Kieft, Ph.D.

Dr. Lewis Kieft served the technology education program at EMU for 33. During this time, he was instrumental in assisting with elementary technology education program development, and published several articles on the subject. He has been a strong advocate for technology activities in the elementary classroom, and invited teachers and their elementary classes to participate in technology education activities at EMU.

Dr. Kieft was also an avid supporter of effective instruction, and encouraged faculty to promote the improvement of instruction whenever possible. As such, he served well on personnel committees and helped several faculty to launch their academic careers with enthusiasm for teaching.

Other external service included president of the Technology Education for Children Council, a sub council for the International Technology Association.

As a result of these accomplishments I recommend Dr. Kieft to receive Emeritus Status upon his retirement August 31, 2004 as Professor in the School of Technology Studies.

Phillip Cardon, Ph.D.
Associate Professor, STS
College of Technology

EASTERN MICHIGAN UNIVERSITY
College of Arts and Sciences

DEPARTMENT OF HISTORY AND PHILOSOPHY
Inter-Office Memorandum

TO: Paul Schollaert, Provost and Vice President for Academic Affairs
FROM: Philip C. Schmitz, Interim Department Head, History and Philosophy
SUBJECT: Emeritus Status Recommendation for Prof. H. Roger King
DATE: September 9, 2004

Enclosed herewith you will find an Emeritus Status Recommendation form requesting that Prof. H. Roger King be awarded Emeritus status. Professor King retired from teaching effective September 1. As Prof. JoEllen Vinyard has eloquently stated, Roger King has served the department over four decades as a model teacher, a productive scholar, and an industriously helpful colleague. His departure from active teaching is a loss that the History section will feel for some time to come.

I myself have served for fifteen years in the department as a colleague of Professor King, and have found him committed, consistent, unwaveringly honest, and utterly fearless. These are admirable qualities in any human being, and in the case of Roger King have made him an extraordinarily gifted professor and colleague. I urge you to confer on Professor King the title Emeritus and all of the rights and privileges to which he is entitled.

RECEIVED
SEP 10 2004
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

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SEP 10 2004
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

EMERITUS STAFF STATUS RECOMMENDATION

The Department of History and Philosophy recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: H. Roger King

Current Status at EMU: Professor (AP10 and above)

Date of Hire at EMU: 9/1/67 Retirement Date: 8/31/04

Number of Years at EMU: 37 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff 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: Bates College 5/57

Masters: University of Connecticut, 5/58
MLAS, University of Michigan 5/76

Doctoral: Vanderbilt University, 6/65

Please Attach a Brief Statement of Support to this Form

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

JoEllen Vinyard 9/9/04
Recommended by (please print) Date

Department Head and/or Supervisor Date Dean and/or Vice President Date

Provost Date Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall



EASTERN MICHIGAN UNIVERSITY

September 8, 2004

Paul Schollaert, Provost
Eastern Michigan University
Ypsilanti, Michigan 48197

Dear Provost Schollaert:

It is indeed a difficult task to write in support of Roger King's nomination for the honor of Professor Emeritus. How can one letter explain all that Professor King has contributed to the University with brevity so the letter will be read and with unimpassioned adjectives so it will be believed? In brief, Roger King represents all that is best about our academic profession and Eastern Michigan University.

When I first arrived at EMU from small, liberal arts teaching, it was Roger who came forward to help me grapple with a section with 100 students. He explained the nuts and bolts: You need more than one color of paper for exams with more than one form; take pencils. He explained the theory: 100 students are no different than 25--they need to have a heavy dose of analysis and historical reasoning along with facts to weight them down; they need to know we know their names and want them to succeed. It is the formula he used in countless sections of freshman U.S. history, large or small, but with the wit, verve, imagination and careful integration of fact and theory few others could ever master. He always included essay questions in each exam; he always made extra time for frightened freshmen who sought him out; he always made them think not just about the lessons of history, but about why they are here taking it. After team-teaching a class of 150 students with him, I understood the magic of this "professor with the bushy eyebrows" as students affectionately refer to him: He has helped convince countless students that they deserve much more than credit and a grade on a transcript. And that, just in his freshman classes!

While others of us in the department found excuses not to teach the class in historical methodology we thought it such a fine idea to require, Roger King took on the challenge. Our internal assessments of their final papers show what students quickly learned: he insisted they frame a thesis, checks up on footnotes, taught them how to integrate secondary and primary sources, and paid attention to everything from semicolons to word selection. He took his work seriously and insisted they must do the same.

Among graduate students, he remains a hero. When I have been on leave, he stepped in to take over graduate advising and followed their progress ever after. He even relished the paper work and graduate coordinators' meetings so he could get a "handle on what's going on around here!" When others were too busy for graduate students' independent studies or theses, he agreed to direct them even though it often required him to work as hard on the topic as they. He brought his familiarity with UM's Clements Library collection on colonial history to aid their research efforts and, on occasion, he arranged internships there. He willingly shouldered the graduate research course in historical methodology and he added a variety of new graduate classes while also repackaging old ones in new week-long or weekend formats suited to their needs. Students understand well that he wanted them to learn what they need to be better teachers in their own classrooms. From him they learned that scholarship and teaching are inseparable.

He continues to host graduate student gatherings at his home in the summer; for Thanksgiving dinner he invites those without any place to go; he hires those without money for books to cat sit or do chores around his house. Now, in retirement, he continues to bark when students he knows falter, and he praises when they succeed. As always, they come back to see him years after graduating. From him, they have learned that being a decent human being is at the core of being a good teacher.

This "professor with the bushy eyebrows" is the stuff of which television serials on professors are made. Professor Roger King deserves to be Professor Emeritus at the university whose best purposes he has served so well.

Sincerely,

JoEllen Vinyard
Professor, History



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
SEP 28 2004

EMERITUS FACULTY STATUS RECOMMENDATION
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

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

Name of Faculty Member: Kurt Lauckner

Current Status/Rank at EMU: Full Professor

Date of Hire at EMU: 9/1/64 Retirement Date: 8/31/04

Number of Years at EMU: 40 (Minimum of 15 years of service required)

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

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.S. Electrical Engineering, UM 1960

Masters: M.S. Physics, UM 1960

Doctoral: PH.D. Physics, UM 1968

Please Attach a Brief Statement of Support to this Form

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

Hartmut F. W. Höft 09/27/04
Recommended by (please print) Date

Department Head _____ Date _____ Dean _____ Date _____

Provost _____ Date _____ Date Submitted to Board of Regents _____

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

To: Donald Loppnow, Interim Provost
Academic Affairs
From: Hartmut F. W. Höft, Professor and Department Head,
and the Faculty of the Department of Computer Science
Subject: Emeritus Status for Dr. Kurt Lauckner,
Retired Full Professor of Computer Science (August 31, 2004)
Date: September 27, 2004

The faculty of the Department of Computer Science voted unanimously to support the nomination of Dr. Kurt Lauckner to the status of emeritus faculty.

Dr. Lauckner joined the Mathematics Department in 1964 while being a doctoral candidate in Physics at the University of Michigan. He holds a Bachelor in Electrical Engineering (1960), a Masters in Physics (1962) and a Ph. D. in Physics (1968) all from the University of Michigan. In 1978 he was promoted to full professor at Eastern. He joined the Department of Computer Science when it was formed in July 1985.

In the early seventies he was a leader among the small group of faculty in the Mathematics Department interested in computing. He received a grant for the lease of computer terminals and computing time on a timesharing system. This enterpreneurial activity started the program in computer science, leading to the approval of the Bachelor of Science in Computer Science.

In the eighties he turned his attention to general education and the role and impact of computing in society. Together with several colleagues in the department he designed a broad-based computing course and wrote a textbook (The Computer Continuum, now in its third edition) that encapsulates his vision of computing and its practical applications. In the ever-changing computing environment he adapted his teaching methods and incorporated new technologies in his classes. He always emphasized the importance of central computing concepts and paradigms that would prepare his students well for the future.

During the nineties, he participated in the design of the masters degree in computer science. His expertise in artificial intelligence, heuristic computing and his personal as well as professional interest in the interactions between the arts and computing led to the design of a certificate and several new undergraduate and graduate courses.

His vision of education in the field of computing and his unflagging energy has had a profound effect on the department's programs that will last for many years to come.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of School of Technology Studies recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Thomas L. McDole

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: August 25, 1980 Retirement Date: August 31, 2004

Number of Years at EMU: 24 (Minimum of 15 years of service required)

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

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: BS University of Michigan, 1963

Masters: MS University of Michigan, 1965

Doctoral: Ph.D. Michigan State University, 1973

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: Nicki Banush
Academic Affairs, 106 Welch Hall

September 17, 2004

Recommendation for Emeritus Status for:

Thomas L. McDole, Ph.D.

Dr. Thomas McDole was a faculty member of Industrial Education and Business and Technology Education for 24 years. He retired effective August 31, 2004 as an associate professor. In addition to teaching methods and technical courses in Technology and Design Education, he excelled in *servicing* his department, the College and the University. As a faculty member he was program coordinator for over five years for both the Technology and Design Education and Vocational Education programs. He had numerous service roles in his department and over 15 years of uninterrupted service to the University's Faculty Council. He served the faculty and University by being a member of or serving as Chair of the Faculty Council Standing Committee of Distinguished Faculty Awards and Honorary Degrees for all of those years. He was president of the University Faculty Council for three one-year terms and instituted many positive changes in the manner in which the Council related to the Administration. Over his career in the College he was a consistent member of its Faculty Council and was chair during numerous terms. He provided over four years of service to the development of the proposal for the Ph.D. in Technology degree by keeping minutes, writing drafts of sections of the proposal, putting the course proposals in consistent format and assisting in the presentation of the proposal to the University community.

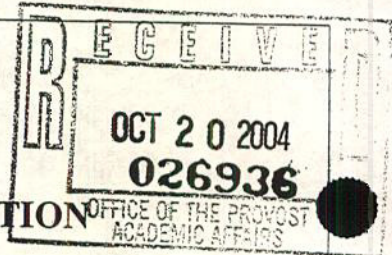
There are very few people who have given more in the way of service to the faculty's representation in the affairs of the College of Technology and the University. Dr. McDole has served the University community well and certainly deserves the title of Professor Emeritus.

Sincerely,

Morell D. Boone, Ph.D.
Interim Director, School of Technology Studies



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Ann McLellan

Current Status/Rank at EMU: Assistant Professor

Date of Hire at EMU: June 24, 1969 Retirement Date: August 31, 2004

Number of Years at EMU: 35 years (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: 1966 - BA, English, with Teaching Certificate, U of M
Masters: 1969 - MALS, Library Science, University of Michigan
1975 - MA, Education, Eastern Michigan University
Doctoral: _____

Please Attach a Brief Statement of Support to this Form (see attachment).

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.

Rachel J. Cheng 10-15-04
Recommended by (please print) Date

Department Head _____ None
Date _____ Dean _____ Date _____

Provost _____ Date _____ 11-30-04
Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

Emeritus Recommendation
For Ann McLellan
Statement of Support

Ann McLellan has faithfully served Eastern Michigan University for the past thirty-five years. She was hired on June 24, 1969 and retired effective August 31, 2004. At the time of her retirement, Ann's position at the EMU Library was Assistant Professor/Periodicals/Reference Librarian. Mrs. McLellan's professional responsibilities included:

1. Periodicals Unit: Hiring, supervising and evaluating three support staff and student assistants. Supervising electronic check-in, creation of holdings records, claims, and binding decisions. Supervising stacks maintenance of bound volumes, reserve periodicals, current newspapers and microforms. Coordinating replacement of missing issues and missing pages. Oversight of two Periodicals Service windows, including assistance with microform copying. Establishing policies for the periodicals collection and resolving problems. Planning and implementing periodicals storage and/or removal from the automated retrieval system. Evaluating retention of microforms vs. binding vs. electronic formats.
2. Reference assistance to EMU students, faculty and staff in the EMU community.
3. Liaison with the faculty in the College of Education.
4. Processing gift microfiche.

Ann has been a member of the Collection Development Team, Client Services Team, Resource Processing Team, Information Services Team, and Strategic Task Force on Collections. At the university level she has served on the Honor Society of Phi Kappa Phi, EMU Chapter as secretary/treasurer, member of executive committee, and coordinator of annual Initiation Banquet. Professional publications, presentations, exhibitions include:

1. Copy Editor for LOEX quarterly newsletter, LOEX Clearinghouse for Library Instruction, EMU, v.29-30, 2002-2003.
2. Speaker at a community forum: "All Power to the Computer: Myths and Realities" Ann Arbor, MI, April 1998.
3. Preparation of abstracts for A Matter of Fact, database and printed volumes, published by Pierian Press, 1993-1998.
4. Presentation for EMU, Faculty Center for Instructional Excellence, "Writing for Publication in Educational Journals," February, 1998.

Ann's dedication and loyalty to EMU has been proven, and recognized by not only those she has served but also by her colleagues. I recommend Ann McLellan be awarded Emeritus Status.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

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NOV 01 2004

COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Professor Dady Mehta

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 9/1/69 Retirement Date: 8/31/04

Number of Years at EMU: 36 (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: Ecole Normale de Musique, Paris, 1953

Masters: _____

Doctoral: State Academy of Music, Vienna, 1958

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: Nicki Banush
Academic Affairs, 106 Welch Hall



EASTERN MICHIGAN UNIVERSITY

1 November, 2004

Dear Provost Loppnow:

It is a distinct honor to recommend our colleague, Dady Mehta, for emeritus status upon his retirement after 36 years of teaching in the Department of Music at Eastern Michigan University

Dady Mehta, professor of piano, grew up in Shanghai, China, where his early musical instruction benefited from the presence of at least 200 Jewish World War II refugees from Europe. He pursued advanced musical studies at the Ecole Normale in Paris and the State Academy of Music in Vienna. Winner of prizes in international competitions, he was labeled a "Beethoven disciple" at the time of his Vienna debut. His repertory, which at first favored the "classic arch" from Bach to Brahms, has expanded to include music of the 20th century. Recognized as a Bach specialist, Professor Mehta has performed the Goldberg Variations in recitals around the world. In 1997 he presented the Art of the Fugue in a memorable four-hand concert in which he was joined by several of his former students.

Mehta has returned regularly to China, where he has been invited to give concerts and master classes in Shanghai and Beijing. His last sabbatical tour took him to Prague, Vienna, and Washington, D.C. to seek out and perform little known works of Alexander Zemlinsky, a famous musician who fled World War II Europe to die in obscurity in New York. In addition to his teaching responsibilities at EMU, Mehta spent ten summers on the piano faculty of the National Music Camp at Interlochen, Michigan.

On the basis of Professor Mehta's illustrious career at EMU and his worldwide reputation as an artist/teacher of piano, we highly recommend that he be awarded emeritus faculty status.

Sincerely,

Garik Pedersen, Professor of Music

Anne Beth Gajda, Professor of Music



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Heidi Mercado

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: 10-24-88 Retirement Date: 10-15-04

Number of Years at EMU: 16 years (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: 1962 - B.A., German, University of Michigan
1963 - M.A., Library Science, Univ. of Michigan
Masters: 1998 - M.L.S., Technology, Eastern Michigan Univ.
Doctoral: _____

Please Attach a Brief Statement of Support to this Form (see attachment).

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.

RacheI J. Cheng 10-15-04
Recommended by (please print) Date

_____ _____ _____
Department Head Date Dean Date

_____ 11-30-04
Provost Date Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

**Emeritus Recommendation
For Heidi Mercado
Statement of Support**

Heidi Mercado has served the Eastern Michigan University Library for the past sixteen years. From her date of hire on October 24, 1988 to her retirement date of October 15, 2004, she served as Associate Professor/Reference Librarian. Professional responsibilities included:

1. Providing reference service to the EMU community.
2. Collection Development – select for and manage the materials budget in the areas of chemistry, polymer and coatings, biology, and general science. Evaluate, weed and manage the journal, book, and reference collections in these subject areas.
3. Bibliographic Instruction – prepare handouts and make presentations on how to do library research for classes in chemistry, biology, technology, coatings and polymers, as well as for non-science areas.
4. Online Searching – search online computer databases in all areas, but especially in the sciences. Maintain and update documentation and database information notebooks.
5. Government Information Specialist – select and provide print, internet and other electronic government resources, and recommend and maintain information and equipment to provide these. Meet with the Government Information librarian and support staff to discuss problems, issues, and procedures for ordering, weeding, and maintaining the government documents collection.
6. Work on library, university and professional association committees, attend workshops, library and university programs, and professional meetings.

Heidi participated in and attended all faculty, information service team, and instruction team meetings. She was a member of the library's personnel evaluation committee and social activities committee. At the university level, Heidi was a member of the EMU Women's Association. Beyond the university, she is a member of the Special Libraries Association (Michigan Chapter), Special Libraries Association (Chemistry Division, Biology Division, and Natural History Round Table), American Chemical Society (Chemical Information Division), and Government Documents Roundtable of Michigan.

Professional publications, presentations, performances, exhibitions, concerts, awards include:

Co edited, (In Press) "Reflective Teaching: a bridge to learning." LOEX Annual Conference, Madison, Wisconsin, May 8-10, 2003. Pierian Press.

Did 8 lecturer presentations explaining library research for classes in chemistry, history, English, and Communications.

Prepared an exhibition in the Library's Lobby area of the *Best 100 Government Documents Since 1900*, as determined by the Federal Depository Library Program.

Mercado, Heidi, "Bibliographic Instruction and Online Database Searching," Reference Services Review, Vol. 27, No.3, 1999.

Mercado, Heidi, "Technology with a Human Face; Report from the 89th Annual Special Libraries Conference." Library Hi-Tech News, No. 157, November, 1998.

Mercado, Heidi, "Choosing and Using Internet Search Engines; Report from the 89th Annual Special Libraries Association Conference." Library Hi-Tech News, No. 157, November, 1998.

Mercado, Heidi, "Masters, Doctoral and Specialists Theses Written by Eastern Michigan University Students." Ypsilanti, Eastern Michigan University, 1998.

Mercado, Heidi, "Dance Resources on the Internet and How to Find Them" MAHPERD, Michigan Dance Council Annual Convention, November, 1996.

Josephine Nevins Keal Award, 1993.

Heidi Mercado's dedication and loyalty to the Eastern Michigan University community has been proven by all those she served and recognized by her colleagues. I recommend Heidi Mercado for Emeritus Status.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

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SEP 28 2004
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: John Remmers

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: 09/01/71 Retirement Date: 08/31/04

Number of Years at EMU: 33 (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. Harvard University, 1963

Masters: M.A. University of Michigan, 1964

Doctoral: Ph.D. Mathematics University of Michigan, 1971

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.

Hartmut F.W., Hoft 09/27/04
Recommended by (Please print) / Date

Department Head _____ Date _____ Dean _____ Date _____

Provost _____ Date _____ 11-30-04
Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

To: Donald Loppnow, Interim Provost
Academic Affairs
From: Hartmut F. W. Höft, Professor and Department Head,
and the Faculty of the Department of Computer Science
Subject: Emeritus Status for Dr. John H. Remmers,
Retired Associate Professor of Computer Science (August 31, 2004)
Date: September 27, 2004

The faculty of the Department of Computer Science voted unanimously to support the nomination of Dr. John H. Remmers to the status of emeritus faculty.

Dr. Remmers joined the Mathematics Department as an Assistant Professor in 1971 after he earned his Ph.D. degree in Mathematics from the University of Michigan. He had taught as an instructor in the department since 1968. He holds a Bachelor's degree from Harvard University (1963) and a Masters degree from the University of Michigan (1964). In 1978 he was promoted to Associate Professor at Eastern. He joined the Department of Computer Science when it was formed in July 1985.

He was among the small group of faculty in the Mathematics Department interested in computing. In the seventies he taught computer science courses and participated in the discussions and curriculum development that led the approval of the bachelor of science in computer science.

Since the mid-eighties he was a persistent advocate in using the UNIX operating system as the platform for upper division computer science courses. Reality proved his vision to be correct since now the department uses LINUX, the open source version of UNIX, in many of its courses. He served the Ann Arbor community by running non-profit bulletin boards and servers for local user groups. He has continued this service and community activity since he retired.

Another important contribution to the practical applications of computer science has been his essential support for the Linguist List that is housed in the Department of English. He provided the expertise and skill in guiding graduate students in support of the list.

The department of computer science will miss his knowledge and service.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

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SEP 28 2004

EMERITUS FACULTY STATUS RECOMMENDATION
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

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

Name of Faculty Member: Sushil Sachdev

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: 08/27/80 Retirement Date: 08/31/04

Number of Years at EMU: 24 (Minimum of 15 years of service required)

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

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.S. Punjab University, Chandigarh (1954)
Masters: M.A. Punjab University, Chandigarh (1963)
M.S. University of Nevada, Las Vegas (1971)
Doctoral: Ph.D. Mathematics, University of Arizona (1978)

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 _____ 11-30-04
Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

To: Donald Loppnow, Interim Provost
Academic Affairs
From: Hartmut F. W. Höft, Professor and Department Head,
and the Faculty of the Department of Computer Science
Subject: Emeritus Status for Dr. Sushil Sachdev,
Retired Associate Professor of Computer Science (August 31, 2004)
Date: September 27, 2004

The faculty of the Department of Computer Science voted unanimously to support the nomination of Dr. Sushil Sachdev to the status of emeritus faculty.

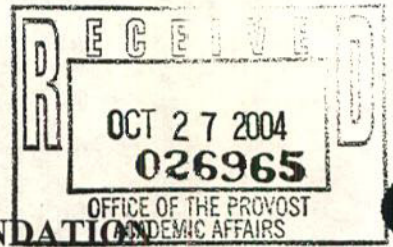
Dr. Sachdev joined the Mathematics Department as an Assistant Professor in 1980 after having taught at the universities of Arizona and Nebraska. He holds a B.Sc. degree (1954) and a M.A. degree (1963) from Punjab University, a M.S. degree (1971) from the University of Nevada, and a Ph.D. degree in Mathematics (1978) from the University of Arizona. In 1985 he was promoted to Associate Professor at Eastern. He joined the Department of Computer Science when it was formed in July 1985.

Soon after he joined the department he became interested in computer graphics. He implemented the graphics courses offered in the department for computer science majors as well as for students in the College of Technology. Over the last 15 years he went to a number of development seminars and workshops to learn about the newest graphics platforms and tools. Now the department uses Open GL (a graphics library) and offers courses in 2D- and 3D- graphics at the undergraduate and the graduate levels.

The department of computer science will miss his devotion to his students and his unrelenting drive to learn more, particularly about graphics, and to impart his newly acquired knowledge to his students.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

The Department of H.P.E.R.D. recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: John E. Sheard

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 9/1964 Retirement Date: 8/2003

Number of Years at EMU: 41 (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: Miami University (Ohio) 1953

Masters: Miami University (Ohio) 1955

Doctoral: Indiana University 1959

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 _____ Déan _____ Date _____

Provost _____ Date _____ Date Submitted to Board of Regents _____

Please forward this completed form to: **Nicki Banush**
Academic Affairs, 106 Welch Hall



EASTERN MICHIGAN UNIVERSITY

8/5/2004

It is with sincere respect that I support Dr. John E. "Jack" Sheard for Eastern Michigan University Emeritus Faculty status.

Dr. Sheard was a Professor in the Undergraduate and Graduate programs. His tenure spanned 41 years.

Dr. Sheard received his B.S. and M.S. from Miami University - 1953 and 1955 respectively. He also received a Director of Recreation degree from Indiana University in 1957 and a P.E.D. from Indiana University in 1959.

It is also significant that Dr. Sheard is a retired United States Marine Corps Sergeant. He served our country in China (1946-1947) and in Korea (the Chosin Reservoir) from 1950-1952. This service, in and of itself, was courageous. However, it also honed Dr. Sheard's steadfast loyalty, leadership skills and firm, yet caring, concern and guidance of others which he displayed throughout his tenure here at Eastern.

Dr. Sheard has worn many hats for the Department of Health, Physical Education, Recreation and Dance, the College of Education and the University - Teacher, Advisor, Division Chair (Men's Physical Education and Sports Medicine), Committee Chair (5 in H.P.E.R.D., one COE, 6 University and 2 Community). Assistant Dean of the Graduate School and Coordinator of H.P.E.R.D. Advising and Facilities.

Dr. Sheard's commitment and successes in the aforementioned positions were outstanding. However, I strongly believe that his most notable accomplishment was maintaining a functional academic environment within the H.P.E.R.D. Department for the last 10 years when our leadership was defined by 5 different Department Chairs or Interim Chairs. What could have become a very dysfunctional environment became a mere distraction because of Dr. Sheard's knowledge and strong leadership capabilities.

It is difficult to provide a "brief letter of support" for a man such as Dr. Sheard. He has dedicated 41 years to Eastern Michigan University, our students and faculty. His accomplishments and contributions are numerous and meritorious. Whether as A United States Marine or Eastern Michigan University Professor, he is truly one of the few and the proud.

Dr. Jack Sheard is a most worthy candidate to receive Emeritus Faculty status.

Sincerely,

Gloria D. Neve
Assistant Professor
Department of H.P.E.R.D.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: //
DATE: November 30, 2004

RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for November 30, 2004 and the Minutes of September 21, 2004 be received and placed on file.

STAFF SUMMARY

At its September 21, 2004 meeting the Student Affairs Committee was presented with the Annual Fall Start-Up Report, details of the Division of Student Affairs Reorganization Plan, and an update on the New Student Center. The Committee also unanimously endorsed the Student Leader Group's position paper regarding Faculty Course Evaluations and received a statement from the Student Leader Group regarding Faculty Use of Class Time for Other than Course-Related Discussion.

The November 30, 2004 Student Affairs Committee agenda will include a discussion of the General Education Proposal, the Association of Michigan Universities Conference, the Campus Creed, Alcohol Summit, Domestic Partner Benefits, Presidential Search Process, Student Regent, and Faculty Use of Class Time for Other than Course-Related Discussion.

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, November 30, 2004
8:00 a.m.

Agenda

Room 201
Welch Hall

- | | |
|--|---|
| 1. Approval of September 21, 2004 Meeting Minutes | Regent Brandon |
| 2. Introduction of New Member | Jim Vick |
| 3. General Education Proposal | Robert Murkowski |
| 4. Association of Michigan Universities (AMU) Conference | Robert Murkowski |
| 5. Student Regent | Laura Quashnie |
| 6. Campus Creed | Chari Balgenorth/
Nadir Akbar/Seth
Rivard |
| 7. Alcohol Summit | Elizabeth Garvin |
| 8. Domestic Partner Benefits | Sarah Armstrong |
| 9. Presidential Search Process | Robert Murkowski |
| 10. Faculty Use of Class Time for Other than Course-Related Discussion | Robert Murkowski |
| 11. Announcements | |
| 12. Other | |

EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes of September 21, 2004

MEMBERS PRESENT

- Regents: Regent Brandon
- Administration: Glenna Frank Miller, Greg Peoples, Karen Simpkins, Jim Vick
- Students: Sarah Armstrong, Kelly Basden, Edward Davis II, Michael Davis, Elizabeth Garvin, Robert Murkowski, Laura Quashnie, Ian Slaven, Binniam Yohannes

GUESTS

- Administration: Donald Anderson, Matt Calfin, Dave Carroll, Jayne Carroll, Peg Carter, Shalonda Harris Casanova, Carlos Costa, Deb deLaski-Smith, Mary Jo Desprez, Paula Dykstra, Mike Erwin, Becky Figura, Brian Fitzgerald, John Fox, Larry Gates, Justin Gerboc, Cindy Hall, Carin Hardman, Jesús Hernández, Mark Higbee, Judy Sturgis Hill, Jim Locke, Cathy Lower, Thom Madden, Courtney McAnuff, Tamara Miller, Sarah Kersey Otto, Geraldine Panelo, Stephanie Percy, Juanita Reid, Gretchen Sanchez, Jennifer Schrage, Chris Shell, Michael Stark, Carlos Stewart, Raina Turner, Paul Dean Webb, Sandra Williams, Craig D. Willis, Pam Young
- Students: Chris Beyer, Tanisha Blackmon, Laura Egli, Erik Farley, Jessica Merritt, Sam Richardson, Jessica Robinson
- Press: Kathryn Prater (Echo)

Regent Jan Brandon convened the meeting at 8:05 a.m. Minutes of the June 15, 2004 meeting were approved as presented.

Welcome to Dr. Craig D. Willis

Speaking on behalf of the Student Leader Group, Student Body Vice President Robert Murkowski officially welcomed Interim President Willis to EMU, presented him with a Student Government sweatshirt and thanked him for his commitment to putting students first – by meeting with the Student Leader Group literally within minutes of his arrival on campus, to helping carry boxes during freshman move-in, to meeting with the Student Senate and a number of other student groups.

Annual Fall Start-Up Report

Glenna Frank Miller, director of McKenny Union and Campus Life, presented the annual fall start-up report which highlighted another successful and energized fall opening. Highlights included:

- During August over 1000 student employees and student leaders participated in training which culminated in the first day of school.
- Hundreds of move-in helpers primarily from the Greek letter organizations and athletic teams moved in over 1500 new students.
- 100 meningitis shots were administered by Health Services on the first day of Orientation.
- Meijer Madness welcomed nearly 6000 students and
- The first four weeks calendar summarizes 100 campus events and programs targeted to welcome and involve our students new to EMU.

Division of Student Reorganization Plan

Vice President Jim Vick outlined the recent reorganization plan within the Division of Student Affairs. The major objective of the reorganization is to create an ombudsman position in the Office of the Vice President for Student Affairs. This will be filled by Greg Peoples. The Dean of Students, and Associate and Assistant Dean positions will be eliminated. A new Associate Director of Diversity Programs has been created and will be filled by Judy Sturgis Hill. These moves, some of which were made in response to recommendations of the University Diversity Council, will result in a number of positive outcomes for the university and for the division in terms of its ability to effectively and efficiently serve our students and to address crucial campus issues.

New Student Center Update

Glenna Frank Miller, Laura Quashnie, Campus Life Council representative and Robert Murkowski, Student Body Vice President provided an update on the New Student Center project including activity this spring and summer and the student role in developing the project and the process used in deciding on cuts to the project necessitated by the increased costs. The campus community was also invited to attend the groundbreaking ceremony at 3 p.m. today at the north end of the construction site.

Position Paper on Faculty Course Evaluations

Robert Murkowski presented a position paper prepared by the Student Leader Group which addresses the importance of Faculty Course Evaluations and outlines several recommendations including the posting of official evaluation results online and creation of a task force – to include student representation – to resolve issues relating to the evaluation process. Laura Quashnie moved that the Student Affairs Committee accept the position paper as presented. The motion was seconded by Robert Murkowski and carried unanimously. Regent Brandon requested that a progress report be presented at a future Student Affairs Committee meeting.

Faculty Use of Class Time for Other than Course-Related Discussion

The Committee also received a statement from the Student Leader Group which addresses faculty use of class time for other than course-related discussion. The concern was brought to the attention of Student Leader Group members by their constituents at the beginning of the fall term. Faculty member Mark Higbee recommended that the statement be sent directly to all EMU faculty members rather than relayed to them via the Faculty Council.

The meeting adjourned at 8:40 a.m.

Respectfully submitted,

Teri L. Papp
Student Affairs Committee Recording Secretary

SECTION: 12

DATE:

November 30, 2004

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
EDUCATIONAL POLICIES COMMITTEE

ACTION REQUESTED

It is requested that the Educational Policies Committee Agenda for November 30, 2004, and the Minutes of the September 21, 2004, meeting be received and placed on file.

SUMMARY

The primary items for the November 30, 2004, Educational Policies Committee meeting included: (1) Emeritus Faculty Status, (2) Affirmative Action Audit and Plans, (3) Policies: Recommended for Approval, (4) Change Commencement Date and Approve Updated University Calendar, (5) Commencement Speaker and Honorary Degree Recipient, (6) Honorary Degree Recipient, and (7) Recommendation: Approval of the Regents Advisory Committee.

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

November 30, 2004
9:00 – 10:00 a.m.
205 Welch Hall

AGENDA

Consent Agenda

Section 10 Emeritus Faculty Status (*Donald Loppnow*)

Regular Agenda

Section 12 Monthly Report and Minutes (*Regent Valvo*)
Section 13 Affirmative Action Audit and Plans (*Whitney Harris*)
Section 14 Policies: Recommended for Approval (*Ken McKanders*)
Section 15 Change Commencement Date and Update University Calendar (*Donald Loppnow*)
Section 16 Commencement Speaker and Honorary Degree Recipient (*Rita Abent*)
Section 17 Honorary Degree Recipient (*Rita Abent*)
Section 18 Recommendation: Acceptance of the Regents Advisory Committee (*Regent Brandon*)

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

EDUCATIONAL POLICIES COMMITTEE MINUTES

September 21, 2004
9:00 a.m., 205 Welch Hall

Attendees: (seated at tables) Regent Valvo (Chair), Provost Loppnow, Robert Van Der Velde, Regent Rothwell, Regent Brandon, Regent Griffin, Regent Gordon

Guests: (as signed in) L. Barkoff, D. Barton, M. Boone, M. Brake, P. Buchanan, L. Cao, P. Carter, D. deLaski-Smith, E. Francis, E. Gold, R. Hanna, W. Harris, H. Höft, J. Knapp, K. Kustron, K. McKanders, B. Lindke, M. O'Connell, L. Rocklage, L. Schott, C. Shell, K. Simpkins, A. Starko, J. Tatum, J. Thomas, T. Venner, B. Warren, P. Williams, P. Young

Regent Valvo convened the meeting at 9:00 a.m., and the following topics were discussed. She announced that Staff Appointments, and Separations and Retirements, will now be addressed in the Finance Committee meeting.

Emeritus Faculty Status (Section 9)

Donald M. Loppnow, Interim Provost and Vice President for Academic Affairs, recommended that the Board of Regents grant Emeritus Faculty Status to twenty (20) former faculty members listed on the report provided to the Board. Provost Loppnow mentioned nine faculty members from the Department of Special Education and stated that it is a great honor to nominate them for Emeritus Faculty status at Eastern Michigan University. He highlighted the contributions of the individuals with the longest number of years of service from this group of outstanding special educators, Dr. Nora Martin, and Dr. Kathleen Quinn. Each of these individuals has served EMU and the Department of Special Education for 24-plus years, and during their tenure, provided the highest quality instruction and service to the undergraduate and graduate students who have passed through their classroom doors. They have provided academic advising to thousands of special education majors, and have supervised these students in their field experience, practicum, and student teaching settings. Each of these professionals has given back countless hours, days, and years to the field of Special Education through their ongoing work with schools, agencies, and community service providers. Each of these individuals is deserving of the honor of Emeritus, as are the other applicants. Three members each from the Departments of Mathematics, Teacher Education, and English Language and Literature, were recommended, along with two faculty from the Department of Sociology, Anthropology, and Criminology. Regent Valvo thanked Dr. Loppnow for his description of these peoples' service to the university. Besides the excellent scholarship, research, and service, Regent Valvo said that in reading the recommendations, she was struck by how dedicated they all were to EMU's students. Several of them have really gone the extra mile to work with their students, and some of them in their retirement will continue to do so. Regent Valvo declared that she is honored to take this recommendation to the rest of the Board.

Faculty Appointments (Section 10)

Robert Van Der Velde, Assistant Vice President for Academic Affairs, recommended that the Board of Regents approve two (2) new tenure-track faculty appointments for the 2004-2005 academic year at the ranks, salaries, and effective dates provided. Of the 2 new tenure-track faculty appointments, both are female. This completes the hiring cycle of 33 faculty members for this fall semester, and Dr. Van Der Velde commented that both of these new faculty are alumna of EMU.

Faculty Promotions (Section 11)

Dr. Van Der Velde recommended that the Board of Regents accept and place on file the report entitled Promotion of Faculty Members for 2004-2005, listing one (1) faculty member deemed meriting promotion.

Lecturer Promotions (Section 12)

Dr. Van Der Velde recommended that the Board of Regents accept and place on file the report entitled Promotion of Lecturers for 2004-2005, listing two (2) lecturers deemed meriting promotion.

Monthly Report and Minutes Educational Policies Committee (Section 14)

Regent Valvo recommended that the Educational Policies Committee Agenda for September 21, 2004, and the Minutes of the June 15, 2004 meeting be approved by the full Board meeting later in the day.

Report: Charter Schools: Board Appointments (Section 15)

Joseph Pollack, Director of the Charter Schools Program, began his report by summarizing the process by which board members are selected. The EMU Charter Schools organization asks prospective board members that it seeks out either through the board or through the community (Board Builders and similar training facilities, community leaders, parents, business establishments). Many of the board members currently being recommended are returning for second and third terms, and the hope is to get a mixture of experienced and new board members. The applicants have varying backgrounds, from upper management, the clergy, and small business owners, for example. A wide variety of civic and business backgrounds is considered. An extensive questionnaire is completed, along with criminal background checks, and applicants are asked to commit to training sessions. The Charter Schools Office does orientation and training of its incoming board members, and contracts with the National Charter School Institute, and they conduct modules of training. Training consists of various aspects of board membership for public schools, such as familiarity with the Open Meetings Act, conflicts of interest, working with finance at schools, etc. Training continues throughout their tenure, and EMU Charter Schools representatives attend board meetings so as to be able to provide assistance where needed. In addition, they contract with the National Charter School Institute to help boards write policies. The Charter Schools Office pays for this training as their contribution to their service.

At this meeting Dr. Pollack recommended that the Board of Regents appoint Ronald LaCasse to a three-year term on the Board of Directors of the Academy for Business and Technology, Robert Joy and Catherine Marks to three-year terms on the Board of Directors of Gaudior Academy; Eric McLachlan to a three-year term on the Board of Directors of Grand Blanc Academy; A'Kena Long, Sandra Rolle, James Walker, Gerald Wells, and Brunetta Willis, to three-year terms on the Board of Directors of Great Lakes Academy; and Leatrice Eagleson, Phyllis Meadows, Walter Stephens and Alice Thompson to three-year terms. Four appointees will be serving their second three-year terms, and five will begin their initial three-year terms.


Regent Valvo thanked Dr. Pollack for his report. Regent Rothwell stated that she was very impressed with the backgrounds of the individuals being recommended. Regent Valvo asked about how often these board members come together after their training sessions and initial selection. Dr. Pollack answered that this is an ongoing interaction. He mentioned an annual meeting that is conducted for board presidents to get them all together to talk about common problems they might share.

Calendar Approval (Section 16)

Provost Loppnow recommended that the Board of Regents approve the University Calendars for 2005/2006, 2006/2007, 2007/2008, and 2008/2009, as recommended by the Academic Calendar Committee. Regent Valvo stated she would support this recommendation.

The meeting was adjourned at 9:30 am.

Respectfully submitted,


Akosua Slough, Administrative Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/EPC_0904)

BOARD OF REGENTS

EASTERN MICHIGAN UNIVERSITY

SECTION: 13
DATE: November 30, 2004

RECOMMENDATION

REPORT: AFFIRMATIVE ACTION PLANS November 2004

ACTION REQUESTED

It is recommended that the Board of Regents receive and place on file the Affirmative Action Audit 2003 – 2004, Affirmative Action Plan for Women and Minorities and the Affirmative Action Plan for Veterans and Individuals with Disabilities November 2004.

STAFF SUMMARY

The Affirmative Action Audit, 2003 - 2004, the Affirmative Action Plan for Women and Minorities November 2004, the Affirmative Action Plan for Veterans and Individuals with Disabilities -- November 2004 are attached for your review.

As a federal contractor, Eastern Michigan University (EMU) is required by Executive Order 11246 to prepare an Affirmative Action Plan for Women and Minorities. EMU's plan is a management tool designed to ensure equal employment opportunity for all persons. It includes procedures that enable managers and supervisors to continually monitor and evaluate their employment practices to ensure that they are free of bias and discrimination based upon race, color, sex, sexual orientation, disability, age, veteran's status, religion or national origin.

The federal Rehabilitation Act of 1973 and the Vietnam Era Veterans' Readjustment Assistance Act of 1974 require that government contractors employ and advance qualified individuals with disabilities, special disabled veterans and other covered veterans. The purpose of EMU's Affirmative Action Plan for Veterans and Individuals with Disabilities is to reaffirm the University's commitment to the principles of equal employment opportunity for members of these groups. It also serves as a vehicle for providing relevant information to the University community regarding the development, analysis, enforcement, evaluation, dissemination and monitoring of the University's

commitment to outreach and equal employment opportunities for veterans and individuals with disabilities.

FISCAL IMPLICATIONS

No major fiscal implications. The University may incur some expense in implementing several of the "Recommended Actions."

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: 14
DATE: November 30, 2004

RECOMMENDATION

BOARD POLICIES RECOMMENDED FOR APPROVAL

ACTION REQUESTED

It is recommended that the Board of Regents approve the creation of three new policies, the deletion of one policy, and the revision of two others. (See attached information.)

STAFF SUMMARY

The three new policies and the two policies recommended for revision, along with one policy recommended for deletion will eliminate redundancy, clarify focus, update content, and ensure that all policies are formatted similarly. The rationale for each action is included on the attached documents.

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 NEW BOARD POLICIES

Policy Name	Rationale for New Policies
ElderQuest	<p>The ElderQuest program is designed to increase the enrollment of and to enrich the lives of community members over the age of 65 by providing a lower-cost means for them to register for classes at EMU. Research shows that senior citizens, whether retired or not, are increasingly choosing to continue learning new things and developing new skills. This program will enable seniors to enroll at a reduced rate, hopefully increasing their participation in our classes, events, and campus life activities.</p>
Electronic Privacy	<p>As a governmental entity, the University is generally bound by Constitutional prohibitions against unreasonable search and seizure of private or personal information without the individual's prior consent. Currently, privacy rights and expectations of all individuals are being questioned to a greater extent than at any time in our history. In addition, pressures are being exerted from local, state, and the federal government to reveal personal information for system security, national security, and crime prevention.</p> <p>Eastern Michigan University currently does not have an official policy on electronic privacy which leaves members of the University community with substantial uncertainty as to their reasonable privacy expectations. This policy establishes the parameters necessary to ensure a reasonable measure of privacy for individuals and yet maintains the flexibility needed to enforce laws and University policies and procedures and support system/national security at appropriate times.</p>

**EASTERN MICHIGAN UNIVERSITY
NEW BOARD POLICIES**

Policy Name	Rationale for New Policies
Student Media Board	Although the Student Media Board has a set of policies and procedures in place to provide oversight for each publication and/or multimedia and online production under the purview of the Student Media Department, this policy is necessary to formalize the role of the Student Media Board.



Policies, Rules And Regulations

Effective Date	Date of Revision	
Chapter Name	Chapter No.	Page
		Page 1 of 1
Issue		
ELDERQUEST		

UNIVERSITY POLICY STATEMENT

The Board of Regents approves a reduced tuition and fee structure for enrolled students age 65 and older.

UNIVERSITY PRACTICE

The ElderQuest program is designed to provide a welcoming environment for persons 65 years and older, as well as give them an opportunity to participate fully in campus programs and activities. The most important aspects of the program are community outreach to a constituency that will enhance student life through diversity and to build University awareness and support in this population for programming and services targeted at the elder population.

The program will be structured with the following parameters: 1) enrollment will be permitted on a space-available basis; 2) students will not be permitted to wait-list their enrollment; and 3) students must meet the academic requirements to enroll in the course(s).

ElderQuest students will pay 1/2 of the tuition rate charged at undergraduate or graduate rates, the general fee and the technology fee. All other fees will be waived.


RESPONSIBILITY FOR IMPLEMENTATION

Implementation is the responsibility of the vice presidents of business and finance and enrollment services or their respective designees.

SCOPE OF POLICY COVERAGE

This policy applies to all prospective students over the age of 65.

Authority for Creation or Revision

Effective Date		Date of Revision			Policies, Rules And Regulations
Chapter Name			Chapter No.	Page	
INFORMATION TECHNOLOGY			15	Page 1 of 2	
Issue					
ELECTRONIC PRIVACY					

UNIVERSITY POLICY STATEMENT

All users of University information technology resources, as defined in Chapter 15.2 of these policies, have a right to know the extent and limitations of personal privacy resulting from the authorized use of information and technology resources at Eastern Michigan University. The University will accommodate reasonable personal privacy expectations for the lawful electronic activities and lawful electronic records or files of authorized users of University information technology resources, subject to the law and the requirements and needs of maintaining the integrity, continuity and security of that infrastructure and within the reasonable limits of the related technologies.

The University ordinarily does not monitor electronic communications of individuals during transmission or storage on University information infrastructure but may do so to maintain the security of the infrastructure, when required by law or when reasonable grounds exist to believe an individual has caused a violation of law or published University policies, rules, regulations and procedures, or for billing purposes.

A communications device, telephone, computer, workstation or other computing device owned by the University is subject to scanning, monitoring and searching by the University to maintain the security of the infrastructure, when required by law, when reasonable grounds exist to believe an individual has caused a violation of law or published University policies, rules, regulations and procedures, and information concerning the violation is transmitted or stored by the University information infrastructure, and for billing purposes.

UNIVERSITY PRACTICE

University practices are established which define the reasonable expectations of personal privacy, the extent of such expectations and the limits to those expectations, for all authorized users of University information and technology resources, with due regard to the allowances and requirements of law, and the security of the University information infrastructure and all of its components.

RESPONSIBILITY FOR IMPLEMENTATION


The Chief Information Officer shall create regulations and procedures, with the advice of Legal Affairs, to cause the implementation of this policy.

Chapter Name	Chapter No.	Page
INFORMATION TECHNOLOGY		Page 2 of 2
Issue		
ELECTRONIC PRIVACY		

SCOPE OF POLICY COVERAGE

This policy shall cover all authorized users of University information and technology resources.

Authority for Creation or Revision

Effective Date	Date of Revision		<h1>Policies, Rules And Regulations</h1>
Chapter Name	Chapter No.	Page	
STUDENT PROGRAMS AND REQUIREMENTS	8	Page 1 of 1	
Issue			
STUDENT MEDIA BOARD			

UNIVERSITY POLICY STATEMENT

It is the policy that Eastern Michigan University will establish a Student Media Board to oversee the affairs of University-sanctioned, student-produced publications and/or multimedia and online productions with the exception of those produced as a direct part of an academic program.

UNIVERSITY PRACTICE

University procedures are established which govern the parameters of Student Media Board oversight, Student Media Board appointments, appointment of the Editors in Chief and administrative responsibilities.

RESPONSIBILITY FOR IMPLEMENTATION

The vice president for student affairs is responsible for the overall implementation, administration and interpretation of the policy. The director of student media is responsible for the daily administration of the policy.

SCOPE OF POLICY COVERAGE

This policy applies to the Student Media Board and Student Media at Eastern Michigan University.

Authority for Creation or Revision

**EASTERN MICHIGAN UNIVERSITY
REVISED BOARD POLICIES**

Policy Number	Policy Name	Rationale for Revising Policies
3.4.2.4	Emeritus Staff Status	The present policy has been re-written in the EMU format. In addition, the policy has been expanded to include all AP/AC/CC/PT/CS employees as opposed to the present policy which only includes AP10's and above. This change is being proposed in response to Memorandums of Understanding signed during the 2002 PT negotiations and the 2004 CS negotiations. The procedure is included and has been updated to reflect current practices.
15.2	Information Technology Security and Confidentiality	The primary rationale for revising this policy is to recognize the following: that the information infrastructure has become critical to the proper functioning of the entire University and that the University is an important part of the national information infrastructure. The revised policy also clarifies the vital importance of the University networks as well as its Internet connectivity and the ever-increasing significance of the University's presence on the World Wide Web.

11-30-04



Policies, Rules And Regulations

Effective Date	Date of Revision		
1-20-98	11-30-04		
Chapter Name	Chapter No.	Page	
EMPLOYMENT/AFFIRMATIVE ACTION	3.4.2.4	Page 1 of 1	
	Issue		
	EMERITUS STAFF STATUS		

UNIVERSITY POLICY STATEMENT

Retiring Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) or Clerical Secretarial (CS) staff members shall be eligible for emeritus staff status.

UNIVERSITY PRACTICE

Upon the recommendation of the University's President and the approval of the Board of Regents, a retiring Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) or Clerical Secretarial (CS) staff member who has served the University for at least fifteen (15) years, shall be granted emeritus staff status. The privileges granted to emeritus staff shall be set forth in the University's procedure manual.

RESPONSIBILITY FOR IMPLEMENTATION

The President of the University or his/her designee has the overall responsibility for implementation of this policy. The Executive Director of Human Resources is responsible for the administration of this policy.

SCOPE OF POLICY COVERAGE:

This policy covers all Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) and Clerical Secretarial (CS) employees of the University.

Authority for Creation or Revision

Minutes of the Board of Regents, January 20, 1998; para..5325M.



Policies, Rules And Regulations

Effective Date **Date of Revision**

1-20-98

11-30-04

Chapter Name

Chapter No.

Page

EMPLOYMENT/AFFIRMATIVE ACTION

3.4.2.4

Page 1 of 1

Issue

EMERITUS STAFF STATUS

UNIVERSITY POLICY STATEMENT

Upon the recommendation of the University's President and the approval of the Board of Regents, a Retiring Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) or Clerical Secretarial (CS) staff members, AP10 and above, who has served the University for at least fifteen (15) years, shall be granted eligible for emeritus staff status. The privileges granted to emeritus staff shall be set forth in the University's procedure on that subject.

UNIVERSITY PRACTICE

Upon the recommendation of the University's President and the approval of the Board of Regents, a retiring Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) or Clerical Secretarial (CS) staff member who has served the University for at least fifteen (15) years, shall be granted emeritus staff status. The privileges granted to emeritus staff shall be set forth in the University's procedure manual.

RESPONSIBILITY FOR IMPLEMENTATION

The President of the University or his/her designee has the overall responsibility for implementation of this policy. The Executive Director of Human Resources is responsible for the administration of this policy.

SCOPE OF POLICY COVERAGE:

This policy covers all Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) and Clerical Secretarial (CS) employees of the University. employees of the University, AP-10 and above.

Authority for Creation or Revision

Minutes of the Board of Regents, January 20, 1998; para..5325M.

Employment/Affirmative Action
Emeritus Staff Status
Procedure

I. Nominations and Appointment Process

Any University employee may nominate for staff emeritus a retiring Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) or Clerical Secretarial (CS) employee of the University who has served the University for at least fifteen (15) years. The nominations must be submitted to the Divisional Vice President of the retiring staff member. If the Divisional Vice president supports the nomination, he/she shall forward the nomination to the University's President. If the University's President supports the nomination, he/she shall forward the nomination and his/her recommendation for approval to the University's Board of Regents. Once the University's Board of Regents has acted on the nomination and recommendation, the Divisional Vice President will notify the retiring staff member of the Regents' decision.

II. Privileges

Emeritus staff status entitles the eligible retiring staff member to the following University privileges:

1. Use of the Health Center and the Library. It also entitles the retiring staff member to a Bookstore discount. Photo identification cards are required.
2. A parking permit which allows the retiring staff member to park in all parking lots (excluding premium reserved parking lots). Permits will be automatically mailed to local emeritus staff. Emeritus staff residing outside the local area must request a parking permit.
3. Two (2) complimentary tickets to each football and basketball game.
4. Two (2) complimentary tickets to each EMU production (plays, concerts, etc.). Campus Life, Guest Artist and Speakers Series are excluded.
5. An annual University directory (online).
6. The opportunity to audit classes without credit or tuition, following regular enrollment procedures (this may not apply to all courses – program fees may be assessed). Approval to audit must be granted by the instructor.
7. Complimentary memberships to the Olds/Robb Student Recreation Center for the emeritus staff member and his/her spouse or domestic partner.

The University expressly reserves the right, with or without notice to emeritus staff, to modify, amend and/or eliminate any or all of the privileges set forth above.



Policies, Rules And Regulations

Effective Date	Date of Revision		
9-17-96	11-30-04		
Chapter Name	Chapter No.	Page	
INFORMATION TECHNOLOGY	15.2	Page 1 of 2	
Issue			
INFORMATION TECHNOLOGY SECURITY AND CONFIDENTIALITY			

UNIVERSITY POLICY STATEMENT

Information technology resources are provided by the University to its students, faculty, staff and administration in support of the University's mission and are deemed to be critical infrastructure of the University. Information technology resources include the following: all University communication and data networks, access to, and use of, the internet and other outside networks, the University Websites financial and record systems, electronic mail systems, course management and development systems, conferencing, the University Web Portal and all related infrastructure, interactive transactional systems for carrying out the business and mission of the University, and all related infrastructure, as well as all attached or related devices, peripherals, media, Web pages and related resources, software, and components. Institutional data are University resources whose value is maximized through widespread and appropriate use of information technology resources, with due adherence to requirements of confidentiality, privacy and security.

UNIVERSITY PRACTICE

University procedures and regulations are and shall be established which govern acceptable uses of University information technology resources and institutional data under this policy. These procedures and regulations shall be reviewed periodically.

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Information Officer shall be responsible for ensuring proper implementation of this policy.

SCOPE OF POLICY COVERAGE

This policy applies to all users of information technology resources, including users of any device; workstation; personal computer; campus or local area network; wireless device or network; mini- or mainframe computer; voice, data, and video communication equipment; related peripherals, components, and software, connected functionally or physically to University networks; and connected regional, national, and international networks, including the Internet.

Chapter Name	Chapter No.	Page
INFORMATION TECHNOLOGY	15.2	Page 2 of 2
Issue		
INFORMATION TECHNOLOGY SECURITY AND CONFIDENTIALITY		

Critical infrastructure is that which is essential to the minimum operation of the University. Institutional data include all data and communications required to support the operation of the University as well as all personal data held by the University regarding its students and employees. Institutional data do not include personal records or scholarly information. The University maintains both computerized and manual data resources to support its operation. The University treats all institutional data resources with equal consideration, regardless of the media on which the information is stored and the methods by which they are transmitted or accessed. This policy statement, however, is specifically directed toward institutional data in computerized systems.

Authority for Creation or Revision
Minutes of the Board of Regents, September 17, 1996; para. .5143M.



Policies, Rules And Regulations

Effective Date	Date of Revision		
9-17-96			
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INFORMATION TECHNOLOGY	15.2	Page 1 of 1	
Issue			
INFORMATION TECHNOLOGY SECURITY AND CONFIDENTIALITY			

University Policy Statement

Information technology resources are provided by the University to its students, faculty and administration in support of the University's mission. Institutional data is a University resource whose value is maximized through widespread and appropriate use of information technology resources, with due adherence to requirements of confidentiality and security.

University Procedures

University procedures are established which govern acceptable uses of University information technology resources and institutional data under this policy. These procedures will be reviewed on an annual basis.

Responsibility for Implementation

The Vice President for University Relations shall be responsible for ensuring proper implementation of this policy. Review of this policy and accompanying practices may be delegated by the Vice President for University Relations to appropriate administrative staff, with advice of the University's information technology advisory councils, Legal Affairs and Internal Audit.

Scope of Policy Coverage

This policy applies to all users of any device, workstation, personal computer, local area network, mini- or mainframe computer, voice, data or video communication equipment provided by the University and attached to the University network, regional or national networks.

Institutional data include all data required to support the operation of the University, as well as all personal data held by the University regarding its students and employees. Institutional data do not include personal records or scholarly information. The University maintains both computerized and manual data resources to support its operation. The University treats all institutional data resources with equal consideration, regardless of the media on which the information is stored and the methods by which they are accessed. This policy statement, however, is specifically directed toward institutional data in computerized systems.

Authority for Creation or Revision

Minutes of the Board of Regents, September 17, 1996 para .5143M

**EASTERN MICHIGAN UNIVERSITY
BOARD POLICIES
RECOMMENDED FOR DELETION**

Policy Number	Policy Name	Rationale for Deletion
15.1	Microcomputer Discount Programs	The policy should be deleted as it does not reflect "best practice," is outdated, and is factually inaccurate. The role of the University has substantially changed from that of a passive order-processor for purchasers to that of a reseller contracting with both vendors and purchasers. In practice, the University receives remuneration to cover overhead for the individual personal computer acquisition program. The Information and Communications Technology Division is performing the relevant functions of the (former) Instructional Support Center.



Policies, Rules And Regulations

Effective Date Date of Revision

~~6-26-85~~

Chapter Name

Chapter No.

Page

~~INFORMATION TECHNOLOGY~~

15.1

Page 1 of 2

Issue

~~MICROCOMPUTER DISCOUNT PROGRAMS~~

Policy Statement

~~Microcomputers are an integral part of curricular requirements as are textbooks, calculators, and drafting tools. Substantial demand for microcomputers has been established. Therefore, it is consistent with the primary purposes, aims and policies of the University to assist the University community acquire microcomputers.~~

~~Since student, faculty and staff have been offered microcomputers at discounts, it is consistent with the University's mission to facilitate agreements which would bring together the University community with these educational resources.~~

Practice

~~Educational microcomputer discount programs may be offered by vendors to full-time students, faculty, staff, faculty emeriti and alumni or any segment of this group.~~

~~The University shall not be a party to the purchase or sale of microcomputers nor shall it bear any responsibility to either the purchaser, vendor or manufacturer for any action taken or not taken in accordance with the stated procedure.~~

Procedure

~~The Instructional Support Center (ISC) is authorized to process orders from eligible students, faculty, staff, emeriti and alumni.~~

~~Eligibility. Full-time students, faculty, staff, faculty emeriti and alumni may be eligible to participate in educational discount programs offered by vendors.~~

Chapter Name	Chapter No.	Page
INFORMATION TECHNOLOGY	15.1	Page 2 of 2
Issue		
MICROCOMPUTER DISCOUNT PROGRAMS		

~~Full-time students are defined as undergraduates enrolled for at least 12 credit hours (six credit hours for Spring and Summer); graduate students for at least eight credit hours (four credit hours for Spring and Summer). Full-time status must be validated. 1) The Registration Office validates student status; 2) Human Resources validates faculty and staff status; 3) Faculty emeriti status is verified by Alumni Relations Office. Orders will not be accepted during automatic withdrawal period (first three weeks of Fall and Winter Semester; first two weeks of Spring and Summer sessions).~~

~~Payments. The University may process orders only for which full payment has been received. Administrative processing fees may be charged by the Instructional Support Center (ISC).~~

Authority for Creation or Revision
Minutes of the Board of Regents, June 26, 1985; para. .3127M

BOARD OF REGENTS

EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

UNIVERSITY CALENDAR

ACTION REQUESTED

It is recommended that the Board of Regents approve the date change for the winter 2005 Commencement from Sunday, April 24, 2005 to Saturday, April 23, 2005 and approve the updated University Calendars for 2005/2006, 2006/2007, 2007/2008, and 2008/2009 as recommended by the Academic Calendar Committee.

STAFF SUMMARY

The Academic Calendar Committee develops the University Calendar as outlined in the *Restructure of the Academic Calendar Committee* memorandum dated October 25, 2001.

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: 2005-2006 University Calendar

Approved by Academic Calendar Committee

21 January 2003

Aug 22. (Mon)

Close of Summer Semester.

Fall Semester 2005

Full-Term

Sept. 3 (Sat.)

Freshman Residence Hall Move-in Day

Sept. 4-5 (Sun., Mon.)

Upperclass Residence Hall Move-in Day

Sept. 3-6 (Sat., Sun., Mon., Tues.)

Freshman Orientation

Sept. 7 (Wed.)

Classes Begin

Nov. 23 (Wed.)

No Classes - University Open

Nov. 24 - 27 (Thurs., Fri., Sat., Sun.)

Thanksgiving Recess - University Closed

Nov. 28 (Mon.)

Resumption of Classes

Dec. 14 (Wed.)

Last Day of Classes

Dec. 15 - 21 (Thurs., Fri., Sat., Sun.,
Mon., Tues., Wed.)

Final Examinations

Dec. 18 (Sun.)

Commencement

Dec. 22 (Thurs.)

Close of Fall Semester

Sub-Term I

Sept. 3 (Sat.)

Freshman Residence Hall Move-in Day

Sept. 4-5 (Sun., Mon.)

Upperclass Residence Hall Move-in Day

Sept. 3-6 (Sat., Sun., Mon., Tues.)

Freshman Orientation

Sept. 7 (Wed.)

Classes Begin

Oct. 26 (Wed.)

Last day of Classes

Final Examinations for Sub-Term I will be held during the last scheduled class session

Dec. 18 (Sun.)

Commencement

Dec. 22 (Thurs.)

Close of Fall Semester

Sub-Term II

Sept. 28 (Wed.)

Classes Begin

Nov. 18 (Fri.)

Last Day of Classes

Final Examinations for Sub-Term II will be held during the last scheduled class session

Dec. 18 (Sun.)

Commencement

Dec. 22 (Thurs.)

Close of Fall Semester

Sub-Term III

Oct. 26 (Wed.)

Classes Begin

Nov. 23 (Wed.)

No Classes; University Open

Nov. 24- 27 (Thurs., Fri., Sat., Sun.)

Thanksgiving Recess- University Closed

Enclosure 1

Sub-Term III, cont.

Nov. 28 (Mon.)	Resumption of Classes
Dec. 15 (Thurs.)	Last Day of Classes
Dec. 15 -21 (Thurs., Fri., Sat., Sun., Mon., Tues., Wed.)	Final Examinations
Dec. 18 (Sun.)	Commencement
Dec. 22 (Thurs.)	Close of Fall Semester

Winter Semester 2006

Full-Term

Jan. 8 (Sun.)	Move-in Day and Winter Orientation
Jan. 9 (Mon.)	Classes Begin.
Jan. 16 (Mon.)	MLK Jr. Day – Campus-Wide Celebration
Feb. 27 – Mar. 5 (Mon., Tues., Wed., Thurs., Fri., Sat., Sun.)	Winter Recess- No Classes; Campus Open
March 6 (Mon.)	Resumption of Classes
April 14-16 (Fri., Sat., Sun.)	Spring Recess: University Closed, Library Open
April 24 (Mon.)	Last Day of Classes.
April 25-May 1 (Tues., Wed., Thurs., Fri., Sat., Mon.)	Final Examinations
April 30 (Sun.)	Commencement
May 2 (Tues.)	Close of Winter Semester

Sub-Term I

Jan. 8 (Sun.)	Move-in Day and Winter Orientation
Jan. 9 (Mon.)	Classes Begin.
Jan. 16 (Mon.)	MLK Jr. Day – Campus-Wide Celebration
Feb. 25 (Sat.)	Last Day of Classes
	Final Examinations for Sub-Term I will be held during the last scheduled class session.
April 30 (Sun.)	Commencement
May 2 (Tues.)	Close of Winter Semester

Sub-Term II

Jan. 30 (Mon.)	Classes Begin
Feb. 27 – Mar. 5 (Mon., Tues., Wed., Thurs., Fri., Sat., Sun.)	Winter Recess – No Classes; Campus Open
March 29 (Wed.)	Last Day of Classes
	Final Examinations for Sub-Term I will be held during the last scheduled class session
April 30 (Sun.)	Commencement
May 2 (Tues.)	Close of Winter Semester

Enclosure 1

Sub-Term III

March 6 (Mon.)
April 14 – 16 (Fri., Sat., Sun.)
April 24 (Mon.)
April 25-May 1 (Tues., Wed., Thurs.,
Fri., Sat., Mon.)
April 30 (Sun.)
May 2 (Tues.)

Classes Begin
Spring Recess – University Closed; Library Open
Last Day of Classes
Final Examinations

Commencement
Close of Winter Semester

Spring Semester 2006

May 7 (Sun.)
May 8 (Mon.)
May 29 (Mon.)
June 19 (Mon.)
June 28 (Wed.)

Move-in Day
Classes Begin
Memorial Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7½ Week
Final Examinations will be held during
the last scheduled class session
Close of Spring Semester

June 28 (Wed.)

Summer Session 2006

July 2 (Sun.)
July 3 (Mon.)
July 4 (Tues.)
Aug. 14 (Mon.)
Aug. 23 (Wed.)

Move-in Day
Classes Begin.
Independence Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7½ Week
Final Examinations will be held during the last
scheduled class session.
Close of Summer Semester.

Aug. 23 (Wed.)

Post-Session 2006

Aug. 7 (Mon.)
Aug. 18 (Fri.)

Classes Begin
Last Day of Classes

Eastern Michigan University: 2006-2007 University Calendar

Approved by Academic Calendar Committee

21 January 2003

Aug. 23 (Wed.)

Close of Summer Semester

Fall Semester 2006

Full-Term

Sept. 2 (Sat.)

Freshman Residence Hall Move-in Day

Sept. 3-4 (Sun., Mon.)

Upperclass Residence Hall Move-in Day

Sept. 2-5 (Sat., Sun., Mon., Tues.)

Freshman Orientation

Sept. 3-4 (Sun., Mon.)

Labor Day Recess-University Closed; Library Open

Sept. 6 (Wed.)

Classes Begin

Nov. 22 (Wed.)

No Classes - University Open.

Nov. 23 - 26 (Thurs., Fri., Sat., Sun.)

Thanksgiving Recess - University Closed

Nov. 27 (Mon.)

Resumption of Classes

Dec. 13 (Wed.)

Last Day of Classes

Dec. 14 - 20 (Thurs., Fri., Sat., Sun.,
Mon., Tues., Wed.)

Final Examinations

Dec. 17 (Sun.)

Commencement

Dec. 21 (Thurs.)

Close of Fall Semester

Sub-Term I

Sept. 2 (Sat.)

Freshman Residence Hall Move-in Day

Sept. 3-4 (Sun. Mon.)

Upperclass Residence Hall Move-in Day

Sept. 2-5 (Sat., Sun., Mon., Tues.)

Freshman Orientation

Sept. 6 (Wed.)

Classes Begin

Oct. 24 (Tues.)

Last day of Classes

Final Examinations for Sub-Term I will be held during
the last scheduled class session

Dec. 17 (Sun.)

Commencement

Sub-Term II

Sept. 27 (Wed.)

Classes Begin

Nov. 18 (Sat.)

Last Day of Classes

Final Examinations for Sub-Term II will be held
during the last scheduled class session

Dec. 17 (Sun.)

Commencement

Dec. 21 (Thurs.)

Close of Fall Semester

Sub-Term III

Oct. 25 (Wed.)

Classes Begin

Nov. 22 (Wed.)

No Classes; University Open

Nov. 23- 26 (Thurs., Fri., Sat., Sun.)

Thanksgiving Recess- University Closed

Enclosure 2

Sub-Term III, cont.

Nov. 27 (Mon.)	Resumption of Classes
Dec. 12 (Tues.)	Last Day of Classes
Dec. 14 – 20 (Thurs., Fri., Sat., Sun., Mon., Tues., Wed.)	Final Examinations
Dec. 17 (Sun.)	Commencement
Dec. 21 (Thurs.)	Close of Fall Semester

Winter Semester 2007

Full-Term

Jan. 7 (Sun.)	Move-in Day and Winter Orientation
Jan. 8 (Mon.)	Classes Begin
Jan. 15 (Mon.)	MLK Jr. Day – Campus-Wide Celebration
Feb. 26 – Mar. 4 (Mon., Tues., Wed., Thurs., Fri., Sat., Sun.)	Winter Recess- No Classes; Campus Open
March 5 (Mon.)	Resumption of Classes
April 6-8 (Fri., Sat., Sun.)	Spring Recess: University Closed; Library Open
April 21 (Sat.)	Last Day of Classes
April 23-28 (Mon., Tues., Wed., Thurs., Fri., Sat.)	Final Examinations
April 29 (Sun.)	Commencement
April 30 (Mon.)	Close of Winter Semester

Sub-Term I

Jan. 7 (Sun.)	Move-in Day and Winter Orientation
Jan. 8 (Mon.)	Classes Begin
Jan. 15 (Mon.)	MLK Jr. Day – Campus-Wide Celebration
Feb. 23 (Fri.)	Last Day of Classes
	Final Examinations will be held during the last scheduled class session
April 29 (Sun.)	Commencement
April 30 (Mon.)	Close of Winter Semester

Sub-Term II

Jan. 29 (Mon.)	Classes Begin
Feb. 26 – Mar. 4 (Mon., Tues., Wed., Thurs., Fri., Sat., Sun.)	Winter Recess – No Classes; Campus Open
March 28 (Wed.)	Last Day of Classes
	Final Examinations for Sub-Term I will be held during the last scheduled class session
April 29 (Sun.)	Commencement
April 30 (Mon.)	Close of Winter Semester

Enclosure 2

Sub-Term III

March 5 (Mon.)	Classes Begin
April 6 – 8 (Fri., Sat., Sun.)	Spring Recess – University Closed, Library Open
April 21 (Sat.)	Last Day of Classes
April 23-28 (Mon., Tues., Wed., Thurs., Fri., Sat.)	Final Examinations
April 29 (Sun.)	Commencement
April 30 (Mon.)	Close of Winter Semester

Spring Semester 2007

May 6 (Sun.)	Move-in Day
May 7 (Mon.)	Classes Begin
May 28 (Mon.)	Memorial Day – University Closed
June 18 (Mon.)	Last Day of Classes – 6 Week
June 27 (Wed.)	Last Day of Classes – 7½ Week
	Final Examinations for Sub-Term I will be held during the last scheduled class session
June 28 (Thurs.)	Close of Spring Semester

Summer Session 2007

July 1 (Sun.)	Move-in Day
July 2 (Mon.)	Classes Begin
July 4 (Wed.)	Independence Day – University Closed
Aug. 13 (Mon.)	Last Day of Classes – 6 Week
Aug. 22 (Wed.)	Last Day of Classes – 7½ Week
	Final Examinations will be held during the last scheduled class session
Aug. 27 (Mon.)	Close of Summer Semester

Post-Session 2007

Aug. 13 (Mon.)	Classes Begin
Aug. 24 (Fri.)	Last Day of Classes

**Eastern Michigan University: 2007-2008 University Calendar
Proposed**

Approved by Academic Calendar Committee: 5 November 2003

Aug. 27 (Mon.)

Close of Summer Semester

Fall Semester 2007

Full-Term

Sept. 1 (Sat.)

Freshman Residence Hall Move-in Day

Sept. 2-3 (Sun., Mon.)

Upperclass Residence Hall Move-in Day

Sept. 1-4 (Sat., Sun., Mon., Tues.)

Freshman Orientation

Sept. 5 (Wed.)

Classes Begin

Nov. 21 (Wed.)

No Classes - University Open

Nov. 22-25 (Thurs., Fri., Sat., Sun.)

Thanksgiving Recess - University Closed

Nov. 26 (Mon.)

Resumption of Classes

Dec. 12 (Wed.)

Last Day of Classes

Dec. 13-19 (Thurs., Fri., Sat., Sun.,
Mon., Tues., Wed.)

Final Exams

Dec. 16 (Sun.)

Commencement

Dec. 19 (Wed.)

Residence Halls Close

Dec. 20 (Thurs.)

Close of Fall Semester

Dec. 21 (Fri.) by 12:00PM

Grade Submission Deadline

Part of Term I.

Sept. 1 (Sat.)

Freshman Residence Hall Move-in Day

Sept. 2-3 (Sun., Mon.)

Upperclass Residence Hall Move-in Day

Sept. 1-4 (Sat., Sun., Mon., Tues.)

Freshman Orientation

Sept. 5 (Wed.)

Classes Begin

Oct. 23 (Tues.)

Last day of Classes

Final Exams for Part of Term I will be held during
the last scheduled class session

Dec. 16 (Sun.)

Commencement

Dec. 19 (Wed.)

Residence Halls Close

Dec. 20 (Thurs.)

Close of Fall Semester

Dec. 21 (Fri.) by 12:00PM

Grade Submission Deadline

Part of Term II.

Sept. 26 (Wed.)

Classes Begin

Nov. 17 (Sat.)

Last Day of Classes

Final Exams for Part of Term II will be held during the
last scheduled class session

Dec. 16 (Sun.)

Commencement

Dec. 19 (Wed.)

Residence Halls Close

Dec. 20 (Thurs.)

Close of Fall Semester

Dec. 21 (Fri.) by 12:00PM

Grade Submission Deadline

Part of Term III.

Oct. 24 (Wed.)
Nov. 21 (Wed.)
Nov. 22-25 (Thurs., Fri., Sat., Sun.)
Dec. 19 (Wed.)
Dec. 20 (Thurs.)
Dec. 21 (Fri.) by 12:00PM

Classes Begin
No Classes; University Open
Thanksgiving Recess- University Closed
Residence Halls Close
Close of Fall Semester
Grade Submission Deadline

Enclosure 1

Part of Term III, cont.

Nov. 26 (Mon.)
Dec. 12 (Wed.)
Dec. 13-19 (Thurs., Fri., Sat., Sun.,
Mon., Tues., Wed.)
Dec. 16 (Sun.)
Dec. 19 (Wed.)
Dec. 20 (Thurs.)
Dec. 21 (Fri.) by 12:00PM

Resumption of Classes
Last Day of Classes
Final Exams

Commencement
Residence Halls Close
Close of Fall Semester
Grade Submission Deadline

Winter Semester 2008

Full-Term

Jan. 6 (Sun.)
Jan. 7 (Mon.)
Jan. 21 (Mon.)
Feb. 25 – Mar. 2 (Mon., Tues., Wed.,
Thurs., Fri., Sat., Sun.)
March 3 (Mon.)
March 21-23 (Fri., Sat., Sun.)
April 21 (Mon.)
April 22-28 (Tues., Wed., Thurs.,
Fri., Sat., Sun., Mon.)
April 27 (Sun.)
April 28 (Mon.)
April 29 (Tues.)
April 30 (Wed.) by 5:00PM

Move-in Day and Winter Orientation
Classes Begin
MLK Jr. Day – Campus-Wide Celebration
Winter Recess- No Classes; Campus Open

Resumption of Classes
Spring Recess: University Closed; Library Open
Last Day of Classes
Final Exams

Commencement
Residence Halls Close
Close of Winter Semester
Grade Submission Deadline

Part of Term I.

Jan. 6 (Sun.)
Jan. 7 (Mon.)
Jan. 21 (Mon.)
Feb. 23 (Sat.)

April 27 (Sun.)
April 28 (Mon.)

Move-in Day and Winter Orientation
Classes Begin
MLK Jr. Day – Campus-Wide Celebration
Last Day of Classes
Final Exams for Part of Term I will be held
during the last scheduled class session
Commencement
Residence Halls Close

April 29 (Tues.)
April 30 (Wed.) by 5:00PM

Close of Winter Semester
Grade Submission Deadline

Part of Term II.

Jan. 28 (Mon.)
Feb. 25 – Mar. 2 (Mon., Tues., Wed.,
Thurs., Fri., Sat., Sun.)
March 3 (Mon.)
March 26 (Wed.)

Classes Begin
Winter Recess- No Classes; Campus Open

April 27 (Sun.)
April 28 (Mon.)
April 29 (Tues.)
April 30 (Wed.) by 5:00PM

Resumption of Classes
Last Day of Classes
Final Exams for Part of Term II will be held
during the last scheduled class session
Commencement
Residence Halls Close
Close of Winter Semester
Grade Submission Deadline

Enclosure 1

Part of Term III.

March 3 (Mon.)
March 21-23 (Fri., Sat., Sun.)
April 19 (Sat.)
April 22-28 (Tues., Wed., Thurs.,
Fri., Sat., Sun., Mon.)

Classes Begin
Spring Recess – University Closed; Library Open
Last Day of Classes
Final Exams

April 27 (Sun.)
April 28 (Mon.)
April 29 (Tues.)
April 30 (Wed.) by 5:00PM

Commencement
Residence Halls Close
Close of Winter Semester
Grade Submission Deadline

Spring Semester 2008

May 4 (Sun.)
May 5 (Mon.)
May 26 (Mon.)
June 16 (Mon.)
June 25 (Wed.)

Move-in Day
Classes Begin
Memorial Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7½ Week
Final Exams will be held during
the last scheduled class session
Residence Halls Close
Close of Spring Semester
Grade Submission Deadline

June 25 (Wed.)
June 26 (Thur.)
June 27 (Fri.) by 5:00PM

Summer Session 2008

June 29 (Sun.)
June 30 (Mon.)
July 4-5 (Fri., Sat.)
Aug. 11 (Mon.)

Move-in Day
Classes Begin
Independence Day – University Closed
Last Day of Classes – 6 Week

Aug. 20 (Wed.)

Last Day of Classes – 7½ Week
Final Exams will be held during the last scheduled
class session

Aug. 20 (Wed.)

Residence Halls Close

Aug. 22 (Fri.)

Close of Summer Semester

Aug. 25 (Mon.) by 5:00 PM

Grade Submission Deadline

Post-Session 2008

Aug. 11 (Mon.)

Classes Begin

Aug. 22 (Fri.)

Last Day of Classes

Aug. 25 (Mon.) by 5:00 PM

Grade Submission Deadline

**Eastern Michigan University: 2008-2009 University Calendar
Proposed**

Approved by Academic Calendar Committee: 5 November 2003

Aug. 22 (Fri.) Close of Summer Semester

Fall Semester 2008

Full-Term

Aug. 30 (Sat.)	Freshman Residence Hall Move-in Day
Aug. 31 – Sept. 1 (Sun., Mon.)	Upperclass Residence Hall Move-in Day
Aug. 30 – Sept. 2 (Sat., Sun., Mon., Tues.)	Freshman Orientation
Sept. 3 (Wed.)	Classes Begin
Nov. 26 (Wed.)	No Classes - University Open.
Nov. 27-30 (Thur., Fri., Sat., Sun.)	Thanksgiving Recess – University Closed
Dec. 1 (Mon.)	Resumption of Classes
Dec. 10 (Wed.)	Last Day of Classes
Dec. 11-17 (Thur., Fri., Sat., Sun., Mon., Tues., Wed.)	Final Examinations
Dec. 14 (Sun.)	Commencement
Dec. 17 (Wed.)	Residence Halls Close
Dec. 18 (Thur.)	Close of Fall Semester
Dec. 19 (Fri.) by 5:00 PM	Grade Submission Deadline

Part of Term I.

Aug. 30 (Sat.)	Freshman Residence Hall Move-in Day
Aug. 31 – Sept. 1 (Sun., Mon.)	Upperclass Residence Hall Move-in Day
Aug. 30 – Sept. 2 (Sat., Sun., Mon., Tues.)	Freshman Orientation
Sept. 3 (Wed.)	Classes Begin
Oct. 21 (Tues.)	Last day of Classes
	Final Exams for Part of Term I will be held during the last scheduled class session
Dec. 14 (Sun.)	Commencement
Dec. 17 (Wed.)	Residence Halls Close
Dec. 18 (Thur.)	Close of Fall Semester
Dec. 19 (Fri.) by 5:00 PM	Grade Submission Deadline

Part of Term II.

Sept. 24 (Wed.)	Classes Begin
Nov. 15 (Sat.)	Last Day of Classes
	Final Exams for Part of Term II will be held during the last scheduled class session
Dec. 14 (Sun.)	Commencement
Dec. 17 (Wed.)	Residence Halls Close
Dec. 18 (Thur.)	Close of Fall Semester
Dec. 19 (Fri.) by 5:00 PM	Grade Submission Deadline

Part of Term III.

Oct. 22 (Wed.)
Nov. 26 (Wed.)
Nov. 27-30 (Thur., Fri., Sat., Sun.)
Dec. 1 (Mon.)
Dec. 10 (Wed.)
Dec. 11-17 (Thur., Fri., Sat., Sun.,
Mon., Tues., Wed.)
Dec. 14 (Sun.)
Dec. 17 (Wed.)
Dec. 18 (Thur.)
Dec. 19 (Fri.) by 5:00 PM

Classes Begin
No Classes; University Open
Thanksgiving Recess- University Closed
Resumption of Classes
Last Day of Classes
Final Exams

Commencement
Residence Halls Close
Close of Fall Semester
Grade Submission Deadline

Winter Semester 2009

Full-Term

Jan. 4 (Sun.)
Jan. 5 (Mon.)
Jan. 19 (Mon.)
Feb. 23 – Mar. 1 (Mon., Tues., Wed.,
Thurs., Fri., Sat., Sun.)
March 2 (Mon.)
April 10-12 (Fri., Sat., Sun.)
April 18 (Sat.)
April 20-25 (Mon., Tues., Wed.,
Thurs., Fri., Sat.)
April 26 (Sun.)
April 26 (Sun.)
April 27 (Mon.)
April 28 (Tues.) by 5:00 PM

Move-in Day and Winter Orientation
Classes Begin
MLK Jr. Day – Campus-Wide Celebration
Winter Recess- No Classes; Campus Open

Resumption of Classes
Spring Recess: University Closed; Library Open
Last Day of Classes
Final Exams

Commencement
Residence Halls Close
Close of Winter Semester
Grade Submission Deadline

Part of Term I.

Jan. 4 (Sun.)
Jan. 5 (Mon.)
Jan. 19 (Mon.)
Feb. 21 (Sat.)

April 26 (Sun.)
April 26 (Sun.)
April 27 (Mon.)
April 28 (Tues.) by 5:00 PM

Move-in Day and Winter Orientation
Classes Begin
MLK Jr. Day – Campus-Wide Celebration
Last Day of Classes
Final Exams for Part of Term I will be held
during the last scheduled class session
Commencement
Residence Halls Close
Close of Winter Semester
Grade Submission Deadline

Part of Term II.

Jan. 26 (Mon.)
Feb. 23 – Mar. 1 (Mon., Tues., Wed.,
Thurs., Fri., Sat., Sun.)
March 25 (Wed.)

April 26 (Sun.)
April 26 (Sun.)
April 27 (Mon.)
April 28 (Tues.) by 5:00 PM

Classes Begin
Winter Recess- No Classes; Campus Open

Last Day of Classes
Final Exams for Part of Term II will be held
during the last scheduled class session
Commencement
Residence Halls Close
Close of Winter Semester
Grade Submission Deadline

Part of Term III.

March 2 (Mon.)
April 10-12 (Fri., Sat., Sun.)
April 18 (Sat.)
April 20-25 (Mon., Tues., Wed.,
Thurs., Fri., Sat.)

April 26 (Sun.)
April 26 (Sun.)
April 27 (Mon.)
April 28 (Tues.) by 5:00 PM

Classes Begin
Spring Recess – University Closed; Library Open
Last Day of Classes
Final Exams

Commencement
Residence Halls Close
Close of Winter Semester
Grade Submission Deadline

Spring Semester 2009

May 3 (Sun.)
May 4 (Mon.)
May 25 (Mon.)
June 15 (Mon.)
June 24 (Wed.)

June 24 (Wed.)
June 25 (Thur.)
June 26 (Fri.) by 5:00 PM

Move-in Day
Classes Begin
Memorial Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7½ Week
Final Exams will be held during
the last scheduled class session
Residence Halls Close
Close of Spring Semester
Grade Submission Deadline

Summer Session 2009

June 28 (Sun.)
June 29 (Mon.)
July 3-4 (Fri.-Sat.)
Aug. 10 (Mon.)
Aug. 19 (Wed.)

Aug. 19 (Wed.)
Aug. 20 (Thur.)
Aug. 21 (Fri.) by 5:00 PM

Move-in Day
Classes Begin.
Independence Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7½ Week
Final Exams will be held during the last scheduled
class session
Residence Halls Close
Close of Summer Semester
Grade Submission Deadline

Post-Session 2009

Aug. 10 (Mon.)

Aug. 21 (Fri.)

Aug. 24 (Mon.)

Classes Begin

Last Day of Classes

Grade Submission Deadline

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

Commencement Speaker and Honorary Degree

ACTION REQUESTED:

It is recommended that the Board of Regents receive and place on file the name of Maura D. Corrigan, chief justice of the Supreme Court of the State of Michigan, as the commencement speaker for the Sunday, December 19, 2004 ceremonies, and that they approve awarding her the Honorary Doctorate of Laws.

STAFF SUMMARY:

Chief Justice Corrigan's biography follows on the next page.

FISCAL IMPLICATIONS:

None

ADMINISTRATIVE RECOMMENDATION:

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

University Executive Officer

Date

Biographical Profile
Chief Justice Maura Corrigan

Chief Justice Maura Corrigan was elected to the Michigan Supreme Court in 1998 for an eight-year term. In January 2001, she was elected by her colleagues to a two-year term as Chief Justice. In January 2003, she was re-elected as Chief Justice and will serve in that position through 2004.

She graduated Magna Cum Laude from Marygrove College in Detroit in 1969, and Cum Laude from the University of Detroit Law School in 1973.

Justice Corrigan served as a law clerk to Judge John Gillis of the Michigan Court of Appeals. She worked as an assistant prosecuting attorney in Wayne County from 1974 to 1979. In 1979, she became Chief of Appeals in the United States Attorney's Office in Detroit. In 1986, she was promoted to Chief Assistant United States Attorney, the first woman to hold that position. In 1989, Justice Corrigan became a partner in the law firm of Plunkett & Cooney. In 1992, Governor John Engler appointed her to the Michigan Court of Appeals. She was elected to successive terms in 1992 and 1994. After she received the nomination of the judges of the Court of Appeals, the Michigan Supreme Court appointed her Chief Judge of that Court in 1997. She served two years as Chief Judge before her election to the Supreme Court.

Justice Corrigan is active in community and professional activities. Currently, she is Vice-president of the Conference of Chief Justices, the chair of the Conference of Chief Justices Problem Solving Courts committee, a faculty member of the American Inns of Court, and a member of the Pew Commission investigating foster care issues in the U.S. Justice Corrigan served as the public member of the Michigan Law Revision Commission from 1991-1998. She was a member of the United States Court of Appeals for the Sixth Circuit Attorney Advisory Committee and the local rules committee of the United States District Court for the Eastern District of Michigan. She served on the executive board of the Michigan Judges

Association and the Judicial Advisory Board of the Center for Law and Organizational Economics at the University of Kansas Law School. She also served on the board of Boysville of Michigan. She is a past president of the Incorporated Society of Irish American Lawyers and the Federal Bar Association, Detroit Chapter.

Justice Corrigan has won several awards for her professional achievements including: U.S. Department of Health and Human Services (OCS) Award for significant improvements to Michigan's Child Support Enforcement Program, honorary doctorates of laws from Michigan State University/Detroit College of Law, Northern Michigan University and University of Detroit-Mercy, Marygrove College distinguished alumna award, the U.S. Department of Justice Director's Award for Outstanding Performance as an Assistant U.S. Attorney, and the Federal Bar Association's Leonard Gilman Award to the Outstanding Practitioner of Criminal Law. She has also published articles in various professional journals, including the Wayne Law Review and University of Toledo Law Review, and taught as an adjunct professor at Wayne State University Law School. She has been a faculty member at programs of the Michigan Judicial Institute, the American Bar Association Appellate Practice Institute, the Federal Bar Association, and the U.S. Department of Justice Attorney General's Advocacy Institute.

Justice Corrigan is the widow of Wayne State University Distinguished Professor of Law Joseph D. Grano and is the mother of Megan and Daniel.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

Honorary Degree

ACTION REQUESTED:

It is recommended that the Board of Regents approve awarding the Honorary Doctorate of Public Service to Dean Rockwell, EMU class of 1935, at the December 19, 2004 commencement ceremonies.

STAFF SUMMARY:

Dean Rockwell's biography follows on the next page.

FISCAL IMPLICATIONS:

None

ADMINISTRATIVE RECOMMENDATION:

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

University Executive Officer

Date

Biographical Profile Dean Rockwell

Dean Rockwell is one of Eastern Michigan University's staunchest supporters and even at the age of 92, regularly attends many sports and academic functions.

He graduated from Michigan State Normal College in 1935. While at MSNC, Rockwell served as president of Phi Sigma Epsilon and the Men's Union. He also competed in football, track and wrestling. He excelled in wrestling, winning the campus heavyweight wrestling championship, and began what would become a lifelong love of and commitment to the advancement of that sport.

Following his graduation, he taught and coached football, wrestling and track at Elberta High School in Detroit, 1935-36, and Flint Bendle High School, 1936-52.

Rockwell joined the U.S. Navy May 17, 1942 and had a distinguished career. He was the commander of LCT Flotilla #12, a group of 36 LCTs that were assigned to carry the tanks in the first wave of the Normandy invasion June 6, 1944. Sensing that his orders were a "recipe for disaster," Rockwell broke radio silence, calling his commanding officer and making last minute adjustments in the plan of attack. Of the four LCTs in Rockwell's group, three were destroyed during the landing.

In his book, "D-Day, June 6, 1944," author Stephen E. Ambrose writes, "By using his courage and common sense, Lt. Dean Rockwell made the single most important command decision of any junior officer on D-Day by ordering his landing craft flotilla to keep their ramps up and drive onto Omaha Beach to deposit their battle tanks." For his good judgment, Rockwell was awarded the Navy Cross. He is also the recipient of the French Croix de Guerre Avec (Cross of War with Palm).

Rockwell has been back to Normandy six times since D-Day. During his last visit, for the 50th anniversary of D-Day, he was selected to introduce then-President Bill Clinton aboard the aircraft carrier USS George Washington.

Following his discharge in 1945, he returned to Michigan and his teaching and coaching position at Bendle High School in Flint, went to graduate school at the University of Michigan, got a job at Albion as the head football coach and then went on to a successful business career. He retired in 2002.

Along the way he:

- served as National president of Phi Sigma Epsilon from 1950 to 1958,
- coached the U.S. Greco-Roman wrestling team at the 1964 Olympics,
- served on three Olympic wrestling committees,
- founded the Michigan Wrestling Club in 1965,
- wrestled professionally,
- chaired the National AAU Wrestling Committee from 1966 to 1968.

Rockwell was inducted into the Eastern Michigan University Athletic Hall of Fame in 1977. In 1985 he started the "old schoolhouse project" to raise funds to bring the Geddes one-room schoolhouse to EMU's campus.

Rockwell, who was born on a farm in Cass County, Michigan in 1912, is an avid collector of antique knife rests, ceramics and glass. In 2000, he published, "Antique Knife Rests," the first book to delve into the appearance, manufacture and use of these unique dining accessories.

He says that two of the highest points of his life were his 56-year marriage to his late wife and "my relationship with Eastern Michigan University."

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 18
DATE: November 30, 2004

RECOMMENDATION

ACCEPTANCE OF THE REGENTS ADVISORY COMMITTEE

ACTION REQUESTED

It is recommended that the Board of Regents accept the creation of the Regents Advisory Committee.

SUMMARY

The Regents Advisory Committee (RAC), appointed to advise the Board of Regents of Eastern Michigan University in its search for a president of the university, is comprised of students, faculty, staff and alumni/community representatives. The Chair of the RAC is Dennis Beagen. Regents Jan Brandon and Steve Gordon, presidential search coordinators, along with Dana Aymond, secretary to the Board, will assist the RAC as needed and serve as non-voting members. Ann Die Hasselmo, Managing Director of Academic Search Consultation Services, will coordinate search activities and serve as the Committee's Search Consultant.

RECOMMENDATION

The action is recommended for Board approval.

Regent Jan A. Brandon

Date

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
FACULTY AFFAIRS COMMITTEE

ACTION REQUESTED

It is requested that the Faculty Affairs Committee Agenda for November 30, 2004 and the Minutes of the September 21, 2004 meeting be received and placed on file.

STAFF SUMMARY

The primary presentation item for the November 30, 2004 Faculty Affairs Committee meeting is a report on the Community Outreach Partnership Center (COPC) by Elvia R. Krajewski-Jaime, *Director, Center for Community Building and Civic Engagement*, The Honorable Mayor Cheryl Farmer, Angel Coleman, *Coordinator, Ypsilanti Senior Center*, Jennifer Goulet, *Director, Ypsilanti and Depot Town Development Authorities*, Lisa Witherspoon, *Parkridge Youth Community Center*, Mary Lema, *Co-Coordinator, Parkridge Youth Community Center*, Paul Shreiber, *Chair of Board, Ypsilanti Housing Commission*, and Laura Vela-Wolen, *Director, Prevention Services, Latino Family Services*.

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

November 30, 2004
8:00 – 9:00 a.m.
205 Welch Hall

AGENDA

Regular Agenda

Section 19 Monthly Report and Minutes (*Regent Morris*)

Status Report

REPORT: Community Outreach Partnership Center (COPC)

Elvia R. Krajewski-Jaime, *Director, Center for Community
Building and Civic Engagement*

The Honorable Mayor Cheryl Farmer

Angel Coleman, *Coordinator, Ypsilanti Senior Center*

Jennifer Goulet, *Director, Ypsilanti and Depot Town Development
Authorities*

Lisa Witherspoon, *Parkridge Youth Community Center*

Mary Lema, *Co-Coordinator, Parkridge Youth Community Center*

Paul Shreiber, *Chair of Board, Ypsilanti Housing Commission*

Laura Vela-Wolen, *Director, Prevention Services, Latino
Family Services*

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

FACULTY AFFAIRS COMMITTEE MINUTES

September 21, 2004
8 a.m., 205 Welch Hall

Attendees (seated at tables): M. Crouch, K. Mehuron, J. VandenBosch, S. McCracken, Regent Valvo, Regent Morris (Chair), Provost Loppnow, D. Barton, S. Erenburg, H. Zot, E. Contis, R. Holkeboer

Guests (as signed in): R. Abent, H. Aldrige, D. Beagen, D. Bennion, M. Brake, P. Buchanan, J. Dugger, E. Francis, W. Harris, H. Höft, S. Kattelus, R. Kinney, J. Knapp, K. Kustron, B. Lahidji, L. Rocklage, A. Starko, J. Thomas, T. Venner, B. Warren

Regent Morris brought the meeting to order at 8:00 a.m.

Monthly Report and Minutes (Section 17)

Regent Morris announced that the minutes from the March 16, 2004 meeting would be approved at the full Board meeting later in the day. He introduced the topic for this session as a progress report on program review, and turned the meeting over to Dr. Donald Loppnow, Interim Provost and Vice President for Academic Affairs.

Report: 2003/2004 Program Review

Dr. Donald Loppnow, Interim Provost and Vice President for Academic Affairs, introduced Dr. Ellene Tratras Contis, Assistant Vice President for Academic Services.

Dr. Contis began the presentation on program review and introduced Mr. Brian Hoxie, Director of Academic Services, and Ms. Donelle Goerlitz, Academic Program Analyst. Please refer to the copy of the presentation attached to this report.

The presentation began with a recap of the program review process, with the added information that the Academic Quality Improvement Program (AQIP) will be integrated into the now continuous 4-year cycle of program review. The process has been amended somewhat to alleviate pressure at the departmental level with regards to data collection and scheduling. Data are now being provided to the departments from the Office of Institutional Research and Information Management, with the added benefit that these data are more comparable across the colleges as well as between EMU and other state and benchmark institutions. One of the major goals for the program review process in the long term is to be able to increase the ability to benchmark EMU's programs, processes, and students against other institutions in the state, and against comparable programs elsewhere. The timeline has also been revised to build in an extra two months of report compilation time; by spreading out the workload the departments are better able to plan for it. This shift in scheduling was also facilitated by providing a limited amount of compensation for the people who worked on the report data in the spring and summer semesters.

Next Ms. Goerlitz discussed the program ratings and the consequences of those ratings. She listed the results and status of programs that had undergone the program review process since 2001, pointing out some case examples of programs requiring different degrees of follow-up.

Regent Morris inquired about what happens to students whose program is slated for phase out. Ms. Goerlitz explained that the students already enrolled can continue through to the end, but no new students are accepted. Records and Registration set an end date for completion of that program (six years from the date of the last student's enrollment), and the department is obliged to offer courses and advising and to help those students get through that program.

In response to Ms. Goerlitz' description of the program shelving process and that most programs identified for shelving thus far have been inactive programs that were just never closed out, Regent Morris asked about the "Language, Journalism, Telecommunications and Film" entry listed for phase out on one of the slides. He wondered if phasing that program out meant that EMU no longer offers a journalism program or course. Ms. Goerlitz replied that this is a particular program that incorporates journalism within the context of the Department of Foreign Languages and Bilingual Studies, and had actually been inactive for several years and is part of the cleanup process. Phasing out is a departmental decision and there are many reasons for it: for example, staff or facilities may be lacking.

Regent Morris sought clarification on the main thrust of this monumental undertaking by describing it not as identifying programs that the departments no longer want to offer, but identifying what they may not be doing very well, and what they need either to improve or shelve. Mr. Hoxie reiterated that most programs shelved have fallen into disuse; they have not taken new students for years, but are still in the database. Regent Morris pointed out that this is perhaps the sort of "housekeeping" that could be done in an afternoon, rather than over the course of four years. He commented that program review overall seems like a useful endeavor, despite its time- and energy-consuming nature, and then asked how often programs put on probation and then are slated for phase out, and what is the process for doing that?

Ms. Goerlitz replied that only one program has gone through this change, the Recreation and Park Management Program. All other programs put on probation have been working actively to correct that situation.

Regent Morris asked if the overall intent of the review process is to be prepared for outside evaluation of these programs to make certain that they're up to national, state, or regional standards. Ms. Goerlitz replied that many of the programs already have outside, program-specific accreditation, and going through the program review process is more of an exercise for them in many respects. Mr. Hoxie added that a viable campus review process is an expectation of the North Central Association of Colleges and Schools (NCA) accreditation, and there is a very real question whether or not EMU's accreditation would have been approved without having at least the program review manual in place. Regent Morris expressed support for this lengthy process if it does have the added value that this degree of self-evaluation assists with achieving accreditation.

Dr. Loppnow interjected that nationally there has been a major movement for embedding continuous improvement processes into the fabric of institutions, and explicit requirements for program review processes to be in place have become a part of accreditation. This is increasingly important for EMU as the institution has made the decision to include AQIP as part of our accreditation.

Regent Morris asked how the departments view this process. *Dr. Betsy Francis, Head of the School of Health Sciences*, replied that she found it an incredibly helpful process in terms of getting a very realistic picture of a department's strengths and areas for growth. Ms. Goerlitz added that it has helped departments with their strategic planning processes as well.

Ms. Goerlitz went on to discuss the year just ending. Modifications to the process included revising the manual and templates to accommodate the World College, the University Library, and the Continuing Education Department, who will be going through the 2004-2005 cycle.

Ms. Goerlitz introduced *Dr. Henry Aldridge, Professor, Department of Communication and Theatre Arts*, to present a faculty perspective on the process. Dr. Aldridge described the process that his department used to complete their report. He has participated in three similar evaluatory processes in the past, and stated that this is the most meaningful and productive overall, for several reasons: a.) the department had to be thoroughly analyzed from many different angles providing an in-depth level of knowledge; b.) very significantly, they now have specific data for the department and no longer have to rely on anecdotal evidence with regard to comparisons with peer institutions; c.) they discovered that as compared to peer institutions, the ratio of students and majors to faculty is very high, and therefore their department is not well-situated to compete for the best students, and doesn't have the resources to offer everything the faculty would like; and d.) one of the best things that came out of this process was the dialog that has been created amongst the faculty members across the programs within the department, facilitating creative interdisciplinary initiatives.

Dr. Aldridge concluded by stating that as a result of this review process, his department is looking for ways to pull together resources to offer some new and very creative and exciting endeavors that will go further to doing even better what they already do quite well with the resources that they have. He then re-introduced Dr. Francis to continue the presentation.

Dr. Francis described the program review process for her school, and the benefits it brought for the school and for her role as head. She said it provided her with an in-depth picture of what the strengths and limitations of each of the four programs in her school are. She also values the luxury afforded by the roundtable discussion where elements from across the campus joined in the process of focusing on her school, and emphasized that it was not a critique, but a collaborative discussion of where growth is needed and how to make that happen.

In terms of future implications, this process has allowed the school to look at strategic planning and the accreditation process in a completely different way. She also mentioned that because of support from the Provost's office she was able to give program directors spring/summer buyouts to look at data and write the reports. The program review process has also allowed better analysis of the interactions between programs newly introduced into the school by the recent reorganization. Accreditation processes will also be easier due to similar preparation being required by program review.

Dr. Francis introduced *Dr. John Dugger, Dean, College of Technology*, who provided the dean's perspective on the program review process. Dean Dugger began with a synopsis of the recent reorganization of the College of Technology. He stated that from a college perspective the roles of accreditation and program review are very complimentary. Accreditation is more concerned with the integrity of the discipline, and program review has a very different perspective. Program review has been very useful as the college has gone through the reorganization because it has helped them discover some programs that were not sustainable, and others that needed some "shoring up." An example of the latter is the Legal Assistant program; the college has decided to emphasize this program and add additional resources to strengthen it.

Dr. Contis thanked the presenters for their testimonials, and summed up the results of the program review process, as listed in the presentation, concluding that the program review process is indeed part of a campus culture of continuous improvement. The bottom line is that EMU wishes to ensure an optimum learning experience for all of its students, and because everyone gets involved in striving for this, the

collaborative program review process is something we do well. She ended the presentation by thanking Mr. Hoxie and Ms. Goerlitz for all their efforts in the process, and opened the floor to questions.

Regent Valvo asked if the team had received feedback from the departments who were the first to go through the process, as they approach starting it all over again, in terms of how they have been able to utilize information they obtained during that review and how they have built on it in the intervening years. Ms. Goerlitz replied that this information has not yet been collected. However, there are meetings planned with the department heads, as the process has changed quite a bit since the beginning, and this information will be part of that discussion.

Regent Rothwell remarked that the assumption is that having gone through the process once or twice before, eventually it would not be as time- and labor-intensive. Ms. Goerlitz agreed, adding that one of the final elements in a report is the identification of goals to work on over the next four or five years, and ideally this becomes the starting point for the next time they go through the process.

Regent Morris stated that this makes a lot of sense, and that he can see the value of what the team is trying to accomplish. He specified a desire for deans and department heads not to wait for program review to do the obvious and routine cleaning up of programs, however, so that program review resources are not utilized for those efforts. He asked who is responsible to make certain that for programs on probation, the recommended improvements are made, or if not, that further corrective measures are taken. Ms. Goerlitz explained that there is a procedure and timeline for ensuring departmental response to probationary status, for which she is responsible. Regent Morris asked if there is a time limit for probationary status, to which Ms. Goerlitz replied that a department on probation is limited to three years. The departments are required to prepare a program improvement plan for probation, and the expectation is that at the end of the three years the improvements have been made, and the department can then proceed to begin another program review process. Though three years may seem like a long time to make improvements, timing is a large factor, as often faculty are gone in the spring and summer to make decisions, and a year for the approval process and another for implementation is standard.

Regent Morris asked if the deans have a interim review of goals so as to space the improvement process out over time, rather than rushing to complete it at the end. Dean Dugger replied that his college has work plans they revise yearly, with timelines for each unit.

Dr. Robert Holkeboer, Associate Vice President for Graduate Studies and Research, remarked that probations and phase outs are significantly outnumbered by new programs and program revisions, as a result of self-scrutiny offering insight into areas for development.

Dr. James VandenBosch, Professor, Department of Biology, asked if anybody has ever established what program review costs in terms of man hours, adding that for his department the process took in the neighborhood of 1,000 hours. In addition, since program review usually results in follow-up needs being identified, like surveys, advisory boards, assessment of student outcomes, etc., what movement has there been for resources to be provided to the departments to engage in these mandated activities. Regent Morris replied that generally additional resources are not allocated, but support is diverted from areas that are not as productive in order to focus on an area that needs help. He remarked that though this is a huge undertaking, it seems that there is consensus that it is worth the end result.

Dr. VandenBosch agreed that the process is valuable and that all departments that have engaged in it have benefited. However he cited faculty involvement in program review as an example of "service creep," where faculty are required to spend many hours working on these tasks. He remarked that the cost of this is in classes that are not as well-prepared for, research opportunities that are missed, and many other smaller issues. He stated that his intent is for the university community to be aware that there are many

subtle costs associated with the benefits of the review process, which will continue as the results of the review are implemented. He mentioned that he finds this a significant problem, when the number of faculty has declined and the service load has increased. Regent Morris acknowledged his point, but responded that unfortunately in the "working world," people typically do their jobs during the day, and these sorts of self-improvement activities take place outside of regular hours with no compensation, just as something that is done to make sure that a person is a better performer on the day job.

Regent Morris adjourned the meeting at 9:00.

Respectfully submitted.

Akosua Slough, Administrative Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/FAC_0904)

Program Review
2004 Annual Update

Don Lopnow

Interim Provost and Vice President for Academic Affairs

Ellene Tratras Contis

Assistant Vice President for Academic Services

Brian Hoxie

Director, Academic Programming

Donelle Goerlitz

Academic Programs Analyst

Henry Aldridge

Professor, Communication & Theatre Arts

Elizabeth Francis-Connolly

Department Head, School of Health Sciences

John Dugger

Dean, College of Technology

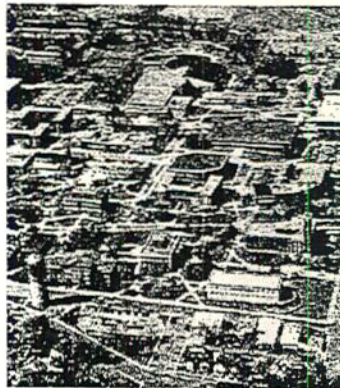
September 21, 2004

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AGENDA

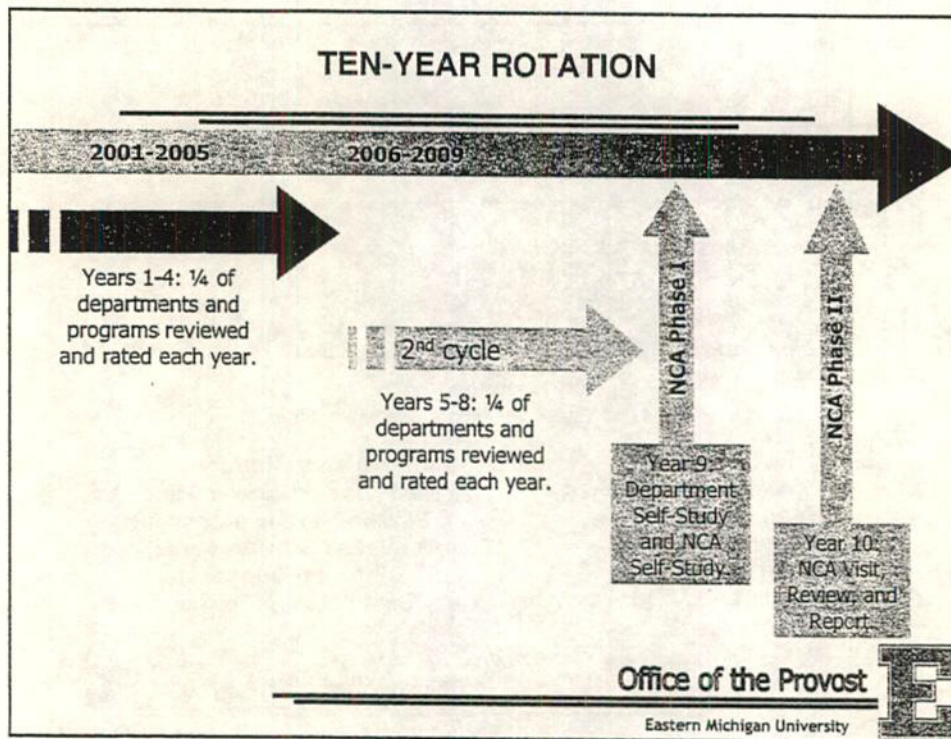


- Process overview.
- Results & Status: First 4 years.
- Second Cycle Schedule.
- Perspectives:
 - Faculty
 - Department Head
 - Dean
- Results & Next Steps.

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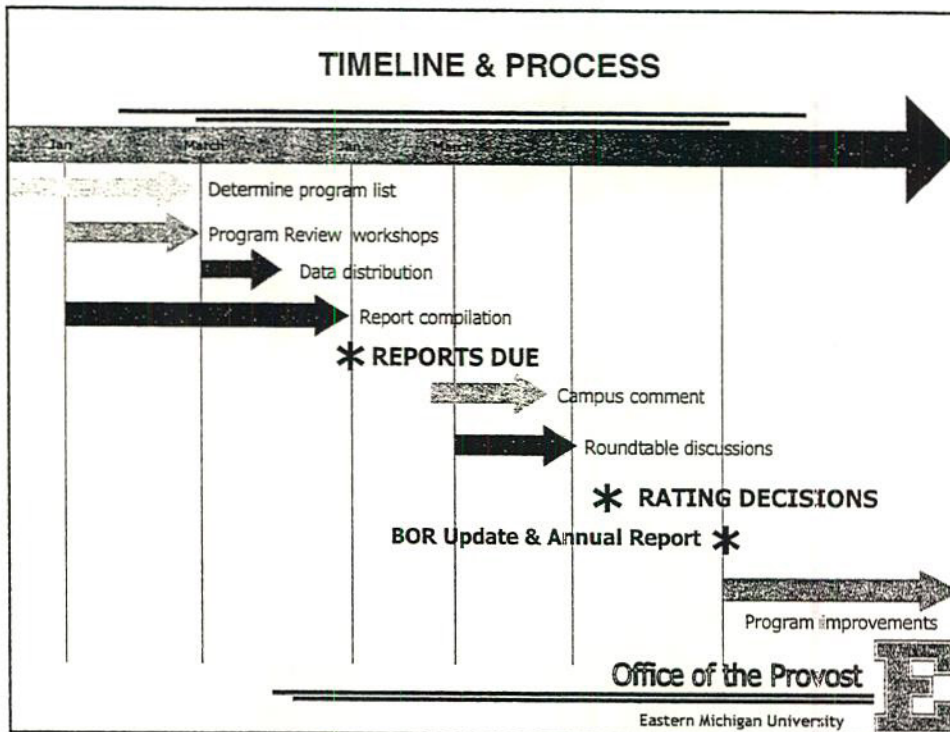




FIRST CYCLE SCHEDULE

			Current year
2001-02	2002-03	2003-04	2004-05
Academic Departments			
Art	FEABS	CTA	African American Studies
Geography & Geology	Pol. Sci.	English & Lit.	Economics
Chemistry	SAC (UG)	SAC (grad)	History & Philosophy
Psychology	Computer Science	Biology	Women's Studies
CIS	Mathematics	Marketing	Music
HPERD	Business Administration	Leadership & Counseling	Physics
Nursing	Accounting & Finance	HECR	Management
IDT	Industrial Technology	ANP	Teacher Education
		BTE	Special Education
			Social Work
Research, Academic Service, & Community Engagement			
NICE	ODRR	Coatings Research Institute	ICARD
IDBS	CEO	Institute for the Study of Children, Families, and Communities	Continuing Education
IGRE	IRLI		World College
			Halle Library

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DATA DISTRIBUTION

- Datasets now compiled by IRIM, shifting to "official" reporting data.
- Data addresses:
 - Diversity & demographics.
 - Full-time; part-time status.
 - Award files.
 - ✓ GPAs of awarded students.
 - ✓ Hours to graduation.
- Data delivered to department heads.
- Met with departments and IRIM to review and answer questions.

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PROGRAM RATINGS

- All input considered.
- Assistant Vice President for Academic Services and Associate Vice President for Graduate Studies and Research submit recommendations to Provost.
- Provost issues final decisions.
- Rating scale used:

Continuation (1)	<i>No review required for 4 years.</i>
Continuation with Specific Changes (2)	<ul style="list-style-type: none"> ▪ <i>Post-Review Improvement Plan.</i> ▪ <i>No review required for 4 years.</i>
Probation (3)	<ul style="list-style-type: none"> ▪ <i>Post-Review Improvement Plan (3 yr. limit).</i> ▪ <i>Annual review until deficiencies corrected.</i>
Phase Out (4)	<i>Department Head & faculty given 30 days to respond to recommendation.</i>

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2001-02 RESULTS & STATUS

	Continuation	Continuation with changes	Probation	Phase Out
Academic Programs	23	30	2	0
R/AS/CE	1	0	0	2

8 Departments; 55 programs; 3 Research/Academic Service/Community Engagement Entities.

- Placed on probation:
 - *Recreation/Park Management (HPERD).*
 - ✓ Currently working through phase out plan.
 - *Public Safety - Individualized Study (IDT).*
 - ✓ Phased out – department choice.
- Phased out:
 - *National Institute for Consumer Education (NICE).*
 - *Institute for Diversity and Business Services (IDBS).*

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2002-03 RESULTS & STATUS

	Continuation	Continuation with changes	Probation	Phase Out
Academic Programs	34	22	10	5
R/AS/CE	1	1	1	0

8 departments; 71 programs; 3 Research/Academic Service/Community Engagement Entities.

- Placed on probation:
 - *Textiles Research and Training Institute (TRTI).*
 - *LGWB; INB.*
 - *FRNB; GRNB; SPNB; LGIT; GRNB (graduate certificate); and LGIT (Masters).*
 - *CAD; ATTF.*
- Scheduled for phase out:
 - *Language, Journalism, Telecommunications and Film.*
 - *Computer Aided Manufacturing; Plastics; Manufacturing Cost Analysis; and QUAL (graduate certificate).*

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2003-04 RESULTS & STATUS

	Continuation	Continuation with changes	Probation	Phase Out
Academic Programs	30	31	3	8
R/AS/CE	2			

8 departments; 72 programs; 2 Research/Academic Service/Community Engagement Entities.

- Placed on probation:
 - *BTSE; CTWE.*
 - *ARTM.*
- Scheduled for phase out:
 - *OT.*
 - *PHYS; CCBI.*
 - *ADMG; DCRM; MKTE; TED; and LGAD.*

Ratings distributed 7/15/04 – follow up in the early stages.

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2004-05 STATUS

Departments	11
Programs	90
R/AS/CE	4

- Workshops completed.
- Data distributed.
- Currently compiling reports – due Jan. 05.
- Last group of the 1st cycle.

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Workshops
This Winter

SECOND CYCLE SCHEDULE

Program Review Schedule Academic Departments and Research, Academic Service & Community Engagement Entities			
2005-06	2006-07	2007-08	2008-09
Academic Departments			
Art (CAS)	African American Studies (CAS)	Communication & Theatre Arts (CAS)	Economics (CAS)
Geography & Geology (CAS)	FLABS (CAS)	English Language & Literature (CAS)	History & Philosophy (CAS)
Chemistry (CAS)	Political Science (CAS)	SAC (CAS)	Women's Studies (CAS)
Psychology (CAS)	Computer Science (CAS)	Biology (CAS)	Music (CAS)
CIS (COB)	Mathematics (CAS)	Bioinformatics/Interdisciplinary Program	Physics (CAS)
Nursing (CHRS)	Accounting & Finance (COB)	Marketing (COB)	Management (COB)
Ph.D. in Technology (COT)	Teacher Education (COE)	Leadership & Counseling (DOE)	Special Education (DOE)
	School of Health Professions & Human Performance (CHHS)	School of Health Sciences (CHHS)	Social Work (CHRS)
	School of Engineering Technology (COT)	School of Technology Studies (COT)	
Research, Academic Service & Community Engagement Entities			
Institute for Geospatial Research and Education	Center for Organizational Risk Reduction	Coakley Research Institute	Institute for Community and Regional Development
Center for Regional and National Security	Center for Quality	Institute for the Study of Children, Families, and Communities	Continuing Education
Center for Product Research and Development	Textile Research and Training Institute	Library	World College

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PERSPECTIVES

- Faculty Member
- Department Head
- College Dean



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FACULTY MEMBER'S PERSPECTIVE

- Meaningful & comprehensive.
- Important information.
- Revealing comparisons.
- Stretched resources.
- Continuing dialogue & creative initiatives.

*Henry Aldridge, Professor,
Department of Communication and
Theatre Arts*



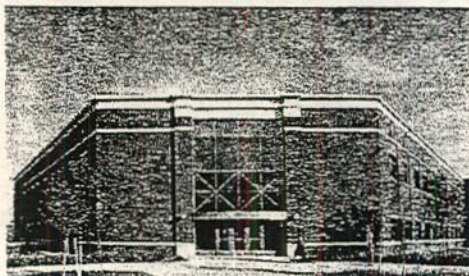
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DEPARTMENT HEAD'S PERSPECTIVE

*Betsy Francis-Connolly, Department Head,
School of Health Sciences*



- Process:
 - Four distinct programs.
 - Assignment of responsibility.
 - Time frame.
- Outcome:
 - Benefits to the department.
 - Benefits to my role as DH.
- Future Implications:
 - Strategic Planning links.
 - Transition to "School of Health Sciences".
- Areas for Improvement:
 - Systematic data collection.

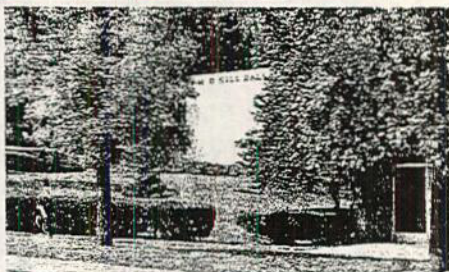
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DEAN'S PERSPECTIVE

*John Dugger, Dean,
College of Technology*



- Need for reorganization of the COT:
 - Old structure.
 - New structure by component.
- Role of program review.
- Program review contributions.

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TANGIBLE RESULTS OF PROGRAM REVIEW

- Organizational issues:
 - Reassignment of Performance Dance program from HPERD to Music.
 - Input into the reorganization of CHHS & COT.
- Student learning support.
 - Funding for marketing and recruiting of graduate students identified through strategic planning.
 - Exploration into the establishment of a language lab for FLABS.
- Addressing curricular confusion and overlap.
 - Pre-engineering/Pre-law/other pre-professional programs.
 - Interface between COB/FLABS business and language related programs.
- Maintaining curricular vibrancy.
 - Interdisciplinary interaction.
 - Cross program communications.
 - Curriculum maintenance – CPD interaction.

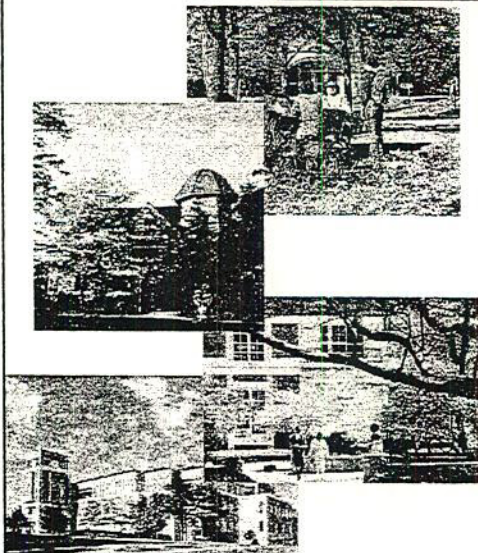
Program Review has become an integral part of EMU's campus culture; a tool used for Academic Affairs decision-making at all levels.

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NEXT STEPS



- Continue IRIM initiative to expand and refine data support to Program Review and departmental leadership.
- Incorporate assessment of graduate faculty credentials into graduate program review process.
- Better define program benchmarking expectations and support the process with comparative, standardized data.

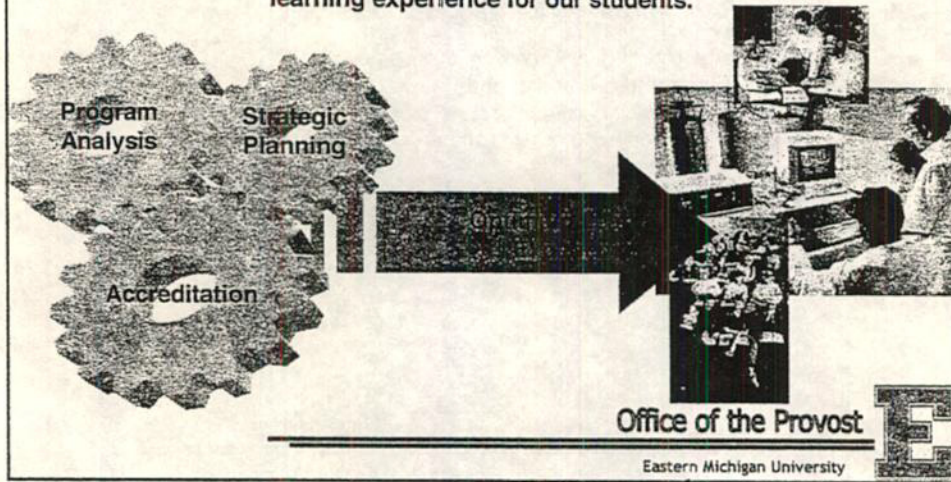
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CONCLUSION

The Program Review process reinforces a campus culture of continuous improvement. In conjunction with effective strategic leadership, it ensures an optimum learning experience for our students.



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BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 20
DATE: November 30, 2004

RECOMMENDATION

MONTHLY REPORT - FINANCE AND AUDIT COMMITTEE

ACTION REQUESTED

It is recommended that the Working Agenda for the November 30, 2004 Finance and Audit Committee meeting and the minutes for the September 21, 2004 Finance and Audit Committee meeting be received and placed on file.

STAFF SUMMARY

Reports and recommendations on the September 21, 2004 Finance Committee Regular Agenda were: Consolidated Financial Statements and Supplementary Information as of June 30, 2004 and 2003; OMB Circular A-133 Supplementary Financial Reports For the Year Ended June 30, 2004; 2003-04 General Fund Budget Management Report; 2003-04 General Fee Report; 2003-04 Auxiliary Fund Budget Management Report; Authorization to Extend Contract – Internal Audit Services; and Collective Bargaining Agreement Between Eastern Michigan University and the Eastern Michigan University Chapter of the American Association of University Professors (AAUP).

Consent Agenda items discussed were: Finance and Audit Committee Monthly Report, Treasurer's Report, Internal Audit Report, Grants/Contracts Report, Construction Projects Progress Report, Accounts Receivable Report, Information and Communications Technology Initiatives Report, Staff Appointments, and Separations/Retirements.

FISCAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

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

November 30, 2004
10:30 a.m.
201 Welch Hall

FINANCE AND AUDIT COMMITTEE MISSION:

To review the financial affairs of the University, assuring costs are managed effectively, revenues are sufficient, the budget is balanced, valuable resources protected with uncompromising integrity while working effectively with the many different constituencies to achieve University goals.

Section 20: Finance and Audit Committee Monthly Report
John W. Beaghan, CMA, Interim Vice President for Business and Finance

CONSENT AGENDA

- Section 1: Treasurer's Report**
John W. Beaghan, CMA, Interim Vice President for Business and Finance
- Section 2: Internal Audit Report**
Jeff Fineis of Andrews Hooper & Pavlik P.L.C.
- Section 3: Grants/Contracts Report**
Brian Anderson, Director, Office of Research Development
- Section 4: Construction Projects Progress Report**
Anthony Catner, Associate Vice President for Business and Finance – Facilities
- Section 5: Accounts Receivable Report**
Thom Madden, Director, Student Business Services
- Section 6: Interim Budget Status Report**
Al Levett, Executive Director, Budget Management
- Section 7: Technology Plan Implementation Report**
Margaret Cline, Chief Information Officer and Executive Director, Information and Communication Technology
- Section 8: Staff Appointments**
Craig Reidsma, Director, Compensation
- Section 9: Separations/Retirements**
Craig Reidsma, Director, Compensation

REGULAR AGENDA

- Section 21: FY 2006 Appropriation Request**
John W. Beaghan, CMA, Interim Vice President for Business and Finance
- Section 22: FY 2006 Capital Outlay Project Request**
John W. Beaghan, CMA, Interim Vice President for Business and Finance
- Section 23: FY 2004 EMU Foundation Annual Report**
Stuart J. Starner, Executive Director/VP for Advancement

- Section 24:** **FY 2004 Eagle Crest Management Corporation Annual Report**
Kathryn Vachon, Executive Director, Eagle Crest Management Corporation
- Section 25:** **Collective Bargaining Agreement (“Wage Re-opener”) Between Eastern Michigan University and the International UAW, Office and Professional, Local 1976 (Professional/Technical “PT”)**
Don Wood, Interim Executive Director, Human Resources
- Section 26:** **Collective Bargaining Agreement (“Wage Re-opener”) Between Eastern Michigan University and the International UAW, Office and Professional, Local 1975 (Clerical “CS”)**
Don Wood, Interim Executive Director, Human Resources
- Section 27:** **Collective Bargaining Agreement (“Wage Re-opener”) Between Eastern Michigan University and Local 3866 Affiliated with Council 25 of the American Federation of State, County and Municipal Employees and the AFL-CIO (AFSCME “FM”)**
Don Wood, Interim Executive Director, Human Resources
- Section 28:** **Non-Bargained-For Merit Program Funding**
Don Wood, Interim Executive Director, Human Resources
- Section 29:** **Policy: Discounted Tuition Rate for Seniors**
Courtney McAnuff, Vice President, Enrollment Services
- Section 30:** **Equalized Benefits for AP/AC/CC Employees**
Jeanette Hassan, Director, Benefits Programs
- Section 31:** **Authorization to Guarantee Michigan Broadband Development Authority (MBDA) Loan to Merit Network, Inc.**
Margaret Cline, Chief Information Officer and Executive Director, Information and Communication Technology

EASTERN MICHIGAN UNIVERSITY
Board of Regents
FINANCE AND AUDIT COMMITTEE

MINUTES OF MEETING
September 21, 2004

Present: Regents Antonini (Chair), Brandon, Gordon, Rothwell, Valvo, and Interim Vice President Beaghan.

Regent Antonini called the meeting to order at 10:32 a.m., and read the Finance and Audit Committee Mission Statement.

MONTHLY REPORT

John Beaghan recommended that the working agenda for the September 21, 2004 Finance and Audit Committee meeting and the minutes for the June 15, 2004 Finance and Audit Committee meeting be received and placed on file.

TREASURER'S REPORT

John Beaghan recommended that the Treasurer's Report for August 2004 be received and placed on file. Beaghan reported that as of August 31, 2004 cash and investments total approximately \$105 million, and that more than forty-percent of that is bond proceeds. The remainder is working capital. Beaghan reported that this is an increase of \$2.2 million dollars over the same time period last year.

INTERNAL AUDIT REPORT

Jeff Fineis recommended that the Internal Auditor's activity report for the period June through September 2004 be received and placed on file. Fineis stated that reports for the Physical Plant – Bidding/Selection Audit and University Apartments Audit have been issued. Fineis reported that those reports included some findings and corresponding recommendations, which have been discussed with the appropriate personnel. Management agrees with the recommendations and is proceeding with actions to implement the recommendations. A report prepared by University management on the status of recommendations from previous audits completed in April and May of 2004 was also included. University management has agreed with those recommendations and has found that most of the recommendations have been fully implemented or are in progress of implementation. Fineis stated that an updated internal audit schedule for the current audit year ending September 30, 2004 and a proposed audit schedule for 2005 are included with the report.

GRANTS AND CONTRACTS REPORT

Brian Anderson recommended that 106 grants and contracts totaling \$3,567,395 for the period June 1 through August 31, 2004 be accepted. Anderson reported that of those awards, 100 percent sponsor-funded grants and contracts in the amount of \$2,967,485 were awarded. Grants and contracts that require University cost sharing and/or in-kind contributions totaled \$599,910. Anderson reported that the cash contributions for those awards were \$122,194. \$51,608 was allocated from the total cash contributions for the period to fiscal year 2004 for a fiscal year-to-date total of \$272,489 against the base budget of \$361,652; leaving a balance of \$89,163 for the year. Anderson reported that cash contributions of \$70,586 were allocated to fiscal year 2005 for a fiscal year to date total of \$70,586 against a base budget of \$349,055. Anderson read from the Grants and Contracts Final Progress Report for fiscal year 2004. Total proposals processed for the period was 482 with a dollar value of

\$64,450,270. Compared to the previous year, 7 fewer proposals were processed, but the dollar value of those proposals was up \$9.5 million. Anderson reported that 378 awards were processed for the period with a total value of \$15,258,857. Nine fewer awards were processed this period compared to the previous year, but the value of those awards was up \$436,398. Anderson said that compared to the plan, five fewer proposals were processed; but the dollar value of the proposals was up \$20,464,000. Awards processed were five fewer than the plan, but the value of the awards is up \$55,857 compared to the plan. Anderson read from the fiscal 2005 progress report for the period ending August 31, 2004. There were 82 proposals processed with a total dollar value of \$5,449,000. Compared to last year-to-date, 12 more proposals were processed, but the dollar value is down 826,000. Anderson reported that 60 awards were processed with an award value of \$2,545,320; and compared to a year ago, awards processed increased by seven awards and the award value was up \$650,788. Anderson reported that the new plan for fiscal year 2005 is to process 510 proposals with a proposal value of \$57.4 million. Anderson said he estimates receiving 380 awards with a value of \$15 million. Three fewer proposals were processed than planned, and the dollar value of proposals is down \$4.1 million from the plan. Awards are down three from the plan, but the award value is up \$45,000 from the plan.

Regent Brandon asked Anderson if the University expects to receive in this fiscal year a similar number of federal grants that were received last year. Anderson said he expects to surpass the previous year in federal grants.

CONSTRUCTION PROJECTS PROGRESS REPORT

Tony Catner and Larry Ward recommended that the Construction Projects Progress Report for the period ending July 1, 2004 be received and placed on file. Catner reported that the University and Turner Construction have signed an agreement to begin construction on the new student center. This project, combined with the McKenny renovation project, will not exceed \$45 million. Larry Ward reported that all projects are currently on schedule and within approved budgets. Ward said that windows for the Ford Window Replacement project are scheduled to arrive by the end of the month. Catner reported that the Classroom Upgrades Project is progressing. Classrooms have received new paint and thermostats have been replaced. Regent Antonini asked about the budget reduction for the McKenny project and was concerned about improvements done to the building that may not be necessary. Catner stated that many mechanical improvements will be done, such as cleaning transformers; work on drain systems, and exterior maintenance and repairs. Catner said that the budget will be sufficient to improve the building program without any problems.

ACCOUNTS RECEIVABLE REPORT

Thom Madden recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports and the Collection Agency Inventory as of August 31, 2004 be received and placed on file. Madden reported that the Student Accounts Receivable Ratio Analysis indicates that the August 31, 2004 net receivable balance is \$41,234,000 or 59.76 percent of revenue as compared to \$32,961,000 or 48.66 percent of revenue as of August 31, 2003; which is an increase of 11.1 percent. The report shows an increase of nearly 8 percent as compared to the five-year average of 51.80 percent. Madden reported that the increase of this year over last year is directly attributable to two major issues. Student refunds were issued this year the day before classes began and reported in August business, where last year refunds weren't available until the first day of classes and were

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reported in September business. Madden said that last year's receivable report was \$6.7 million less due to the timing of refunds issued. In addition, this year the University internalized the student payment plan as opposed to using an outside service. Madden reported that the plan allows students to spread their payments for the semester over a period of three or four months. Madden said that this creates a cash flow issue of about \$2.8 million. Madden stated that he is confident the receivables will be continue to comparable to last year. Regent Valvo asked about the \$2.8 million cash flow shortfall. Madden stated that he is confident it will be recovered.

TECHNOLOGY PLAN IMPLEMENTATION REPORT

Margaret Cline recommended that the ICT Initiatives and Financial Status Report be accepted and placed on file. Cline reported that nine wireless "hot spot" areas are now open to the campus community in various student areas, and the Advancement Module for Banner was completed and went live in July. All initiatives are currently meeting schedule targets and budgets.

STAFF APPOINTMENTS

Craig Reidsma recommended that the Board approve 55 staff appointments for the reporting period of May 1, 2004 through September 8, 2004. Reidsma reported that, of the 55 appointments, 40 percent are female and 60 percent are male. Demographics of the total group indicate 76 percent Caucasian, 22 percent African-American, and 2 percent Hispanic.

STAFF SEPARATIONS/RETIREMENTS

Craig Reidsma recommended that the Board approve 63 separations and retirements for the reporting period May 1, 2004 to September 8, 2004. Of the 63 separations and retirements, there are 62 percent females and 38 percent males. Demographics of the total group indicate 79 percent Caucasian, 14 percent African-American, 3 percent Asian, 2 percent Hispanic and one Native American Indian (2 percent). Regent Antonini said that periodically he would like to see a demographic breakdown of the whole group, including faculty.

**CONSOLIDATED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION
AS OF JUNE 30, 2004 AND 2003**

John Beaghan recommended that the Board receive and place on file the University's audited 2004 financial statements. Darrell Burks of Pricewaterhouse Coopers presented highlights of the statements including scope of services, required communications, financial trends, and GASB pronouncements. Burks reported that the audit was performed in accordance with Generally Accepted Accounting Standards ("GAAS"), and the internal control environment and overall attitude toward controls at the University continue to be strong. Burks reported that there were no disagreements between management and the auditors on the conduct of the audit, and management's accounting judgments and estimates are reasonable. There were no findings which would be classified as management recommendations.

Regent Antonini asked how Eastern compares with other universities in regard to audits. Burks stated that he would put EMU in the "first quartile" along with University of Michigan and Oakland University in relation to the number of people working in the accounting function and their cooperative interaction with the auditing agency.

Burks reported that the University presented the Foundation's financial statements in combination with the University's statements by showing a separate balance sheet for each entity.

Regent Brandon asked if universities will be moving towards placing a certified financial expert on the finance and audit committee, which is being done in the public sector. Burks said that Pricewaterhouse recommends that the Board consult and hire an advisor to assist in whatever challenges they may have when there's a question outside of what they are comfortable with. Beaghan stated that the University addressed Sarbanes Oxley issues in March 2004, and one of the approved recommendations was that the finance and audit committee shall have the authority to engage independent counsel (financial or legal) and other advisors as necessary to carry out its duties.

OMB CIRCULAR 1-133 SUPPLEMENTARY FINANCIAL REPORTS FOR THE YEAR ENDED JUNE 30, 2004

Darrell Burks presented the recommendation to the Board asking for approval of the OMB Circular A-133 Supplementary Financial Reports for the Year Ended June 30, 2003. The A-133 is a federal compliance report on requirements applicable to the University's federal awards programs. Burks stated that there were no findings or questioned costs.

John Beaghan recognized staff who contributed time and effort into this report.

2004 GENERAL FUND BUDGET MANAGEMENT REPORT

Al Levett recommended that the 2004 General Fund Budget Management Report be accepted and placed on file, and that the funding authorization in the amount of \$4,741,752 be approved for outstanding obligations, commitments, encumbrances and provisions. The approved fiscal year 2004 general fund revenue budget plan totaled \$197,207,676. Revenues for the year of \$190,619,720 fell short of the plan by \$6,587,000. The approved fiscal year 2004 General Fund expenditure budget totaled \$197,197,000 plus authorized allocations of fund balance for outstanding obligations, commitments, encumbrances and provisions of \$5, 976,979 or a total funding authorization of \$203,174,000. Actual expenditures totaled \$190,610,000 falling \$12,564,000 below authorization. Levett reported that revenues exceeded expenditures by \$9,686. This was the amount by which the fund balance increased from \$10,778,000 on June 30, 2003 to \$10,788,000 on June 30, 2004. The unallocated general fund balance increased from \$4,801,000 to \$6,046,000 – an increase of \$1,245,000. Levett reported that the planned appropriation from the state of Michigan of \$78.8 million was reduced at mid-year through an executive order by five percent or \$3,943,000. Under the tuition restraint pledge, the University expects the state of Michigan to restore 3 percent or \$2.36 million of this reduction in fiscal year 2005 appropriations. Appropriation payments from the state fell \$10 million or nearly 12 percent from the appropriation for fiscal 2003. Appropriation funding as a percent of operating revenue fell from nearly 45 percent of total revenues to just over 39 percent. Levett reported that the University's fiscal year 2004 actual tuition and fee revenue, as a percent of total general fund revenue, increased to 57 percent which was above the prior year level of 52 percent. Student credit hours of 569,471 increased slightly over the 2003 figure, but fell short of the original plan by 4600 credit hours. The total general fund tuition and fee revenue was below plan by \$2.2 million, with this reduction being a result of the mix of resident and non-resident and graduate/undergraduate

enrollments. Expenditures and transfers of \$190,610,000 fell \$12.5 million below the spending authorization. The reductions in expenditure to budget resulted in unexpended carry forward balances, appropriation and enrollment base spending reductions and fiscal year 04 central conservation efforts. Levett reported that the direct fringe benefit expense as a percent of salaries paid increased to 33.45 percent compared to 32.35 percent fiscal year 2003. Levett said that group health care drove the increased benefit expenditures, increasing nearly 13 percent in fiscal year '03. Levett reported that the 2004 general fund revenues and expenses were balanced with a small increase in the fund balance.

2004 GENERAL FEE REPORT

Al Levett recommended that the 2004 General Fee report be accepted and placed on file. Levett reported that the general fee was assessed at 21 dollars per student credit hour during fiscal year 2004. Based upon the planned enrollments of 574,000 student credit hours, the planned gross revenues totaled \$11,950,000. Actual gross revenues totaled \$11,880,000 which was below plan by \$61,000 and recorded enrollments of 569,471 student credit hours. Levett reported that the planned net revenues to be distributed totaled \$11,470,000 excluding authorized carry forward amounts. The actual net revenues available for distribution amounted to \$11,410,000. A carry forward balance of \$339,000 for fiscal 2003 plus the 2004 net revenues resulted in available general fee revenue of \$11,750,000. Actual expenses totaled \$11,410,000 resulting in an undistributed balance of \$335,000.

2004 AUXILIARY FUND BUDGET MANAGEMENT REPORT

Jim Vick recommended that the 2004 Auxiliary Fund Budget Management Report be accepted and placed on file. Vick reported that auxiliary operations earned revenue of \$39.9 million, which was \$1.3 million below the budget plan. Expenses including cost of goods sold totaled \$33.2 million below plan by \$383,000. Additional debt service and general fund support of \$4.9 million resulted in operating expenses of \$38.1 million. Transfers from maintenance reserves totaled \$1.46 million, which was below plan by \$1.14 million. Vick reported that the net fund balance increased by \$327,000. The auxiliary fund operating account balances increased by \$327,053 and the accumulated fund balance as of June 30, 2004 is \$3.77 million. Vick reported that most of the reduction in revenue is attributed to lost rental income as a result of closing some of the units in the Pine Grove apartment complex, which are located in the midst of the Student Center construction site. Vick also reported that as of June 30, 2004 maintenance reserves and Housing and Dining totaled \$5.5 million, which is 75 percent of the auxiliary operations.

AUTHORIZATION TO EXTEND CONTRACT – INTERNAL AUDIT SERVICES

John Beaghan recommended that the Board authorize the execution of a contract extension with Andrews Hooper and Pavlik P.L.C. for internal audit services effective October 1, 2004 through September 30, 2005. Beaghan said the University plans to bid out both the external and the internal audit services later in the year. Beaghan stated that the University is required by the external audit policy to bid every five years. The recommendation includes the proposed internal audit schedule through September 2005 from Andrews, Hooper and Pavlik. The recommended contract extension includes an hourly rate of \$87.00, which is an increase of 4.8 percent over the hourly rate in the 2003-04 contract.

COLLECTIVE BARGAINING AGREEMENT BETWEEN EMU AND THE EMU CHAPTER OF THE AAUP

Robert VanDerVelde recommended that the Board approve the Collective Bargaining Agreement between Eastern Michigan University and the EMU Chapter of the American Association of University Professors (EMU-AAUP), and that the president of the University's bargaining committee be authorized to execute the agreement on behalf of the Board of Regents. VanDerVelde said that the recommendation is based upon negotiations with the EMU-AAUP for a new two-year collective bargaining agreement covering the period September 1, 2004 through August 31, 2006. The proposed agreement is projected to increase the University's fiscal year 2004-05 compensation costs by approximately \$1,788,831 and compensation costs for FY 2005-06 by approximately \$1,899,001 for a total bargaining agreement compensation increase of approximately \$3,687,833. VanDerVelde recognized members of the contract negotiation team.

Chair Antonini adjourned the meeting at 11:35 a.m.

EASTERN MICHIGAN UNIVERSITY FY06 APPROPRIATION REQUEST EXECUTIVE SUMMARY

Eastern Michigan University is pleased to submit this request for appropriations for FY06.

Introduction

Eastern Michigan University (EMU) is the sixth largest public university in Michigan with a comprehensive curriculum and a diverse student body. The Princeton Review designated EMU as one of the "Best Midwestern Colleges" in 2004 and 2005. The University also was cited as a "Best Value for the Tuition Dollar" by the Unofficial, Unbiased Guide to the 328 Most Interesting Colleges 2004 and for having one of the most diverse campuses in the Midwest by U.S. News and World Report.

Over its 155-year history, EMU has enjoyed a national reputation in the professional field of education. For many years, it has been a national leader in graduating education personnel. EMU was recognized this year in U.S. News and World Report's "Ultimate Guide to Becoming a Teacher" and one of EMU's recent graduates was honored as the 2004 National Student Teacher of the Year.

Eastern Michigan University's College of Business enjoys elite accreditation from the Association to Advance Collegiate Schools of Business (AACSB) and has a strong outreach to the community through its Small Business Development Center. It recently was recognized by the Princeton Review as one of the nation's most outstanding business schools.

The College of Health and Human Services is known for its applied health and nursing education programs and its nationally-ranked occupational therapy program. The College of Technology is the youngest college at EMU, with contemporary programs in quality technology, information security, engineering technology, engineering management, aviation flight technology and polymers and coatings. The college is heavily engaged in basic research through its federally-funded Coatings Research Institute.

The College of Arts and Sciences is the largest college at EMU. In addition to its many pre-professional programs, the college supports the curricula of all of the University's other colleges. Eastern Michigan's Graduate School graduates more than 1,200 master's degree students each year and offers doctoral programs in education leadership, clinical psychology and technology.

Michigan's system of public higher education has long been admired by states around the nation and other states seek to move to the "Michigan Model." The Michigan Model features independent governing boards for each institution that are responsible and accountable for key decisions and the overall administration of the 15 public universities. It is a model that the Legislature should continue to embrace and support for it is the strength of the autonomy that makes Michigan's public higher education system exceptional in quality, reduces the systems' overall administrative costs and sets it apart and above other higher education systems in the nation.

Enrollment at Michigan's public universities has increased for nine consecutive years and is approaching 290,000 students. Michigan residents who attend Michigan public universities tend to stay in Michigan after graduation. This has a significant impact on the Michigan economy. According to the U.S. Census Bureau, over a working lifetime, a person with a bachelor's degree can expect to earn about \$1 million more than a person with only a high school diploma. According to the Economic Impact Study conducted by SRI International, \$26 in economic activity is generated in Michigan for every \$1 invested by the state in public higher education. At EMU, the return on investment is \$30 for every \$1 of state investment. Some 12.6 percent of the gross state product is derived from Michigan's investment in higher education. No other public investment realizes such a high rate of return.

While Michigan exceeds the national average in high school graduates (87 percent compared to 84 percent), it lags behind the national average in Michigan residents who hold four-year degrees (23 percent earning a bachelor's degree in Michigan compared to 25 percent nationally). This is a shortfall of 150,000 people that Michigan's higher education institutions should be reaching who would serve the state in economic development and provide a competitive, well-educated workforce. The governor recognized the need to address this issue by establishing the Cherry Commission on Higher Education and Economic Growth to recommend strategies to reach the goal of doubling graduates. EMU is ideally situated to respond to this need, given its location and commitment to access, flexible and applied programs and services to non-traditional students.

The ability to address this gap in order to boost the state's competitive workforce advantage requires an additional and sustainable investment by the state in public higher education. Support for Michigan's public universities has eroded over the last 30 years from 75 percent in FY1973 to 40 percent in FY2004. Per-student appropriations have fallen far behind inflation for the last several years. In FY00, appropriations per student averaged \$6,840. This year, appropriations per student averaged \$5,721, a decline of 16.4 percent. For FY05, EMU's appropriation per student is \$3,947.

The State Legislature and the U.S. Congress have been concerned with the rising cost of tuition. This is understandable, but must be viewed in the context of declining state support. Michigan's public universities have demonstrated tremendous restraint. In the fall of 2003, Michigan's tuition and fee increases averaged 9.9 percent while the national average was 14.1 percent. This fall, Michigan's tuition and fee increases averaged 2.5 percent while the national average was 10.5 percent. EMU approved tuition and fee increases of 9.9 percent and 2.4 percent respectively for the last two years.

Impact of Reduced Appropriations/Tuition Restraint

The reduced appropriations and tuition restraint have resulted in the elimination of 134 positions at EMU during the last three years and base budget reductions totaling \$18.6 million. Another \$6.4 million in one-time budget reductions was made in FY04.

EMU's FY05 appropriation of \$77, 295,800 is \$1.6 million less than its appropriation for FY99. Additionally, due to enrollment increases, the per-student appropriation is \$501 less than it was in FY99 and \$780 less than it was in FY02.

The state appropriation accounts for only 38 percent of EMU's General Fund operating budget. Despite having the state's sixth largest enrollment, EMU ranks 10th in state appropriation per student among the 15 public universities, leaving EMU's students among the lowest funded on a Full-Year Equated Student (FYES) basis in the state.

Higher Education As a State Funding Priority

Given Michigan's continuing economic challenges and another projected deficit in FY06, it is imperative for the 15 public higher education institutions to be given a higher priority in the appropriation process. Editorial messages continue to convey to state officials that the auto industry can no longer be relied upon to spur economic growth and new jobs in Michigan. The state must look to higher education institutions to produce more graduates who have the knowledge and skills needed to grow new workers – an essential step toward the transition to a knowledge-based economy.

Governor Granholm and the Cherry Commission on Higher Education and Economic Growth have recognized the need for Michigan to double the number of students in post-secondary education just to be competitive with other benchmark states. The current Fall 2004 undergraduate student enrollment for the 15 public universities is 221,504. To double that number, public universities must enroll 220,000 more undergraduate students in the next 10 years and they must be the state's priority for funding. Adequate funding is required to sustain the universities' efforts to grow enrollment, double the number of college graduates and provide the needed boost to the state's economy in jobs, retention of graduates in Michigan and the transition to a knowledge-based economy. Budget cuts to higher education during the last three years, coupled with state-mandated tuition and fee caps, do not support these goals. Tuition and fees are the only other major source of revenue available to the 15 public universities, which now represent 60 percent of General Fund budgets state-wide. The state's funding has been reduced to 40 percent which reflects decades of erosion of state support.

It is in the state's best long-term interests that cuts and caps no longer govern higher education appropriation policy.

FY06 Cost Increases

Eastern Michigan University is projecting \$8.3 million in unavoidable cost increases for FY06. These increases are detailed below:

Faculty and Staff Compensation **\$4,489,000**

The positive difference EMU makes in the lives of students is directly related to the quality of the faculty who deliver and support its academic programs. Competitive salaries are essential to attracting and retaining talented faculty and staff. Market studies and careful benchmarking are used to guide negotiations with EMU's seven labor unions which represent 88 percent of EMU's employees. A \$4.5 million increase is required to meet contractual obligations for FY06.

Health Care Cost Increases

\$1,600,000

The cost of employee health care benefits continues to grow despite successful initiatives at EMU to reduce costs by restructuring health care plans offered to employees and working cooperatively with its labor unions to reduce costs. Group health care is monitored closely for cost avoidance opportunities. Cost reductions have been accomplished through the renegotiation of health care plan fees as well as through continued migration of faculty and staff into a single university-wide health care plan. Cost increases are due, in large part, to both the cost of health care services and the cost and demand for prescription drugs, which continue to escalate. The estimated cost increase for FY06 is \$1.6 million, which represents a 13 percent increase over FY05.

Utilities

\$1,400,000

Despite continuing cost-saving initiatives, utility costs are forecast to increase \$1.4 million primarily due to a 40 percent increase in fuel costs. On a daily basis, University engineers monitor utility markets to take advantage of pricing opportunities.

Student Scholarships and Financial Aid

\$ 581,000

Eastern Michigan University has always had a strong commitment to accessibility, affordability, diversity and attracting quality students as evidenced by its significant investment in student scholarships, fellowships and other campus aid. The University invested an additional \$7.1 million in student scholarships and other campus aid during the last four years, an increase of 56 percent. The University's ability to maintain significant increases in this area is seriously constrained by the reduction in state appropriation and tuition restraint. The projected increase to cover cost increases for existing scholarships, fellowships and other aid programs is \$581,000.

MPSERS – Retiree Health Care

\$ 258,000

Retiree health care benefits provided by the Michigan Public School Employees Retirement System (MPSERS) contribute to the University's cost increases. The cost to EMU for this unfunded state mandate continues to grow and is projected to increase in FY06 by \$258,000.

Program Improvement

New Faculty

\$ 600,000

Eastern Michigan University's highest priority is to invest in the academic faculty, programs and services for students. From FY01 to FY04, the number of full-time tenure-track faculty at EMU declined from 683 to 652 or 4.5 percent. At the same time, enrollment increased from 23,517 to 24,419, or 3.8 percent and the number of student credit hours increased from 541,468 to 569,471 or 5.2 percent.

EMU is committed to maintaining the academic integrity of the University by embarking on a multi-year program to reverse the erosion of full-time tenure-track faculty on campus. Talented and engaging faculty are the foundation of a quality educational experience for EMU students.

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The recruitment of new faculty and the retention of current faculty are essential to the academic vitality of the institution.

The addition of 10 full-time tenure-track faculty in FY06 is projected to cost approximately \$600,000.

Capital Outlay

Established in 1849, Eastern Michigan University has one of the oldest campuses in Michigan. EMU's top capital priority is the \$41.3 million renovation of the Pray-Harrold Classroom Building. Pray-Harrold opened in 1969 and is the University's largest classroom building, serving approximately 10,000 students each instructional day in the Departments of African American Studies, Computer Science, Economics, English Language and Literature, History and Philosophy, Mathematics, Sociology, Anthropology and Criminology and Women's Studies. In addition, the University's academic and administrative computing department is located in Pray-Harrold.

Renovation of this facility has been ranked as the top capital priority at EMU for the last five years. We urge the Legislature to give serious consideration to a capital bill that would minimally fund the renovation of academic facilities on the older campuses. We also urge the Legislature to give serious consideration to reducing or eliminating the 25 percent match for capital projects given the decline in state appropriation and tuition restraint experienced during the last three fiscal years.

Revenues and Budget Reductions

Assuming EMU's state appropriation increases minimally by the Higher Education CPI (estimated at 2.75 percent), a tuition and fee increase of 8.5 percent will be required to fund fixed cost increases and one program improvement item (new faculty). At the same time, \$4.0 million in reductions to EMU's General Fund budget will be required.

Criteria for Distributing State Operations Support

The Board of Regents and administration of Eastern Michigan University strongly believe that all of the 15 public universities in Michigan play a significant role in Michigan's highly regarded system of higher education. We do not endorse reducing one or more institutions' budgets in order to enhance the budgets of other institutions.

We make the following recommendations:

1. Increases to base appropriations should be equal to the Higher Education CPI.
2. The funding floor should be restored to the FY03 level of \$4,600 and increased annually thereafter at the rate of the Higher Education CPI.

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3. Universities whose FYES funding falls below the funding floor should receive additional funding until they reach the funding floor.
 4. The state should set a long-term goal of funding undergraduate education equally at all institutions on an FYES basis.

Further, we recommend that there be no cap on tuition and fees. If there is a cap on tuition and fees, we recommend the cap be either a percentage or a dollar amount, whichever is greater, in order to protect institutions with lower base budgets.

Performance Measures

Eastern Michigan University projects that its six-year graduation rate will increase from 38.3 percent to 41.0 percent, a seven percent improvement rate from the 1996-1997 cohort to the 1999-2000 cohort. Significant steps have been taken during the last four years to address retention and graduation rates. These include:

- Expanded Supplemental Instruction—more than 100 sections now available.
- Expanded free tutorial support for all undergraduates.
- Created Freshmen Interest Group Classes (FTIACS grouped in classes).
- Learning communities.
- Implemented mandatory second semester freshman advising.
- Created mentor program.
- Created Opportunity Loan program to assist students with past due obligations.
- Expanded academic advising centers to all five colleges (doubling the number of academic advisors available on a full-time basis).
- Expanded the Summer Incentives Program for high risk students.
- Added more support to the PASS (Promote Academic Survival and Success) program.
- Added housing study halls.
- Created the Transfer Advising Center.
- Added mid-semester academic deficiency reports for freshmen.
- Created parental release form to alert parents of freshmen when students are not performing well academically.
- Expanded orientation.
- Created First Six Weeks Programs to assist students with transition.
- Implemented the Housing Call Program (faculty and administrators visit all freshmen in the housing units after the third week of class).
- Called all non-registered students to see if they had issues that could be resolved to enable registration.
- Implemented Service EMU to respond to service needs in financial aid, business services and records.
- Expanded outsourcing of phone calls in financial aid and business services to respond to student concerns.
- Moved professional staff to front counter positions in financial aid to respond to student concerns.
- Created new flexible payment plans.

- Developed debt management default prevention and retention presentations.
- Developed and implemented student satisfaction surveys.
- Implemented financial aid Satisfactory Academic Progress impact study on retention.

In addition, it should be recognized that Eastern Michigan University plays a significant role in awarding the baccalaureate degree to community college and other transfer students. Approximately 50 percent of each of EMU's graduating classes is composed of transfer students. By definition, these transfer students are not accounted for in the University's graduation rate statistics. Similar to the students who enroll in community colleges for their first two years, many of Eastern Michigan University's undergraduates attend Eastern Michigan for two years and then transfer to another four-year institution that has the specialized academic program they want. Even though these students graduate (from another institution), they reflect negatively on EMU's graduation rate as they are counted as a drop-out/stop-out and not as a transfer to another institution.

Cost Containment

FY05 cost containment measures include:

1. Window Replacement Projects

Eastern Michigan University continues to replace the older single-pane un-insulated windows in its many older buildings with dual-pane insulated windows. The new insulated windows reduce heat loss through the window by 53 percent, thus contributing to EMU's overall effort to reduce energy costs on campus.

2. Launch of E-Bill System

The e-bill system electronically sends an invoice to the student's University e-mail account each month. The electronic system has reduced the costs associated with printing invoices as well as postage expense. Estimated savings are in excess of \$100,000.

3. Automation of Financial Statement Preparation

Through the use of Access and Crystal reports, the time required to prepare the annual Financial Statement for the University has been reduced substantially. This has eliminated the need for Accounting staff to work overtime and the associated overtime pay.

4. Streamlining of Purchasing/Payables Processes

The on-line input of purchase requisitions is presently being rolled out across EMU's campus. With on-line requisitioning in place, the University will have the ability to electronically match purchase orders with receivers and invoices which can result in the automatic processing of supplier payments. This will save time and effort in the Purchasing and Payables departments, as well as the effort required campus-wide to

manually submit and follow the present paper system. The potential exists that these efficiencies may result in staff reductions.

5. Power Plant Efforts To Reduce Energy Costs

Co-generation of electric and steam from the University's Power Plant has slowed significantly the increase in utility costs. Among other advantages, generation of electricity can be increased to reduce the amount of energy purchased on days the University is near peak load.

6. Energy Management Program

A new Energy Management Program is in place to identify and implement energy conservation measures in campus buildings. Initial efforts have resulted in re-negotiated discount rates for fuel transportation services and improvements in measuring, metering and monitoring utility utilization.

7. Retrofit Building Lighting Systems

The University continues to retrofit campus building lighting systems by replacing energy intensive T-12 lamps with energy efficient T-8 lamps. In addition, where practical, four tube fixtures have been replaced with three and two tube fixtures.

FY06 cost containment measures will include:

1. Health Insurance Co-payments

Beginning in July 2005, new clerical/secretarial staff and new administrative professional staff will pay a portion of their health insurance coverage. The resulting cost savings from this action will increase each year as health costs continue to escalate and staff attrition results in additional employees participating in this program.

2. E-mail Direct Deposit Advices

Efforts are presently underway to replace the paper direct deposit advice with an electronic version that will be sent to all employees who have the direct paycheck deposit options. Similar to the e-bill system, this action will reduce the costs required to print the advices.

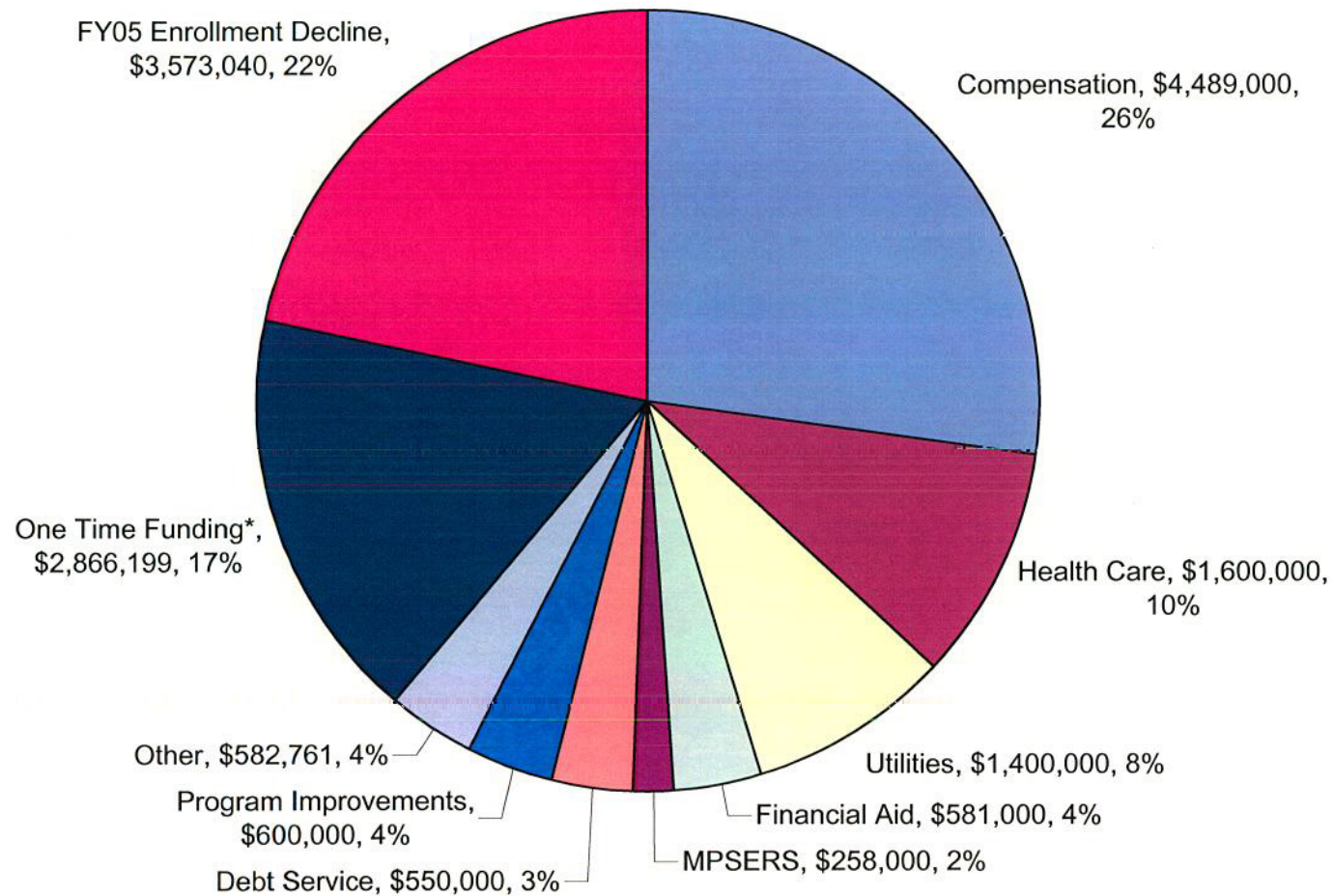
3. Kronos Time System Integration With Banner

Efforts are presently underway to develop an interface between the Kronos time system and the Banner payroll module. This interface will eliminate the manual summary of time on a payroll voucher that is then sent to the Payroll office where it is manually entered into the payroll system, potentially resulting in staff reductions and an increase in the accuracy of time reporting.

Summary

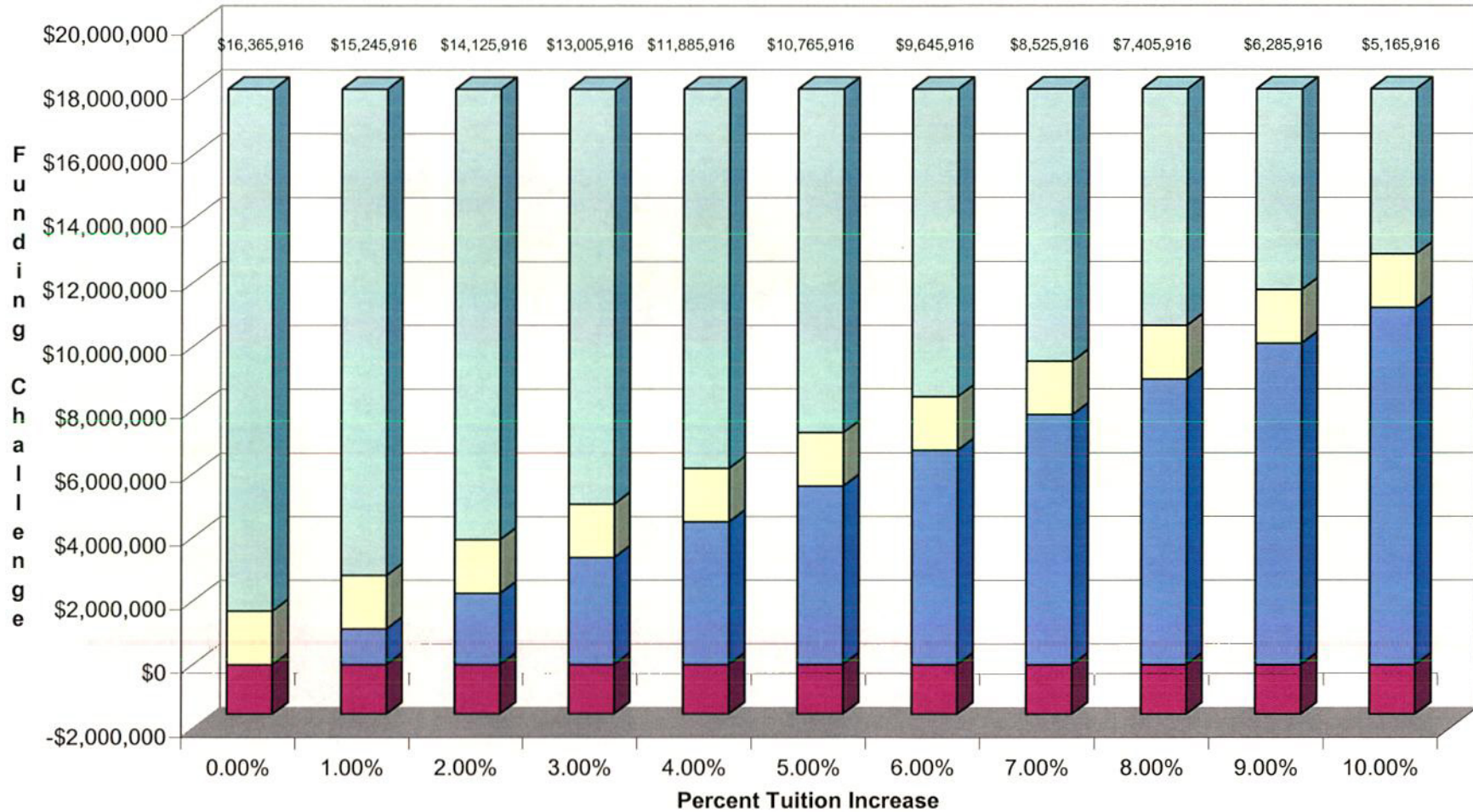
Eastern Michigan University is projecting cost increases totaling nearly \$8.3 million for FY06. EMU recommends the state shift its priorities to higher education as one of several initiatives to improve the state's economy and that the state not impose a cap on tuition and fee increases. EMU requests minimally an increase to its FY06 appropriation by the Higher Education CPI.

General Fund FY06 Funding Challenges \$16,500,000



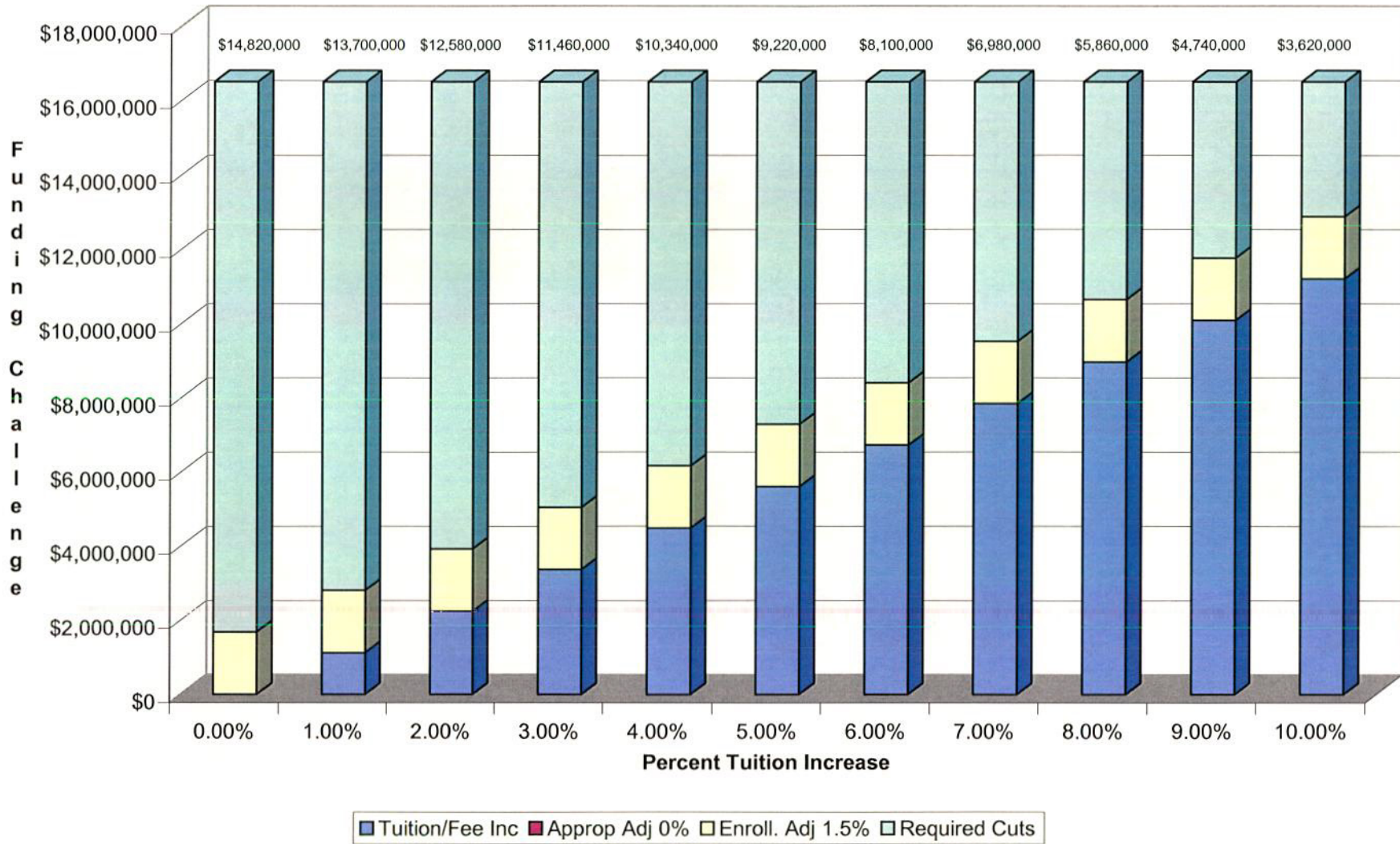
*One time funding includes 04 Appropriation Rebate of \$2,366,199 and PC Refresh \$500,000

General Fund FY06 Budget Planning Appropriation Adj -2%, Enrollment Adj 1.5%



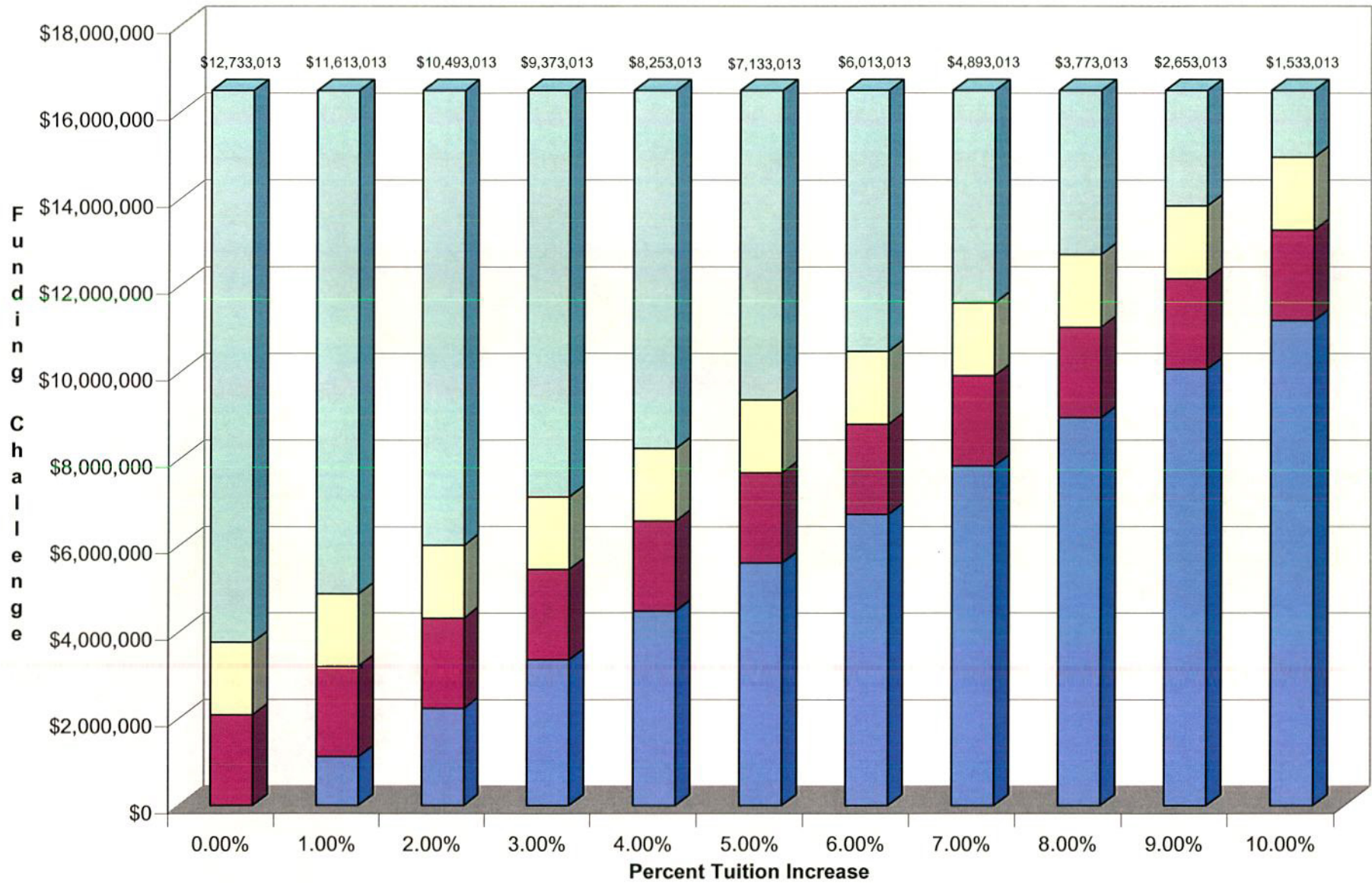
■ Tuition/Fee Inc
 ■ Approp Adj -2%
 ■ Enroll. Adj 1.5%
 ■ Required Cuts

General Fund FY06 Budget Planning
Appropriation Adj 0%, Enrollment Adj 1.5%



General Fund FY06 Budget Planning

Appropriation Adj 2.7% Enrollment Adj 1.5%



■ Tuition/Fee Inc
 ■ Approp Adj 2.7%
 ■ Enroll. Adj 1.5%
 ■ Required Cuts

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 22
DATE: November 30, 2004

RECOMMENDATION

FY 2006 CAPITAL OUTLAY BUDGET REQUEST

ACTION REQUESTED

It is recommended that the Board of Regents approve the FY 2006 Capital Outlay Budget Request. The modernization of Pray-Harrold has been identified as the University's top capital project.

STAFF SUMMARY

Pray-Harrold, which serves more students than any other classroom building at the University, is in critical need of improvement. For the past 35 years, the building has been utilized extensively – serving approximately 10,000 students each instructional day. Modernizing Pray-Harrold will positively affect more students than any other capital need of the University. Investing in this project will extend the life of the building, reduce operation costs and offer a more effective learning environment. The program statement has been completed and submitted to the Department of Management and Budget. The University is prepared to act immediately upon funding authorization and to provide any required matching funds.

Attached is an Executive Summary and project description of the proposed modernization of Pray-Harrold classroom building. A complete copy of the FY 2006 Capital Outlay Budget Request is also provided.

FISCAL IMPLICATIONS

The estimated cost to modernize Pray-Harrold is \$41,384,475. The University's cost share is \$10,346,119 or 25 percent. The University's required match will be provided through the sale of bonds supported by tuition and fee revenue.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2006
EXECUTIVE SUMMARY

An increased state investment in Eastern Michigan University is an investment in Michigan's future. EMU is positioned to respond to metropolitan area growth, a changing population of diverse learners and the demands of schools, businesses and public agencies. We have a measurable impact on the citizens of Michigan. To accomplish this the University provides an exceptional learning environment that can accommodate the diverse and specialized delivery of instruction that meets the expectations of our publics – students and their parents, business and industry and the state. An exceptional learning environment requires facilities that can accommodate the technologies that are now woven through every discipline. Buildings constructed before the technology revolution/evolution cannot satisfy these demands.

Eastern Michigan University has 33 buildings that are at least 20 years old, with an average building age (weighted by square feet) of 48 years. While many old buildings have a unique charm, they lack the infrastructure needed to facilitate modern information and communication technologies, as well as the mechanical and electrical systems required to support a technology-friendly environment. It is recognized that most building systems have finite useful lives of approximately 30 years. Note that the University's top capital project, the modernization of Pray-Harrold, exceeds this age. As such, the University has identified the modernization of the 237,108 square ft. Pray-Harrold classroom facility as its top capital outlay project.

Pray-Harrold opened in 1969 as the state of Michigan's single largest classroom building. For the past 35 years the building has been utilized at capacity servicing approximately 10,000 students each instructional day. Modernizing this building will positively affect more learners than any other capital need of the University.

Some improvements to this building were completed with the restoration performed after the March 2000 fire. Costs to restore Pray-Harrold to its pre-fire condition exceeded \$10.5 million.

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EASTERN MICHIGAN UNIVERSITY

CAPITAL OUTLAY REQUEST FY 2006

EXECUTIVE SUMMARY

Much of the cost specifically addressed cleanup from the smoke and water damage, some improvements to HVAC systems (the fire started in the penthouse mechanical room), abatement of asbestos, new lighting and partial new roofing. Although cleaner and safer, the building still functions as a 1969 building. The program statement for renewal of this essential classroom building into a 21st century, technologically-central learning facility has been completed and submitted to the Department of Management and Budget. The University hopes that this building project will be considered in the near future, and is prepared to mobilize immediately upon funding authorization.

In addition to the need to modernize Pray-Harrold, the University also has a critical need to improve its science facilities. Many of the building deficiencies reported in Pray-Harrold (i.e. age, mechanical and electrical system conditions and capabilities, and lack of specialized spaces and technology) also pertain to the University's science space. Several alternatives were studied and it was determined that renewal of the Mark Jefferson Science Building would be the most economical and expeditious way in which to address the building deficiencies that affect the biology, chemistry, and psychology departments. 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, roof replacement, interior improvements and scientific instrumentation.

Eastern Michigan University views its physical capital as a financial asset, and believes that investing in the Pray-Harrold modernization project is an exceptionally wise use of state funds. Such an investment will extend the life of the buildings, reduce operation costs and offer a more effective learning environment. The University is prepared to provide any required matching funds.

EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2006
IMPLEMENTATION PLAN

PRAY-HARROLD MODERNIZATION

Total Project Cost:	\$41,384,475	
Capital Funding Required by EMU:	\$10,346,119	
Proposed Funding Sources:	See Matching Resources Section	
Does authorization for this project exist in any public act?	Yes	No ✓
Is the project for instructional purposes?	Yes ✓	No
Is the project a renovation of new construction?	Renovation ✓	New
Are professionally developed program statement and/or schematics available?	Yes ✓	No
Are required match resources currently available?	Yes ✓	No
Has the University identified available operating funds?	Yes ✓	No

Project Description Narrative

In 1969, Pray-Harrold opened as the State of Michigan's single largest classroom building. For the past 35 years the building has been, and continues to be, utilized at near full capacity 14 hours each instructional day. Constructed prior to the personal computer revolution, the building systems were not designed to accommodate this now-essential instruction tool. Although limited success in adapting the building systems for high technology usage have been realized, these systems are no longer able to further accommodate instructional and program needs. Demands for electrical power and temperature control continue to increase. Allocation of limited University resources to infrastructure, often at the expense of aesthetics, instrumentation, and furnishings has also resulted in the need for modernization. Existing space design and configuration is not compatible with optimum delivery of instruction.

A fire in the mechanical penthouse in March 2000 resulted in damage to the roof, much of the air handling equipment, and excessive smoke damage. Fire restoration proceeds of over \$10 million allowed the University to clean and restore the building to its pre-fire state. However, extensive renewal of major building systems remains.

Reconfiguration of classrooms on the second floor will provide more varied and flexible space. The reconfiguration of especially the second and third floors to provide cluster arrangements of computing facilities, advising, and space for studying and student interaction, is planned. This will provide students, with particular benefit to commuter students, an atmosphere where they

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**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2006
IMPLEMENTATION PLAN**

can stay and engage themselves in academic life. The clustering of common areas will help to enhance our interdisciplinary initiatives and promote team building. It will also provide an environment to build learning communities among our first-year students, a proven factor in academic success and retention. The upper floors will be reconfigured to focus on strategically designed classroom space, faculty-student areas for consultations, study groups, and faculty offices and facilities. This focus will be extensively on multi-purpose rooms with moveable furniture.

Other essential elements of the proposal include:

- Building addition to accommodate large classroom and lecture spaces and student common areas while projecting a new image for the College of Arts and Sciences.
- Addition of new technology components to enhance the learning environment.
- Upgrade the existing infrastructure to meet the future demands for the facility. These items include:
 - Adding a new dedicated electrical primary service
 - Replacing and modifying the HVAC
 - Upgrading the existing elevators
 - Wire building for information technology
 - Making necessary repairs including replacement of architectural, structural, mechanical and electrical systems
 - Upgrade building to comply with ADA requirements
 - Address all code issues including life safety.

Construction of a covered walkway connecting Pray-Harold with the College of Education Building, which would both enhance student safety and allow for shared utilization of special media laboratories and proposed common spaces will be in place. Reconfiguration of classrooms will also be achieved, providing more varied and flexible space and enhancing instructional delivery. The interior finishes will be replaced, and integrated technology will be available throughout the building. Furnishings and instrumentation needed to effectively deliver instruction will be provided.

The completion of this project will result in a modern, technologically advanced building that is able to effectively serve the students of Eastern Michigan University.

Other Alternatives Considered

Consideration to construct a brand-new classroom building was widely debated. However, as stated above, the \$10 million fire restoration addressed some of the buildings basic shortcomings. If the modernization can continue and complete the renewal of building systems, building envelope, integrated technology, furnishings, finishes, and instrumentation, Pray-Harold will be an outstanding facility for at least another 30 years. It is estimated that to construct a new facility of equal benefit would cost \$57 million. This is approximately \$16

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**EASTERN MICHIGAN UNIVERSITY
CAPITAL OUTLAY REQUEST FY 2006
IMPLEMENTATION PLAN**

million more than the cost of the remaining work to be done. Also, because of the size of the building, volume of use and the diversified programs conducted, leased space or long-distance learning are not viable alternatives. If the project is not authorized, an opportunity will be missed to significantly enhance the learning experience of a substantial number of students.

Economic Benefit to State of Michigan

Multiple economic benefits would accrue to the State of Michigan as a result of authorizing and funding this project. Included is the ongoing economic benefit of a well-educated work force to attract and retain industry within the state and the quality of life educated citizens harvest from challenging and rewarding careers.

In addition, the local economy would benefit because of the construction project's economic activity, and the University would benefit from lower operating costs throughout the life cycle of a modern, energy-efficient facility.

Match Resources

Matching funds will be provided through the sale of bonds. The University is prepared and has the financial capacity to expedite such borrowing. The bonds will be supported through tuition and fee revenue.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 23
DATE: November 30, 2004

RECOMMENDATION

REPORT: The 2003-2004 Eastern Michigan University Foundation Annual Report

ACTION REQUESTED

It is requested that the Eastern Michigan University Board of Regents receive and place on file the Eastern Michigan University Foundation Annual Report for the year ended June 30, 2004.

STAFF SUMMARY

In accordance with Section C.4. of the Agreement Between Eastern Michigan University and the Eastern Michigan University Foundation, it is our responsibility and privilege to present for your review the annual report of the Eastern Michigan University Foundation for the year ended June 30, 2004. The annual financial audit of the Foundation and its subsidiaries was performed by Plante & Moran, PLLC, and they have reviewed and approved the content of the report presented, and provided an unqualified financial opinion.

Total endowment assets reported at year-end were \$35,796,418. This represents an 18.1 percent increase above the June 30, 2003 market value, which was \$30,319,418. Contributions during 2003-2004 were \$5,860,867. Contributions designated toward endowed scholarships and endowments totaled \$1,370,057.

During this fiscal year, the endowment portfolio experienced an investment return of 16.6 percent. The total return since inception on September 30, 1992, of 9.7 percent surpasses the benchmark of 8.9 percent.

Current expendable gifts distributed to Eastern Michigan University for programs and scholarships totaled \$3,909,038 for the year ended June 30, 2004. Of that total, \$1,500,764 represented gifts of property, equipment and other support. In addition, funding from endowed scholarships and endowments totaled \$956,354, a 14.5 percent increase from the previous year.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

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

University/Executive Officer

Date

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 24
DATE: November 30, 2004

RECOMMENDATION

2003-04 EAGLE CREST MANAGEMENT CORPORATION ANNUAL REPORT

ACTION REQUESTED

It is recommended that the FY 2004 Eagle Crest Management Corporation Annual Report be received and placed on file.

STAFF SUMMARY

Eagle Crest Management Corporation (ECMC) is a wholly-owned, for-profit subsidiary of the Eastern Michigan University Foundation. ECMC provides management services for the University's Golf Course and Conference Center assets. In addition, ECMC provides food and beverage services, media and business services, and housekeeping/maintenance services to the Golf Course and Conference Center.

Eagle Crest Management returned a net profit for the year ending June 2004 of \$29,987 with a profit margin of 2%. Eagle Crest Management committed payment of a \$20,000 dividend to the Eastern Michigan University Foundation for year-end June 2004, representing a dividend/income payout ratio of 66%. Eagle Crest Conference Center realized net earnings of \$30,481 for the year ending June 2004 and experienced an increased occupancy rate of 3% over the previous fiscal year. Eagle Crest Golf Club resulted in net earnings of (\$198,658) for the year ending June 2004. The Golf Club experienced improved course patronage this year, reflected in the 10% increased rounds from the previous fiscal year.

Kathryn Vachon, Executive Director of Eagle Crest Management Corporation, will provide a report on the FY 2004 business activities.

FISCAL IMPLICATIONS

Eagle Crest continues to support the EMU Foundation by providing a dividend of \$20,000 for year-end June 2004. This represents a dividend/income payout ratio of 66 percent.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer _____

Date

EAGLE CREST MANAGEMENT CORPORATION
REPORT TO EMU BOARD OF REGENTS FINANCE COMMITTEE
NOVEMBER 30, 2004

Eagle Crest continues to strive to improve the revenue picture for all entities owned and managed by Eagle Crest Management Corporation. The Southeast Michigan area is still lagging behind the nation in recovering from the economic and travel declines of the past few years. Year-end results still reflect positive outcomes for Eagle Crest Management Corporation and the Conference Center relative to Net Income. The Golf Course suffered another year of negative Net Income.

Through the maximizing of revenues and optimizing of expense control, Eagle Crest Management returned a net profit for the year ending June 2004 of \$29,987 with a profit margin of 2%. Eagle Crest Management committed payment of a \$20,000 dividend to Eastern Michigan University Foundation for year-end June 2004, representing a dividend/income payout ratio of 66%.

Eagle Crest Conference Center realized net earnings of \$30,481 for the year ending June 2004 and experienced an increased occupancy rate of 3% over the previous fiscal year. This debt-free asset of the University has consistently been profitable throughout recent years, despite a recession based local economy.

Eagle Crest Golf Club resulted in net earnings of (\$198,658) for the year ending June 2004. The Golf Club experienced improved course patronage this year, reflected in the 10% increased rounds from the previous fiscal year. League play increased 2,118 rounds reflecting a 150% increase. Outing growth was also notable with an increase of 1,155 rounds or 14% improvement over prior year. Value pricing strategies were used to entice visitors to play our spectacular course and experience the outstanding course conditions.

Eagle Crest hosted many notable events this year including: Michigan High School Boys Golf Championships, Democratic Governors Association Policy Committee during Ryder Cup, NCAA Cross Country Midwest Regional Championship on the Golf Course, and the Eastern Michigan University football team having chosen Eagle Crest as it's host prior to home games.

Eagle Crest Golf Club was honored to receive a 4-STAR rating from Golf Digest Magazine based on player input. The course was previously rated at 3 1/2 stars and is striving for 4 1/2 stars for the next year. The course also hired PGA Professional, David Horstman, from Pheasant Run in Canton, as General Manager and Head Golf Professional with the expectation of increasing revenues and quality at the course.

Eagle Crest Management Corporation is dedicated to the role of asset manager for the Eastern Michigan University properties of the Eagle Crest Conference Center and Golf Club. ECMC is committed to subsidizing services within these properties at a profitable level in conjunction with the successful management of these assets. It is ECMC's goal to maximize the associated revenues with event sales for all managed companies so that each can be profitable and self-sustaining. With the EMU Foundation as our owner, we will continue to focus on revenue generation and allocation of company resources that will facilitate this goal.

We, again, want to thank the members of the Eagle Crest Board of Directors, the Eastern Michigan University Foundation Board of Directors, and the Eastern Michigan University community for your continued support.

Eagle Crest Management Corporation
Income Expense Statements
Year Ending June 30, 2004

Eagle Crest Management Consolidated

	YTD Actuals		YTD Budget				Last YTD			
	Jun-04	% Rev	Jun-04	% Rev	Variance	Var %	Jun-03	% Rev	Variance	Var %
Food & Beverage	1,266,073	80%	1,447,188	82%	(181,115)	-13%	1,309,608	76%	(43,535)	-3%
Media & Business Center	329,350	21%	388,386	22%	(59,036)	-15%	402,811	23%	(73,461)	-18%
Housekeeping & Maintenance	227,538	14%	229,545	13%	(2,007)	-1%	265,954	15%	(38,416)	-14%
Management Fees	68,359	4%	72,085	4%	(3,726)	-5%	80,435	5%	(12,076)	-15%
Total Sales	1,891,320	119%	2,137,204	121%	(245,884)	-12%	2,058,808	120%	(167,488)	-8%
Cost of Goods Sold	302,542	19%	375,070	21%	72,528	19%	336,178	20%	33,636	10%
Net Revenue	1,588,778	100%	1,762,134	100%	(173,356)	-10%	1,722,630	100%	(133,852)	-8%
Salaries, Wages & Taxes	617,826	39%	749,143	43%	131,317	18%	736,498	43%	118,672	16%
Benefits & 401K	111,711	7%	113,146	6%	1,435	1%	122,362	7%	10,651	9%
Contracted Services	25,136	2%	26,832	2%	1,696	6%	23,426	1%	(1,710)	-7%
Operational Expenses	242,989	15%	267,998	15%	25,009	9%	269,436	16%	26,447	10%
Allocated Expenses	405,396	26%	431,446	24%	26,050	6%	337,591	20%	(67,805)	-20%
Total Expenses	1,403,058	88%	1,588,565	90%	185,507	12%	1,489,313	86%	88,255	6%
Depreciation	79,344	5%	55,998	3%	(23,346)	-42%	89,447	5%	10,103	11%
Personal Property Tax	30,884	2%	28,296	2%	(2,588)	-9%	29,830	2%	(1,054)	-4%
Interest Expense	14,890	1%	18,616	1%	3,726	20%	14,226	1%	(664)	-5%
Total Other Expenses	125,118	8%	102,910	6%	(22,208)	-22%	133,503	8%	8,385	6%
Net Income	60,602	4%	70,659	4%	(10,057)	-14%	99,014	6%	(39,212)	-39%
Federal Income Tax	5,800	0%	5,468	0%	(332)	-6%	24,146	1%	18,346	76%
SBT Tax	24,815	2%	14,400	1%	(10,415)	-72%	(17,224)	-1%	(42,039)	244%
Total Net Income	29,987	2%	50,791	3%	(20,804)	-41%	92,892	5%	(62,905)	-68%
Dividend	20,000	1%	50,000	3%	30,000	60%	58,000	3%	38,000	66%
Net After Dividend	9,987	1%	791	0%	9,196	1163%	34,892	2%	(24,905)	-71%

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**Eagle Crest Management Corporation
Income Expense Statements
Year Ending June 30, 2004**

Eagle Crest Conference Center

	YTD Actuals		YTD Budget				Last YTD			
	Jun-04	% Rev	Jun-04	% Rev	Variance	Var %	Jun-03	% Rev	Variance	Var %
Room Rentals	613,440	99%	737,544	101%	(124,104)	-17%	735,833	100%	(122,393)	-17%
Office Services	8,091	1%	3,525	0%	4,566	130%	5,985	1%	2,106	35%
Total Sales	621,531	101%	741,069	101%	(119,538)	-16%	741,818	101%	(120,287)	-16%
Cost of Good Sold	3,243	1%	3,196	0%	(47)	-1%	8,175	1%	4,932	60%
Net Revenue	618,288	100%	737,873	101%	(119,585)	-16%	733,643	100%	(115,355)	-16%
Salaries, Wages & Taxes	118,934	19%	142,596	19%	23,662	17%	127,989	17%	9,055	7%
Benefits & 401K	41,770	7%	37,974	5%	(3,796)	-10%	30,795	4%	(10,975)	-36%
Operational Expenses**	123,359	20%	197,195	27%	73,836	37%	194,739	27%	71,380	37%
Allocated Expenses	303,744	49%	320,936	44%	17,192	5%	318,439	43%	14,695	5%
Total Expenses	587,807	95%	698,701	95%	110,894	16%	671,962	92%	84,155	13%
Total Net Income	30,481	5%	39,172	5%	(8,691)	-22%	61,681	8%	(31,200)	-51%

Eagle Crest Golf Club

	YTD Actuals		YTD Budget				Last YTD			
	Jun-04	% Rev	Jun-04	% Rev	Variance	Var %	Jun-03	% Rev	Variance	Var %
Greens Fees	747,186	69%	1,027,513	73%	(280,327)	-27%	888,258	74%	(141,072)	-16%
Cart Rentals	238,871	22%	249,888	18%	(11,017)	-4%	220,804	18%	18,067	8%
Sales Pro Shop	102,622	9%	117,000	8%	(14,378)	-12%	104,792	9%	(2,170)	-2%
Equipment Rental	5,178	0%	7,524	1%	(2,346)	-31%	5,810	0%	(632)	-11%
Driving Range	39,314	4%	46,856	3%	(7,542)	-16%	40,465	3%	(1,151)	-3%
Clinics & Lessons	-	0%	9,200	1%	(9,200)	-100%	-	0%	-	0%
Room Rental	23,214	2%	26,065	2%	(2,851)	-11%	22,555	2%	659	3%
Total Sales	1,156,385	107%	1,484,046	106%	(327,661)	-22%	1,282,684	106%	(126,299)	-10%
Cost of Good-Pro Shop	70,937	7%	79,360	6%	8,423	11%	75,219	6%	4,282	6%
Net Revenue	1,085,448	100%	1,404,686	100%	(319,238)	-23%	1,207,465	100%	(122,017)	-10%
Salaries, Wages & Taxes	134,343	12%	177,152	13%	42,809	24%	165,232	14%	30,889	19%
Benefits & 401K	3,225	0%	5,436	0%	2,211	41%	3,052	0%	(173)	-6%
Direct Expenses	850,629	78%	851,126	61%	497	0%	875,156	72%	24,527	3%
Operational Expenses**	93,436	9%	158,901	11%	65,465	41%	133,150	11%	39,714	30%
Allocated Expenses	202,473	19%	221,447	16%	18,974	9%	191,770	16%	(10,703)	-6%
Total Expenses	1,284,106	118%	1,414,062	101%	129,956	9%	1,368,360	113%	84,254	6%
Total Net Income	(198,658)	-18%	(9,376)	-1%	(189,282)	2019%	(160,895)	-13%	(37,763)	23%

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BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 25
DATE: November 30, 2004

RECOMMENDATION

MEMORANDUM OF UNDERSTANDING BETWEEN EASTERN MICHIGAN UNIVERSITY AND THE INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE, AND AGRICULTURAL IMPLEMENT WORKERS OF AMERICA, TECHNICAL, OFFICE AND PROFESSIONAL LOCAL 1976

ACTION REQUESTED

It is recommended that the Board of Regents approve the attached Memorandum of Understanding between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Technical, Office and Professional Local 1976.

STAFF SUMMARY

The recommendation is based upon wage reopener negotiations with the professional and technical employees' bargaining unit (UAW Local 1976) for fiscal year July 1, 2004 to June 30, 2005.

FISCAL IMPLICATIONS

The attached Memorandum of Understanding is projected to increase the University's professional and technical employees fiscal year 2004-2005 net compensation costs by \$163,209 in addition to the contractually mandated 2% minimum wage increase.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
EASTERN MICHIGAN UNIVERSITY
AND
UAW LOCAL 1976

Eastern Michigan University and UAW Local 1976 hereby understand and agree that pursuant to Article XXIV "Compensation" A 3 b:

- 1. The parties have met for the purposes of negotiations of a wage reopener for the July 1, 2004- June 30, 2005 fiscal year and have reached a tentative agreement on said negotiations.
- 2. The tentative agreement provides for a 3% across-the-board wage increase for all bargaining unit employees on the active payroll as of June 30, 2004. Said 3% increase shall be retroactive to July 1, 2004.
- 3. The tentative agreement is subject to ratification by the Eastern Michigan University Board of Regents.

EASTERN MICHIGAN UNIVERSITY

UAW LOCAL 1976

Donald E. Wood, Director
Employee Relations

Char Reese-Oxford, Bargaining Chair

Tyenne Wilson, President

DATE: 10/16/04

Deborah Buzzy, International Rep

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 26
DATE: November 30, 2004

RECOMMENDATION

**MEMORANDUM OF UNDERSTANDING BETWEEN
EASTERN MICHIGAN UNIVERSITY AND THE INTERNATIONAL UNION,
UNITED AUTOMOBILE, AEROSPACE, AND AGRICULTURAL
IMPLEMENT WORKERS OF AMERICA, TECHNICAL, OFFICE AND
PROFESSIONAL LOCAL 1975.**

ACTION REQUESTED

It is recommended that the Board of Regents approve the attached memorandum of understanding between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Technical, Office and Professional Local 1975.

STAFF SUMMARY

The recommendation is based upon wage reopener negotiations with the clerical and secretarial employees' bargaining unit (UAW Local 1975) for fiscal year July 1, 2004 to June 30, 2005.

FISCAL IMPLICATIONS

The attached Memorandum of Understanding is projected to increase the University's clerical and secretarial employees fiscal year 2004-2005 net compensation costs by \$88,004 in addition to the contractually mandated 2% minimum wage increase.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer _____

Date _____

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
EASTERN MICHIGAN UNIVERSITY
AND
UAW LOCAL 1975

Eastern Michigan University and UAW Local 1975 hereby understand and agree that pursuant to Article XXVI "Compensation" A 3

1. The parties have met for the purposes of negotiations of a wage reopener for the July 1, 2004 - June 30, 2005 fiscal year and have reached a tentative agreement on said negotiations.
2. The tentative agreement provides for an additional 1% across-the-board wage increase for all bargaining unit employees on the active payroll as of June 30, 2004. Said 1% increase shall be retroactive to July 1, 2004.
3. Said 1% wage increase is in addition to the 2% across-the-board wage increase previously implemented in September 2004, providing for a total across-the-board wage increase for eligible employees of 3% for the July 1, 2004 - June 30, 2005 fiscal year.
4. The additional 1% across-the-board increase will be implemented as soon as administratively possible subject to approval by the Eastern Michigan University Board of Regents.

EASTERN MICHIGAN UNIVERSITY

UAW LOCAL 1975

Donald E. Wood, Director
Employee Relations

Diana Clark, President
UAW Local 1975

Tammy Rowen-Walters, Barg. Chair
UAW Local 1975

John Uram, International Rep.
UAW Region 1-A

DATE: 10/15/04

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 28
DATE: November 30, 2004

RECOMMENDATION

NON-BARGAINED-FOR MERIT PROGRAM FUNDING FY2004-05

ACTION REQUESTED

It is recommended that the Board of Regents approve a 3% merit pool for eligible non-bargained for employees.

STAFF SUMMARY

The recommendation is based upon similar wage increases negotiated with University bargained for employee groups. Eligibility and individual salary increases will be determined based upon established merit based program guidelines.

FISCAL IMPLICATIONS

The requested action is projected to increase the University's non-bargained for employees fiscal year 2004-2005 total compensation costs by \$ 277,780 in addition to the currently budgeted and authorized amount of 2%.

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: 28
DATE: November 30, 2004

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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: 29
DATE: November 30, 2004

RECOMMENDATION

POLICY: DISCOUNTED TUITION RATE FOR SENIOR CITIZENS

ACTION REQUESTED

It is recommended that the Board of Regents approve a policy whereby the University will offer reduced tuition and fees for enrolled students age 65 and older.

STAFF SUMMARY

The ElderQuest Program is designed to increase enrollment of and enrich the lives of community members over the age of 65 by providing discounted tuition and fees for classes at EMU. Research shows that senior citizens, retired or not, increasingly choose to continue learning and developing new skills. This program will enable senior citizens to enroll at a lower cost, thus increasing their participation in classes, events and campus life; enhance student life through diversity, and build University awareness and support for programming and services targeted at the elder population.

The program will be structured whereby enrollment will be permitted on a space-available basis; students will not be permitted to wait-list their enrollment; and students must meet the academic requirements to enroll in the course(s).

ElderQuest students will pay one-half of the tuition rate charged at undergraduate or graduate rates, the General Fee, and the Technology Fee. All other fees will be waived.

FISCAL IMPLICATIONS

ADMINISTRATIVE RECOMMENDATION

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


University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
NEW BOARD POLICIES

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Policy Name	Rationale for New Policies
ElderQuest	This program has been designed to increase enrollment of and enrich the lives of community members over the age of 65 by providing a lower-cost means for them to register for classes at EMU. Research shows that senior citizens, retired or not, are increasingly choosing to continue learning new things and develop new skills. This program will enable seniors to enroll at a lower cost, hopefully increasing their participation in our classes, events, and campus life.

Effective Date		Date of Revision			Policies, Rules And Regulations
Chapter Name			Chapter No.		Page
					Page 1 of 1
Issue					
ELDERQUEST					

UNIVERSITY POLICY STATEMENT

The Board of Regents approves a reduced tuition and fee structure for enrolled students age 65 and older.

UNIVERSITY PRACTICE

The ElderQuest program is designed to provide a welcoming environment for persons 65 years and older, as well as give them an opportunity to fully participate in campus programs and activities. The most important aspects of the program are community outreach to a constituency that will enhance student life through diversity, and to build University awareness and support in this population for programming and services targeted at the elder population.

The program would be structured with the following parameters: 1) enrollment would be permitted on a space-available basis; 2) students would not be permitted to wait-list their enrollment; and 3) students must meet the academic requirements to enroll in the course(s).

ElderQuest students will pay 1/2 of the tuition rate charged at undergraduate or graduate rates, the general fee and the technology fee. All other fees will be waived.

RESPONSIBILITY FOR IMPLEMENTATION

Implementation is the responsibility of the Vice Presidents of Business and Finance and Enrollment Services or their respective designees.

SCOPE OF POLICY COVERAGE

This policy applies to all prospective students over the age of 65.

Authority for Creation or Revision

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 30
DATE: November 30, 2004

RECOMMENDATION

EQUALIZED BENEFITS FOR AP/AC/CC EMPLOYEES

ACTION REQUESTED

It is recommended that the Board of Regents approve a change to the Tuition Waiver benefit plan for AP/AC/CC non-bargained for employees. The Spouse/Dependent One Half Undergraduate Tuition Waiver benefit will be changed to include same-sex domestic partners.

STAFF SUMMARY

Historically, Eastern Michigan University has given non-bargained for employees the same benefits as those negotiated by employees represented by bargaining units. As a result of both the latest Clerical Secretarial and Faculty contract agreements, the Tuition Waiver benefit for non-bargained for employees is not consistent with that of represented employees. The adoption of this change will eliminate the discrepancy that presently exists between the AC/AP/CC's Spouse/Dependent One Half Undergraduate Tuition Waiver benefit and employees represented by bargaining units.

FISCAL IMPLICATIONS

The incremental cost to EMU associated with the change to AP/AC/CC employee benefits is projected to be in the range of \$2000.00/year for each same sex domestic partner.

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: 3/
DATE: November 30, 2004

RECOMMENDATION

AUTHORIZATION TO GUARANTEE MICHIGAN BROADBAND DEVELOPMENT AUTHORITY (MBDA) LOAN TO MERIT NETWORK, INC.

ACTION REQUESTED

It is recommended that the Board of Regents authorize the Vice President for Business and Finance to guarantee a loan from the Michigan Broadband Development Authority (MBDA) to Merit Network, Inc. for the purpose of connecting EMU and five other mid and southern Michigan public higher education institutions to the high speed Internet connection to be provided by Merit Network, Inc.

STAFF SUMMARY

The attached Overview and Executive Summary provides information about the proposed loan and its benefits to EMU.

Central Michigan University, Ferris State University, Grand Valley State University, Oakland University, and Western Michigan University will share the guarantee with EMU.

FISCAL IMPLICATIONS

Guaranteeing the loan will not involve any additional payments by EMU. The current Member fees paid to Merit will service the loan.

By participating in this project, EMU's cumulative savings during the seven year loan period are projected to be \$358,327 if EMU's bandwidth use remains at its current level. If usage increases, savings also increase. Cost savings increase significantly once the loan is retired.

A contingent liability for approximately \$721,000 will be disclosed in the footnote section of EMU's audited financial statements. Since the true liability is Merit's, there will be no impact on EMU's balance sheet.

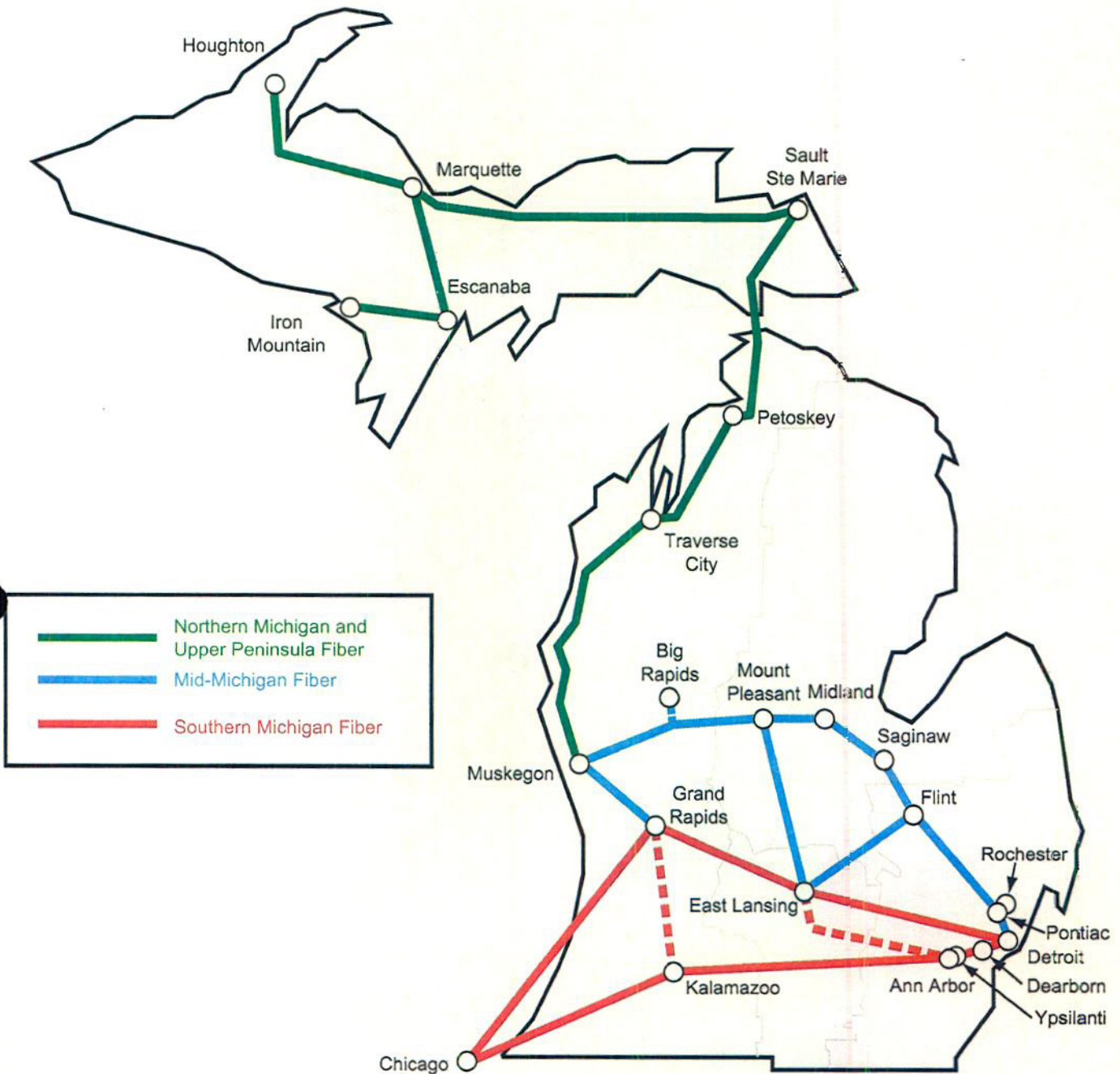
ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

Michigan High-Performance Research & Education Backbone Network



Overview:

Originally formed in 1966 the Michigan Education Research Information Triad (Merit) is one of the oldest network research and development organizations in the world. Formed because of a belief that "significant benefits might be gained from sharing computing resources via an electronic linkage," Merit is still providing those significant benefits to Michigan's public universities today. Today, Merit is a Michigan 501C3 non-profit corporation hosted at the University of Michigan and managed by a Board of Directors representing 12 Michigan higher education institutions.

Merit is the largest ISP in the state (MichNet), serving research, education and other non-profit organizations. The Learning Systems Division manages K-12 initiatives for teacher training and content development and the Networking Research and Development Division works to bring advanced networking to its members through its involvement on the cutting edge of network development.

As networking has advanced, Merit has used many methods to bring national network connectivity to its members. With the increasing need of universities for large and extremely fast connections to the Internet, the leasing of sufficient bandwidth from external providers has become an expensive proposition. To that end, the University of Michigan, Michigan State University and Wayne State University have cooperated to purchase significant fiber capacity, forming an organization known as MiLR. As a member of Merit, EMU can participate in this increased network capacity and, at the same time, can significantly reduce its cost for bandwidth to and from the Internet.

In order to make the new bandwidth available to Merit members other than the three who are making the initial investment, funds must be found to connect the other members to the new fiber. The lender for this project is the Michigan Broadband Development Authority. Below is an executive summary prepared by Lowell Rinker of Western Michigan University who currently serves as the Treasurer for Merit. The Mid and Southern Michigan Fiber Project can be identified by the blue and red lines on the attached Michigan map of the Merit network. Another initiative, the Northern Michigan and Upper Peninsula Fiber Project, identified by the green line on the map is being addressed by the universities along its route.

Executive Summary: Mid and Southern Michigan Fiber Project

- Lender:** Michigan Broadband Development Authority (MBDA)
- Borrower:** Merit Network, Inc., a Michigan nonprofit corporation governed by Michigan's public universities.
- Loan Amount:** An amount not to exceed \$4,005,102 total commitment. This includes \$3.925 million in proceeds and \$80,102 in loan closing and commitment fees.
- Loan Purpose:** The loan will finance the build-out of new fiber and/or acquisition of dark fiber IRUs on existing fiber in the middle and southern parts of the lower peninsula of Michigan, and equipment to operate the fiber. The loan will

strengthen the entire Merit consortium, and the following universities will be directly served: Western Michigan University, Central Michigan University, Eastern Michigan University, Grand Valley State University, Oakland University, and Ferris State University. (U-M Flint and Saginaw Valley State University are also on the path.)

Loan Term: 84 months (24 months interest only, 60 months interest and principal repayment)

Interest Rate: A floating rate calculated monthly at 3.5% over LIBOR (approximately 5% at loan inception) or 7.5%, whichever is lower.

Strategic Value: To enable Merit Members in mid-Michigan and Southern Michigan to meet projected future bandwidth needs at a predictable cost that is lower than the alternative cost of leased circuits.

Conditions of Use: The acquired infrastructure will be used to serve nonprofit research and education organizations and related public sector entities, consistent with the Merit Attachments policy and the conditions of use in Michigan Lambda Rail. To enable for-profit attachments that help fulfill the Members' research and education missions, 5% of the backbone costs have been "carved out" of the total cost to meet the MBDA "allocable use" requirement.

Security: The "layered" MBDA-required security covenants include: 1) an MBDA interest in the fiber and equipment assets in the event of a default; 2) an "all assets" lien on other Merit assets in the event of a default; 3) a direct or indirect Member guarantee (like co-signing a mortgage). A direct guarantee from the Members who are directly served by the fiber is the best approach. As in the Charter deal, the Members that provide the guarantee will have a right of assignment in the acquired assets in the event Merit is in default on the loan.

MBDA Loan Benefits: There are two benefits of working with the MBDA as compared to a commercial bank: 1) The MBDA loan is interest-only for the first two years, allowing Merit to operate the fiber and discontinue existing leased circuits without having to double pay during the transition period; and 2) The MBDA requires only a "several" rather than a "joint and several" guarantee. This allows the Members to syndicate the loan guarantee among themselves according to a self-determined formula, rather than each of them guaranteeing the full amount as in a commercial loan.

ROI Analysis: The return on investment (cost savings) analysis can be looked at several ways – collectively or Member-by-Member. Over the period of the MBDA loan, the overall cost savings using fiber in the Lower Peninsula with MiLR and the MBDA loan is \$11,134,432 compared to a scenario in which no owned fiber is used. 75% of this amount, \$8,350,824, represents the collective Member share (i.e. not including the Affiliate and Dial-In share of backbone expenses). Of the collective Member share, \$7,285,058 million is

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the Member cost savings from MiLR and \$1,065,766 is the Member cost savings from the MBDA loan.

Using the current Member fee model and current rates of bandwidth utilization, the pro forma per-Member cumulative savings in the loan period are:

Member	Savings from MBDA Loan	Savings from MiLR and MBDA Loan
Central Michigan University	\$ 46,788	\$ 366,607
Eastern Michigan University	\$ 45,731	\$ 358,327
Ferris State University	\$ 28,369	\$ 222,283
Grand Valley State University	\$ 52,169	\$ 408,771
Lake Superior State University	\$ 17,558	\$ 137,573
Michigan State University	\$ 252,765	\$ 1,980,545
Michigan Technological University	\$ 66,508	\$ 521,122
Northern Michigan University	\$ 63,890	\$ 500,614
Oakland University	\$ 44,951	\$ 352,213
University of Michigan	\$ 280,809	\$ 2,200,280
Wayne State University	\$ 81,042	\$ 635,002
Western Michigan University	\$ 85,187	\$ 667,485
Total Savings	\$ 1,065,766	\$ 8,350,824

Please note: The cost savings increase significantly once the fiber is paid off and the loan period ends. For the six Member institutions directly served by the MBDA fiber path, a simple calculation demonstrates the ROI case. WMU, CMU, EMU, GVSU, Oakland and Ferris State are paying \$1,865,000 million in Member fees this year (without fiber). Backbone expenses represent 60% of that amount, or \$1,119,000. The amortization cost of the MBDA loan for the Members, i.e. including a 25% contribution from the Affiliates, by contrast, is \$688,500. This combination of cost savings and future bandwidth availability is the core value proposition for the Members.

Tail Liability:

The Merit "tail liability" is better with the MBDA loan than in a leased circuit scenario. The liability increases slightly in the first two years while the fiber is acquired and made operational but then decreases dramatically. In Year 3, the value of the acquired assets (minus depreciation) becomes the same as the loan liability. In Years 4-7, the difference between the asset value and the decreasing loan liability grows from \$600,000 to \$2.65 million.

Syndication of Guarantee:

A syndication of the loan guarantee can be done one of three ways: 1) a straight 1/6 share by each Member that is directly served; 2) using the pro rata share of the current Member payments by the six Members (the methodology used in the Charter deal); or 3) using the E&G numbers for each institution.

Member	1/6 Share	% of Member Fees	% of E&G
Central Michigan University	17	16	19
Eastern Michigan University	17	15	18
Ferris State University	17	9	12
Grand Valley State University	17	17	15
Oakland University	17	15	11
Western Michigan University	17	28	25

Please note: Guaranteeing the loan will not involve any additional payments by the Members to the MBDA. The Member fees paid to Merit will be used to service the loan.

Future Member Fees:

The future Member fees paid to Merit will be determined by the Members based on what they decide is the fairest way to allocate Merit costs. In requesting a loan from the MBDA, Merit is acting on behalf of the Members' interest to increase the bandwidth available to them while reducing the overall Merit cost structure and assuring cost predictability into the future.