

EASTERN MICHIGAN UNIVERSITY

Board of Regents

201 Welch Hall

(734) 487-2410

Tuesday, September 21, 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
- 12:30 p.m. Adjourn for lunch
204 Welch Hall
- 1:30 p.m. Reconvene Regular Board Meeting
201 Welch Hall

• **AGENDA**

Call to Order
Roll Call Attendance

Tab A - Communications
Lunch
Reconvene Regular Board Meeting
Call to Order
Roll Call Attendance

Tab B - Resolution
Cultural Heritage Months
Jordan Desilets - NCAA National Champion

Tab C - Minutes of June 15, 2004, Regular Board Meeting
Minutes of the August 4, 2004, Special 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: Technology Plan Implementation (FC)
- Section 7 Staff Appointments (FC)
- Section 8 Separations/Retirements (FC)
- Section 9 Emeritus Faculty Status (EPC)
- Section 10 Faculty Appointments (EPC)
- Section 11 Faculty Promotions (EPC)
- Section 12 Lecturer Promotions (EPC)

REGULAR AGENDA

Student Affairs Committee

- Section 13 Monthly Report and Minutes (SAC)

Educational Policies Committee:

- Section 14 Monthly Report and Minutes (EPC)
- Section 15 Charter Schools Board Appointments (EPC)
- Section 16 Calendar Approval

Faculty Affairs Committee:

- Section 17 Monthly Report and Minutes (FAC)

Finance and Audit Committee:

- Section 18 Monthly Report and Minutes (FC)
- Section 19 Consolidated Financial Statements and Supplementary
Information as of June 30, 2004 and 2003 (FC)
- Section 20 OMB Circular A-133 Supplementary Financial Reports
For the Year Ended June 30, 2004 (FC)
- Section 21 2003-04 General Fund Budget Management Report (FC)
- Section 22 2003-04 General Fee Report (FC)
- Section 23 2003-04 Auxiliary Fund Budget Management Report (FC)
- Section 24 Authorization to Extend Contract – Internal Audit Services (FC)
- Section 25 Collective Bargaining Agreement Between Eastern Michigan University and the
Eastern Michigan University Chapter of the American Association of University
Professors (AAUP) (FC)

EASTERN MICHIGAN UNIVERSITY

Board of Regents' Meeting

The preliminary minutes of the June 15, 2004, Board of Regents Meeting.

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

Chairman Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

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

The Board Member absent was Regent Steven Gordon.

Members of the Administration present were:

President Samuel Kirkpatrick
Vice President Paul Schollaert
Interim Vice President John Beaghan
Vice President Courtney McAnuff
Vice President Juanita Reid
Vice President Jim Vick
Vice President Stu Starner

COMMUNICATIONS

Secretary Aymond announced there were seven requests to address the Board, and, abiding by the Board guidelines, 4 minutes would be allowed for each speaker.

Marvin Johnson made a progress report on the Men's Gymnastic Club.

Laura Quashnie spoke of her support for the new student center.

Howard Bunsis, a professor, spoke about the EMU budget.

Elaine Martin, a professor, spoke about EMU academic priorities.

Doctor Cheryl Farmer, mayor of Ypsilanti, spoke about the new master plan.

Edward Davis II, the new president of the Student Body, spoke of his EMU objectives.

Patrick Belanger – spoke of the state of the University.

The Board recessed for lunch.

The Regular Meeting of the Eastern Michigan University Board of Regents was reconvened at 1:35 p.m. and an attendance roll call was taken.

The Board Members present were:

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

The Board member absent was Regent Steven Gordon.

RESOLUTION: WOMEN'S BASKETBALL TEAM

Regent Valvo moved and Regent Griffin supported the Resolution.

Whereas, the Eastern Michigan University women's basketball team compiled a record of 22-8 overall, 12-4 in the Mid-American Conference and won its first Mid-American Conference Tournament Championship in school history.

Whereas, the Eastern Michigan University women's basketball team's MAC Tournament Championship earned an NCAA tournament berth in the Mideast Regional, the program's first NCAA appearance.

Whereas, the Eastern Michigan University women's basketball team won the program's first MAC West Division title. The championship marks the first-ever West title in EMU basketball history, men or women, since the league switched to divisions in the 1997-98 season, and

Whereas, Head Coach Suzy Merchant became the first female coach in any EMU sport to win a MAC title, and

Whereas, senior Marion Crandall led the nation in three-point field goal percentage at 50.7 percent, and

Whereas, junior Ryan Coleman was named first team All-Mid American Conference, and

Whereas, sophomore Nikki Knapp was named second team All-Mid American Conference, and

Whereas, senior Marion Crandall was named honorable mention All-Mid American Conference, and

Whereas, freshman Sarah VanMetre was selected Mid American Conference Sixth Man of the Year, and

Whereas, sophomore Nikki Knapp, and junior Ryan Coleman were both named to the All-Tournament team for the 2004 MAC Women's Basketball Championships and Coleman was named the tournament's Most Valuable Player, and

Whereas, freshman Sarah VanMetre (Dec. 21, 2003), sophomore Nikki Knapp (Dec. 7, 2003), junior Ryan Coleman (Jan 11, 2004) and senior Marion Crandall (Feb. 15, 2004 and Feb. 22, 2004) were named MAC West Division Players of the Week, and

Whereas, the 22 overall victories and 12 conference wins are most in the program's 28-year history, and

Whereas, the Eagles set a school record for most consecutive victories with eight. The previous best had been seven games, which was accomplished two other times, and

Whereas, the Eagles led the conference in scoring offense, scoring defense, scoring margin, field goal percentage, three-point field percentage, three-point field goals made and assists, and

Whereas, Marion Crandall connected on a school-record eight threes breaking the mark of seven set by teammate Sarah VanMetre earlier in the season at Michigan State. The eight treys are also tied for the fourth most in MAC history and tied for the third most in a league contest, and

Whereas, the Eagles set single-season records for most points (2193), three-point field goals (221), and assists (478),

Now, therefore, be it resolved, that the Eastern Michigan University Board of Regents congratulates the Women's Basketball Team for its success and commends the team for the honor and distinction they have brought themselves and Eastern Michigan University.

Motion Carried.

RESOLUTION: MEN'S SWIMMING AND DIVING TEAM

Regent Griffin moved and Regent Morris seconded the Resolution.

Whereas, the Eastern Michigan University men's swimming and diving team compiled an overall record of eight wins and three losses and a Mid-American Conference record of four wins and no losses during the 2003-04 season; and

Whereas, the Eastern Michigan University men's swimming and diving team won it's fifth consecutive Mid-American Conference title with a final meet score of 1,010 points, shattering the previous record of 938 points, set by the Eagles in 2003; and

Whereas, the Eastern Michigan University men's swimming and diving team finished undefeated in Mid-American Conference meets for the sixth straight year and for the 19th time in school history; and

Whereas, the Eastern Michigan University men's swimming and diving team won it's 24th Mid-American Conference title having been a member of the conference for 30 seasons; and

Whereas, at the 2004 Mid-American Conference Championships, the Eastern Michigan University men's swimming and diving team won 15 of the possible 20 events and the EMU relay teams swept all five events; and

Whereas, freshman Dan Wohl was named Co-Outstanding Swimmer of the Meet, winning three individual titles and swimming on three victorious relay teams. He set three EMU freshman records and two varsity records, posting an NCAA consideration time in the 200 individual medley; and

Whereas, junior Doug Fleming won three individual titles, sweeping the backstroke events, and swimming on four winning relay teams; and

Whereas, freshmen Jason Piercey won the 500 freestyle event and Steven Hill won the 1650 freestyle event. Hill became the 12th straight EMU swimmer to win that event at the conference championships; and

Whereas, senior John Bartlet won his third consecutive 200 breaststroke title and senior Adam Cook was a member of three winning relay teams and John Henikman won the 100 breaststroke event; and

Whereas, Eastern Michigan placed 11 swimmers on the All-MAC first team and two on the All-MAC second team; and

Whereas, Eastern Michigan placed seven members (John Bartlet, Doug Fleming, Kevin Garman, Branislav Hronsky, Ondrej Pekarovic, Alex Schulz and Eric Stanczyk) on the Academic All-MAC team, the most by any MAC school; and

Whereas, the EMU men's swimming and diving team was named an Academic All-America team for the sixth year in a row by the College Swimming Coaches Association of America; and

Whereas, Eastern Michigan Head Coach Peter Linn has an overall record of 125-34 and a Mid-American Conference record of 80-6 in his 16 seasons as the head coach. He has also led the Eastern Michigan University men's swimming and diving team to 14 conference championships during his tenure;

Now, therefore, be it resolved, that the Eastern Michigan University Board of Regents congratulates the men's swimming and diving team, Head Coach Peter Linn, Diving Coach Buck Smith, and Assistant Coach David Griffore for their success and commends them for the honor and distinction they have brought themselves and Eastern Michigan University.

Now, therefore, be it resolved, that the Eastern Michigan University Board of Regents congratulates the Men's Swimming and Diving Team for its success and commends the team for the honor and distinction they have brought themselves and Eastern Michigan University.

RESOLUTION: MEN'S INDOOR TRACK AND FIELD TEAM

Regent Rothwell moved and Regent Valvo seconded the Resolution.

Whereas, the Eastern Michigan University men's indoor track and field team compiled 186 team points to capture its ninth consecutive Mid-American Conference indoor championship in the meet held, Feb. 27-28, 2004, at EMU's Bob Parks Track; and

Whereas, the Eastern Michigan University men's track and field team won seven individual and relay titles at the 2004 Mid-American Conference championships, and

Whereas, senior Jordan Desilets was named the Most Valuable Performer of the MAC championships by breaking two individual MAC records winning both the mile run, and the 3,000-meter run while turning in a runner-up finish 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, senior Gavin Thompson was also a first-team All-MAC performer, breaking MAC records in the mile and 5,000 meter runs. His effort at the MAC championships earned him the Most Outstanding Performance of the event, and a spot in the mile run at the NCAA championships; and

Whereas, junior Brandon Jiles and Tino N'Goy and freshman Dave Adamek were named first team All-MAC and freshman Matt Pinter and sophomore Rob Ellerman were named second team All-MAC; and

Whereas, freshman Dave Adamek was a conference first-teamer after winning the MAC championship in the shot put, the first EMU individual champion in the event since 2001; and

Whereas, freshman Matt Pinter was named to the All-MAC second-team after his runner-up finish in the shot put; and

Whereas, junior Tino N'Goy came away with a first-place finish in the 60-meter hurdle competition, and was named to the first-team; and

Whereas, sophomore Rob Ellerman was a second-place finisher in the high jump at the MAC championships earning second-team All-MAC status; and

Whereas, EMU head coach Brad Fairchild won his fourth Coach of the Year award, leading his team to the second-most points in conference history. A week and a half later, he was named the NCAA Indoor Great Lakes regional Coach of the Year by the United States Track Coaches Association, and

Now, therefore, be it resolved, that the Eastern Michigan University Board of Regents congratulates the Men's Indoor Track and Field Team for its success and commends the team for the honor and distinction they have brought themselves and Eastern Michigan University.

Motion Carried.

**MINUTES OF March 16, 2004
REGULAR BOARD MEETING**

Regent Griffin moved and Regent Antonini seconded to approve the minutes of the March 16, 2004, Regular Board of Regents Meeting.

Motion Carried.

PRESIDENT'S REPORT

When I accepted the position of President of Eastern Michigan University nearly four and one-half years ago, I made a personal and professional commitment to enhance the University's achievements and quality, to plan collaboratively and strategically to build an even stronger institution, to further develop its competitive advantages to ensure distinctiveness and national visibility, and to cast EMU as a model of the new metropolitan university—an interactive university that draws strength from its environment and, in turn, shapes the broader community for a better tomorrow.

All of these elements of institutional success have materialized with great collegial energy. We have passed more milestones than we had envisioned, and we have achieved our successes at a rate that is uncommon in public higher education, especially during a time of severely constrained resources. This is, however, a work in progress, and much remains to be done, as indicated in my State of the University address.

Michigan is on the "bleeding edge" of the privatization trend in public higher education—it threatens our institutional progress, makes our successes today even more remarkable, diminishes the public good and civic purposes of education, and requires highly innovative and adaptive responses. The data are dramatic for EMU and differ only in subtle ways across the "Michigan 15." In order to restrain tuition and fees, and keep student access high, EMU has made a series of rapid fire budget cuts beginning in 2003, reducing its base budget permanently by nearly \$19 million, with over \$6 million in additional one-time cuts. Over two years we have made budget cutting decisions totaling \$25 million, and when they are compared to our expected 2005 general fund appropriation, which is down \$12 million to just over \$77 million, it is remarkable to note that necessary on-campus cuts have equaled nearly one-third of our total appropriation base.

To achieve this we have collaboratively planned and implemented many painful decisions, the most difficult being those directly affecting our workforce in a historically understaffed institution. We will have eliminated 130 positions over this period. While many of these have been vacant and a priority has been placed on preserving instructional capacity, reducing unoccupied faculty positions by only 29, the impact is, and will be, profound. State support per student is now equivalent to 40 percent less than the state provides to a grade school student and one-tenth of the support provided for a prisoner. Since it is impossible to maintain either access or quality under these conditions, EMU must be even more creative in the future. I am hopeful that the foundation and the energy are in place to continue our success at charting rough seas.

I would like to briefly address our collective achievements in each of the categories mentioned above, reflecting my initial hopes for EMU in spring 2000.

First, I believe we have built on our rich history and have become better recognized for our achievement as a **learner-centered** place which adds great value to its students, driven by common values and enhanced by **diversity** of background, experience, culture and ideas. A place which strives for **excellence** in all that it does . . . which responds to the needs of the broader **society** in ways more agile than the ordinary American university of the last century . . . a place of higher **moral purpose**, discovering and upholding the truth, building character in its students and preparing them for leadership roles in a new generation . . . a place that is measured by the **success** of its graduates—in the classrooms of America's schools, in corporate board rooms, in the halls of government and in the many organizations which shape this country. Many of these objectives are now firmly imbedded in our institutional mission, guiding principles and values articulated as result of our strategic planning efforts.

Second, my charge for us to **plan** collaboratively for an even brighter future, to consider new possibilities, to involve all of our stakeholders and to think strategically has been fulfilled in unparalleled ways. We have committed ourselves to better decision making through sound planning—for both programs and facilities—in ways that change the institutional culture to one that emphasizes information, priorities and open systems. The product is an organic strategic plan, adapted regularly, to include six key directions on which there is a broad consensus, supported by scores of strategic initiatives that have been successfully implemented. These objectives have been achieved by linking planning and budgeting, and enhancing and carefully applying new resources that have been developed during a period when state support per student declined to mid 1990's levels. Although we have been treated equitably by the State of Michigan during this economic downturn, and even made some gains through relief in unfunded retirement mandates and the demise of the discriminatory tier funding system, we have achieved together because we have the tenacity and creativity to develop new revenue streams, raise \$28 million in private gifts, obtain \$6.2 million in special federal appropriations, grow our grant and contract activity by over \$60 million, and engage in challenging internal reallocation, reorganization, reengineering, and cost-saving activities. Better decisions; enhanced resources.

Third, I said that we would build our **strategic advantages** in six key areas:

1. **Innovative and interdisciplinary academic programming**, including selected doctoral programs which meet the needs of the region and the new economy. We have achieved this by inaugurating two new doctoral programs (the University's first PhDs); by comprehensively and innovatively tackling the most important learning question we can ask about what all students should know, which is leading to substantial general education reform; by developing new interdisciplinary undergraduate programs like American Humanics; by strengthening the Honors Program and undergraduate research opportunities; by adding four new master's degrees, all of which have exciting interdisciplinary connections and reflect the synergy of theory and practice; through establishing academic advising centers in each of the colleges and a variety of first year academic programs and retention initiatives; and through new international program experiences available to our students. Although these achievements have been stimulated through planning, they reflect the academic work of a talented faculty.
2. An emphasis on **holistic student development**, with opportunities for them to develop emotionally, physically and socially through a rich campus life and athletic competition. This very important competitive advantage is at the heart of our historic strengths as an institution. We have been successful in further strengthening it through a wider array of student organizations, stronger residential and new commuter student programs, child care initiatives, coordinated and expanded student volunteer and leadership development programs, and improved student-athlete performance academically, socially and athletically.
3. A commitment to supporting a **diversity of learners** and learning styles, traditional and non-traditional, and to heightening cultural awareness and international perspectives. EMU prides itself on having one of the most diverse student bodies in the Midwest and our actions to enhance diversity have been significant, including the institution's first comprehensive diversity plan and associated analyses, linked to a new Diversity Council; special recruitment and retention programs for historically underserved populations; early intervention, learning communities and supplemental instruction programs to accommodate the needs of different learner styles; enhanced support for disabled and special populations; student learning experiences and faculty and staff development opportunities to heighten cultural awareness and global perspectives; and comprehensive initiatives to address the needs of commuter and transfer students, including a new Commuter Central facility and a Transfer Center.
4. Providing a model for the appropriate use of **technology** to improve learning and service to all of our stakeholders. This is an area where we have made dramatic gains, with more to come, and the area where EMU lagged significantly behind its peers. Through our comprehensive information and communications technology initiatives, we have coordinated and rationalized our activities through an overarching organization that has greatly reduced waste and redundancy at the same time it has enabled us to drive substantial change. These initiatives have now replaced outdated and unrelated technologies with integrated, enterprise-wide software and hardware solutions that have enabled us to dramatically improve services to students and colleagues, adopt best practices, build a data

warehouse to facilitate informed decision making and outcomes assessment, enhance network infrastructure campus-wide, facilitate speedy communications, and further improve our electronic "cybrary." In addition, we have replaced nearly all desktop and laboratory computing on the campus and implemented a plan for continued renewal, developed a portal and a comprehensive attractive website, and rapidly expanded our on-line course offerings.

5. A commitment to quality and **continuous improvement** in academic programs, teaching, research, creative activities, services, student development and institutional management, reinforcing the high value of EMU's affordability. In response to this objective, we have developed and implemented a comprehensive continuous quality improvement program, an organization to support it linked to strategic planning, and a related new information management initiative to build our data, analysis and reporting capacity in support of evidence-based decision making. Our commitment to this is now firmly embedded in regional institutional reaccreditation processes through the Baldrige-based quality improvement model underlying the Higher Learning Commission's Academic Quality Improvement Program (AQIP). This represents a sea change for any institution more typically run by anecdote, ad hococracy and political fiefdoms, allocating resources on the basis of personalities rather than institutional priorities and commonly agreed objectives to support its mission. This new culture can be seen operating through attention to outcome measures; systematic program review; enhanced discipline, college and institutional accreditation practices that have helped us grow quality and expand our accreditations; and through systematic policy review as exemplified by our comprehensive effort to update and clarify institutional and Board policy, further enhancing best practices.

People are the key to continuous improvement; our people are our greatest resource. Consistent with this philosophy, the University mounted a broad-based human resources transformation project several years ago to bring the organization and practices in line with a more caring, developmental, strategic model. There are many products of this effort, including a reorganized human resources operation, more delegated authority to line decision makers, reengineered personnel practices, redefined and reclassified positions to reflect current realities and the marketplace, the reorientation of central staff as helpers and strategic consultants, and the creation of an organizational excellence office. This includes a new commitment to personal and professional development through training programs for staff, new professional development opportunities for administrators through Leadership EMU and Management EMU, and a new Faculty Development Center; the regeneration of faculty talent through 160 new tenure track hires; and the design and implementation of a privately funded institutional values awards program which provides peer recognition for our very best role models.

Quality improvements in campus facilities also have been an important theme. During a period when the State of Michigan funded no capital construction or renovation projects on university campuses, we have systemically inventoried campus maintenance and infrastructure needs, and prepared detailed plans and

extensive requests to the State for substantial improvements in two large instructional, laboratory and office complexes. We reallocated existing resources and developed new revenue streams through gifts, fees and user charges to improve 110 classrooms, replace all desktop computing, add new scientific equipment, dramatically expand parking, bring three new or renovated state-funded buildings on line, build the first new student housing in 30 years and extensively upgrade older housing; expand and improve intramural and intercollegiate athletic facilities; build a multipurpose advancement and residential facility; improve the appearance of the campus; add safety and utility cost savings devices throughout the campus; plan and implement the design and construction of a new student center that will be the heart of campus life; and collaboratively create a concept master plan to guide the development of the campus over the decades ahead.

Continuous improvement also implies continuous assessment by our stakeholders. We have been doing this for several years through internal and external focus groups which have been part of the strategic planning process, but we are now poised to learn even more through systematic surveys and analytical studies, coupled with perspectives gathered from the birthday luncheon sessions I have conducted since arriving, the informal lunch sessions the provost and I have recently conducted with collegiate faculty councils and newly promoted faculty, the National Survey of Student Engagement, and our "trailblazer" activities linked to AQIP. There are many challenges ahead, but these exercises have provided a collegial road map for continuous improvements.

6. The last competitive advantage that has been the focus of our growth and development—distinctiveness in our **metropolitan outreach** and in flexible, innovative systems for delivering educational services to a changing population—is closely related to the overarching goal that I articulated upon arrival as it relates to the metropolitan university.

This is the fourth and final commitment we have been fulfilling—to become a national model of the **new metropolitan university**; bringing the creation and application of knowledge to bear on our region, educating students for effective citizenship, teaching in ways that provide research-based knowledge with practical application, linking basic and applied research, and performing service and engaging in community collaborations which are mutually beneficial to the institution and organizations which are the fabric of our culture.

This is an area of excellence for EMU, building on the solid outreach foundation established in the normal school tradition, it embraces our greatly expanded student, faculty and staff volunteer efforts; the national recognition we have received in academic service learning; our new enterprise in nonprofit management education; the extension of programs through new methods of service delivery at expanded regional sites, the conference center, business assistance centers, corporate training and on-line programs; and the provision of service and research through a comprehensive set of organized research units that advance knowledge and its application while helping communities, schools, government, business and organizations. The most recent efforts are reflected in our Community Outreach Partnership Center and our congressionally funded Center for Community Building and Civic Engagement. At the same time, we have engaged our stakeholders more

extensively and effectively through a better staffed fundraising and alumni relations operation, an entirely new set of print and electronic advancement publications, program advisory boards in many disciplines and resource development boards in each college. For the past year, our private cash gifts alone grew by nearly 30 percent—a tribute to many individuals both on and off the campus.

Nowhere is this outreach and engagement effort better represented than in our national leadership for the Coalition of Urban and Metropolitan Universities, a consortium of 73 universities now housed at EMU, and its associated international conference which we hosted this past year. My personal commitment to this international higher education movement is long and deep, stemming from experiences at urban institutions in Arizona and Texas, the founding of the Coalition nearly 15 years ago, my involvement with the urban agenda through leadership positions with the National Association of State Universities and Land-Grant Colleges (NAGULGC) and the American Association of State Colleges and Universities (AASCU), and commitment to this vision of an interactive university exemplified by leadership at EMU. For two years before arriving in Michigan, I chaired an “Action Agenda Taskforce” for AASCU that developed a call to action for public university presidents as they prepared to enter a new century. Public engagement was one key component of this agenda. Following my residency in Washington and move to EMU, the Association created a follow-up taskforce stimulated by the Action Agenda which yielded a report on the “Stewardship of Place”—the key philosophical underpinning for this important movement. The Association is now in the process of implementing a variety of recommendations relevant to why “place matters,” including funded projects for the development and assessment of higher education models around the country.

My colleagues have asked me to join these efforts at AASCU headquarters in the nation’s capital, and I have agreed to do so. I will assume the position of Senior Fellow in August, with the intention of pursuing related interests in support of this movement and the higher education change agenda. I informed the Board of Regents of my resignation from the presidency in anticipation of this leave, made a commitment to a smooth transition, and thanked them for the years of strong support that made so many of the aforementioned successes possible. Pam and I will depart with great respect for the many fine professional colleagues who have served us and the institution so well, for the students and their leaders who keep us focused on learning, and for the many supporters and stakeholders of EMU who share in our sense of accomplishment.

SECONDARY

PRESIDENT'S REPORT EASTERN MICHIGAN UNIVERSITY BOARD OF REGENTS' MEETING

June 15, 2004

"In the midst of difficulty," Albert Einstein said, "lies great opportunity." This has never been more evident than during these past several months as the University community has worked to address the significant difficulties we face as the result of the State's poor economic condition and the rising cost of doing business. The challenge of bridging over a \$14 million gap between revenues and expenses has forced us to look even harder for ways to work smarter so that we can continue to deliver high quality academic programs while preserving access to EMU.

Later in this meeting we are asking the Board to approve the Fiscal 2005 budget. This budget includes cost reductions exceeding another \$7 million. A large portion of those reductions is the loss of an additional 38 positions. In the past two years we have eliminated 130 positions. As an institution that has historically been under staffed, this is a significant loss that is being felt in every office throughout campus. We are also recommending, in compliance with the Tuition Restraint Pledge, that resident undergraduate tuition be increased 2.4 percent, graduate and nonresident undergraduate tuition be increased 4.8 percent, and that adjustments to non-mandatory fees be approved to help balance the budget.

Budget planning has proceeded on the assumption that the State will honor its commitment to restore 3 percent of the 5 percent cut we experienced mid-year, and that the University will be held harmless from additional decreases in state appropriations in Fiscal 05. If either of these conditions is not met, it will be impossible to maintain the Tuition Restraint Pledge. The University also faces unknown expenses related to labor negotiations. Wage reopeners exist for PT's, CS's, and FM's and discussions with those bargaining units are currently taking place. The faculty contract expires August 31. Discussions with the AAUP have begun.

As the result of budget and program review, several opportunities to strengthen our academic and service delivery emerged, and I'd like to share a couple of examples with you.

- Collegiate and departmental reorganization will result in major changes in the Colleges of Health and Human Services, as well as the College of Technology, effective July 1. The Department of Health and Physical Education will be renamed the School of Health Promotion and Human Performance. This unit will move from the College of Education to the College of Health and Human Services. The Department of Social Work will be renamed the School of Social Work and the Department of Nursing will become the School of Nursing. The dietetics program will move from its current home in the Department of Human, Environmental and Consumer Resources to join faculty currently in the Department of Associated Health Professions. This unit will be called the School of Health Services. The three remaining programs in HECD—Interior Design, Apparel and Textile Merchandising, and Hospitality Management—will move to the College of Technology. These programs, plus all of the programs currently in the three departments in the College of Technology, will be reintegrated into two schools, the School of Technology Studies and the School of Engineering Technology. These changes will align

our administrative structure better with national practices and nomenclature. The changes also will save about \$300,000 in administrative costs. Most important, the new structures will bring together faculty with common substantive interests, creating an intellectual synergy that will be very positive for the University.

- The Divisions of Enrollment Services and Business and Finance are opening a new one-stop student services center in McKenny Union in July. This collaboration between Admissions, Financial Aid, Records & Registration and Student Business Services will mean that students can get answers to their questions in one location from staff that will be cross-trained in all areas. The center will occupy space vacated by Standard Federal Bank until it moves into the new Student Center in 2006.
- Within the next couple of weeks an automated admissions application process will take the place of manually entering data received from the Web into Banner. Automating this function is expected to save thousands of person hours that will be redirected to other critical enrollment service tasks.

Despite the challenges, staff continue to be creative, visionary and goal-oriented. Although we have a full agenda, let me share some of those successes with you.

- I am very pleased to report that the EMU Foundation has surpassed the FY 2003-04 goal of \$4 million in cash gifts with \$4,073,155 received as of May 21, a 29 percent increase over cash gifts received in FY 2002-03.
- Five new trustees from diverse backgrounds will join the Foundation Board of Trustees, effective July 1, 2004: John F. Bodary, a College of Technology graduate and president of Woods Construction, Inc.; James P. Greene, attorney and managing partner, Dykema Gossett PLLC of Ann Arbor; Dale E. Heydlauff, a College of Arts and Sciences graduate and senior vice president, Governmental & Environmental Affairs, for American Electric Power Service Corporation; Natalie A. Surovell, a College of Health and Human Services graduate and president of Interior Development, Inc.; and Dr. Robert C. Wright, a graduate of the College and Arts and Sciences and emeritus professor of urban studies at the Metropolitan State College of Denver.
- The State's Joint Capital Outlay Subcommittee overwhelmingly approved the Use and Finance Statement for the Student Center/McKenny Union reassignment project. Abatement of Pinegrove has begun. We are excited to get this project underway; it has been the number one priority of the student leader group for several years. Cost increases as a result of the JCOS delay are currently being reviewed.
- The Office of Admissions and Alumni Affairs hosted three receptions in Asia this spring for alumni, friends and prospective students, and it is paying off with new applications. Similar to many regional institutions, we expect a slight decline in the number of freshman students this fall. This decline should be offset by an increase in graduate and transfer students. Our admissions staff continues to work on enrolling late-deciding students.

- Several undergraduate and graduate students, with the support of staff members from Student Judicial Services, Undergraduate Studies and the Arts and Sciences Dean, are taking on the challenge of developing and maintaining a new Student Mediation Service for the Eastern Michigan University community. The group of 15 students and staff applied and were awarded a partial grant from the Student Affairs Innovation Committee in April. Since then they have been working fulltime on assessing the need for mediation at Eastern Michigan University, and developing the founding and operational documents necessary for the opening of the service.
- In an effort to combat bigotry and to promote positive community values and behavior, a student initiative is being launched to develop an EMU Creed. Student Judicial Services staff will serve in an advisory capacity. The mission of this "social honor code" will be to promote a clear understanding of the obligations of EMU community members and the campus' commitment to diversity. Creation of the Creed will be a yearlong project involving outreach, focus groups and surveys. The final product will be presented to students by referendum for a vote of endorsement.
- We recently completed our spring sports season with great success. The baseball, women's tennis and men's track teams finished second in MAC competition. EMU shortstop Brian Bixler was named to the Collegiate Baseball Louisville Slugger All-American first team and to the 2004 Sports Weekly All-American second team. Bixler was also named MAC Player of the Year, Academic All-MAC and Academic All-America second team. Last week Monday, (June 8) Bixler was drafted by the Pittsburgh Pirates in the second round of the Major League Baseball player draft. Senior Ryan Ford was named MAC Pitcher of the Year. This past Saturday, Jordan Desilets, a junior from Lake Orion, won the NCAA championship in the 3,000-meter steeplechase in 8 minutes, 42.64 seconds. Our athletes' success on the field was duplicated in the classroom, with the departmental grade point average for winter posted at 3.023.

Public engagement continues to be an area of strength for the University.

- Ypsilanti's Senior Citizens Center, Parkridge Community Center, Rutherford Pool and the Depot Town Freighthouse, once targets for closure due to city budget cuts, will continue to operate due to creative efforts between the city and the University. The city and University are also conducting a study to find out how residents feel about cutting services, increasing property taxes or possibly instituting a city income tax. The survey is being conducted by Dr. Jeffrey Bernstein's political science class and is being funded by the University.
- EMU's Historic Preservation program is partnering with the Ypsilanti Area Visitors and Convention Bureau to set up historic walking tours of downtown, Depot Town and the campus. The tours will be Web-based and self-directed.
- A number of events at the Convocation Center brought thousands of visitors to the campus this spring. In March, we hosted the World Championships of the Professional Bowlers Association. The event was covered live by ESPN and featured significant

campus references. On the heels of the PBA Championships, the campus welcomed the Bio Med Expo featuring Governor Granholm as a keynote speaker. We are just concluding a very successful commencement season at the Center. In addition to hosting EMU's two spring ceremonies, we have hosted commencements for Washtenaw Community College and 11 area high schools.

By your action today, two new deans join EMU effective July 1. Dr. David Mielke, a professor of accounting and former Dean at the Seidman School of Business, Grand Valley State University, will lead the College of Business, and Dr. Jeanne Thomas, Dean of the College of Behavioral and Social Sciences at California State University/Chico will lead the College of Health and Human Services. I am also pleased to announce that Dr. Alane Starko, department head, Teacher Education, has accepted the position of Interim Dean of the College of Education. She replaces Dr. Jerry Robbins who is stepping down as Dean. Dr. Robbins will take a well deserved sabbatical and then return to the faculty. I would like to publicly congratulate and thank Dean Robbins for his service. The College of Education recently was notified that it has received from the National Council for Accreditation of Teacher Education (NCATE) re-accreditation of all professional educator preparation programs until 2010 and Dean Robbins was instrumental in making that happen.

As is customary, I would like to end my report by sharing with you the accomplishments of several of our students, faculty and staff.

Honors – Students

- Susan Gunnick and Tanya Lesinski, 2004 graduates from the Coordinated Program in Dietetics, were named Young Dietitians of the Year for both the Michigan Dietetic Association and the American Dietetic Association.
- Jonathan Marceau, a recent graduate from the College of Education, was named the 2004 Student Teacher of the Year. Marceau did his student teaching in the fifth grade at Eberwhite Elementary in Ann Arbor. EMU student Holly Hughes, who did her student teaching in fourth grade at Wylie Elementary in Dexter, placed third in the competition. Of the 24 students recognized by the Michigan Association of Teacher Educators, nine were from EMU.
- Alena Frey, a senior from Sterling Heights, received the Outstanding Community Impact Award from the Michigan Campus Compact for her commitment to community service. Frey is the student coordinator of the EMU VISION office and is on the Strategic Advisory Committee for the new student center.
- Marie Wolffe, a graduate student in educational media/technology, received the Michigan Certificate for Outstanding Achievement in Teaching with Technology.
- Three EMU students captured national championships at the National Forensics Association tournament. Jacob Hodgson, a senior from Southfield, won for interpretation of prose and Michael Marion, a junior from Belleville, and Nina Brennan, a junior from

Ann Arbor, won for dramatic duo. EMU placed fifth overall, continuing its streak as the only University in the United States to have finished in the top 10 consecutively for the past 34 years.

Honors – Alumni

- Schawna Thomas, '94, was selected from several hundred nominees by the American Council of Young Political Leaders to participate as a delegate to Northern Ireland for a political study program. Thomas was chief of staff for the minority leader of the Alaska Senate for five years before accepting her current position as deputy director of economic and community development for the municipality of Anchorage, AK.
- Jeffrey Bradley, a science teacher at Slauson Middle School in Ann Arbor and an EMU grad, was selected as one of 95 teachers nationwide to receive the Presidential Award for Mathematics and Science Teaching. In addition to the prestigious honor, the award includes a \$10,000 cash prize.
- Heidi Capraro, '89, '94, a sixth grade science teacher at Hillside Middle School in the Northville District, was named the 2004 State Teacher of the Year. Capraro, a 14-year employee of her district, is the president-elect of the National Middle Level Science Teachers Association. She received the 2002 National Presidential Excellence in Science Teaching Award. Capraro is the sixth EMU alum to receive the "Teacher of the Year" award.
- Two major institutional programs honoring alumni were hosted this spring. A very successful, 43rd Annual Alumni Awards Dinner on May 8 honored the following EMU alumni and friends: Alumni Achievement Awards-Neeta Delaney and Daniel J. Minzey; Distinguished Alumni Awards-Dennis Cockrum and John C. Herron; Dr. John W. Porter Distinguished Service Awards-Robert England, Hon. Donald E. Shelton and Barbara Weiss.
- The 2004 inductees into the annual Education Alumni Hall of Fame event were Barbara Forker '42, Bert Greene '55, Theo Hamilton '55, Nora Martin '63 '65, Ron Oestrike '54, and Lloyd Olds (1892-1982) '16.

Honors – Faculty and staff

- Ron Williamson, associate professor in leadership and counseling, was awarded the Gruhn-Long-Melton Award for Distinguished Service and Leadership by the National Association of Secondary School Principals. Williamson earned four degrees from Eastern, a master's in history in 1970, a master's in educational leadership in 1978, a specialist in educational leadership in 1994, and a doctorate in educational leadership in 1996.

- Liqun Cao, professor of sociology and criminology, has been awarded a Fulbright Senior Specialist grant by the U.S. Department of State to lecture on "Law and Local Culture," in Lithuania.
- Chris Foreman, professor of communication and theater arts, and campus director for the American Humanics program, was awarded the President's Volunteer Service Award, a program of the President's Council on Service and Civic Participation, for her service to the community and her service working with American Humanics.
- Kathleen Russell, Assistant Dean of Students and coordinator of EMU's LGBT Resource Center, has been appointed to the Board of Directors for the National Gay and Lesbian Task Force.
- Eastern Michigan Dining Services beat out 146 entries nationally to win the 2004 Loyal E. Horton Dining Award in the category of Dining Services Special Event.
- Paul Dean Webb, director of the Office of International Students, received the Michigan Association of International Educators 2004 David D. Horner Award for Exceptional Service for more than 30 years of service to International Students and Scholars.

Each of these individuals is a testament to the outstanding work that is done at EMU in every classroom and in every program, activity and service. I am proud to share these successes with you.

Chairman Philip Incarnati requested a motion to amend the Board Meeting agenda to added Section 31 to consider President Kirkpatrick's announcement of his resignation. Regent Griffin so moved and Regent Morris seconded the motion. Section 31 was added to the agenda.

TREASURER'S REPORT

Section 1

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

Motion Carried.

INTERNAL AUDIT

Section 2

Regent Antonini moved and Regent Griffin seconded that the Internal Auditor's activity report for the period March - June 2004 be received and placed on file.

Motion Carried.

GRANTS/CONTRACTS

Section 3

Regent Antonini moved and Regent Griffin seconded that 86 grants and contracts totaling \$2,818,910 for the period 03/1/04 through 05/31/04 be accepted.

Motion Carried.

CONSTRUCTION PROJECTS PROGRESS

Section 4

Regent Antonini moved and Regent Griffin seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending April 31, 2004.

Motion Carried.

ACCOUNTS RECEIVABLE

Section 5

Regent Antonini moved and Regent Griffin seconded that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of April 30, 2004, be received and placed on file.

Motion Carried.

2004 GENERAL FUND BUDGET INTERIM STATUS REPORT

Section 6

Regent Antonini moved and Regent Griffin moved that the 2004 General Fund Budget Interim Status Report as of April 30, 2004 be accepted and placed on file.

Motion Carried.

**REPORT: Information and Communications
Technology Initiatives**

Section 7

Regent Antonini moved and Regent Griffin seconded that the Board accept and place on file the ICT Initiatives progress report and financial status report.

Motion Carried.

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

Section 8

Regent Antonini moved and Regent Griffin seconded that the Board of Regents approve eight new Administrative/Professional appointments at the ranks, salaries and effective dates as shown below.

<u>Last Name</u>	<u>First Name</u>	<u>Race/Gender</u>	<u>Salary</u>	<u>Department</u>
Brake	Mary	W/F	\$100,000	College of Technology
Busch	Karen	W/F	\$82,500	Faculty Development Ctr
Chao	Paul	A/M	\$120,000	Marketing
Harder	Virginia	W/F	\$100,000	COE – Office of Acad Svcs
Hoskins	Steve	W/M	\$80,000	COB – Dean’s Office
Mielke	David	W/M	\$146,000	COB – Dean’s Office
Nielsen	Sandi	W/F	\$55,000	Continuing Education
Thomas	Jeanne	W/F	\$131,000	CHHS – Dean’s Office

Motion Carried.

STAFF APPOINTMENTS

Section 9

Regent Antonini moved and Regent Griffin seconded that the Board approve 12 staff appointments for the period March 1, 2004 through April 30, 2004.

EASTERN MICHIGAN UNIVERSITY

STAFF APPOINTMENTS

DATE: 5/18/04

ALPHABETICAL LISTING WITHIN CLASSIFICATION LEVEL WITHIN EMPLOYEE GROUP

<u>NAME</u>	<u>DEPARTMENT</u>	<u>E CLASS</u>	<u>GRADE</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>ANN. SALARY</u>	<u>%</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Schaub, Sara	I A Womens Volleybal	AC	11	Asst Coach Sfb,Cc/Trk,Vol,Bsb	03/17/2004	\$26,000.00	100	WH	F	HIRE - NEW STAFF/FACULTY
Reid, Taryn M	Alumni Relations Ofc	AP	PFSP2	Asst Dir of Advance Activities	04/23/2004	\$40,000.00	100	BL	F	HIRE - NEW STAFF/FACULTY
Ruppel, Kenneth M	Alumni Relations Ofc	AP	PFSP2	Asst Dir Constituent Relations	04/23/2004	\$41,000.00	100	WH	M	HIRE - NEW STAFF/FACULTY
Staugler, Marlene	Cont Certification	CS	04	Secretary II	04/19/2004	\$23,575.00	100	WH	F	HIRE - NEW STAFF/FACULTY
Bolick, Sherie	Academic Programming	CS	05	Sr Secretary	03/15/2004	\$26,640.36	100	WH	F	HIRE - NEW STAFF/FACULTY
Casiano, Elsie	Stu W/Disabil Ser	CS	05	Sr Secretary	03/22/2004	\$26,640.00	100	HI	F	HIRE - NEW STAFF/FACULTY
Blackburn, Mary L	Hdc Support Services-Housinj	FM	06	Custodian	03/29/2004	\$22,318.40	100	WH	F	HIRE - NEW STAFF/FACULTY
Johnson, Audrey	Biology	PT	05	Research Assistant I	03/02/2004	\$27,000.00	100	WH	F	HIRE - NEW STAFF/FACULTY
Humphrey, Jerica L	Convocation Center Operation	PT	06	Asst Mgr Ticket Ops	03/02/2004	\$27,631.00	100	BL	F	HIRE - NEW STAFF/FACULTY
Kwasniak, Craig	Cashiers Office	PT	06	Accountant I	04/26/2004	\$31,638.00	100	WH	M	HIRE - NEW STAFF/FACULTY
Longerbeam, Christopher B	Minor Spcl Alteratns	PT	08	Asst Coord Construction Proj	03/18/2004	\$43,000.00	100	WH	M	HIRE - NEW STAFF/FACULTY
Procter, Susan J	ICT-ATCS	PT	09*	Instructional Technologist II	03/22/2004	\$56,000.00	100	WH	F	HIRE - NEW STAFF/FACULTY

Motion Carried.

SEPARATIONS/RETIREMENTS

Section 10

Regent Antonini moved and Regent Brandon seconded that the Board approve 20 separations and retirements for the reporting period March 1, 2004 through April 30, 2004 as shown on the following listings:

EASTERN MICHIGAN UNIVERSITY

SEPARATIONS/RETIREMENTS

DATE: 5/18/04

BOARD REPORT

ALPHABETICAL LISTING WITHIN CLASSIFICATION LEVEL WITHIN EMPLOYEE GROUP

<u>NAME</u>	<u>DEPARTMENT</u>	<u>E CLASS</u>	<u>GRADE</u>	<u>JOB TITLE</u>	<u>HIRE</u>	<u>SEPARATION</u>	<u>ANN. SALARY</u>	<u>%</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
					<u>DATE</u>	<u>DATE</u>					
Jalet, Samuel T	I A Womens Swimming	AC	15	Head Coach (Swim/Gym/Wres)	6/29/1998	4/15/2004	\$ 43,760.00	100	WH	M	TERM AFTER PAYOUT
Williams, Katrina M	Ce Regional Prgming	AP	CDAP2	Program Director, Off Campus	1/6/2003	4/16/2004	\$ 45,450.00	100	WH	F	TERM PERSONAL
Landingham, Bethany	Cont Certification	CS	04	Secretary II	1/2/2004	3/19/2004	\$ 23,575.00	100	WH	F	TERM PERSONAL
Tongusi, Brenda M	Payroll	CS	04	Data Entry Clerk II	11/11/2003	3/8/2004	\$ 23,113.00	100	WH	F	TERM INVOLUNTARY
Davney, Diana	Technology Dean	CS	05	Sr Secretary	1/29/2001	4/26/2004	\$ 13,320.00	50	WH	F	TERM PERSONAL
Muschott, Nancy A	Library-General Account	CS	05	Library Assistant III	11/9/1987	4/30/2004	\$ 26,739.00	100	WH	F	TERM RETIREMENT
Stanton, Eric	Library-General Account	CS	05	Library Assistant III	5/13/1997	3/6/2004	\$ 26,118.00	100	BL	M	TERM AFTER PAYOUT
Humbarger, Amy	Financial Aid Office	CS	06	SR ACCOUNT/LOAN PROCES	4/25/2004	4/25/2004	\$ 27,387.00	100	WH	F	TERM PERSONAL
Dodge, H R	Marketing	FA	01	Professor	7/1/1990	3/2/2004	\$ 97,763.00	100	WH	M	TERM DEATH
Basler, Kami M	Custodial Services	FM	06	Custodian	11/30/2003	3/22/2004	\$ 11,159.20	50	WH	F	TERM INVOLUNTARY
Harris, Crystal M	Hdc Support Services-Hou	FM	06	Custodian	12/7/2003	3/24/2004	\$ 22,318.40	100	WH	F	TERM INVOLUNTARY
Morgan, Gregory D	I A Equip Maint	FM	10	Laundry Operator	8/1/2002	4/28/2004	\$ 25,355.20	100	WH	M	TERM INVOLUNTARY
Traskos, Douglas	Grnds Walks Roadways	FM	12	Groundsperson	5/15/1985	3/24/2004	\$ 32,281.60	100	WH	M	TERM INVOLUNTARY
Hirshman, Amy S	Child Care Ctr Suppt	PT	06	TEACHER I	12/4/2000	4/23/2004	\$ 27,902.00	100	WH	F	TERM PERSONAL

<u>NAME</u>	<u>DEPARTMENT</u>	<u>E CLASS</u>	<u>GRADE</u>	<u>JOB TITLE</u>	<u>HIRE DATE</u>	<u>SEPARATION DATE</u>	<u>ANN. SALARY</u>	<u>%</u>	<u>RACE</u>	<u>SEX</u>	<u>REASON</u>
Smith, Cordelia	Icard	PT	06	Site Coordinator	5/5/2003	4/11/2004	\$ 22,104.00	80	WH	F	TERM PERSONAL
Matthews, Sandra	Biology	PT	07	Supv Biology Dept Serv	9/1/1993	4/3/2004	\$ 38,766.00	100	WH	F	TERM AFTER PAYOUT
Clark, Lisa J	Academic Advising Ct	PT	08	Academic Advisor II	3/2/1998	3/25/2004	\$ 34,498.00	80	WH	F	TERM PERSONAL
Novak, John M	Institutional Res and Info	PT	08	Institutional Research Analyst	2/3/1997	4/2/2004	\$ 45,973.00	100	WH	M	TERM PERSONAL
Robinson, A'Lynne	The Learning Center	PT	08	Learning Center Specialist	9/9/2002	4/30/2004	\$ 44,125.00	100	BL	F	TERM PERSONAL
Villegas Jr, Jesse	Library-Media Services	PT	08	Coord Library Fac & Photo Ops	8/22/1988	4/2/2004	\$ 54,387.00	100	HI	M	TERM RETIREMENT

EMERITUS FACULTY STATUS

Section 11

Regent Antonini moved and Regent Griffin seconded that the Board grant Emeritus Status to the eleven former faculty members (two posthumously) listed below:

Robert Chew (Posthumously)

Professor, Department of Art

From 1969 – 2003 (33 yrs.)

George S. Clark (Posthumously)

Associate Professor, Department of Accounting & Finance

From 1975 – 1999 (24 yrs.)

Elton A. Devine

Professor, Department of Accounting & Finance

From 1976 – 2003 (27 yrs.)

Ruth A. Hansen

Professor, Department of Associate Health Professionals

From 1976 – 2004 (28 yrs.)

Rachel Brett Harley

Professor, Department of Music

From 1969 – 2004 (35 yrs.)

Oscar Henry

Professor, Department of Music

From 1968 – 2002 (34 yrs.)

Linda Kurtz

Professor, Department of Social Work

From 1989 – 2004 (15 yrs.)

Gloria D. Neve

Assistant Professor, Department of H.P.E.R.D.

From 1969 – 2004 (35 yrs.)

Carl F. Ojala

Professor, Department of Geography & Geology

From 1970 – 2004 (34 yrs.)

Edward J. Szabo

Professor, Department of Music

From 1968 – 2004 (35 ½ yrs.)

Louis Thayer

Professor, Department of Leadership & Counseling

From 1969 – 2004 (35 yrs.)

Motion Carried.

FACULTY APPOINTMENTS

Section 12

Regent Antonini recommended and Regent Griffin seconded that the Board approve 32 new tenure-track faculty appointments for the 2004-05 academic year at the ranks, salaries and effective dates shown on the listing below.

FACULTY HIRING REPORT

College	Last Name	First Name	Race/Gender	Rank	Salary	Department	Specialization
CAS	Boerma	Scott	W/M	Assistant	44000	Music	Director of Bands
	Bruya	Brian	W/M	Assistant	44200	History/Philosophy	Non-Western Philosophy
	Buffington	Melanie	W/F	Assistant	45750	Art	Art Education
	Cunningham	Charles	W/M	Assistant	45000	English	Modern American Literature
	Curran	John	W/M	Assistant	48000	Mathematics	Actuarial
	Huprich	Steven	W/M	Assistant	53000	Psychology	Clinical
	Kullberg	Judith	W/F	Assistant	47000	Political Science	Comparative/International
	Molloy	Ryan	W/M	Assistant	45750	Art	Graphic Design
	Parker	Jeff	W/M	Assistant	44000	English	Creative Writing
	Rice	Jennifer	W/F	Assistant	64000	Economics	International/Applied
	Russell	Glenda	W/F	Assistant	53000	Psychology	Clinical
	Sneed	Bethany	W/F	Assistant	47000	Political Science	Public Admin/Public Personal Admin
	Watson	Paula	W/F	Assistant	44200	History/Philosophy	Philosophy of Law
	Young	Amy	W/F	Assistant	48000	Psychology	Clinical Systems
Zhang	Li	A/M	Assistant	69000(wPhD)	Computer Science	Data Mining/Bioinformatics	
CHHS	Bigelow	April	W/F	Assistant	52000	Nursing	Adult Health
	Chan	Michael	A/M	Assistant	54500	Assc Health Prof	Occupational Therapy
	Fox	Diane	W/F	Assistant	53000	Nursing	Clinical Laboratory Sciences
	Fuller	Craig	W/M	Assistant	55500	Assc Health Prof	Adult Health/Medical Surgical
COB	Mahoney	Lois	W/F	Assistant	93000	Acct/Finance	Acct Info Systems
	Milner	Morgan	B/M	Assistant	78500(wPhD)	Management	Organization Behavior
COE	Beaubien	Brigid	W/F	Assistant	48500	Teacher Educ	Early Childhood
	Camron	Steve	W/M	Assistant	49978	Special Educ	Emotional Impairment
	Moreno	Anthony	H/M	Assistant	46000	HPERD	Sports Biomechanics

Motion Carried.

College	Last Name	First Name	Race/Gender	Rank	Salary	Department	Specialization
COE	Orr	Ann	W/F	Assistant	49978	Special Educ	Assistive Technology
(cont.)	Polter	Linda	W/F	Assistant	49978	Special Educ	Hearing Impairment
	Schulte	Karen	W/F	Assistant	49978	Special Educ	Learning Disabilities
	Smith	Phil	W/M	Assistant	49978	Special Educ	Cognitive Impairment
	Steiffel	Gilbert	W/M	Assistant	49978	Special Educ	Assessment
COT	Becker	Pamela	W/F	Assistant	55000	Industrial Tech	Technology Management
	Kalaian	Sema	A/F	Assistant	58000	Interdisc Tech	QRM Technology
Library	Pittsley	Kate	W/F	Assistant	43500	University Library	Business Librarian

CURRENT HIRING STATISTICS:

Total:	32	
Male:	15	47%
Female:	17	53%
White:	27	84%
Black:	1	3%
Hispanic:	1	3%
Asian:	3	10%
Total Minorities:	5	16%

FACULTY REAPPOINTMENTS

Section 13

Regent Antonini recommended and Regent Griffin seconded that the Board accept the reappointment of 123 probationary faculty members for the 2004-05 academic year.

2004-05 Faculty Reappointments

College of Arts and Sciences

Name	Rank	Department
1 Ajrouch, Kristine	Assistant Professor	Sociology, Anthropology & Criminology
2 Alexander, Jessica	Assistant Professor	Communication & Theatre Arts
3 Armitage, Ruth Ann	Assistant Professor	Chemistry
4 Babcock, Donald	Assistant Professor	Music
5 Baker, William	Assistant Professor	English Language and Literature
6 Benitez, Vincent	Assistant Professor	Music
7 Benninghoff, Steve	Assistant Professor	English Language and Literature
8 Blakely, Colin	Assistant Professor	Art
9 Blumner, Jacob	Assistant Professor	English Language and Literature
10 Byrd, Michelle	Assistant Professor	Psychology
11 Calin, Ovidiu	Assistant Professor	Mathematics
12 Chamberlain, Kathleen	Assistant Professor	History & Philosophy
13 Clark-McCracken, Christine	Assistant Professor	Geography & Geology
14 Clemans, Daniel	Assistant Professor	Biology
15 Coffman, Margaret	Assistant Professor	Biology
16 Corsianos, Marilyn	Assistant Professor	Sociology, Anthropology & Criminology
17 Coykendall, Abigail	Assistant Professor	English Language and Literature
18 Csicsila, Joseph	Assistant Professor	English Language and Literature
19 Dehoog, John	Assistant Professor	Art
20 Egge, James	Assistant Professor	History & Philosophy
21 Ensor, Bradley	Assistant Professor	Sociology, Anthropology & Criminology
22 Estrem, Heidi	Assistant Professor	English Language and Literature
23 Francoeur, Steve	Assistant Professor	Biology
24 Garrett, Edward	Assistant Professor	English Language and Literature
25 Garrett, Simon	Assistant Professor	Chemistry
26 Grondona, Veronica	Assistant Professor	English Language and Literature
27 Gustavson, Kevin Blake	Assistant Professor	Geography & Geology
28 Hume, Christine	Assistant Professor	English Language and Literature
29 Hyndman, Chris	Assistant Professor	Art
30 Jones, Robert	Assistant Professor	Geography & Geology
31 Kaston, Andrea	Assistant Professor	English Language and Literature
32 Keller, Benjamin	Assistant Professor	Computer Science
33 Koch, Ellen	Assistant Professor	Psychology
34 Kolopajlo, Larry	Assistant Professor	Chemistry
35 Kuehn, Kevin	Assistant Professor	Biology
36 Lauterbach, Dean	Assistant Professor	Psychology
37 Leopard, Barbara	Assistant Professor	Mathematics
38 Lindsey, Harriet	Assistant Professor	Computer Science
39 Lucy, Robin	Assistant Professor	English Language and Literature
40 Maniccam, Suchindran	Assistant Professor	Computer Science
41 Maniotes, Andrew	Assistant Professor	Art
42 Narayanan, Krish	Assistant Professor	Computer Science
43 Nelson, Brian	Assistant Professor	Art
44 Neufeld, Christine	Assistant Professor	English Language and Literature
45 Orrange, Robert	Associate Professor	Sociology, Anthropology & Criminology
46 Petrescu, Claudia	Assistant Professor	Political Science

47 Poh, Elsa	Assistant Professor	Computer Science
48 Quiel, Raymond	Instructor	Communication & Theatre Arts
49 Reinhardt, Ulrich	Assistant Professor	Biology
50 Richard, David	Associate Professor	Psychology
51 Ruggiero, Maria	Assistant Professor	Art
52 Rutherford, Sandra	Assistant Professor	Geography & Geology
53 Saules, Karen	Associate Professor	Psychology
54 Schoenhals, Joel	Assistant Professor	Music
55 Semple, Hugh	Assistant Professor	Geography & Geology
56 Serena-Poli, Maria	Assistant Professor	Geography & Geology
57 Shillington, Cara	Assistant Professor	Biology
58 Sickles-Taves, Lauren	Assistant Professor	Geography & Geology
59 Suchan, Tom	Assistant Professor	Art
60 Tanner, Christine	Assistant Professor	Communication & Theatre Arts
61 Tomaszewski, Andreas	Assistant Professor	Sociology, Anthropology & Criminology
62 Wang, Bingwu	Assistant Professor	Mathematics
63 Yang, Guey-Meei	Assistant Professor	Art

College of Business

Name	Rank	Department
64 Brickner, Daniel	Assistant Professor	Accounting & Finance
65 Chowdhury, Sanjib	Assistant Professor	Management
66 Chung, Sock	Assistant Professor	Computer Information Systems
67 Endres, Megan	Assistant Professor	Management
68 Etter, Edwin	Assistant Professor	Accounting & Finance
69 Frye, Crissie	Assistant Professor	Management
70 Hwang, Angela	Assistant Professor	Accounting & Finance
71 Isenhour, Linda	Assistant Professor	Management
72 Percy, Dawn	Assistant Professor	Marketing
73 Ross, Barbara	Assistant Professor	Accounting & Finance
75 Schulz, Eric	Assistant Professor	Management
76 Sonmez, Elif	Assistant Professor	Marketing
77 Wong, Diana	Assistant Professor	Management

College of Education

Name	Rank	Department
78 Bishop, Joe	Assistant Professor	Teacher Education
79 Burke, Wendy	Assistant Professor	Teacher Education
80 Burns, Caroline	Assistant Professor	Teacher Education
81 Burton, Ella	Assistant Professor	Leadership & Counseling
82 Carney, Karen	Assistant Professor	Special Education
83 Carpenter, Robert	Assistant Professor	Teacher Education
84 Carter, Caroline	Assistant Professor	Teacher Education
85 Choudhuri, Dibya	Assistant Professor	Leadership & Counseling
86 Copeland, Nancy	Assistant Professor	Teacher Education
87 Dichtelmiller, Margo	Assistant Professor	Teacher Education
88 Dokes-Brown, Marion	Assistant Professor	Teacher Education
89 Faust, Robert	Assistant Professor	Health, Physical Education Recreation & Dance
90 Ginsberg, Sarah	Assistant Professor	Special Education

91 Harmon, Deborah	Assistant Professor	Teacher Education
92 Karshin, Christine	Assistant Professor	Health, Physical Education Recreation & Dance
93 Lee, Lidia	Associate Professor	Special Education
94 Lowenstein, Ethan	Assistant Professor	Teacher Education
95 Margerum-Leys, Jon	Assistant Professor	Teacher Education
96 Maylone, Nelson	Assistant Professor	Teacher Education
97 McCarthy, Susan	Assistant Professor	Health, Physical Education Recreation & Dance
98 McGinnis, Jacquelyn	Assistant Professor	Special Education
99 McGregor, Steve	Assistant Professor	Health, Physical Education Recreation & Dance
100 Nair, Murali	Assistant Professor	Health, Physical Education Recreation & Dance
101 Palladino, John	Assistant Professor	Special Education
102 Parks, Loreena	Assistant Professor	Special Education
103 Rearick, Mary	Assistant Professor	Teacher Education
103 Schulz, Jeffery	Associate Professor	Health, Physical Education Recreation & Dance
104 Williams, Ronald	Associate Professor	Leadership & Counseling
105 Zamani, Ebony	Assistant Professor	Leadership & Counseling

College of Health & Human Services

Name	Rank	Department
106 Croxall, Colleen	Assistant Professor	Associated Health Professions
107 Love, Dian	Assistant Professor	Human, Environmental & Consumer Resources
108 Lu, Jiang	Assistant Professor	Human, Environmental & Consumer Resources
110 Reeves, Gretchen	Assistant Professor	Associated Health Professions
111 Tanicala, Martha	Assistant Professor	Nursing
112 Vandewiele-Milligan, Nancy	Assistant Professor	Associated Health Professions

College of Technology

Name	Rank	Department
113 Bari, Mohammad	Assistant Professor	Industrial Technology
114 Ferber, Miklos	Instructor	Industrial Technology
115 Mannari, Vijay	Assistant Professor	Interdisciplinary Technology
116 Mitchell, Greg	Assistant Professor	Industrial Technology
117 Moylan, William	Instructor	Industrial Technology
118 Pilato, Denise	Assistant Professor	Interdisciplinary Technology
119 Pouria, Arezou	Assistant Professor	Industrial Technology
120 Texter, John	Professor	Interdisciplinary Technology
121 Wang, Jianhua	Assistant Professor	Industrial Technology

University Library

Name	Rank	Department
122 Ho, Birong	Assistant Professor	Library
123 Owen, Eric	Assistant Professor	Library

Motion Carried.

FACULTY TENURE

Section 14

Regent Antonini recommended and Regent Griffin seconded that the Board approve the granting of tenure, effective with the 2004 fall semester, for the 25 faculty members listed below.

2004-05 Tenure Appointments

Name	Rank	Department
1 Alford-Trewn, Peggy	Assistant Professor	Nursing
2 Armstrong, Jeffrey	Assistant Professor	Health, Physical Education, Recreation & Dance
3 Atzmon, Leslie	Assistant Professor	Art
4 Brooks, Judith	Assistant Professor	Human Environmental Consumer Resources
5 Cardon, Philip	Assistant Professor	Business Technology Education
6 Colon, Geoffrey	Assistant Professor	Health, Physical Education, Recreation & Dance
7 Dorsey, John	Assistant Professor	Music
8 Ghosh, Subhas	Professor	Human, Environmental Consumer Resources
9 Gregory, Susan	Associate Professor	Human, Environmental Consumer Resources
10 Hoffman, Ellen	Assistant Professor	Teacher Education
11 Jerome, Sherry	Assistant Professor	Health, Physical Education, Recreation & Dance
12 Johnson, Jodi	Assistant Professor	Health, Physical Education, Recreation & Dance
13 Jones, Toni Stokes	Assistant Professor	Teacher Education
14 Lee, Huei	Assistant Professor	Computer Information Systems
15 Levine, Sheldon	Assistant Professor	Health, Physical Education, Recreation & Dance
16 Mayda, Chris	Assistant Professor	Geography & Geology
17 Nims, Julia	Assistant Professor	Library
18 Owell, Russell	Assistant Professor	History & Philosophy
19 Parker, Kathlyn	Assistant Professor	Special Education
20 Ray, Daniel	Assistant Professor	Business Technology Education
21 Reiling, Denise	Assistant Professor	Sociology, Anthropology & Criminology
22 Tonkovich, John	Associate Professor	Special Education
23 Wang, Wendy	Assistant Professor	Foreign Language & Bilingual Studies
24 Wu, Tsu-yin	Assistant Professor	Nursing
25 Zinggeler, Margrit	Assistant Professor	Foreign Language & Bilingual Studies

Motion Carried.

FACULTY PROMOTIONS

Section 15

Regent Antonini recommended and Regent Griffin seconded that the Board approve the promotion of 31 faculty members listed below.

Last Name	First Name	Department	College	Promotion
1 Alford-Trewn	Peggy	Nursing	CHHS	Associate
2 Armstrong	Jeffrey	Health Physical Education Recreation & Dance	COE	Associate
3 Atzman	Leslie	Art	CAS	Associate
4 Brooks	Judith	Human Environmental & Consumer Resources	CHHS	Associate
5 Bucciarelli	Elizabeth	University Library	Library	Associate
6 Bullard	Rita	University Library	Library	Professor
7 Cardon	Philip	Business Technology Education	COT	Associate
8 Dionne	Craig	English	CAS	Professor
9 Dorsey	John	Music	CAS	Associate
10 Edwards	Beth	Marketing	COB	Professor
11 Freedman-Doan	Carol	Psychology	CAS	Professor
12 Hoffman	Ellen	Teacher Education	COE	Associate
13 Ikeji	Augustine	Computer Science	CAS	Associate
14 Jerome	Sherry	Health Physical Education Recreation & Dance	COE	Associate
15 Jones	Toni Stokes	Teacher Education	COE	Associate
16 Lee	Huei	Computer Information Systems	COB	Associate
17 Levine	Sheldon	Health Physical Education Recreation & Dance	COE	Associate
18 Lewis-White	Linda	Teacher Education	COE	Professor
19 Mayda	Chris	Geography & Geology	CAS	Associate
20 Moeller	Susan	Accounting & Finance	COB	Professor
21 Nims	Julia	University Library	Library	Associate
22 Nybell	Lynn	Social Work	CAS	Professor
23 Owell	Russell	History & Philosophy	CAS	Associate
24 Ray	Daniel	Business Technology Education	COT	Associate
25 Reiling	Denise	Sociology, Anthropology & Criminology	CAS	Associate
26 Seibert	Theresa	Communications & Theatre Arts	CAS	Professor
27 Stevens	Lizbeth	Special Education	COE	Associate
28 Wang	Wendy	Foreign Language & Bilingual Studies	CAS	Professor
29 White	Darcelle	Business Technology Education	COT	Professor
30 Wu	Tsu-Yin	Nursing	CHHS	Associate
31 Zinggeler	Margrit	Foreign Language & Bilingual Studies	CAS	Associate

Motion Carried.

LECTURER PROMOTIONS

Section 16

Regent Antonini recommended and Regent Griffin seconded that the Board approve the promotion of the 10 lecturers listed below.

<u>Last Name</u>	<u>First Name</u>	<u>Department</u>	<u>College</u>	<u>Promotion</u>
1 Block	Judy	University Library	Library	Lecturer II
2 Flannery	Clarinda	English	CAS	Lecturer II
3 Hall	Allison	Foreign Language & Bilingual Studies	CAS	Lecturer II
4 Kelly	Brendan	Communication & Theatre Arts	CAS	Lecturer II
5 Koral	Mary	English	CAS	Lecturer II
6 Landau	Pamela	Psychology	CAS	Lecturer II
7 Lowe	Monica	Human Environmental & Consumer Resources	CHHS	Lecturer II
8 Meloche	Christopher	Communication & Theatre Arts	CAS	Lecturer III
9 Schaumann-Beltran	Karen	Sociology, Anthropology & Criminology	CAS	Lecturer II
10 Schoolmaster	Courtney	English	CAS	Lecturer II

Motion Carried.

STUDENT AFFAIRS COMMITTEE

Section 17

Regent Brandon moved and Regent Antonini seconded that the Agenda for June 15, 2004, and the Minutes of March 16, 2004, be received and placed on file.

Motion Carried.

EDUCATIONAL POLICIES COMMITTEE

Section 18

Regent Valvo moved and Regent Griffin seconded that the Agenda for June 15, 2004, and the Minutes of the March 16, 2004 meeting be received and placed on file.

Motion Carried.

REPORT: 2004-05 SABBATICAL LEAVE AWARDS

Section 19

Regent Valvo moved and Regent Rothwell seconded that the Report on Sabbatical Leave Awards be accepted and placed on file.

EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

2004-2005 SABBATICAL LEAVE AWARDS

TWO SEMESTER

Cheryl M. Cassidy, English Language & Literature. "Women and Empire 1750-1930: Primary Sources on Gender and Anglo-Imperialism, India 1830-1930"

Margaret Davis, Art. "Decoding"

Cristina Jose-Kampfner, Teacher Education. "Si Se Puede – It Can Be Done: Advancing Adolescent Latinas in Mathematics"

Steven D. Kirby, Foreign Languages & Bilingual Studies. "A Glossary to the Old Spanish Libro de buen amor (Book of Good Love) by Juan Ruiz, Arcipreste de Hita"

Judith A. Olson, Associated Health Professions. "The Phenomenon of Early Expulsion and Occupational Therapy Services"

Alice Jo Rainville, Human, Environmental & Consumer Resources. "School Lunch Cost Comparison: On-Site vs. Fast Food vs. Home-Prepared"

Krishnaswamy Rengan, Chemistry. "Accurate Measurement of Fission-Product Yields"

James Thornton, Economics. "Is Increased Spending on Medical Care Worth It?"

Jose C. Vites, Chemistry. "Methods Development for Multi-Element Analysis by HR-ICPMS for the Study of Mercury Speciation and Transport in the Environment"

ONE SEMESTER

Linda Burilovich, Accounting and Finance. "A Study of the Risk of the Reclassification of Debt"

Shenghui Kathy Chu, Mathematics. "Professional Development in Bioinformatics"

Maria C. Milletti, Chemistry. "Theoretical Modeling of Nitrogen-Containing Compounds"

Ross Nord, Chemistry. "Theoretical Modeling of the Catalytic Oxidation of Carbon Monoxide"

Joseph Ohren, Political Science. "Faith-Based Delivery of Services Funded Through the CDBG Program"

Diana Pancioli, Art. "Glaze Forward"

Tracy S. Tillman, Industrial Technology. "Develop the Foundation for the SME/IE/Shingo Lean Manufacturing Professional Certification Program"

Motiod.

**REPORT: 2004-05 FACULTY RESEARCH AND
CREATIVE ACTIVITY FELLOWSHIPS**

Section 20

Regent Valvo moved and Regent Rothwell seconded that the Board accept the Report on 2004-05 Faculty Research and Creative Activity Fellowships.

Elizabeth R. Butch, Chemistry

“Development of Biochemical Tools for Studying Neuronal Signal Transduction Pathways”

Weidian Shen, Physics and Astronomy

“Using a Localized Electrochemical Impedance Spectroscopy, Combined with a Scanning Probe Microscope, to Study Corrosion – a New Approach to Investigate Corrosion Mechanism in Micro and Nanoscale”

Robert M. Citino, History and Philosophy

“The German Way of War, 1648-1945”

Lynn M. Nybell, Social Work

“Connecting Youth and Youth Policy through Participatory Research”

Steven N. Francoeur, Biology

“Microbial Interactions in Wetland Ecosystems: Can Algae Affect Decomposition”

Ulrich Reinhardt, Biology

“Integration of Research and Management of Invasive Species: Projects in Hokkaido and Galapagos”

Ruth Ann Armitage, Chemistry

“Radiocarbon Dating and Compositional Analysis of Rock Paintings”

Elizabeth Oates Schuster, Gerontology / Social Work

“Life Review at an Urban Long-Term Care Facility and the Impact on Student Age-Related Attitudes”

Ellen C. Schwartz, Art

“Metal Icons – Images for the Middle Class”

Motion Carried.

**REPORT: 2004 SPRING-SUMMER AWARDS FOR
RESEARCH & CREATIVE ACTIVITY**

Section 21

Regent Valvo moved and Regent Griffin seconded that the Board accept the Report on 2004 Spring-Summer Awards for Research & Creative Activity.

Sanjib Chowdhury, Management

“Triggers, Barriers, and Viability of Green Entrepreneurship: Challenging the Existing Paradigm”

Bradley E. Ensor, Sociology, Anthropology, and Criminology

“Long-Term Archaeological Research Program Development at Islas de Los Cerros, Tabasco, Mexico”

Matthew Evett, Computer Science

“CyberLab: A Tool for Constructing Experiments for On-Line Science Courses”

Simon J. Garrett, Chemistry

“A Model System to Evaluate the Role of Particulate Carbon Emissions on the Production of Ozone-Depleting Molecules”

Heather L. S. Holmes, Chemistry

“Identification and Quantitation of Biomarkers for Acute Kidney Failure Caused by Lipid Peroxidation”

John M. Palladino, Special Education

“How School Administrators Collaborate with Homeless Mothers on Behalf of Youth with Emotional Disabilities”


Motion Carried.

BOARD POLICIES FOR APPROVAL

Section 22

Regent Valvo moved and Regent Rothwell seconded that the Board approve the creation of two new policies, the deletion of five and the revision of eight others. The Sexual Harassment and Other Prohibited Conduct Policy has been table for future discussion.

Motion Carried.

Effective Date		Date of Revision			Policies, Rules And Regulations
6-15-04					
Chapter Name			Chapter No.	Page	
EMPLOYMENT/AFFIRMATIVE ACTION			3	Page 1 of 2	
Issue					
DISTRIBUTION OF PUBLISHED MATERIALS					

UNIVERSITY POLICY STATEMENT

In order to ensure the orderly transaction of business, the University has an interest in controlling where and when published materials are distributed. The University shall make no effort to regulate the content of published materials, which circulate on the campus.

Published materials may not be sold on campus except as prescribed in the policy on the sale of commercial products.

Instructors are responsible for materials distributed within the classroom, in accordance with applicable departmental and University regulations. Any persons who wish to distribute materials in a classroom must receive the instructor's approval.

UNIVERSITY PRACTICE

The University has an interest in providing for safety and orderly traffic patterns; preventing littering and the interruption of class or office routines; establishing and maintaining pleasant living, working, and studying conditions; and controlling the sale of commercial products on campus. To further these legitimate concerns, the distribution of published materials on the campus (other than course-related materials approved by instructors for classroom use) is limited as prescribed below.

Published materials may be distributed free of charge at locations listed below, without prior regulation of content. The University will not be responsible for any content that is found to be in violation of law or the rights of any person.

On open grounds owned by the University.

In approved display containers.

At the desks of residence halls or placed in residence hall mailboxes in accordance with residence hall rules in effect.

Outside entranceways of University buildings and, in case of inclement weather, in entranceways of buildings so long as traffic is not obstructed.

Posted on approved bulletin boards in accordance with established regulations relating to size, time of posting, priority of appearance, etc.

No published materials may be left unattended, except in display containers or devices, which will keep them in neat piles. When handed to passersby, such material shall be given only to persons who reach for it or otherwise indicate a willingness to receive it. In no event should published materials be thrown at or thrust into the hands of unwilling recipients.

Chapter Name	Chapter No.	Page
EMPLOYMENT/AFFIRMATIVE ACTION	3	2 of 2
Issue		
DISTRIBUTION OF PUBLISHED MATERIALS		

No published or printed materials may be distributed or solicited in private areas of the University such as offices, lounges, working areas, corridors of residence hall rooms except on the specific invitation of the occupant or person in control of the area.

Violations of these regulations will be processed through the established University disciplinary procedures.


RESPONSIBILITY FOR IMPLEMENTATION

The vice president for student affairs has responsibility for implementing this policy.

SCOPE OF POLICY COVERAGE

This policy applies to all published materials.

Authority for Creation or Revision

Effective Date		Date of Revision			Policies, Rules And Regulations
6-15-04					
Chapter Name			Chapter No.	Page	
STUDENT PROGRAMS AND REQUIREMENTS			8	Page 1 of 1	
Issue					
RELATIONSHIP OF STUDENT MEDIA TO THE UNIVERSITY					

UNIVERSITY POLICY STATEMENT

The University recognizes that Student Media is an independent student-run entity with oversight provided by the Student Media Board. Student Media bears the legal responsibility for the content of all of its publications. Unless otherwise specified, statements or viewpoints expressed by Student Media are neither attributable to Eastern Michigan University nor shall Student Media publications be deemed official publications of the University.

UNIVERSITY PRACTICE

In implementing this policy, Eastern Michigan University will:

1. Encourage free expression and ensure that the members of Student Media are accorded First Amendment rights under the U.S. Constitution.
2. Not take any action that is designed to censor or control the contents of any Student Media publication.
3. Implement, in the interest of safety and the normal operations of the campus environment, reasonable regulations as to the time, place, and manner of distribution of Student Media publications.
4. Regulate non-content based aspects of Student Media, including reviewing financial records and prohibiting any activity or policy that is in violation of law and/or University policy.

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 Student Media, and all of its publications, at Eastern Michigan University.

Authority for Creation or Revision

Effective Date	Date of Revision
11-27-01	6-15-04



Policies, Rules And Regulations

Chapter Name	Chapter No.	Page
ADMINISTRATIVE ORGANIZATION AND AUTHORITY	2.5.1	Page 1 of 1

Issue
ENHANCED ACCESS TO PUBLIC RECORDS

UNIVERSITY POLICY STATEMENT

In accordance with Public Act 462 of 1996, as amended, the Enhanced Access to Public Records Act, the University may provide enhanced access, which is defined as immediate availability for public inspection, purchase or copying, to a geographical information system ("GIS") or to public records which contain output from a GIS that are not confidential or otherwise exempt, by law from disclosure. The University may establish reasonable fees for providing enhanced access to a GIS or output from a GIS to recover only those operating expenses related to the provision of enhanced access. University officials, employees or agents who are responsible for the creation, preparation, custody, control, maintenance, preservations, retention, possession or use of a GIS or a public record containing output from GIS shall select the information to be made available through enhanced access, with due regard for intellectual property ownership and confidentiality considerations. Recipients of enhanced access pursuant to this policy receive all information at their own risk and without warranties of any kind or nature.

This policy shall not be construed to require Eastern Michigan University to provide enhanced access to any specific public record.

UNIVERSITY PRACTICE

This policy is adopted pursuant to Public Act 462 of 1996, as amended, the Enhanced Access to Public Records Act, which allows public bodies to provide enhanced access for the inspection, purchase, or copying of a public record that is not confidential or otherwise exempt from disclosure. The legislature requires that a public body which wishes to provide such enhanced access, must enact a policy, approved by its governing board, which complies with P. A. 462.

RESPONSIBILITY FOR IMPLEMENTATION


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

SCOPE OF POLICY COVERAGE

The policy applies to a GIS or other public records which contain output from a GIS that are not confidential or otherwise exempt from disclosure.

Authority for Creation or Revision

Minutes of the Board of Regents , Nov. 27, 2001; para. .5891M

Effective Date		Date of Revision		Policies, Rules And Regulations
10-18-78		6-15-04		
Chapter Name		Chapter No.	Page	
ACADEMIC PROGRAM AND REQUIREMENTS		6.2.4	Page 1 of 1	
Issue				
GRADE GRIEVANCE				

UNIVERSITY POLICY STATEMENT

Eastern Michigan University provides students with the opportunity to appeal formally a final grade in a course because they believe that the grade has been awarded capriciously or unfairly.

UNIVERSITY PRACTICE

A formal grade grievance procedure will be promulgated and included in the University Catalog.

RESPONSIBILITY FOR IMPLEMENTATION


The provost and vice president for academic affairs or his or her designee is responsible for the implementation of this policy.

SCOPE OF POLICY COVERAGE

This policy applies to all Eastern Michigan University students.

Authority for Creation or Revision

Minutes of the Board of Regents, October 19, 1978: para. .1996M.
 Minutes of the Board of Regents, December 15, 1982: para. .2646K.
 Minutes of the Board of Regents, September 25, 1991; para. .4433K.

Effective Date		Date of Revision			Policies, Rules And Regulations
12-1-78		6-15-04			
Chapter Name			Chapter No.		Page
ACADEMIC PROGRAM AND REQUIREMENTS			6.2.6		Page 1 of 1
Issue					
HUMAN SUBJECTS RESEARCH REVIEW					

UNIVERSITY POLICY STATEMENT

Eastern Michigan University shall safeguard the rights and welfare of all individuals involved as subjects in research, experimental procedures in instruction, or other related activities.

UNIVERSITY PRACTICE

University practices for implementing this policy include:

1. The Human Subjects Review Committee will oversee the University's compliance with the United States Department of Health and Human services for the Protection of Human Research Subjects (Part 46 of Title 45 of the Code of Federal Regulations, as amended).
2. In consultation with the Human Subjects Review Committee, the provost and vice president for academic affairs shall promulgate administration policies and procedures for protecting human subjects in research covered by this policy.

RESPONSIBILITY FOR IMPLEMENTATION


The provost and vice president for academic affairs is responsible for appointing the members of the Human Subjects Review Committee, providing the Committee with direction, and promulgating the procedures to be used in the implementation of this policy.

The Human Subjects Review Committee is responsible for the review of all research involving human subjects.

SCOPE OF POLICY COVERAGE

This policy applies to all research involving the use of human subjects: (1) funded or unfunded (2) participated in or directed by any faculty, staff, or student at Eastern Michigan University; (3) done on the property of, or using the facilities, of Eastern Michigan University; or (4) using University personnel or students as subjects.

Authority for Creation or Revision
Minutes of the Board of Regents, September 27, 1988; para. .3841M

Effective Date		Date of Revision			Policies, Rules And Regulations
12-6-89		6-15-04			
Chapter Name			Chapter No.	Page	
ACADEMIC PROGRAM AND REQUIREMENTS			6.2.7	Page 1 of 1	
Issue					
ANIMAL CARE					

UNIVERSITY POLICY STATEMENT

Eastern Michigan University will comply with all applicable provisions of the Animal Welfare Act and other federal and state statutes and regulations relating to animals to ensure the humane use of animals in research and education.

UNIVERSITY PRACTICE

University practices for implementing this policy include:

1. The application of this policy is specified by the procedures detailed in the provisions of the Animal Welfare Act as administered by the United States Department of Agriculture Animal Plant Health Inspection Service.
2. The University will maintain an Animal Care Program in accordance with the National Institute of Health Office for Protection from Research Risk policies for the humane care and use of laboratory animals.
3. The provost will appoint the Institutional Animal Care and Use Committee (IACUC) which shall be responsible for drafting procedures for the implementation of this policy and for enforcement.
4. The IACUC will provide supervision, coordination, and review of all projects and classroom instruction that includes the use of animals.

RESPONSIBILITY FOR IMPLEMENTATION


The provost and vice president for academic affairs shall have responsibility for the implementation and administration of this policy. The provost shall appoint the Institutional Animal Care and Use Committee (IACUC), which shall report directly to the provost.

SCOPE OF COVERAGE

This policy applies to any University activity involving the use of animals covered under the Animal Welfare Act.

Authority for Creation or Revision

Minutes of the Board of Regents, December 6, 1989; para. .4127M.

Effective Date		Date of Revision			Policies, Rules And Regulations
9-3-75		6-15-04			
Chapter Name			Chapter No.		Page
ADMISSION AND FINANCIAL AID			7.2.1		Page 1 of 4
Issue					
FINANCIAL AID: GENERAL					

UNIVERSITY POLICY STATEMENT

The Office of Financial Aid shall administer financial aid resources to provide access and affordability for a post-secondary education according to the regulations, guidelines, or other requirements as prescribed by the funding source.

Five types of financial aid (i.e., scholarships, grants, awards, loans, and college work-study employment) are available to Eastern Michigan University undergraduate students. Scholarships, fellowships, graduate assistantships, loans, and college work-study employment are available to graduate students. Guest students are not eligible for financial aid.

Financial aid is funded by the federal government, state of Michigan, university, and private sources. Each funding source has regulations, guidelines, or other funding requirements that must be followed while administering aid programs.

Financial aid programs are available to assist qualified students who have limited funds and resources and to recognize students with excellent academic records and special talents. Financial aid applicants are considered for all types of financial aid for which they are eligible.

Scholarships, grants, and awards range from small dollar amounts to amounts covering full tuition and living costs. Qualifications may vary; however, scholarships are generally awarded on the basis of academic achievement. Grants are awarded on the basis of financial need; other awards may be allocated on the basis of special talents. Two federal loan programs and college work-study employment are awarded on the basis of financial need; other loan programs are available to students who do not have financial need.

In compliance with federal regulations, University departments must report any funds provided directly to students through departmental requisition, departmental awards, gifts, or stipends to the Office of Financial Aid.

UNIVERSITY PRACTICE

GENERAL FUND

Eastern Michigan University provides a variety of scholarships, awards, and grants-in-aid to students. Awards are made on the basis of academic merit, special talent, and financial need.

Each year the general fund scholarships, awards, and grants-in-aid program proposal is presented to the Board of Regents for approval. The proposal is made one year in advance of the normal budget cycle to meet admission publication time lines for recruiting the following year's freshman class.

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ADMISSION AND FINANCIAL AID	7.2.1	Page 2 of 4
Issue		
FINANCIAL AID: GENERAL		

These three categories of general fund program requests exist: academic scholarships, awards, and need-based grants; athletic grants-in-aid; and university match requirements.

1. Academic scholarships, awards, and need-based grants: Scholarships, awards and grants are offered to students who have attained exceptional academic achievement, who have demonstrated special talents or skills, or who have documented high financial need.

2. Athletic grants-in-aid: As a Division I participating school, Eastern Michigan University offers grants-in-aid for several women's and men's sports. The grants-in-aid covers full or partial tuition and room and board.

3. University match requirements: Three federal aid programs and one state campus-based program require a proportional match to the annual dollars appropriated for each program. The federal programs are the Federal Perkins loan, the Federal Supplemental Educational Opportunity Grant, and Federal College Work Study. The state program is the Michigan College Work Study.

EMU ENDOWED SCHOLARSHIPS AND DEPARTMENTAL AWARDS

Endowed scholarships and departmental awards are funded by the EMU Foundation and jointly administered by the Office of Financial Aid and authorizing departments. Most of the scholarships have restrictions established by the donor and are awarded on a variety of criteria including academic achievement, leadership, major field of study, and financial need.

FEDERAL STUDENT AID PROGRAMS

To be considered for the following federal (Title IV) aid programs, students must apply by completing and submitting an application to the federal government. The federal processor returns a response to students that identifies the amount students and their families are expected to pay toward direct and indirect educational costs. The Office of Financial Aid determines final eligibility for federal aid in compliance with U.S. regulations. Federal financial aid programs offered by Eastern Michigan University include the following:

The Federal Pell Grants assist undergraduate students who have demonstrated high financial need and who are U.S. citizens or permanent U. S. residents. The value of the Pell Grant is set each year by the U.S. Congress.

The Federal Supplemental Educational Opportunity Grants assist undergraduate students who are U.S. citizens or permanent U.S. residents and who have exceptional financial need. The maximum amount of this grant is reflected in federal regulations.

The Federal College Work-Study Program provides students with funds through employment. Students may be employed on-campus or at participating off-campus agencies. The hourly rate of pay is determined by the skills required for the job. Approval for possible employment under the Federal College Work-Study Program is based upon student need. Undergraduate and graduate students are eligible.

The Federal Perkins loans are awarded to students who demonstrate high financial need. These educational loans carry a relatively low interest rate and are payable 9 months after a student graduates or drops below half-time enrollment. Other loan limits and terms are set by federal regulation.

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Issue		
FINANCIAL AID: GENERAL		

The Federal Stafford loans are available to all students who are enrolled at least half time. These educational loans carry a variable interest rate that is determined each year. Repayment of loan proceeds begins 6 months after a student graduates or drops below half time. Other loan limits and terms are set by federal regulation.

The Parent loans for undergraduate students (PLUS) are available to parents of dependent undergraduate students who are enrolled at least half time. Loan limits and terms are determined by federal regulation.

MICHIGAN CAMPUS-BASED AID PROGRAMS

Eligible Michigan residents are considered for state campus-based aid programs by completing and submitting the federal student aid application. Residency requirements and other award criteria are promulgated by Public Act No. 102 of 1986, Public Act No. 273 of 1986, Public Act No. 288 of 1986, as amended by Public Act No. 47 of 1990, and Public Act No. 303 of 1986. The Michigan Higher Education Assistance Authority publishes additional rules, regulations, policies, and procedures.

The Michigan Work-Study Program helps eligible students meet educational expenses by placement in on- and off-campus employment. The primary criterion for award consideration is financial need.

The Michigan Educational Opportunity Grant is provided to students who demonstrate high financial need.

The Michigan Part-Time Adult Grant is awarded to part-time, independent students who demonstrate high financial need.

The State of Michigan Competitive Scholarships pay a portion of tuition and fees for the academic year to undergraduate students. The Scholarship is awarded on the basis of academic potential and financial need. Students must take a qualifying test before they enroll in college.

The Michigan Merit Award is earned by students who pass the Michigan Educational Assessment Program test. Award amounts and terms are set by the state of Michigan. The Michigan Higher Education Assistance Authority directly notifies students of their eligibility for this award.

PRIVATE AGENCY PROGRAMS

Scholarships offered by associations, clubs, agencies, and corporations are available to Eastern Michigan University students and are administered by the Office of Financial Aid. Awards are made to entering freshmen and to students already attending the University. Qualifications and eligibility for these scholarships vary considerably. The Office of Financial Aid arranges for award disbursement according to donor instructions and specifications.

Many lending institutions have private student loan programs that are available to students to help pay for educational costs. Program qualifications, loan limits, and loan terms vary by lender. Information on these programs is provided in the Office of Financial Aid.

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Issue		
FINANCIAL AID: GENERAL		

Eastern Michigan University requires that student recipients of University-based financial aid awards be enrolled full-time in each term they receive financial aid. In addition, many external programs require that students be enrolled full-time each term. The federal government and the state of Michigan, however, provide financial aid appropriate to the student's enrollment level and have programs that allow aid to pay at less than full-time.

	FULL-TIME STATUS	¾ TIME	½ TIME
Fall or Winter Semester, Undergraduate:	12 or more	9, 10 or 11	6, 7 or 8
Fall or Winter Semester, Graduate:	8 or more	6 or 7	4 or 5
Spring or Summer Term, Undergraduate	6 or more	5	3 or 4
Spring or Summer Term, Graduate	4 or more	3	2

Students may be considered full-time for University-based aid only in the following exceptional circumstances, with the approval of the Director of Financial Aid:

1. A student is enrolled during his/her final semester of enrollment in sufficient credit hours to complete his/her degree requirements; or
2. A student provides satisfactory documentation of unusual circumstances to the Office of Financial Aid. Examples might include confirmation of participation in student teaching, a practicum or internship, or other academic activity which in combination with other courses is considered equivalent to a full-time academic load.

RESPONSIBILITY FOR IMPLEMENTATION


The vice president for enrollment services is responsible for implementation of this policy.

SCOPE OF POLICY COVERAGE

This policy applies to all Eastern Michigan University students.

Authority for Creation or Revision

Executive Council, September 3, 1975.
 Board of Regents Finance Committee Meeting, August 2, 1977.
 Executive Council, December 19, 1977.

Effective Date		Date of Revision			Policies, Rules And Regulations
2-14-66		6-15-04			
Chapter Name			Chapter No.	Page	
STUDENT PROGRAMS & REQUIREMENTS			8.2	Page 1 of 7	
Issue					
ACCESS TO STUDENT RECORDS					

UNIVERSITY POLICY STATEMENT

It is the policy of Eastern Michigan University to assure any person who is or has been in attendance as a student at the University access to his/her educational records and to protect such individual's rights to privacy by limiting the transferability of records without his/her consent. It is the further purpose of this policy to comply with the Family Educational Rights and Privacy Act (FERPA) and other federal and state regulations.

The following are matters of public record and may be included in publications or disclosed upon request without consent: the student's name, address, telephone listing; email address; date and place of birth; major field of study; participation in officially recognized activities and sports; weight and height of members of athletic teams; dates of attendance; enrollment status; degrees and awards received (including, but not limited to, the Dean's List); and the most recent previous educational agency or institution attended by the student. This is considered directory information.

Registration documents of student organizations which contain the names and addresses of the officers and the statement of purpose of the organization are also considered public information. These documents are available in the Office of Campus Life.

UNIVERSITY PRACTICE

The University shall annually notify enrolled students of their rights under this Act and also give notice of the categories of personally identifiable information, which the institution has designated as public or directory information.

The University shall make known the rights of eligible students by publishing a statement of those rights in appropriate University publications and websites.

I. All personally identifiable information not designated as directory information is confidential and shall be disclosed by the University only as provided herein.

A. Disclosure of Public Information

1. Inquiries by telephone or in person for the items of public record listed as directory information may be honored.
2. Blanket requests or requests requiring data in specific formats (mailing labels, etc.) may be denied or a charge for the service may be levied.
3. EMU reserves the right to make public directory information unless a student's written objection (specifying the category of information not to be made public without prior consent) is filed at the Office of Records and Registration within 14 days after each term begins.

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ACCESS TO STUDENT RECORDS		

B. Disclosure of Confidential Information to the Student

Upon proper identification, a currently enrolled student has the right to inspect and review official records, files, and data directly related to the student as a student. This right extends to former students and applicants for admission. Where such information involves other students, the student shall be entitled to inspect or be informed of that portion of the information which pertains to himself or herself only. Student access to records shall be pursuant to procedures established for the granting of requests later in this section.

For the purposes of this section, the term educational records, files, and data shall include that material on students pertaining to their status as students held by any person, office, or department which *is* intended for University use, or to be available to parties outside the University. However, there are a number of records maintained in the University that are not educational records.

Records that are maintained by a physician, psychiatrist, counselor, or other recognized professional or paraprofessional, used only in connection with a student's treatment and unavailable to anyone not providing treatment, are not educational records. (Note: A personal record inspection is permitted by a physician or appropriate professional of the student's choice.) However, if the records involve or affect the status of the individual as a student in the University, the student shall have access to them. If the records serve a client-professional practitioner relationship, the student shall have access only through the practitioner. Release or disclosure of these records shall be governed by state statute and codes of professional ethics.

Records created and maintained by the University's Department of Public Safety for the purpose of law enforcement are not educational records.

Confidential recommendations or statements of evaluation obtained or prepared before January 1, 1975, and confidential recommendations (placed in the educational records after January 1, 1975) regarding admission to the University, employment application or credentials, or receipt of honors, provided the student has signed a waiver of his/her right of access thereto, are an exception also. However, waivers may not be required as a condition of admission, receipt of financial aid, or receipt of any other benefit from the University.

Any records on the financial status of parents are confidential between the parents and University and are, therefore, not available to students.

A personal record made by and in possession of an EMU instructional/supervisory/administrative staff member and accessible to no one else (except a substitute) is not an educational record.

C. Disclosure of Confidential Information to Third Parties

1. Disclosure to individuals and public or private agencies.

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Confidential information may be disclosed to individuals or agencies only with the prior written consent of the student, unless the disclosure is pursuant to Section C2, following. Written consent on the part of the student must be provided prior to the disclosure of the requested information and shall (1) identify the individual, agency, or classes of individuals or agencies to whom the information is to be made available; and (2) specify the records to be released.

2. Disclosure of confidential information without prior consent of the student.

Information otherwise confidential and requiring a student's consent may be released without such consent pursuant to the conditions listed as follows:

- a. The disclosure is to other school officials, including teachers, within the agency or institution whom the agency or institution has determined to have legitimate educational interests.

A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

All confidential information shall be disclosed only on a NEED TO KNOW BASIS. That is, an official requesting information must have a legitimate educational interest in the information (i.e., the official needs to review the information in order to fulfill his or her professional responsibility). Determining whether the person making the request for the confidential information is a school official and determining whether the person has a legitimate educational interest in the information shall be the responsibility of the person in charge of that record or file.

University faculty and staff whose responsibilities require the receipt or use of information shall be responsible for its release and disclosure pursuant to the provisions of this policy. Release or disclosure shall always be by the office which has primary responsibility for maintaining the information.

- b. Disclosure pursuant to judicial order.

Confidential information shall be released if properly subpoenaed pursuant to a judicial, legislative, or administrative proceeding. The student shall be notified of the order in advance of compliance, unless the Court or other issuing agency orders the University not to disclose the existence or contents of the subpoena or any information furnished in response.

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- c. Disclosure pursuant to requests for financial aid.

Appropriate student records may be disclosed without the student's prior consent in connection with the student's application for, or receipt of, financial aid.

- d. Disclosure to federal and state authorities.

Authorized federal and state officials shall have access to student records as required by the audit and evaluation of federally supported education programs and in connection with the enforcement of federal legal requirements which relate to such programs.

- e. Disclosure to organizations conducting studies for, or on behalf of, educational agencies or institutions to: 1) develop, validate, or administer predictive tests; 2) administer student aid programs; or 3) improve instruction.

Requests for access to information for research must be presented to and authorized by the president of the University or his/her designee. Such requests should include the elimination of personal identification information. If the research requires release of information by name, the president or his/her designee will require assurance that data will be treated confidentially and either returned or destroyed as soon as they have served their research purposes.

- f. Disclosure to accrediting organizations.

- g. Disclosure to parents of a dependent student, as defined by the Internal Revenue Code, Section 152, 1954.

- h. Conditions for disclosure in health and safety emergencies.

The University may disclose personally identifiable information from the education records of a student to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

- i. Disclosure to an alleged victim of any crime of violence (as that term is defined in Section 16 of Title 18 of the U.S. Code), the results of any disciplinary proceeding conducted by the University against the alleged perpetrator of such crime with respect to such crime.

- j. Disclosure to officials of other schools upon request, in which a student seeks or intends to enroll.

- k. Disclosure of certain information to parents or guardians of students under the age of 21 found responsible for violating any law, rule, or University policy pertaining to drugs or alcohol.

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- I. Disclosure of information the educational agency or institution has designated as "directory information."
3. Restriction on further release of related records.

The University shall include, with any personal information on a student transferred to any party, a written statement that such recipient cannot subsequently release such data in personally identifiable form without first obtaining the written consent of the student.

4. Record of access.

Each office or officer of the University having custody of educational records shall maintain a record, kept with the educational records of each student, which will indicate all individuals, agencies, or organizations which have requested or obtained access to a student's educational records maintained by such office or officer. Also, it will indicate specifically the legitimate interest that such person, agency, or organization has in obtaining this information. Such record of access shall be available to the student, to the aforesaid University officials, to the University official and his/her assistants who are responsible for the custody of such records, and to the federal and state officials involved in audit and evaluation under Section 99.37 of the Act's regulations.

5. The University has a fee schedule for copies of academic transcripts and charges may be made for copies of other records requested.

II. Procedure to Challenge Content of Educational Records at EMU

If a student believes his/her records contain inaccurate or misleading information or otherwise are in violation of his/her rights, the first step to resolve the issue is through informal discussion between the student and the official responsible for the maintenance of the records. If within 10 class days, when the University is in session, the matter is not satisfactorily settled, the issue will be taken to the appropriate vice president who will initiate the hearing procedure. The eligible student shall be afforded a full and fair opportunity to present evidence relevant to a request (1) for correction or deletion of any inaccurate, misleading, or other data in violation of the student's rights, and (2) for insertion into such records a written explanation regarding the contents of such records. A decision shall be rendered in writing within a reasonable period of time after the conclusion of the hearing to the appropriate vice president.

III. Annual Review and Disposition of Records

A policy on Annual Review and Disposition of Records shall be established to charge each individual unit with the responsibility of annually reviewing the records it holds. In all cases, the objectives of the annual review will include consideration of reduction of records kept in operational files, provide for a continuing review and evaluation of the

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type of records kept *in* the operational files, and for disposal of routing records which are no longer necessary to the operation.

If not otherwise prohibited by law, the University recognizes that educational institutions are not precluded from destroying inappropriate or useless records which should not be maintained. However, access shall be granted prior to destruction in those incidents where the eligible student has requested such access prior to destruction.

IV. Student Access to His/Her Educational Records

The registrar or his/her designee is the University officer responsible for coordinating access procedures. A list of University educational records and copies of the Family Educational Rights and Privacy Act of 1974, as amended, and the Act's Regulations, are available at the Office of Records and Registration. A student seeking access to his/her personal educational records should go to the Office of Records and Registration and complete the application form required. The student will then be informed by letter as to the date and procedure to follow. In no case will this process extend 45 days after the request has been made.

A student shall be entitled to an explanation of any information contained in official records, files, and data directly related to the student and shall have the opportunity for a hearing to challenge the content of such records to ensure that they are not inaccurate, misleading, or otherwise in violation of privacy or other rights of the student, and to provide an opportunity for the correction or deletion of any inaccurate, misleading, or otherwise inappropriate data.

The University reserves the right to deny transcripts or copies of records not required to be made available by the Act in any of the following circumstances:

- A. The student has unpaid financial obligations to the university.
- B. There is unresolved disciplinary action against the student.

The following is a list of the types of records that Eastern Michigan University maintains, their locations, and their custodians:

TYPES	LOCATION	CUSTODIAN
Admission Records	Admissions Office, Pierce Hall	Director, Admissions
Cumulative Academic Records	Records and Registration, Pierce Hall	Registrar
Health Records	University Health Services, Snow Health Center	Director, University Health Services
Financial Aid Records	Financial Aid, Pierce Hall	Director, Financial Aid

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ACCESS TO STUDENT RECORDS

TYPES	LOCATION	CUSTODIAN
Placement Records	Career Services Center, King Hall	Director, Career Services Center
Financial Records	Student Business Services, Pierce Hall	Director, Student Business Services

RESPONSIBILITY FOR IMPLEMENTATION


The president of the University has the overall responsibility for implementing this policy in compliance with the Family Educational Rights and Privacy Act and its regulations. The president has the authority to modify this policy where modification(s) is required to bring the policy into compliance with future amendments of the Act and/or its implementing regulations, subject to notice to and ratification by the Board of Regents. Vice presidents, deans, and department heads are responsible for relaying the policy to faculty and staff for compliance.

SCOPE OF POLICY

The policy applies to all currently enrolled or formerly enrolled students.

Authority for Creation or Revision

Minutes of the Board of Regents. February 14, 1966; para. .363 M
 Minutes of the Board of Regents. March 20, 1974; para. .1321 M.
 Minutes of the Board of Regents. December 11, 1974; para. .1461 M.
 Minutes of the Board of Regents. March 19, 1975; para. .1507 M.
 Minutes of the Board of Regents. May 18, 1977; para. .1806 M.

Effective Date		Date of Revision			Policies, Rules And Regulations
3-18-70		6-15-04			
Chapter Name			Chapter No.	Page	
AUXILIARY OPERATIONS			14.7	Page 1 of 1	
Issue					
SALE OF COMMERCIAL PRODUCTS					

UNIVERSITY POLICY STATEMENT

Commercial products may be sold only at approved outlets under the jurisdiction of Eastern Michigan University. Sale or distribution of products shall be limited to products that are not inconsistent or in conflict with the primary purposes, aims, and policies of the University and are not violations of any local, state, or federal law, provided that there is or is established a substantial demand for such products.

UNIVERSITY PRACTICE

The University will not sell or allow to be sold by authorized vendors/lessors products which are obscene under the law, or which may be defamatory to the character of students, faculty, staff or administration; do not have appropriate licensed university marks; are in violation of University rules and regulations, or which may encourage violation of University rules and regulations; are in violation of the terms and conditions of any existing contract with an outside vendor.

If the manager of sales activity has reason to believe any item, either being sold or proposed to be sold, is obscene or contains defamatory material, the manager will submit the item to the appropriate divisional head for a determination of action.

Sales outlets are authorized by the appropriate divisional head.


RESPONSIBILITY FOR IMPLEMENTATION

The appropriate divisional head has responsibility for implementing this policy.

SCOPE OF POLICY COVERAGE

This policy applies to all sales outlets.

Authority for Creation or Revision
Minutes of the Board of Regents, March 18, 1970; para. .863M

Effective Date		Date of Revision		<h1>Policies, Rules And Regulations</h1>
12-20-78		6-15-04		
Chapter Name		Chapter No.	Page	
AUXILIARY OPERATIONS		14.8	Page 1 of 1	
		Issue		
		SALES AND FUNDRAISING		

UNIVERSITY POLICY STATEMENT

Fundraising by approved agencies and student organizations may be permissible if the activity benefits the University as a whole and supports an educational or public service function. The use of University facilities for sales or solicitation for private gain is prohibited except at approved outlets as defined in the policy on Sale of Commercial Products.

UNIVERSITY PRACTICE

Fundraising for such projects as the establishment and growth of scholarship and loan funds, the development of University facilities, and the expansion of research, teaching, and service initiatives of the University must not be in conflict with University Advancement. In the case of student organizations such fundraising projects must have the prior written approval of the vice president for student affairs or his/her designee.

RESPONSIBILITY FOR IMPLEMENTATION

The president of the University or his/her designee is responsible for implementation of this policy as it relates to all non-student groups and the vice president for student affairs is responsible for implementation of the policy in terms of student organizations.

SCOPE OF POLICY COVERAGE

This policy applies to all forms of fundraising by University agencies and student organizations except for fundraising under the auspices of University Advancement or for University-sponsored initiatives such as the annual United Way Campaign.

Authority for Creation or Revision
Minutes of the Board of regents, December 20, 1978; para. .2038M

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

Policy Number	Policy Name	Rationale for Deletion
7.2.2	Financial Aid: University Programs	Deleted because policies 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5, and 7.2.6 were combined into one comprehensive financial aid policy.
7.2.3	Financial Aid: Federal Programs	Deleted because policies 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5, and 7.2.6 were combined into one comprehensive financial aid policy.
7.2.4	Financial Aid: State Programs	Deleted because policies 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5, and 7.2.6 were combined into one comprehensive financial aid policy.
7.2.5	Financial Aid: Private Agency Programs	Deleted because policies 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5, and 7.2.6 were combined into one comprehensive financial aid policy.
7.2.6	Financial Aid: Student Status for Financial Aid Purposes	Deleted because policies 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5, and 7.2.6 were combined into one comprehensive financial aid policy.

FINANCE AND AUDIT COMMITTEE

Section 23

Regent Antonini moved and Regent Valvo seconded that the Board receive and place on file the Working Agenda for June 15, 2004, and the Minutes of the March 16, 2004, Finance Committee Meeting.

Motion Carried.

2004-05 TUITION AND MANDATORY FEES

Section 24

Regent Antonini moved and Regent Valvo seconded that the Board approve the following tuition rates, effective Fall 2004:

<u>Course Level – Residents</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Increase per credit-hour</u>
100-499	\$153.15	\$156.90	\$3.75
500-699	270.25	284.20	13.95
700-999	311.50	327.50	16.00
<u>Course Level – Non-Residents</u>			
100-499	467.10	490.45	23.35
500-699	548.10	575.35	27.25
700-999	618.00	648.70	30.70

It is further recommended that the Board approve the following fees, effective fall 2004:

<u>Type</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Variance</u>
Application, On-line Grad	\$25	\$25	\$0
Application, On-line UG	20	20	0
Application, Paper Grad	35	35	0
Application, Paper UG	30	30	0
Course Drop	0	10	10
Credit by Exam	10	1 credit hour	1 credit hour
Fast Track	25	25	0
General	21	21	0
General Education	0	12	12
Graduation	90	90	0
Installment	30	30	0
Late Add	0	100	100
Late Payment	25	30	5
Late Registration	0	100	100
Payment Plan	55	50	-5
Program	see attached	see attached	10
Record Initiation	0	75	75
Registration	40	40	0
Student Orientation	145	165	20
Student Teaching	0	125	125
Student Union (approved '03)	0.75	1.5	0.75
Technology	10	10	0
Transcript	0	5	5

Motion Carried.

2005 GENERAL FUND OPERATING BUDGET

Section 25

Regent Antonini moved and Regent Morris seconded that the Board approve the 2005 General Fund Operating Budget in the amount of \$204,234,735 in revenue and \$204,175,863 in expense for a net of \$58,872.

Motion Carried.

2004-05 ROOM AND BOARD RATES

Section 26

Regent Antonini moved and Regent Morris seconded that the Board approve the Rates Proposal for Housing & Dining Services. The proposal represents a 4% increase in room and board except in Pine Grove Apartments where the rent will remain the same.

Motion Carried.

2004-05 AUXILIARY FUND OPERATING BUDGETS

Section 27

Regent Antonini moved and Regent Valvo seconded that the Board approve the 2004-05 Auxiliary Fund Operating Budget in the amount of \$41,610,212.

Motion Carried.

2005-2006 GENERAL FUND SCHOLARSHIPS, AWARDS AND GRANTS

Section 28

Regent Antonini moved and Regent Griffin seconded that the Board approve the 2005-2006 General Fund Scholarships, Awards and Grants proposal for \$12,512,951 (\$12,362,951 through General Fund revenues and \$150,000 through General Fee revenues).

The 2005-2006 Scholarships, Awards and Grants will be increased by \$320,358 over the 2004-2005 adjusted General Fund base of \$12,192,593.

The total budget of \$12,512,951 includes:

1. Scholarships, Awards and Grants	\$ 6,840,877
2. Athletic Grants-in-Aid	\$ 4,942,877
3. Federal and State Matches	\$ 729,197

Motion Carried.

**APPOINTMENT OF EMU'S DESIGNATED
DIRECTOR AND ALTERNATE DIRECTOR
TO MUSIC'S BOARD OF DIRECTORS**

Section 29

Regent Antonini moved and Regent Valvo seconded that the Board approve the University's assistant Director of Risk Management and Workers Compensation to serve as EMU's designated Director on the Board of the Michigan Higher Education Group Self-Insurance and Risk-Management Facility (MUSIC), effective June 15, 2004. Further it is recommended that the Board appoint EMU's Manager of Risk Management and Workers Compensation to serve as EMU's designated Alternate Director on the Board of MUSIC. In accordance with Section 8.2 of the MUSIC Participation Agreement, the designated Director and Alternate Director serve at the pleasure of EMU.

Motion Carried.

RECOMMENDATION: CAMPUS CONCEPT PLAN

Section 30

Regent Antonini moved and Regent Griffin seconded that the Board approve the 2004 Campus Concept Plan. Regent Morris requested a quarterly report on the progress of campus construction. Regent Griffin seconded this idea.

Motion Carried.

PERSONNEL RECOMMENDATION

Section 31

Chairman Incarnati recommended and Regent Griffin seconded that the Board of Regents accept Dr. Samuel A. Kirkpatrick's resignation from the position of President of Eastern Michigan University effective July 31, 2004; and to approve the transition arrangements between the University and Dr. Kirkpatrick as summarized below; and to authorize the Chairperson of the Board of Regents to sign the transition arrangement on behalf of the Board.

1. A two year sabbatical with the Presidential pay and benefits as provided to administrative professional staff at the University. During his first year of sabbatical, Dr. Kirkpatrick will be serving as Senior Fellow with the American Association of State Colleges and Universities in Washington, D. C. During both years of the sabbatical, Dr. Kirkpatrick will be available to the Board Chair upon specific requests to assist with transition issues and to complete developmental and strategic planning assignments.
2. Transition assistance for Dr. Kirkpatrick in the amount of \$25,000 will be provided to support his sabbatical and relocation expenses.
3. At the end of the two year sabbatical, Dr. Kirkpatrick will relinquish both his role as Senior Executive to the Board and title of Professor of Political Science.
4. After the two year sabbatical, the University will provide health insurance support to Dr. Kirkpatrick and his wife Ms. Pamela Kirkpatrick until they qualify for Medicare or otherwise become eligible for health insurance coverage under another employer sponsored plan.

Motion Carried.

MEETING ADJOURNED

Regent Incarnati moved and Regent Antonini seconded that the Regular meeting of the Board of Regents be adjourned at 2:28 p.m.

Respectfully Submitted,

Dana C. Aymond
Secretary to the Board of Regents

EASTERN MICHIGAN UNIVERSITY

**Special Board of Regents Meeting
August 4, 2004**

The preliminary minutes of the August 4, 2004, Special Board of Regents Meeting.

The Special Meeting of the Eastern Michigan University Board of Regents was called to order by Chair Incarnati at 2:03 p.m. in Room 201, Welch Hall, Ypsilanti, Michigan.

Chair Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:

Chair Philip Incarnati
Vice Chair Karen Q. Valvo
Regent Jan Brandon
Regent Sharon Rothwell

Board Members attending by conference call were:

Regent Rosalind Griffin
Regent Michael Morris

The Board Members absent were:

Regent Joseph Antonini
Regent Steven Gordon

Members of the Administration present were:

Interim Vice President John Beaghan
Vice President Juanita Reid
Vice President Paul Schollaert
Vice President Stu Starner
Vice President Jim Vick

The absent Administrator was:

Vice President Courtney McAnuff

**REVISED BOARD POLICY RECOMMENDED
FOR APPROVAL**

Section 1

Regent Valvo moved and Regent Morris seconded that the Regents approve the revision of the Sexual Harassment and Other Prohibited Conduct Policy.

Motion carried.

**APPOINTMENT OF INTERIM PRESIDENT
OF EASTERN MICHIGAN UNIVERSITY**

Section 2

Regent Brandon moved and Regent Rothwell seconded that the Board of Regents appoint Craig Dean Willis, Interim President of Eastern Michigan effective, August 16, 2004 through July 31, 2005 or until such time as the Board appoints a permanent President. Further, it is recommended that the Board Chair enter into an agreement with the Registry for College and University Presidents for the services of the Interim President.

Motion carried.

**APPOINTMENT OF ACTING PRESIDENT OF
EASTERN MICHIGAN UNIVERSITY**

Section 3

Regent Rothwell moved and Regent Brandon seconded that the Board of Regents appoint Donald Loppnow, Acting President of Eastern Michigan University for the period of August 4, 2004 through August 15, 2004.

Motion carried.

MEETING ADJOURNED

Chairman Incarnati adjourned the Special Board of Regents Meeting at 2:15 p.m. The next regularly scheduled Board of Regents meeting is September 21, 2004 in Room 201 Welch Hall.

Respectfully Submitted,

Dana C. Aymond
Secretary, Board of Regents

COMMUNICATIONS SECTION

RESOLUTION

Recognizing Cultural Heritage Months at Eastern Michigan University

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.

September 21, 2004

**RESOLUTION
JORDAN DESILETS**

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.

ORAL REPORT TO BE MADE BY THE PRESIDENT

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 1
DATE: September 21, 2004

RECOMMENDATION

REPORT: TREASURER'S

ACTION REQUESTED

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

STAFF SUMMARY

As of August 31, 2004, Cash and Investments totaled \$105,008,766 and were invested to return a total annualized return of 3.12%. Summarized below is Eastern's latest investment performance compared to the established benchmarks.

• 28 Day Auction Rate Notes (Putable)	1.71%
• Benchmark: Bloomberg Commercial Paper Index	1.50%
• Short-Term MMF Weighted Average Total Return	1.21%
• Benchmark: Money Fund Report's Prime Inst. Average	1.02%
• Short-Term Bond Funds Weighted Average Total Return	4.72%
• Benchmark: Weighted Average Of Fund's Benchmarks	4.25%
• Intermediate Duration Government Agency Bonds	4.45%
• Benchmark: Five Year Treasury Note	3.31%

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 3.07 years.

Cash and investments (excluding bond proceeds) as of August 31, 2004 increased by \$2.2 million when compared to August 2003.

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 _____

2,

Eastern Michigan University
CASH AND INVESTMENTS
 August 31, 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	\$27,579,667.25	26.26%	1.2500%	1.2500%
Eagle Crest						
Citizen's Bank	n/a	n/a	\$383,147.81	0.36%	0.0000%	0.0000%
Total Cash			<u>\$27,962,815.06</u>	<u>26.63%</u>		
Investments						
Money Market Funds						
Banc One Prime Money Market Fund	Daily	n/a	\$361,113.89	0.34%	1.2120%	1.1100%
Total Money Market Funds			<u>\$361,113.89</u>	<u>0.34%</u>	1.2120%	1.1100%
28 Day Auction Rate Notes (Putable)						
Nel-Net Taxable Student Loans (AAA)	8/12/04	9/9/04	\$5,000,000.00	4.76%	1.7000%	1.6000%
Arizona Ed. Loan Marketing Corp. (AAA)	8/17/04	9/14/04	5,000,000.00	4.76%	1.7000%	1.5800%
Golden Securities Corporation (AAA)	8/19/04	9/16/04	2,500,000.00	2.38%	1.7500%	n/a
Cleveland Ohio Econ. & Comm. Dev. (AAA)	8/23/04	9/20/04	2,500,000.00	2.38%	1.7000%	n/a
Chela Financial USA, Inc. (AAA)	8/24/04	9/21/04	2,950,000.00	2.81%	1.7300%	1.6100%
Education Funding Capital Trust (AAA)	8/24/04	9/21/04	2,050,000.00	1.95%	1.7000%	1.6000%
Nel-Net Taxable Student Loans (AAA)	8/27/04	9/24/04	2,500,000.00	2.38%	1.7500%	n/a
Total Auction Rate Notes			<u>\$22,500,000.00</u>	<u>21.43%</u>	1.7142%	1.5885%
Short-Term (0-5 Year) Bond Funds						
One Group Ultra Short-Term Fund (Ultrashort)	Monthly	n/a	\$40,402,813.27	38.48%	4.0932%	2.7516%
Vanguard Short-Term Corporate	Monthly	n/a	7,782,024.11	7.41%	7.9800%	5.7120%
Total Short Term Funds			<u>\$48,184,837.38</u>	<u>45.89%</u>	4.7208%	3.2274%
Int. Term (5 Year) Agency Bonds						
Fed. National Mortgage Assoc. (5/25/04 Call)	2/25/04	8/25/09	\$6,000,000.00	5.71%	4.4500%	4.4500%
Total Agency Bonds			<u>\$6,000,000.00</u>	<u>5.71%</u>	4.4500%	4.4500%
Total Non-Cash Investments			<u>\$77,045,951.27</u>	<u>73.37%</u>	3.8053%	2.8790%
Total Cash And Investments			<u>\$105,008,766.33</u>	<u>100.00%</u>	3.1202%	2.6470%

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

August 31, 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
Fund Size/EMU Investment								
Total Fund Net Assets			\$9,831,074,839	\$8,362,240,000	\$1,819,280,000	\$2,192,640,000	\$18,055,585,516	\$40,260,820,355
EMU's Investment			\$0.00	\$361,113.89	\$0.00	\$40,402,813.27	\$7,782,024.11	\$48,545,951.27
EMU Percent Of Total Fund			0.00%	0.00%	0.00%	1.84%	0.04%	0.12%
Memo:								
EMU Investment At 8/31/03			\$21,424,748.32	\$551,957.43	\$26,149,655.24	\$40,443,624.19	\$7,522,846.88	\$96,092,832.06
Present O/(U) 8/31/03 Investment			(21,424,748.32)	(190,843.54)	(26,149,655.24)	(40,810.92)	259,177.23	(47,546,880.79)
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	(43,116.14)	0.00	81,621.85	102,151.13	140,656.84
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	5 Stars	4 Stars	5 Stars	4 Stars	
Credit Rating Of Holdings			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			30.57%	59.90%	0.00%	0.00%	0.00%	
Time Deposits			22.01%	0.00%	0.00%	0.00%	0.00%	
Bank CD's/Short Term Bank Notes			33.69%	12.90%	0.00%	0.00%	0.00%	
Bank Repos			0.00%	7.60%	0.10%	0.00%	0.00%	
U.S. Treasuries			0.00%	0.00%	19.70%	0.20%	1.50%	
U.S. Government Agencies			10.68%	7.20%	0.00%	0.00%	0.00%	
Corporate Bonds			3.05%	0.00%	80.10%	1.90%	67.90%	
Mortgage/Asset Backed Securities			0.00%	0.00%	0.00%	95.40%	30.60%	
Variable Rate Demand Instruments			0.00%	0.00%	0.00%	0.00%	0.00%	
Funding Agreements			0.00%	9.20%	0.00%	0.00%	0.00%	
Taxable Municipals			0.00%	3.20%	0.00%	0.00%	0.00%	
Cash/Other			0.00%	0.00%	0.10%	2.50%	0.00%	
Total			100.00%	100.00%	100.00%	100.00%	100.00%	
Weighted Average Maturity			40 Days	53 Days	334 Days	3.2 Years	2.5 Years	Years 3.07

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 2
DATE:
September 21, 2004

RECOMMENDATION

REPORT: INTERNAL AUDIT

ACTION REQUESTED

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

STAFF SUMMARY

The reports for the Physical Plant – Bidding/Selection and University Apartments have been issued. The reports include findings and corresponding recommendations to improve controls. The recommendations have been discussed with the appropriate personnel. Management agrees with the recommendations and is proceeding with actions to implement the recommendations. Andrews Hooper & Pavlik P.L.C. is satisfied that management's responses will satisfy the intent of the recommendations.

Also attached is a report prepared by University management on the status of audit recommendations made from the previous Payroll, Research Grants and Corporate Contracts, and Children's Institute audits completed in April and May of 2004. As noted in the report, management has agreed with the internal auditor's recommendations and has found that most 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. We also enclosed the proposed 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

Date: July 21, 2004

To: Mr. John Beaghan
Interim VP of Business and Finance

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

Re: **AUDIT REPORT**
PHYSICAL PLANT – BIDDING/SELECTION OF CONTRACTS

Attached is the report for the internal audit review of the internal control process for the University Physical Plant – Bidding/Selection of Contracts. Revisions based on discussions with Anthony Catner, Associate Vice President, Business & Finance – Facilities, and Larry Ward, Director of Facilities Maintenance, have been incorporated.

If you have any questions, comments, or concerns or would like more details relative to this report, please do not hesitate to call Jeff Fineis at (517) 487-5000 or Bryan Anderson at (248) 340-6050.

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

Attachment

cc: Board of Regents
Anthony Catner
Larry Ward
Daniel Cooper

3.

Audit Report **Physical Plant – Bidding/Selection of Contracts**

Objectives and Scope

The scope of our audit included reviewing the policies and procedures in place as well as the transactions specific to the Physical Plant. We did this by reviewing the current policies, procedures and transactions, inquiring of appropriate personnel as to whether the University's policies and procedures were in place and operational, and tested the accuracy, control, and documentation through inquiry, observation, sampling, review, support, and reperformance. Specifically on a test basis, we selected a sample of projects and reviewed the bidding process, such as the bids, selection of bids, recommendation, approval, authorization, awarding of contracts, monitoring, and project documentation. Our audit covered the period from July 1, 2002 through June 30, 2004.

Conclusion

We concluded that the University's internal controls appear to be in effect for the Physical Plant – Bidding/Selection of Contracts process. We did, however, identify opportunities for strengthening the University's internal control environment as they relate to some areas we reviewed.

The remainder of this report details work performed and criteria used in supporting our conclusions. We have included recommendations to management for improving the internal control process for the Physical Plant's processes and practices.

We completed our audit fieldwork on July 21, 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.

Findings and Recommendations

Finding No. 1

Based on our review of a sample of projects, we noticed one insurance binder out of twenty-three that did not list Eastern Michigan University as an additional insured. We are aware the University has coverage through M.U.S.I.C. as well.

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.

Finding No. 2

During our testing we noted two "Time and Materials" contracts that had been extended. However, the extension had expired. The contractors continued working and honored the provisions and rates in the contracts. We note that the Physical Plant was aware of this and has implemented a contract tracking procedure to ensure these contracts are monitored for expiration dates.

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.

Finding No. 3

During our fieldwork we noted that six of nineteen projects requiring sealed bids did not have the time and date stamped envelopes on file used to log when bids were received as these were not required to be kept on file. Beginning in January 2004, a new bid drop off log was implemented.

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.

Finding No. 4

During our testing we noted three of nineteen required Contract Approval Forms (tracking device) were not on file. However, these appeared to be approved contracts based on other documentation in the file.

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.

Finding No. 5

During our testing we noted two projects of twenty-three tested where the bid submittal was properly signed by the vendor but the contract was not signed by the vendor until after work began.

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 be on file before work can be initiated.



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

Date: July 28, 2004

To: Mr. Jim Vick
VP of Student Affairs

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

Re: **AUDIT REPORT**
UNIVERSITY APARTMENTS

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

If you have any questions, comments, or concerns or would like more details relative to this report, please do not hesitate to call Jeff Fineis at (517) 487-5000 or Bryan Anderson at (248) 340-6050.

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

Attachment

cc: Board of Regents
Rebecca Figura
Vickie Bagherzadeh

AUDIT REPORT **UNIVERSITY APARTMENTS**

Background

Eastern Michigan University (the University) operated five apartment complexes during our audit period: Pine Grove, Cornell Courts, Westview, Brown and Munson. The Munson complex can either be used for dormitories or apartments depending on where the demand is greater. During the year ended 6/30/04 Munson functioned as an apartment complex. Pine Grove has been closed as it was the site of the future student union. Apartments are rented to students, staff, and faculty. They provide individuals and families an affordable alternative to off campus living.

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

Application & Contract Process

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

Customer Services approves the applications. Once approved for residency, the tenant may choose one of the following leasing options: annual lease, academic year, or short term lease. Applicants with poor credit are not necessarily turned down; they are usually offered one of 2 lease options with a prepayment to establish their creditworthiness.

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

Damage Deposits

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

Rent / Billings

The first payment of rent is due in advance (when the contract is filled out) and subsequent payments are due the first of the month. Lessees may mail their payment or bring it to the University Housing Apartment Office in Downing Hall. Any payment not received by the 11th of the month is considered late and a late fee of \$25 per occurrence is assessed. Additional fees are assessed to tenants for the following reasons: pets, exterminating, bad checks, lockout, maintenance repairs beyond minimal wear and tear, court costs and apartment transfers per tenant request.

Evictions

If payment is not received by the 11th of the month, a late notice is sent to the tenant. If payment has not been received within 30 days the tenant will receive a Notice to Quit. At this point most tenants will come to the office and work out payment arrangements. If they do not, they will be taken to court and evicted.

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

Expenses

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

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

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

Cash Receipts

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

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

Accounting

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

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

Analysis

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

Objectives and Scope

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

The scope of our procedures included reviewing the policies and procedures in place as well as transactions specific to the University Apartments. We performed this by reviewing the current policies, procedures and transactions, inquiring of appropriate personnel as to whether the University's policies and procedures were in place and operational, and tested the accuracy, control, and documentation through inquiry, observation, sampling, review, support, and reperformance. Specifically on a test basis, we reviewed the application process, recalculated rent payments and fees, reviewed the reconciliation of Skyline and Banner statements, reviewed the reconciliation of the Cash Journal to the bank statement, and reviewed and verified the accuracy and recording of the University Housing Apartment Office reports. Our audit covered the period from July 1, 2003 through June 30, 2004.

Conclusion

We concluded that the University's internal controls appear to be in effect for the University Apartments. We did, however, identify opportunities for strengthening the University's internal control environment and improving operating efficiencies in some areas reviewed.

The remainder of this report details work performed and criteria used in supporting our conclusions. We have included recommendations to management for improving the internal control process and increasing operating efficiency over the University Apartments' processes and practices.

We concluded our audit fieldwork on July 28, 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.

Findings and Recommendations

Finding No. 1

Based on our testing of a sample of apartment lease agreements, we noticed four out of thirty agreement files did not contain apartment inventory sheets. Inventory sheets are required to be returned to the Housing Office.

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.

Finding No. 2

Based on our testing of a sample of lease agreements, we noticed one out of thirty agreements did not specify it was for a staff member (which is required since they have a different rate) and one agreement of thirty did not have the student number line completed.

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.

Finding No. 3

Based on our testing of a sample of lease agreements, we noticed two of the thirty agreement files did not contain marriage certificates for tenants who were married and their spouses were also living in the apartment.

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.

13.

STATUS OF AUDIT RECOMMENDATION

September 21, 2004

**Payroll
Research Grants and Corporate Contracts
Children's Institute**

Prepared by
Vice President for Business and Finance Office

INTERNAL AUDIT RECOMMENDATION STATUS

AUDIT PERFORMED: PAYROLL

DATE COMPLETED: FEBRUARY 27, 2004

1. RECOMMENDATION:

We recommend that the "cost reports" be modified to include all departments. We also recommend that the Payroll Department change the format of this report to include the separate hours per department instead of total combined hours to be more consistent with other reported items in the cost report, and to avoid accidental overpayment of these multi-department employees.

MANAGEMENT'S RESPONSE:

We agree and a new cost report has now been implemented that corrects the reporting issues.

IMPLEMENTATION STATUS:

The new cost report was reviewed and verification was made that all departments (including Financial Aid org. 132250) are included in the report. Verification was also made that the report shows actual hours worked per department for those employees who are paid by more than one department.

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

VERIFICATION DATE:

September 1, 2004

2. RECOMMENDATION:

We recommend that regular and overtime hours be reported as actually incurred.

MANAGEMENT'S RESPONSE:

We agree and will communicate this to the processors in each department.

IMPLEMENTATION STATUS:

Instruction on the proper reporting of straight time and overtime hours was given by the Payroll Department to the department that did not report overtime hours as actually incurred. In addition, a memo was sent by the Payroll Manager to all payroll processors instructing them to correctly report the actual hours an employee works.

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

VERIFICATION DATE:

September 1, 2004

Audit recommendations verified by:

Steve Holda
Assistant to the Vice President for Business & Finance

INTERNAL AUDIT RECOMMENDATION STATUS

AUDIT PERFORMED: RESEARCH GRANTS AND CORPORATE CONTRACTS

DATE COMPLETED: APRIL 21, 2004

1. RECOMMENDATION:

None: AHP concluded that the University's internal controls appear to be in effect over the Research Grants and Corporate Contracts process. We discovered no significant findings and make no recommendations.

INTERNAL AUDIT RECOMMENDATION STATUS

AUDIT PERFORMED: CHILDREN'S INSTITUTE

DATE COMPLETED: MAY 6, 2004

1. RECOMMENDATION:

We recommend that a cash collection/control policy and procedure manual be developed for the Children's Institute. The manual should address proper separation of duties for cash collection, daily deposit preparation, and record update in the financial system. Document signature and date requirements, review of the daily deposit by a person other than the preparer and overall adherence to the University's deposit guidelines should also be detailed.

MANAGEMENT'S RESPONSE:

We agree. We will create a fiscal operation manual to insure that employees are properly instructed on the appropriate policies and procedures related to the collection/control of cash.

IMPLEMENTATION STATUS:

A cash collection/control policy and procedure manual has been developed for the Children's Institute. The manual has been reviewed by the Cashier's Department to ensure adherence to University guidelines. The manual has been distributed to appropriate personnel and its policies and procedures are being followed.

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

VERIFICATION DATE:

September 10, 2004

2. RECOMMENDATION:

We recommend that all contracts and other required documents be signed and dated by an authorized person in a timely manner.

MANAGEMENT'S RESPONSE:

We agree. We will review signature and date requirements with all employees to insure that contracts and documents are signed and dated in a timely manner.

IMPLEMENTATION STATUS:

The Associate Director of the Children's Institute met with applicable personnel to re-emphasize the importance of signing and dating contracts and documents in a timely manner.

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

VERIFICATION DATE:

September 10, 2004

Audit recommendations verified by: _____
Steve Holda
Assistant to the Vice President for Business & Finance

19.

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

<u>Timing</u>		<u>Budget Hours</u>	<u>Through 8/31/04</u>	<u>Item</u>
<u>Work Pfm'd</u>	<u>Report</u>		<u>Actual Hours</u>	
Various	Various	100.00	89.60	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	158.50	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
In Process	Nov-04	200.00	219.40	Charter Schools
Completed	Sep-04	80.00	64.35	University Apartments
Completed	Sep-04	80.00	81.20	Physical Plant - Bidding/Selection of Contracts
In Process	Nov-04	100.00	55.00	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>1,296.40</u>	Total Actual Hours Incurred
		\$ 83.00	\$ 83.00	Contracted Dollar Amount Per Hour
Budgeted Dollars		<u>\$ 134,460.00</u>	<u>\$ 107,601.20</u>	Actual Dollars Billed

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

Timing		Budget Hours	Through Actual Hours	Item
Work Pfm'd	Report			
Various	Various	100.00	0.00	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Sep-04	Jan-05	100.00	0.00	Auxiliary Operations Business Development
Oct-04	Jan-05	100.00	0.00	Budget Development/Management
Dec-04	Jan-05	40.00	0.00	Conflict of Interest Statements and Statements of Ethics Board of Regents, President & Administrative Professionals 10 & above
Oct-04	Mar-05	140.00	0.00	Enrollment
Nov-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

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 3
DATE:
September 21, 2004

RECOMMENDATION

REPORT: GRANTS/CONTRACTS

ACTION REQUESTED

It is recommended that 106 grants and contracts totaling \$3,567,395 for the period 06/01/04 through 08/31/04 be accepted.

SUMMARY

One-hundred percent sponsor-funded grants and contracts in the amount of \$2,967,485 were awarded to the University during the period 06/01/04 through 08/31/04. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled \$599,910.

Summary of Grants and Contracts FY2004 (pp. 2-5)
Summary of Grants and Contracts FY2005 (pp. 6-9)
Grants & Contracts Final Progress Report FY2004 (p. 10)
Grants & Contracts Progress Report FY2005 (p. 11)
June 2004 Proposal Activity (pp. 12-19)
July 2004 Proposal Activity (pp. 20-26)
August 2004 Proposal Activity (pp. 27-32)

FISCAL IMPLICATIONS

This action approves allocating University matching funds in the amount of \$122,194 as cash contributions for projects awarded during the period 06/01/04 through 08/31/04. Of the total cash contributions for the period, \$51,608 is allocated to FY04 for a fiscal year-to-date total of \$272,489 against a base budget of \$361,652. Cash contributions of \$70,586 are allocated to FY2005 for a fiscal year-to-date total of \$70,586 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 _____

2,

Eastern Michigan University
Summary of Grants and Contracts
09/21/2004

(Reported for FY 2004)

100% Sponsored

Title Grantor/Contractor	Director	Administrator	Amount
UAW-Ford NPC NMPDC (Pilot) Plant 2004-2006 Contract Year UAW-Ford National Programs Center	Melanie Ferren	Melanie Ferren	\$267,332
UAW Ford NPC R&E 2004-2006 Contract Year UAW-Ford National Programs Center	Melanie Ferren	Melanie Ferren	\$198,740
SEMCA: Regional Needs Assessment for Substance Abuse Prevention and Treatment Services Southeast Michigan Community All	Joan Abbey Crystal Mills	Crystal Mills	\$113,235
RUI: Regulation of Cytoskeletal Linkages by AFAP-110 and Src: Focus on Myofibrils (Year 3) National Science Foundation	Henry Zot	Henry Zot	\$89,996
CALION: Cultures and Languages in Our Neighborhoods Warren Consolidated School District	Phyllis Noda	Charles Monsma	\$70,542
American Axle & Manufacturing Inc. American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$20,400
Ypsilanti Student Literacy Corps Washtenaw United Way	Charles Monsma Marion Dokes-Brown	Charles Monsma	\$14,775
American Axle & Manufacturing Inc. American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$14,550
Testing and Analysis for Etiocholanone in food samples LPJ Research, Inc.	Stephen McGregor	Stephen McGregor	\$13,020
Ford Motor Company Ford Motor Co.	Barbara Hopkins	Barbara Hopkins	\$9,350
Verdeterre Contracting Verdeterre Contracting	Pamela Hill	Arlene Cook	\$9,000
Training for Peckham, Inc., June 2004 Peckham, Inc., Lansing MI	Julie Becker	Julie Becker	\$8,250
Ford Motor Company Ford Motor Co.	Barbara Hopkins	Barbara Hopkins	\$6,600
Ford Motor Company-Sharonville Transmission Plant Ford Motor Co.	Barbara Hopkins	Barbara Hopkins	\$6,100
International Truck and Engine Corp. International Truck & Engine Corp.	Barbara Hopkins	Barbara Hopkins	\$5,600
Washtenaw County BIP Washtenaw County Government	Joseph Ohren	Charles Monsma	\$5,400
American Axle & Manufacturing Inc. American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$5,350

Title Grantor/Contractor	Director	Administrator	Amount
LA-Z-Boy Corporation LA-Z-Boy Corporation	Barbara Hopkins	Barbara Hopkins	\$5,100
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Magni Industries Magni Industries	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
Design and Consulting Services Agreement with Altarum Altarum Institute, Ann Arbor, Michigan	Yichun Xie	Yichun Xie	\$5,000
Ogemaw County Emergency 911 Centerline Mapping Project Ogemaw County Sheriff Department	Yichun Xie	Yichun Xie	\$4,900
Training Contract for Wayne State University Wayne State University	Julie Becker	Julie Becker	\$4,725
IAM C.R.E.S.T. International Association of Machinists CREST	Pamela Hill	Pamela Sidney	\$4,490
American Axle & Manufacturing Inc. American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$4,350
American Axle & Manufacturing American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$4,350
Publication of Raising Children to Be Japanese-American Bilinguals The Japan Foundation	Hitomi Oketani	Hitomi Oketani	\$3,780
American Axle & Manufacturing Inc. American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$2,975
Training contract for Scope Seating Technologies, June 2004 Scope Seating Technologies, Elkhart IN	Julie Becker	Julie Becker	\$2,750
Modular Accessory Holder Tri-Med Technologies, Inc.	Daniel Fields	Daniel Fields	\$2,680
UAW-Ford UAW-Ford National Joint Committee Health & Safety	Pamela Hill	Ron Kerrigan	\$2,250
Abtrex Industries Abtrex Industries	Pamela Hill	Arlene Cook	\$2,000
City of Farmington Decision Making Retreat City of Farmington	Joseph Ohren	Charles Monsma	\$1,800
Action Plan Update City of Ypsilanti	Joseph Ohren	Charles Monsma	\$1,200
International-Injection Molding Equipment Usage NSF International	Erik Lokensgard	Daniel Fields	\$1,150

4.

Title Grantor/Contractor	Director	Administrator	Amount
Musical Tradition of Eastern European Synagogue Project Project Sponsors	Sylvan Kalib	Sylvan Kalib	\$1,000
City of Saline Action Plan City of Saline	Joseph Ohren	Charles Monsma	\$750
Patent Search Individual Inventor	Philip Rufe	Daniel Fields	\$250
Community Action Fund Travel Grant Michigan Campus Compact	Peggy Harless	Peggy Harless	\$200
		41 Grants and Contracts for a total of:	\$934,340

5.

Eastern Michigan University
Summary of Grants and Contracts
 09/21/2004

(Reported for FY 2004)
 Requiring EMU Matching Funds

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
GEARing UP a Partnership to Support Low-Income Student Secondary School Achievement and Future College Success: Ypsilanti, Willow Run, and Wayne-Westland Schools	Russell Olwell Peggy Wiencek	Donald Staub Jr	\$46,531	\$1,201	\$74,999	\$122,731
National Council for Community and Educ. Partnerships						
Ypsilanti-EMU Community Outreach Partnership Center - Third Year Cost Sharing	Elvia Krajewski-Jaime John Edgren	Susan Kattelus	\$0	\$47,072		\$47,072
U.S. Department of Housing and Urban Development						
The Invisible Universe Michigan Space Grant Consortium	James Sheerin	James Sheerin	\$4,182	\$1,635	\$5,000	\$10,817
Bay View Association Field School, Year One	Theodore Ligibel	Theodore Ligibel	\$5,800		\$4,736	\$10,536
Bay View Association						
Light Pollution: Our Vanishing Light, renewal Michigan Space Grant Consortium	Norbert Vance James Sheerin	Norbert Vance	\$4,779	\$1,700	\$3,000	\$9,479
5 Grants/Contracts for a total of:			\$61,292	\$51,608	\$87,735	\$200,635

6.

Eastern Michigan University
Summary of Grants and Contracts
09/21/2004

(Reported for FY 2005)
100% Sponsored

Title	Director	Administrator	Amount
Advanced Antifouling Coatings and Materials Office of Naval Research	John Texter Theodore Provder Jamil Baghdachi Vijaykumar Mannari	Theodore Provder	\$934,000
General Motors General Motors Corporation	Pamela Hill	Arlene Cook	\$273,000
Teachers Learning Together in Detroit II: Deepening and Sustaining Professional Development Experiences Michigan Department of Education	Joanne Caniglia Ellen Hoffman	Elaine Richards	\$185,000
Dena'ina Online Training and Access National Science Foundation	Helen Aristar-Dry Veronica Grondona	Helen Aristar-Dry	\$109,529
Ogemaw County Parcel Conversion Project Ogemaw County	Yichun Xie	Yichun Xie	\$54,904
King-Chavez-Parks Future Faculty Fellowship Grant-Supplemental Funding Michigan Department of Labor & Economic Growth-Career	Patrick Melia	Patrick Melia	\$36,634
American Axle & Manufacturing American Axle & Manufacturing	Barbara Hopkins	Barbara Hopkins	\$34,180
Mayor's Time - Program Level Outcome Evaluation Mayor's Time	Crystal Mills Joan Abbey	Crystal Mills	\$29,000
Return to Ucuchi: 15 Years Later, Year Two University of California, Los Angeles	Edward Garrett	Edward Garrett	\$28,277
AFAP-110 Regulates Signals That Affect F-actin West Virginia University	Henry Zot	Henry Zot	\$26,485
Field Input Data Services, Linguist List Wayne State University	Helen Aristar-Dry	Helen Aristar-Dry	\$25,000
MI-AIMH Evaluation Project Michigan Assoc for Infant Mental Health	Joan Abbey Crystal Mills	Joan Abbey	\$24,362
Visteon Corporation Ypsilanti Plant Visteon Corporation	Pamela Hill	Ronald Kerrigan	\$17,000
DaimlerChrysler Daimler/Chrysler Corporation	Pamela Hill	Ronald Kerrigan	\$13,300
DaimlerChrysler Kokomo Casting Plant Daimler/Chrysler Corporation	Pamela Hill	Ron Kerrigan	\$13,300
Visteon Corporation Indianapolis Visteon Corporation	Pamela Hill	Ronald Kerrigan	\$12,850
Visteon Corporation Indianapolis Visteon Corporation	Pamela Hill	Ronald Kerrigan	\$11,000

7.

Title Grantor/Contractor	Director	Administrator	Amount
International Truck & Engine International Truck & Engine Corp.	Barbara Hopkins	Barbara Hopkins	\$9,350
International Truck & Engine International Truck & Engine Corp.	Barbara Hopkins	Barbara Hopkins	\$9,350
International Truck & Engine International Truck & Engine Corp.	Barbara Hopkins	Barbara Hopkins	\$9,350
K & E Construction K & E Construction	Pamela Hill	Arlene Cook	\$9,000
Ford Motor Company Ford Motor Co.	Barbara Hopkins	Barbara Hopkins	\$8,850
Visteon Automotive Group Visteon Corporation	Barbara Hopkins	Barbara Hopkins	\$8,350
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$7,950
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$7,350
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$7,350
Pioneer Automotive Technologies Pioneer Automotive Technologies	Barbara Hopkins	Barbara Hopkins	\$6,600
Shawmut Corporation Shawmut Corporation	Barbara Hopkins	Barbara Hopkins	\$6,600
Trojan Technology Trojan Technology	Barbara Hopkins	Barbara Hopkins	\$6,600
Dofasco Marion, Inc. Dofasco Marion, Inc.	Barbara Hopkins	Barbara Hopkins	\$6,600
Builders Exchange of Central Ohio Builders Exchange of Central Ohio	Pamela Hill	Arlene Cook	\$6,150
Benteler Automotive Benteler Automotive	Barbara Hopkins	Barbara Hopkins	\$6,100
Delta Faucet Delta Faucet	Barbara Hopkins	Barbara Hopkins	\$6,100
Dana Hose and Tubing Products Dana Corporation	Barbara Hopkins	Barbara Hopkins	\$6,100
Muskie Graduate Fellowship Program American Councils for International Education	Don Staub Raouf Hanna	Joanne Hartmeyer	\$5,846
School Nutrition Association Media Tour School Nutrition Association	Alice Jo Rainville	Alice Jo Rainville	\$5,757
Guardian Industries Guardian Industries	Barbara Hopkins	Barbara Hopkins	\$5,100
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$5,100

8.

<u>Title Grantor/Contractor</u>	<u>Director</u>	<u>Administrator</u>	<u>Amount</u>
Hayes-Lemmerz Hayes-Lemmerz	Barbara Hopkins	Barbara Hopkins	\$5,100
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Severstal North America Severstal North America	Barbara Hopkins	Barbara Hopkins	\$5,100
Supplement 1 to Ogemaw County Parcel Conversion Project Ogemaw County	Yichun Xie	Yichun Xie	\$4,900
Yazaki North America Yazaki North America	Barbara Hopkins	Barbara Hopkins	\$4,800
Nemak of Canada Nemak of Canada	Pamela Hill	Ronald Kerrigan	\$4,100
American Technical Molding American Technical Molding	Barbara Hopkins	Barbara Hopkins	\$3,850
Wellman Products Wellman Products	Barbara Hopkins	Barbara Hopkins	\$3,850
Unified Command Training-Ypsilanti Police Department City of Ypsilanti	Gerald Lawver	Gerald Lawver	\$3,305
Johnson Controls Johnson Controls	Pamela Hill	Arlene Cook	\$2,250
Bridgestone APM Bridgestone APM	Barbara Hopkins	Barbara Hopkins	\$1,750
National Safety Council-S. Florida Chapter National Safety Council of South Florida	Pamela Hill	Pamela Sidney	\$1,500
National Safety Council-S. Florida Chapter National Safety Council of South Florida	Pamela Hill	Pamela Sidney	\$1,500
City of Farmington Hills PMP Training Addendum City of Farmington Hills	Joseph Ohren	Charles Monsma	\$1,200
Karmann Technical Development, LLC-Training Karmann Technical Development, LLC	Julie Becker	Julie Becker	\$1,000
Patent Search: Brown-Smith Individual Inventor	Philip Rufe	Daniel Fields	\$886
Gerber Technology Software Training Braspelco USA	Julie Becker	Julie Becker	\$480

56 Grants and Contracts for a total of: \$2,033,145

9.

Eastern Michigan University
 Summary of Grants and Contracts
 09/21/2004

(Reported for FY 2005)
 Requiring EMU Matching Funds

Title Funding Agency	Director	Administrator	EMU In-kind	EMU Cash	Sponsor	Total
Acquisitions to Create an Organismal Physiology Research Laboratory for research and teaching at Eastern Michigan University National Science Foundation	Marianne Laporte Steven Francoeur Kevin Kuehn Allen Kurta	Marianne Laporte	\$0	\$50,000	\$287,075	\$337,075
RUI--Thermogravimetric Analyzer Acquisiton for Characterization of Advanced Materials National Science Foundation	John Texter Donald Snyder	Ted Provder	\$0	\$16,300	\$132,784	\$149,084
IRES FSAU Fellowship Program, 2004-2005 International Research and Exchange Board	Raouf Hanna Don Staub	Joanne Hartmeyer	\$0	\$1,000	\$49,316	\$50,316
NSF Industry/University Cooperative Research Center in Coatings at Eastern Michigan Univrersity National Science Foundation	Theodore Provder	Theodore Provder	\$0	\$3,286	\$43,000	\$46,286
4 Grants/Contracts for a total of:			\$0	\$70,586	\$512,175	\$582,761

**GRANTS AND CONTRACTS
FY 2004 PROGRESS REPORT - FINAL
June 30, 2004**

	FY2004 Activity through 6/30		FY2003 Activity through 6/30		FY2002 Activity through 6/30		FY2004 vs. FY2003 Actual to Date Var.	
	No. to Date	Dollar Value to Date	No. to Date	Dollar Value to Date	No. to Date	Dollar Value to Date	No. to Date	Dollar Value to Date
TABLE I: PROPOSALS								
Proposals Sorted by Activity								
Research & Development	142	\$42,303,211	151	\$35,510,576	113	\$16,895,896	(9)	\$6,792,635
Service	93	\$13,586,554	111	\$10,425,667	119	\$10,068,423	(18)	\$3,160,887
Corporate/Community Training	214	\$5,124,453	190	\$5,667,210	209	\$8,090,137	24	(\$542,757)
Instructional Support & Other	33	\$3,436,052	37	\$3,363,118	29	\$1,323,694	(4)	\$72,934
Total Proposals	482	\$64,450,270	489	\$54,966,571	470	\$36,378,150	(7)	\$9,483,699
Proposals Sorted by Sponsor Type								
Federal	121	\$55,868,804	125	\$42,922,610	99	\$22,730,761	(4)	\$12,946,194
State	25	\$723,006	37	\$2,537,254	40	\$2,426,150	(12)	(\$1,814,248)
Foundations	23	\$1,300,993	23	\$1,301,008	32	\$1,788,490	0	(\$15)
Business & Industry	235	\$5,099,582	225	\$5,161,973	213	\$6,757,139	10	(\$62,391)
Local Govt. & Other Non-Profits	78	\$1,457,885	79	\$3,043,726	86	\$2,675,610	(1)	(\$1,585,841)
Total Proposals	482	\$64,450,270	489	\$54,966,571	470	\$36,378,150	(7)	\$9,483,699

TABLE II: AWARDS

	FY2004	FY2003	FY2002	FY2004 vs. FY2003 Var.
	No. Dollar Value	No. Dollar Value	No. Dollar Value	No. Dollar Value
Awards Sorted by Activity				
Research & Development	82 \$6,167,717	84 \$4,728,741	72 \$4,392,985	(2) \$1,438,976
Service	73 \$3,699,514	86 \$3,410,770	94 \$3,662,938	(13) \$288,744
Corporate/Community Training	208 \$4,940,545	195 \$5,578,259	203 \$5,923,401	13 (\$637,714)
Instructional Support & Other	15 \$451,081	22 \$1,104,689	23 \$524,855	(7) (\$653,608)
Total Awards	378 \$15,258,857	387 \$14,822,459	392 \$14,504,179	(9) \$436,398
Awards Sorted by Sponsor Type				
Federal	62 \$8,119,343	60 \$5,192,072	51 \$4,105,047	2 \$2,927,271
State	21 \$832,260	30 \$1,236,508	30 \$1,875,261	(9) (\$404,248)
Foundations	14 \$449,007	10 \$618,495	12 \$808,832	4 (\$169,488)
Business & Industry	228 \$4,973,896	227 \$6,409,395	219 \$6,114,590	1 (\$1,435,499)
Local Govt. & Other Non-Profits	53 \$884,351	60 \$1,365,989	80 \$1,600,449	(7) (\$481,638)
Total Awards	378 \$15,258,857	387 \$14,822,459	392 \$14,504,179	(9) \$436,398

	FY2004	FY2003	FY2002	FY2004 vs. FY2003 Var.
	No. Dollar Value	No. Dollar Value	No. Dollar Value	No. Dollar Value
TABLE III: PENDING PROPOSALS				
Pending as of June 30	74 \$24,878,051	82 \$25,526,568	69 \$11,386,388	(8) (\$648,517)

	FY2004 Projection	FY2004 Proj.-to-Date	FY2004 Actual-to-Date	Actual-Proj. Variance
	No. Dollars	No. Dollars	No. Dollars	No. Dollars
TABLE IV: PERFORMANCE VS. PLAN				
Proposals	487 43,986,000	487 43,986,000	482 64,450,270	(5) 20,464,270
Awards	383 15,203,000	383 15,203,000	378 15,258,857	(5) 55,857

	FY2004	FY2003	FY2002	FY2004 vs. FY2003 Var.
	Dollars	Dollars	Dollars	Dollars
TABLE V: GRANT/CONTRACT EXPENDITURES				
Expenditures as of June 30	\$13,112,889	\$11,568,600	\$13,497,187	\$1,544,289

10.

**GRANTS AND CONTRACTS
FY 2005 PROGRESS REPORT
September 21, 2004**

	FY2005 Activity through 8/31	
	No. to Date	Dollar Value to Date
TABLE I: PROPOSALS		
Proposals Sorted by Activity		
Research & Development	19	\$3,591,411
Service	7	\$304,180
Corporate/Community Training	51	\$886,948
Instructional Support & Other	5	\$666,364
Total Proposals	82	\$5,448,903
Proposals Sorted by Sponsor Type		
Federal	17	\$3,666,537
State	11	\$523,554
Foundations	3	\$280,280
Business & Industry	39	\$794,508
Local Govt. & Other Non-Profits	12	\$184,024
Total Proposals	82	\$5,448,903

FY2004 Activity through 8/31	
No. to Date	Dollar Value to Date
24	\$3,937,569
15	\$1,310,730
27	\$801,583
4	\$225,552
70	\$6,275,434
20	\$4,921,714
9	\$475,609
2	\$119,000
26	\$475,233
13	\$283,878
70	\$6,275,434

FY2003 Activity through 8/31	
No. to Date	Dollar Value to Date
22	\$1,867,921
22	\$1,206,156
20	\$967,491
5	\$150,813
69	\$4,192,381
14	\$2,051,220
11	\$550,027
2	\$510,202
29	\$951,641
13	\$129,291
69	\$4,192,381

FY2005 vs. FY2004 Actual to Date Var.	
No. to Date	Dollar Value to Date
(5)	(\$346,158)
(8)	(\$1,006,550)
24	\$85,365
1	\$440,812
12	(\$826,531)
(3)	(\$1,255,177)
2	\$47,945
1	\$161,280
13	\$319,275
(1)	(\$99,854)
12	(\$826,531)

TABLE II: AWARDS		
Awards Sorted by Activity		
Research & Development	11	\$1,640,398
Service	5	\$251,761
Corporate/Community Training	41	\$561,365
Instructional Support & Other	3	\$91,796
Total Awards	60	\$2,545,320
Awards Sorted by Sponsor Type		
Federal	11	\$1,826,312
State	1	\$36,634
Foundations	0	\$0
Business & Industry	38	\$555,060
Local Govt. & Other Non-Profits	10	\$127,314
Total Awards	60	\$2,545,320

13	\$682,957
19	\$727,364
19	\$407,211
2	\$77,000
53	\$1,894,532
16	\$1,267,489
3	\$143,000
2	\$26,882
23	\$371,334
9	\$85,827
53	\$1,894,532

10	\$478,332
12	\$250,178
23	\$1,196,069
6	\$423,494
51	\$2,348,073
10	\$868,447
5	\$134,909
0	\$0
31	\$1,231,354
5	\$113,363
51	\$2,348,073

(2)	\$957,441
(14)	(\$475,603)
22	\$154,154
1	\$14,796
7	\$650,788
(5)	\$558,823
(2)	(\$106,366)
(2)	(\$26,882)
15	\$183,726
1	\$41,487
7	\$650,788

TABLE III: PENDING PROPOSALS	FY2005	
	No.	Dollar Value
Pending as of August 31	88	\$24,579,248

FY2004	
No.	Dollar Value
66	\$12,988,444

FY2003	
No.	Dollar Value
76	\$13,962,412

FY2005 vs. FY2004 Var.	
No.	Dollar Value
22	\$11,590,804

TABLE IV: PERFORMANCE VS. PLAN	FY2005 Projection	
	No.	Dollars
Proposals	510	\$7,400,000
Awards	380	\$15,000,000

FY2005 Proj.-to-Date	
No.	Dollars
85	\$9,566,667
63	\$2,500,000

FY2005 Actual-to-Date	
No.	Dollars
82	\$5,448,903
60	\$2,545,320

Actual-Proj. Variance	
No.	Dollars
(3)	(\$4,117,764)
(3)	45,320

TABLE V: GRANT/CONTRACT EXPENDITURES	FY2005
Expenditures as of July 31	\$606,201

FY2004
\$584,420

FY2003
\$232,751

FY2005 vs. FY2004 Var.
\$21,781

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12.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 09/21/2004

Grant/Contract Activity for June 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20041218	Abtrex Industries	Center for Organizational Risk Reduction	Awarded 06/29/2004	\$2,000	\$2,000
20041252	Altarum Institute, Ann Arbor, Michigan	Institute for Geospatial Research & Education (IGRE)	Awarded 06/30/2004	\$5,000	\$5,000
20041204	American Axle & Manufacturing	Center for Quality	Awarded 06/03/2004	\$20,400	\$20,400
20041205	American Axle & Manufacturing	Center for Quality	Awarded 06/03/2004	\$2,975	\$2,975
20041212	American Axle & Manufacturing	Center for Quality	Awarded 06/16/2004	\$14,550	\$14,550
20041213	American Axle & Manufacturing	Center for Quality	Awarded 06/16/2004	\$4,350	\$4,350
20041215	American Axle & Manufacturing	Center for Quality	Awarded 06/16/2004	\$5,350	\$5,350
20041243	American Axle & Manufacturing	Center for Quality	Awarded 06/29/2004	\$4,350	\$4,350
20041014	Bay View Association	Geography & Geology	Awarded 06/04/2004	\$4,736	\$4,736
20041232	City of Farmington	Political Science	Awarded 06/30/2004	\$1,800	\$1,800
20041233	City of Saline	Political Science	Awarded 06/30/2004	\$750	\$750
20040508	City of Ypsilanti	Political Science	Awarded 06/30/2004	\$1,200	\$1,200
20041214	Ford Motor Co.	Center for Quality	Awarded 06/16/2004	\$6,100	\$6,100
20041244	Ford Motor Co.	Center for Quality	Awarded 06/29/2004	\$6,600	\$6,600
20041245	Ford Motor Co.	Center for Quality	Awarded 06/29/2004	\$9,350	\$9,350
20041210	Individual Inventor	Industrial Technology	Awarded 06/18/2004	\$250	\$250
20041221	International Association of Machinists CREST	Center for Organizational Risk Reduction	Awarded 06/29/2004	\$4,490	\$4,490
20041216	International Truck & Engine Corp.	Center for Quality	Awarded 06/16/2004	\$5,600	\$5,600

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JUNE 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20041203	La-Z-Boy Corporation	Center for Quality	Awarded 06/03/2004	\$5,100	\$5,100
20041206	LPJ Research, Inc.	HPERD	Awarded 06/16/2004	\$13,020	\$13,020
20041227	Magni Industries	Center for Quality	Awarded 06/23/2004	\$5,100	\$5,100
20041248	Michigan Campus Compact	Campus Life	Awarded 06/30/2004	\$200	\$200
20040517	Michigan Space Grant Consortium	Physics & Astronomy	Awarded 06/01/2004	\$5,000	\$5,000
20040521	Michigan Space Grant Consortium	Physics & Astronomy	Awarded 06/30/2004	\$3,000	\$3,000
20041114	National Council for Community and Educ. Partnerships	History & Philosophy ISCFC	Awarded 06/30/2004	\$74,999	\$74,999
20041220	National Science Foundation	Biology	Awarded 06/18/2004	\$89,996	\$89,996
20041250	NSF International	Industrial Technology	Awarded 06/30/2004	\$1,150	\$1,150
20041208	Ogemaw County Sheriff Department	Institute for Geospatial Research & Education (IGRE)	Awarded 06/22/2004	\$4,900	\$4,900
20041230	Peckham, Inc., Lansing MI	Textiles Research & Training Institute	Awarded 06/30/2004	\$8,250	\$8,250
20041231	Scope Seating Technologies, Elkhart IN	Textiles Research & Training Institute	Awarded 06/30/2004	\$2,750	\$2,750
20041228	Severstal North America	Center for Quality	Awarded 06/23/2004	\$5,100	\$5,100
20041242	Severstal North America	Center for Quality	Awarded 06/29/2004	\$5,100	\$5,100
20040823	Southeast Michigan Community All	Social Work	Awarded 06/16/2004	\$113,235	\$113,235
20040522	The Japan Foundation	Foreign Languages & Bilingual Studies	Awarded 06/01/2004	\$3,780	\$3,780
20041134	Tri-Med Technologies, Inc.	Industrial Technology	Awarded 06/30/2004	\$2,680	\$2,680
20040825	U.S. Department of Housing and Urban Development	Social Work Economics	Awarded 06/30/2004		
20041222	UAW-Ford National Joint Committee Health & Safety	Center for Organizational Risk Reduction	Awarded 06/29/2004	\$2,250	\$2,250
20040820	UAW-Ford National Programs Center	Workforce Education	Awarded 06/22/2004	\$198,740	\$198,740

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JUNE 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040942	UAW-Ford National Programs Center	Workforce Education	Awarded 06/30/2004	\$267,332	\$267,332
20041139	Various Sponsors	Music	Awarded 06/18/2004	\$1,000	\$1,000
20041217	Verdeterre Contracting	Center for Organizational Risk Reduction	Awarded 06/29/2004	\$9,000	\$9,000
20040943	Warren Consolidated School District	BBTEP	Awarded 06/30/2004	\$70,542	\$70,542
20040709	Washtenaw County Government	Political Science	Awarded 06/30/2004	\$5,400	\$5,400
20040805	Washtenaw United Way	ICARD Teacher Education	Awarded 06/22/2004	\$14,775	\$14,775
20041229	Wayne State University	Textiles Research & Training Institute	Awarded 06/30/2004	\$4,725	\$4,725
20041226	Yazaki North America	Center for Quality	Awarded 06/23/2004	\$5,100	\$5,100
20040542	Allen Foundation, Midland MI	HECR	Denied 06/03/2004	\$290,213	\$0
20040329	American Bird Conservancy	Biology	Denied 06/21/2004	\$4,680	\$0
20040225	Council of Graduate Schools, Washington DC	Graduate School	Denied 06/21/2004	\$10,000	\$0
20041109	Defense Advanced Research Projects Agency	Textiles Research & Training Institute	Denied 06/30/2004	\$629,112	\$0
20040716	Earthwatch Institute, Maynard MA	Biology	Denied 06/21/2004	\$47,042	\$0
20040615	Ewing Marion Kauffman Foundation	Management	Denied 06/21/2004	\$50,000	\$0
20030425	Ford Motor Co.	Office of the Dean of Technology	Denied 06/21/2004	\$11,500	\$0
20040817	Great Lakes Fisheries Trust	Biology	Denied 06/22/2004	\$49,926	\$0
20031250	Hamilton College, NY	Physics & Astronomy	Denied 06/21/2004	\$8,580	\$0
20021232	Michigan Department of Consumer and Industry Services	Center for Organizational Risk Reduction	Denied 06/21/2004	\$46,000	\$0
20040516	Michigan Space Grant Consortium	Physics & Astronomy	Denied 06/21/2004	\$4,227	\$0
20031008	Michigan Technological University	Business & Technology Education	Denied 06/21/2004	\$1,238,535	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JUNE 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040115	National Endowment for the Humanities	Learning Resources & Technologies	Denied 06/21/2004	\$152,562	\$0
20031232	National Science Foundation	Interdisciplinary Technology	Denied 06/21/2004	\$75,000	\$0
20040604	National Science Foundation	Physics & Astronomy	Denied 06/03/2004	\$178,393	\$0
20040613	National Science Foundation	Institute for Geospatial Research & Education (IGRE)	Denied 06/15/2004	\$261,489	\$0
20040629	National Science Foundation	Mathematics Teacher Education	Denied 06/03/2004	\$11,820,540	\$0
20040703	National Science Foundation	Coatings Research Institute	Denied 06/21/2004	\$101,309	\$0
20040707	National Science Foundation	Political Science	Denied 06/01/2004	\$223,077	\$0
20030825	Office of Research Integrity	Office of Research Development Physics & Astronomy	Denied 06/21/2004	\$25,000	\$0
20040144	Proctor and Gamble	Coatings Research Institute Biology	Denied 06/21/2004	\$50,000	\$0
20040423	Rockefeller Brothers Fund	Business & Technology Education Office of the Dean of Technology	Denied 06/21/2004	\$150,000	\$0
20031035	Sam Houston University	Interdisciplinary Technology	Denied 06/21/2004	\$69,442	\$0
20040630	U.S. Department of Agriculture	Textiles Research & Training Institute	Denied 06/01/2004	\$491,734	\$0
20041111	American Chemical Society	Chemistry	Pending	\$35,000	\$0
20040917	American Councils for International Education	Office of Collaborative Education Economics	Pending	\$22,084	\$0
20031201	American Society of Colleges & Universities	Undergraduate Studies American Humanics	Pending	\$5,500	\$0
20040541	Ayes, Lewis, Norris, and May, Inc.	Geography & Geology	Pending	\$1,000	\$0
20041211	Blue Cross Blue Shield of Michigan Foundation	Counseling Services	Pending	\$36,627	\$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
20030807	Choice Hotels International Foundation	Campus Life	Pending	\$10,500	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040410	City of Houston	Center for National & Regional Security	Pending	\$5,100	\$0
20040512	Community Foundation for Southeastern Michigan	Communication & Theatre Arts Lesbian, Gay, Bisexual, Transgender Resource Center	Pending	\$7,500	\$0
20040815	Community Foundation for Southeastern Michigan	Lesbian, Gay, Bisexual, Transgender Resource Center	Pending	\$10,000	\$0
20040112	Construction Industry Institute	Industrial Technology	Pending	\$50,000	\$0
20021053	Environmental Protection Agency	CEITA	Pending	\$3,000	\$0
20021111	Environmental Protection Agency	Institute for Geospatial Research & Education (IGRE)	Pending	\$89,917	\$0
20040303	Fdm 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
20040927	Fred C. Gloeckner Foundation, Harrison, NY	Biology	Pending	\$22,000	\$0
20011144	Harry A. & Margaret D. Towsley Foundation	Alzheimer's Education Program	Pending	\$165,784	\$0
20040318	Henry Ford Community College	Mathematics	Pending	\$157,393	\$0
20040520	Individual Inventor	Industrial Technology	Pending	\$9,052	\$0
20040704	Innovative Technical Systems Corp., Northville, MI	Biology	Pending	\$32,998	\$0
20040907	Joseph W. Jones Ecological Research Center, GA	Biology	Pending	\$115,258	\$0
20040816	Jumpstart Americorps	Campus Life	Pending	\$57,884	\$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	\$41,335	\$0
20040319	Lesbian Health Fund	Psychology	Pending	\$9,515	\$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

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JUNE 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20041223	Michigan Department of Career Development	Business & Technology Education	Pending	\$55,000	\$0
20041103	Michigan Department of Education	ICARD	Pending	\$350,000	\$0
20041125	Michigan Department of Education	Mathematics Teacher Education	Pending	\$132,183	\$0
20041127	Michigan Department of Education	Children's Institute	Pending	\$79,200	\$0
20041129	Michigan Department of Education	Teacher Education	Pending	\$200,000	\$0
20041132	Michigan Department of Education	Teacher Education	Pending	\$200,000	\$0
20040116	Michigan Department of State Police	Interdisciplinary Technology	Pending	\$29,879	\$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
20041241	National Council for the Social Studies	Teacher Education	Pending	\$10,000	\$0
20041005	National Endowment for the Humanities	English Language & Literature	Pending	\$30,001	\$0
20041003	National Inst. for Occupational Safety and Health	Industrial Technology Center for Organizational Risk Reduction	Pending	\$8,234,492	\$0
20040412	National Institute of Justice	Sociology, Anthropology and Criminology	Pending	\$34,771	\$0
20040711	National Institutes of Health	Psychology	Pending	\$198,580	\$0
20040922	National Institutes of Health	Chemistry Biology	Pending	\$868,963	\$0
20041122	National Institutes of Health	Chemistry	Pending	\$205,470	\$0
20041239	National Institutes of Health	Social Work	Pending	\$572,000	\$0
20040701	National Science Foundation	Coatings Research Institute Chemistry	Pending	\$132,784	\$0
20040713	National Science Foundation	Biology	Pending	\$513,241	\$0
20040715	National Science Foundation	Coatings Research Institute	Pending	\$333,357	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JUNE 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040814	National Science Foundation	English Language & Literature	Pending	\$650,035	\$0
20040821	National Science Foundation	Chemistry ICARD	Pending	\$999,591	\$0
20040928	National Science Foundation	English Language & Literature	Pending	\$2,433,286	\$0
20040939	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$482,143	\$0
20040940	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$307,638	\$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
20041246	Oakland County	Center for Organizational Risk Reduction	Pending	\$50,000	\$0
20041008	Princeton University	Biology	Pending	\$6,600	\$0
20041112	Research Corporation	Chemistry	Pending	\$32,684	\$0
20041001	Tokyo Gakugei University	Business & Technology Education	Pending	\$23,184	\$0
20040904	U.S. Department of Education	BBTEP Psychology	Pending	\$748,678	\$0
20041009	U.S. Department of Education	Special Education	Pending	\$1,238,621	\$0
20041219	U.S. Department of Education	Teacher Education	Pending	\$2,525,721	\$0
20041131	U.S. Department of Energy	Center for Regional & National Security Computer Science .	Pending	\$223,412	\$0
20040611	U.S. Department of State	Sociology, Anthropology and Criminology	Pending	\$149,085	\$0
20031113	University of Michigan	Counseling Services	Pending	\$179,880	\$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
20041004	Utah State University	Teacher Education Mathematics	Pending	\$324,888	\$0
20040807	Village of Dexter	Biology	Pending	\$15,798	\$0
20040135	West Virginia University	Biology	Pending	\$26,485	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JUNE 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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Quantity of Awards: 46
Sum of Awards: \$1,022,075

Quantity of Pending: 74
Quantity of Denied: 24

20.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 09/21/2004

Grant/Contract Activity for July 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050135	American Axle & Manufacturing	Center for Quality	Awarded 07/26/2004	\$34,180	\$34,180
20040917	American Councils for International Education	Office of Collaborative Education Economics	Awarded 07/30/2004	\$5,846	\$5,846
20050138	American Technical Molding	Center for Quality	Awarded 07/26/2004	\$3,850	\$3,850
20050127	Benteler Automotive	Center for Quality	Awarded 07/26/2004	\$6,100	\$6,100
20050139	Bridgestone APM	Center for Quality	Awarded 07/26/2004	\$1,750	\$1,750
20050120	City of Ypsilanti	School of Technology Studies	Awarded 07/23/2004	\$3,305	\$3,305
20050148	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 07/26/2004	\$13,300	\$13,300
20050137	Dana Corporation	Center for Quality	Awarded 07/26/2004	\$6,100	\$6,100
20050136	Delta Faucet	Center for Quality	Awarded 07/26/2004	\$6,100	\$6,100
20050125	Ford Motor Co.	Center for Quality	Awarded 07/26/2004	\$8,850	\$8,850
20050149	General Motors Corporation	Center for Organizational Risk Reduction	Awarded 07/26/2004	\$273,000	\$273,000
20050126	Guardian Industries	Center for Quality	Awarded 07/26/2004	\$5,100	\$5,100
20050140	Hayes-Lemmerz	Center for Quality	Awarded 07/26/2004	\$5,100	\$5,100
20041135	Individual Inventor	Industrial Technology	Awarded 07/23/2004	\$886	\$886
20050133	International Truck & Engine Corp.	Center for Quality	Awarded 07/26/2004	\$9,350	\$9,350
20050134	International Truck & Engine Corp.	Center for Quality	Awarded 07/26/2004	\$9,350	\$9,350
20050146	Johnson Controls	Center for Organizational Risk Reduction	Awarded 07/26/2004	\$2,250	\$2,250
20050147	K & E Construction	Center for Organizational Risk Reduction	Awarded 07/26/2004	\$9,000	\$9,000

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JULY 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20041209	Mayor's Time	Social Work	Awarded 07/23/2004	\$29,000	\$29,000
20050143	National Safety Council of South Florida	Center for Organizational Risk Reduction	Awarded 07/26/2004	\$1,500	\$1,500
20050144	National Safety Council of South Florida	Center for Organizational Risk Reduction	Awarded 07/26/2004	\$1,500	\$1,500
20050154	National Science Foundation	English Language & Literature	Awarded 07/30/2004	\$109,529	\$109,529
20050203	National Science Foundation	Coatings Research Institute	Awarded 07/30/2004	\$43,000	\$43,000
20050145	Nemak of Canada	Center for Organizational Risk Reduction	Awarded 07/26/2004	\$4,100	\$4,100
20041225	Ogemaw County	Institute for Geospatial Research & Education (IGRE)	Awarded 07/20/2004	\$54,904	\$54,904
20050201	Ogemaw County	Institute for Geospatial Research & Education (IGRE)	Awarded 07/30/2004	\$4,900	\$4,900
20050128	Pioneer Automotive Technologies	Center for Quality	Awarded 07/26/2004	\$6,600	\$6,600
20050129	Shawmut Corporation	Center for Quality	Awarded 07/26/2004	\$6,600	\$6,600
20050110	University of California, Los Angeles	English Language & Literature	Awarded 07/23/2004	\$28,277	\$28,277
20050141	Visteon Corporation	Center for Quality	Awarded 07/26/2004	\$8,350	\$8,350
20040135	West Virginia University	Biology	Awarded 07/23/2004	\$26,485	\$26,485
20050130	Yazaki North America	Center for Quality	Awarded 07/26/2004	\$7,950	\$7,950
20050131	Yazaki North America	Center for Quality	Awarded 07/26/2004	\$7,350	\$7,350
20050132	Yazaki North America	Center for Quality	Awarded 07/26/2004	\$5,100	\$5,100
20050142	Yazaki North America	Center for Quality	Awarded 07/26/2004	\$4,800	\$4,800
20040711	National Institutes of Health	Psychology	Denied 07/20/2004	\$198,580	\$0
20040922	National Institutes of Health	Chemistry Biology	Denied 07/20/2004	\$868,963	\$0
20040814	National Science Foundation	English Language & Literature	Denied 07/20/2004	\$650,035	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JULY 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040807	Village of Dexter	Biology	Denied 07/28/2004	\$15,798	\$0
20041111	American Chemical Society	Chemistry	Pending	\$35,000	\$0
20031201	American Society of Colleges & Universities	Undergraduate Studies American Humanics	Pending	\$5,500	\$0
20040541	Ayes, Lewis, Norris, and May, Inc.	Geography & Geology	Pending	\$1,000	\$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
20050109	City of Adrian	Geography & Geology	Pending	\$24,818	\$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, Transgen der Resource Center	Pending	\$7,500	\$0
20040815	Community Foundation for Southeastern Michigan	Lesbian, Gay, Bisexual, Transgen der Resource Center	Pending	\$10,000	\$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	Fdtn for Advancemt 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
20040927	Fred C. Gloeckner Foundation, Harrison, NY	Biology	Pending	\$22,000	\$0
20041240	Grant Foundation, William T.	Special Education	Pending	\$300,000	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JULY 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040318	Henry Ford Community College	Mathematics	Pending	\$157,393	\$0
20040520	Individual Inventor	Industrial Technology	Pending	\$9,052	\$0
20040704	Innovative Technical Systems Corp., Northville, MI	Biology	Pending	\$30,397	\$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
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
20041223	Michigan Department of Career Development	Business & Technology Education	Pending	\$55,000	\$0
20050114	Michigan Department of Community Health	Gerontology	Pending	\$31,551	\$0
20050115	Michigan Department of Community Health	Gerontology	Pending	\$31,552	\$0
20041127	Michigan Department of Education	Children's Institute	Pending	\$79,200	\$0
20041129	Michigan Department of Education	Teacher Education	Pending	\$200,000	\$0
20041132	Michigan Department of Education	Teacher Education	Pending	\$200,000	\$0
20050116	Michigan Department of Labor & Economic Growth-Career	School of Technology Studies	Pending	\$75,000	\$0
20050205	Michigan Department of Labor & Economic Growth-Career	Holman Learning Center	Pending	\$113,243	\$0
20050206	Michigan Department of Labor & Economic Growth-Career	Technology Studies, School of	Pending	\$75,000	\$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

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JULY 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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
20041202	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$2,000	\$0
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
20040928	National Science Foundation	English Language & Literature	Pending	\$2,433,286	\$0
20040939	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$482,143	\$0
20040940	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$307,638	\$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

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR JULY 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050102	National Science Foundation	Biology	Pending	\$178,536	\$0
20050104	National Science Foundation	Biology	Pending	\$526,255	\$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
20041001	Tokyo Gakugei University	Business & Technology Education	Pending	\$23,184	\$0
20041009	U.S. Department of Education	Special Education	Pending	\$1,238,621	\$0
20041219	U.S. Department of Education	Teacher Education	Pending	\$2,525,721	\$0
20041131	U.S. Department of Energy	Center for Regional & National Security Computer Science	Pending	\$223,412	\$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
20041004	Utah State University	Teacher Education Mathematics	Pending	\$287,617	\$0

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050118	Wayne County Airport	School of Technology Studies	Pending	\$16,966	\$0
20041236	West Chester University	Biology	Pending	\$190,715	\$0

Quantity of Awards: 35
Sum of Awards: \$753,362

Quantity of Pending: 88
Quantity of Denied: 4

27.

EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 09/21/2004

Grant/Contract Activity for August 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050210	Braspelco USA	Textiles Research & Training Institute	Awarded 08/31/2004	\$480	\$480
20050221	Builders Exchange of Central Ohio	Center for Organizational Risk Reduction	Awarded 08/27/2004	\$6,150	\$6,150
20041234	City of Farmington Hills	Political Science	Awarded 08/11/2004	\$1,200	\$1,200
20050215	Daimler/Chrysler Corporation	Center for Organizational Risk Reduction	Awarded 08/27/2004	\$13,300	\$13,300
20050227	Dofasco Marion, Inc.	Center for Quality	Awarded 08/27/2004	\$6,600	\$6,600
20040718	International Research and Exchange Board	Economics Office of Collaborative Education	Awarded 08/31/2004	\$49,316	\$49,316
20050219	International Truck & Engine Corp.	Center for Quality	Awarded 08/27/2004	\$9,350	\$9,350
20050111	Karmann Technical Development, LLC	Textiles Research & Training Institute	Awarded 08/11/2004	\$1,000	\$1,000
20050107	Michigan Assoc for Infant Mental Health	Social Work, School of	Awarded 08/06/2004	\$24,362	\$24,362
20041125	Michigan Department of Education	Mathematics Teacher Education	Awarded 08/31/2004	\$185,000	\$185,000
20050229	Michigan Department of Labor & Economic Growth-Career	Graduate School	Awarded 08/31/2004	\$36,634	\$36,634
20040701	National Science Foundation	Coatings Research Institute Chemistry	Awarded 08/11/2004	\$132,784	\$132,784
20040713	National Science Foundation	Biology	Awarded 08/31/2004	\$287,075	\$287,075
20050105	Office of Naval Research	Coatings Research Institute	Awarded 08/31/2004	\$934,000	\$934,000
20050202	School Nutrition Association	Health Sciences, School of	Awarded 08/06/2004	\$5,757	\$5,757
20050226	Severstal North America	Center for Quality	Awarded 08/27/2004	\$5,100	\$5,100
20050218	Trojan Technology	Center for Quality	Awarded 08/27/2004	\$6,600	\$6,600
20050216	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 08/27/2004	\$17,000	\$17,000

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR AUGUST 2004

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20050222	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 08/27/2004	\$11,000	\$11,000
20050223	Visteon Corporation	Center for Organizational Risk Reduction	Awarded 08/27/2004	\$12,850	\$12,850
20050212	Wayne State University	English Language & Literature	Awarded 08/31/2004	\$25,000	\$25,000
20050217	Wellman Products	Center for Quality	Awarded 08/27/2004	\$3,850	\$3,850
20050224	Yazaki North America	Center for Quality	Awarded 08/27/2004	\$5,100	\$5,100
20050225	Yazaki North America	Center for Quality	Awarded 08/27/2004	\$5,100	\$5,100
20050228	Yazaki North America	Center for Quality	Awarded 08/27/2004	\$7,350	\$7,350
20041211	Blue Cross Blue Shield of Michigan Foundation	Counseling Services	Denied 08/25/2004	\$36,627	\$0
20040319	Lesbian Health Fund	Psychology	Denied 08/23/2004	\$9,515	\$0
20041103	Michigan Department of Education	ICARD	Denied 08/23/2004	\$350,000	\$0
20041005	National Endowment for the Humanities	English Language & Literature	Denied 08/23/2004	\$30,001	\$0
20040412	National Institute of Justice	Sociology, Anthropology and Criminology	Denied 08/23/2004	\$34,771	\$0
20040904	U.S. Department of Education	BBTEP Psychology	Denied 08/23/2004	\$748,678	\$0
20041111	American Chemical Society	Chemistry	Pending	\$35,000	\$0
20031201	American Society of Colleges & Universities	Undergraduate Studies American Humanics	Pending	\$5,500	\$0
20040541	Ayes, Lewis, Norris, and May, Inc.	Geography & Geology	Pending	\$1,000	\$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
20050109	City of Adrian	Geography & Geology	Pending	\$24,818	\$0
20050103	City of Detroit	Interdisciplinary Technology	Pending	\$7,761	\$0
20040410	City of Houston	Center for National & Regional Security	Pending	\$5,100	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR AUGUST 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, Transgen der Resource Center	Pending	\$7,500	\$0
20040815	Community Foundation for Southeastern Michigan	Lesbian, Gay, Bisexual, Transgen der Resource Center	Pending	\$10,000	\$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	Fdtn 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
20040927	Fred C. Gloeckner Foundation, Harrison, NY	Biology	Pending	\$22,000	\$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
20040704	Innovative Technical Systems Corp., Northville, MI	Biology	Pending	\$30,397	\$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
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

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
20040923	Michigan Campus Compact	Campus Life	Pending	\$2,500	\$0
20041223	Michigan Department of Career Development	Business & Technology Education	Pending	\$55,000	\$0
20050114	Michigan Department of Community Health	Gerontology	Pending	\$31,551	\$0
20050115	Michigan Department of Community Health	Gerontology	Pending	\$31,552	\$0
20041127	Michigan Department of Education	Children's Institute	Pending	\$79,200	\$0
20041129	Michigan Department of Education	Teacher Education	Pending	\$200,000	\$0
20041132	Michigan Department of Education	Teacher Education	Pending	\$200,000	\$0
20050116	Michigan Department of Labor & Economic Growth-Career	School of Technology Studies	Pending	\$75,000	\$0
20050205	Michigan Department of Labor & Economic Growth-Career	Holman Learning Center	Pending	\$113,243	\$0
20050206	Michigan Department of Labor & Economic Growth-Career	Technology Studies, School of	Pending	\$75,000	\$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
20041202	Michigan Space Grant Consortium	Physics & Astronomy	Pending	\$2,000	\$0

GRANTS AND CONTRACTS
ACTIVITY REPORT FOR AUGUST 2004

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
20040928	National Science Foundation	English Language & Literature	Pending	\$2,433,286	\$0
20040939	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$482,143	\$0
20040940	National Science Foundation	Sociology, Anthropology and Criminology	Pending	\$307,638	\$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
20050104	National Science Foundation	Biology	Pending	\$526,255	\$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

Proposal #	Funding Agency	EMU Unit	Award Status Date of Action	Amount Requested	Amount Awarded
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
20041001	Tokyo Gakugei University	Business & Technology Education	Pending	\$23,184	\$0
20041009	U.S. Department of Education	Special Education	Pending	\$1,238,621	\$0
20041219	U.S. Department of Education	Teacher Education	Pending	\$2,525,721	\$0
20041131	U.S. Department of Energy	Center for Regional & National Security Computer Science	Pending	\$223,412	\$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
20041004	Utah State University	Teacher Education Mathematics	Pending	\$287,617	\$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: 25
Sum of Awards: \$1,791,958

Quantity of Pending: 88
Quantity of Denied: 6

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: September 21, 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 July 1, 2004.

STAFF SUMMARY

The new Student Center/McKenny Reassignment project has begun. The University and Design/Build teams have developed and finalized the GMP for both projects with a total cost of \$45,000,000.00 (the cost level approved by JCOS). The design/build team for the new Student Center project is poised to bid out the revised site work and underground utility packages with structural steel and concrete packages to follow.

The McKenny reassignment team has met and is currently scheduling the phased work to complete exterior masonry repairs, roofing repairs and related repairs required to address deterioration to the interior/exterior building components. Work is progressing as scheduled. The University is also currently verifying the existing programming of the building to ensure the proper use of spaces as required.

The Campus Classroom upgrade project is continuing with the purchase and installation of tablet armchairs, stack chairs and miscellaneous furniture to numerous classrooms on campus. Delivery and installation of classroom tables is scheduled for mid-September 2004.

The Ford window project is continuing with the asbestos abatement for the window installation complete. The first shipment of windows are scheduled to be delivered mid-September 2004 with installation to follow.

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
 July 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>Best Fire Alarm Replacement</u> Fund Number: U24600 Projected Completion Date: September 2003 Status: Final drawings and documentation received and approved by Physical Plant. Final accounting is in progress.	NO		\$ 197,737.00	\$ 197,737.00	\$ 151,372.28	\$ 151,391.90	\$ 46,345.10
<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.	NO		\$ 73,406.00	\$ 73,406.00	\$ -	\$ 73,406.00	\$ -
<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.	YES	May 6, 2004	\$ 2,301,268.00	\$ 2,301,268.00	\$ 729,142.43	\$ 2,301,268.00	\$ -
<u>Campus Black Out 2003</u> Fund Number: U27150 Projected Completion Date: October 2004 Status: Work is complete and the final accounting and preparation of insurance reimbursement documentation is in progress.	NO		\$ 210,000.00	\$ 210,000.00	\$ 201,400.76	\$ 210,000.00	\$ -
<u>Campus Classroom Upgrade 2003</u> Fund Number: U25600 Projected Completion Date: August 2005 Status: Furniture contracts have been awarded and delivery and installation is in progress. The need to hire AV engineering consultants is presently being considered (work expected to be complete by August 2005).	NO		\$ 700,000.00	\$ 700,000.00	\$ 187,734.55	\$ 700,000.00	\$ -
<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.	NO		\$ 700,000.00	\$ 275,000.00	\$ -	\$ 275,000.00	\$ -
<u>Campus Classroom Instrumentation Upgrades 2004</u> Fund Number: U28750 Projected Completion Date: September, 2004 Status: All of the equipment has been ordered and EMU is awaiting the final delivery of a few remaining items.	NO		\$ 200,000.00	\$ 200,000.00	\$ 136,663.20	\$ 200,000.00	\$ -

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 July 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>Campus Concept Plan</u> Fund Number: U26350 Projected Completion Date: June 2004 Status: The Board of Regents approved the Concept Plan at the June Board of Regents meeting. EMU is awaiting the final invoice from the consultants.	NO		\$ 75,000.00	\$ 75,000.00	\$ 44,176.15	\$ 75,000.00	\$ -
<u>CAMP -- Campus Power System</u> Fund Number: U28800 Projected Completion Date: June 2005 Status: Equipment to provide essential Life Safety needs in the event of a power loss has been identified and specifications are being written. The two-way communications system is in place and generator quotes are being re-bid to validate initial costs that exceeded original estimates.	NO		\$ 157,000.00	\$ 157,000.00	\$ 2,500.00	\$ 157,000.00	\$ -
<u>Campus Site Preservations & Beautification For West Campus</u> Fund Number: U23850 Projected Completion Date: October 2004 Status: Paving and landscaping retainage being held through Fall 2004 for warranty coverage.	NO		\$ 900,000.00	\$ 900,000.00	\$ 818,063.56	\$ 900,000.00	\$ -
<u>Cornell Court Apartments Heating Improvements</u> Fund Number: U25300 Projected Completion Date: November 2004 Status: Scheduling is being finalized for the replacement of heating units/boilers.	NO		\$ 76,000.00	\$ 76,000.00	\$ -	\$ 76,000.00	\$ -
<u>Dining Commons III Fire Alarm Replacement</u> Fund Number: U24650 Projected Completion Date: September 2003 Status: Complete	NO		\$ 100,000.00	\$ 100,000.00	\$ 85,434.17	\$ 85,434.17	\$ 14,565.83
<u>DC 1 -- Central Office Renovation</u> Fund Number: U34700 Projected Completion Date: August 2005 Status: Engineering of the project is in progress and the HVAC/mechanical proposals are being reviewed.	NO		\$ 80,000.00	\$ 80,000.00	\$ -	\$ 80,000.00	\$ -
<u>DC 2 -- Al Dente Pizza Concept</u> Fund Number: U32850 Projected Completion Date: TBD Status: Contract negotiations with potential new vendors are in progress.	NO		\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -
<u>DC2 -- DDC Controls</u> Fund Number: U28050 Projected Completion Date: September 2004 Status: Work is complete and the final accounting is in progress.	NO		\$ 71,200.00	\$ 71,200.00	\$ 60,681.89	\$ 71,200.00	\$ -

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 July 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>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.	NO		\$ 250,000.00	\$ 250,000.00	\$ 91,437.43	\$ 250,000.00	\$ -
<u>Ford Asbestos Abatement</u> Fund Number: U30100 Projected Completion Date: August 2004 Status: Work is complete and the final accounting is in progress. Budget Revision: Discovery of additional asbestos resulted in abatement and construction costs in excess of the original estimates.	NO		\$ 75,000.00	\$ 110,000.00	\$ 104,031.72	\$ 110,000.00	\$ -
<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 original responses.	NO		\$ 53,000.00	\$ 53,000.00	\$ -	\$ 53,000.00	\$ -
<u>Ford Fire Alarm Repair And Replacement</u> Fund Number: U29750 Projected Completion Date: January 2005 Status: The bid has been awarded and work is presently underway.	NO		\$ 90,000.00	\$ 90,000.00	\$ 20,826.84	\$ 90,000.00	\$ -
<u>Ford -- Remove And Replace Original Windows</u> Fund Number: U23900 Projected Completion Date: January 2005 Status: Interior preparation work is underway and the first shipment of windows is due in mid-September.	NO		\$ 297,000.00	\$ 297,000.00	\$ 19,381.72	\$ 297,000.00	\$ -
<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 work is in progress to determine if existing air handlers can be re-used.	NO		\$ 187,000.00	\$ 187,000.00	\$ -	\$ 187,000.00	\$ -
<u>Goddard -- Replace Fire Alarm System</u> Fund Number: U22650 Projected Completion Date: May 1, 2003 Status: Final accounting is in progress.	NO		\$ 190,000.00	\$ 190,000.00	\$ 180,818.67	\$ 190,000.00	\$ -

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 July 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>Goddard Transformer Replacement</u> 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	\$ -
<u>Heat -- Replace Make-up Water System</u> 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	\$ -
<u>KEEC Dormitory Roof Repairs</u> Fund Number: U28250 Projected Completion Date: October 2004 Status: Roof work is complete on both the dormitory and Director's residence. Site and 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	\$ 54,701.92	\$ 136,000.00	\$ -
<u>Mark Jefferson Cooling Tower Replacement</u> 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	\$ 441,943.43	\$ 501,400.00	\$ -
<u>Mark Jefferson Elevator Control Repair</u> 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	\$ -
<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	\$ -

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Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 July 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 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	\$ 378,688.30	\$ 430,000.00	\$ -
<u>Mark Jefferson Lighting Upgrade/Energy Conservation Measures</u> Fund Number: U27500 Projected Completion Date: December 2004 Status: Replacement of T-8 with T-12 fixtures is in progress using EMU in-house staff.	NO		\$ 245,000.00	\$ 245,000.00	\$ 10,748.88	\$ 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	\$ 35,967.19	\$ 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	\$ 5,021,550.43	\$ 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	\$ -
<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	\$ 83,634.15	\$ 219,000.00	\$ -

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 July 31, 2004

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	Req'd.	Approved					
<u>Pray Harrold -- Repair Southeast Entrance</u> Fund Number: U27250 Projected Completion Date: December 2003 Status: Complete	NO		\$ 134,105.00	\$ 134,105.00	\$ 104,445.13	\$ 104,445.13	\$ 29,659.87
<u>Quirk Elevator/ADA Improvements</u> Fund Number: U27750 Projected Completion Date: September 2005 Status: Review of the design and construction to make Quirk a fully accessible ADA compliant building has begun.	NO		\$ 220,000.00	\$ 220,000.00	\$ 21,474.03	\$ 220,000.00	\$ -
<u>Quirk Fire Alarm System Replacement</u> Fund Number: U22500 Projected Completion Date: June 2003 Status: Complete	NO		\$ 99,000.00	\$ 99,000.00	\$ 93,322.14	\$ 93,322.14	\$ 5,677.86
<u>Rackham Children's Institute Renovation</u> Fund Number: U31200 Projected Completion Date: November 2004 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	\$ 15,814.07	\$ 52,000.00	\$ -
<u>Rackham HVAC And Electrical System Upgrades</u> Fund Number: U21150 Projected Completion Date: August 2004 Status: Complete Budget Revision: Higher actual costs required additional funds for this project.	NO		\$ 93,559.00	\$ 105,559.00	\$ 105,559.00	\$ 105,559.00	\$ -
<u>Rackham -- Replace Fire Alarm System</u> Fund Number: U20663 Projected Completion Date: September 2003 Status: Complete	NO		\$ 100,000.00	\$ 100,000.00	\$ 95,869.64	\$ 95,869.64	\$ 4,130.36
<u>Sill Hall Roof And Flashing Repairs</u> Fund Number: U21600 Projected Completion Date: December 2004 Status: Specifications and drawings are complete, and the work is being bid. The revised scope of work may result in bid responses that exceed the budget cost presently approved.	NO		\$ 65,000.00	\$ 65,000.00	\$ 4,983.09	\$ 65,000.00	\$ -
<u>Sill Renovation For Rooms 107 & 111</u> Fund Number: U26300 Projected Completion Date: October 2003 Status: Final accounting in progress.	NO		\$ 60,000.00	\$ 60,000.00	\$ 39,156.23	\$ 50,000.00	\$ 10,000.00

Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 July 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>Student Center & McKenny Reassignment</u> Fund Number: U26800 Projected Completion Date: Late 2007 Status: Contract language for the GMP contract with the design/build team (Turner Const.) is presently being finalized. JCOS consent of resource re-allocation from the McKenny Renovation to the Student Center, along with value engineering have resulted in finalization of a GMP that maintains the original intent of the Student Center within the overall project budget of \$45 million.	YES	April 1, 2004	\$45,000,000.00	\$45,000,000.00	\$ 1,243,389.65	\$45,000,000.00	\$ -
<u>Technology Infrastructure Enhancement</u> Fund Number: U28850 Projected Completion Date: May 2004 Status: Complete Budget Revision: The budget was revised down by \$152,100 because the actual bids came in lower than the estimates provided by EMU's Consultants. Additional savings reduced the final cost down by an additional \$74,427 to \$237,973.42.	NO		\$ 464,500.00	\$ 312,400.00	\$ 237,973.42	\$ 237,973.42	\$ 74,426.58
<u>Transitional Zone Prep.</u> Fund Number: U23700 Projected Completion Date: June 2004 Status: In progress	NO		\$ 150,000.00	\$ 150,000.00	\$ 124,239.80	\$ 150,000.00	\$ -
<u>Tunnel System -- Repair Condensate And Steam Leaks</u> Fund Number: U21850 Projected Completion Date: August 2004 Status: Complete	NO		\$ 50,000.00	\$ 50,912.11	\$ 50,912.11	\$ 50,912.11	\$ -
<u>Tunnel System -- Repair/Replace Steam Pipe Supports</u> Fund Number: U22550 Projected Completion Date: August 2004 Status: Complete	NO		\$ 55,000.00	\$ 55,000.00	\$ 51,385.03	\$ 51,385.03	\$ 3,614.97
<u>University House</u> Fund Number: U07150 Projected Completion Date: June 2003 Status: Project has been completed and is in-use. Final accounting in progress. Paving and landscaping retainage being held through Fall 2004 for warranty coverage. 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	\$ 3,576,017.72	\$ 3,584,345.62	\$ (84,345.62)

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Eastern Michigan University
CONSTRUCTION PROJECTS PROGRESS REPORT
 July 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>Utility Duct Bank Installation/DTE</u> Fund Number: G00005 126300 Projected Completion Date: April 2003 Status: Complete. Budget Revision: The final cost stated in the agreement letter between EMU and DTE for the duct bank work came in higher than the preliminary budget estimate.	NO		\$ 539,000.00	\$ 581,200.00	\$ 581,200.00	\$ 581,200.00	\$ -
<u>Warner Fire Alarm Repair And Replacement</u> Fund Number: U29850 Projected Completion Date: July 2005 Status: Bids have been received and are presently being reviewed. Budget Revision: Discovery of asbestos has resulted in the need for added budget to remediate the problem.	NO		\$ 88,000.00	\$ 187,200.00	\$ 24,012.32	\$ 187,200.00	\$ -
<u>Westview Apts. Heating Maintenance For Fiscal Year 2004</u> Fund Number: U25350 Projected Completion Date: June 2005 Status: Scheduling is being finalized for the replacement of heating units/boilers. 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	\$ -
<u>Wise Fire Alarm Repair And Replacement</u> 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	\$ 84,169.35	\$ 155,900.00	\$ -
<u>601 W. Forest Hot Water Heating System</u> Fund Number: U25800 Projected Completion Date: October 2004 Status: Work is complete and the final accounting is in progress.	NO		\$ 85,000.00	\$ 85,000.00	\$ -	\$ 55,000.00	\$ 30,000.00
TOTAL PROJECTS IN PROGRESS			\$67,171,573.00	\$65,761,427.11	\$15,355,742.19	\$65,627,352.16	\$ 134,074.95

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", with no additional expenditures or work 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.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 5
DATE: September 21, 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 August 31, 2004, be received and placed on file.

STAFF SUMMARY

The Student Accounts Receivable Ratio Analysis reflects 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 11.10 percent increase. The report shows an increase of 7.96 percent as compared to the five-year average of 51.80 percent.

FISCAL IMPLICATIONS

The increase in accounts receivable over last year is directly attributable to two issues. First, for Fall 2004, we implemented Payment Plan Manager. This is a plan that allows students to spread their tuition payments over four months. While we are very pleased to offer this service to our students, it does impact the receivable balance as payments are received throughout the semester rather than at the beginning of the semester. The impact will continue in future semesters. Second, in August of 2004, we processed over \$7 million in refunds (primarily excess financial aid) to students. Last year, refunds were not processed until September business. This caused the August 2003 receivable to be lower by \$6.7 million.

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	41,234	59.76%	51.80%
September	71,290	24,673	34.61%	34.34%				
October	71,669	14,901	20.79%	20.65%				
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%				

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

Aging Report

	Current	60-120 Days	121-180 Days	181-360 Days	Total
Gross Receivable	\$35,175,918	\$1,993,435	\$1,627,718	\$3,917,391	\$42,714,462
Allowance	147,998	221,997	369,996	739,991	1,479,983
Net Receivable	<u>\$35,027,920</u>	<u>\$1,771,438</u>	<u>\$1,257,722</u>	<u>\$3,177,399</u>	<u>\$41,234,479</u>
8/31/03 Balance	<u>\$29,895,449</u>	<u>\$1,124,219</u>	<u>\$689,069</u>	<u>\$1,252,301</u>	<u>\$32,961,038</u>

Revenue Summary

	Fiscal Year To Date	Prior Year To Date	Variance
<u>General and Designated Fund Revenue</u>			
Tuition & Required Fees	\$56,699,047	\$56,017,524	1.22%
Other Student Fees	755,335	430,232	75.56%
Total	<u>57,454,382</u>	<u>56,447,757</u>	<u>1.78%</u>
<u>Other Funds Revenue</u>			
Room & Board	10,715,670	10,605,262	1.04%
Miscellaneous	831,302	680,641	22.14%
Total	<u>11,546,972</u>	<u>11,285,903</u>	<u>2.31%</u>
Total Revenue	<u>\$69,001,353</u>	<u>\$67,733,660</u>	<u>1.87%</u>

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Eastern Michigan University
Student Accounts Receivable
Collection Agency Inventory
For Month Ended August 31, 2004

<u>Agency</u>	<u>Cumulative Inventory @ August 2004</u>	<u>Cumulative Inventory @ August 2003</u>
Credit Bureau of Ypsilanti	\$1,365,932	\$1,416,464
Enterprise Recovery	4,004,802	3,326,779
General Revenue Corporation	2,941,487	2,405,752
H. W. Ketchum Collection	(194)	(828)
National Enterprise Systems	2,386,287	2,190,766
World Credit, Inc.	<u>684</u>	<u>684</u>
TOTALS	<u><u>10,698,997</u></u>	<u><u>9,339,617</u></u>
 Five Year Revenue	 612,548,629	 555,491,629
Five Year % of Revenue	1.75%	1.68%

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Eastern Michigan University
Collection Agency Comparison

Net Assignments

<u>Agency</u>	<u>Y-T-D August 2004</u>	<u>Y-T-D August 2003</u>
Credit Bureau of Ypsilanti	(\$55)	\$5,885
Enterprise Recovery	267,219	(31,559)
General Revenue Corporation	(80,168)	(38,934)
H. W. Ketchum Collection	(1,418)	0
National Enterprise Systems	(249,594)	(126,118)
World Credit, Inc.	<u>0</u>	<u>0</u>
TOTALS	<u><u>(64,017)</u></u>	<u><u>(190,726)</u></u>

Recoveries

<u>Agency</u>	<u>Y-T-D August 2004</u>	<u>Y-T-D August 2003</u>
Credit Bureau of Ypsilanti	\$10,927	\$19,337
Enterprise Recovery	64,791	46,089
General Revenue Corporation	52,114	57,804
H. W. Ketchum Collection	0	828
National Enterprise Systems	54,532	60,622
World Credit, Inc.	<u>0</u>	<u>0</u>
TOTALS	<u><u>182,364</u></u>	<u><u>184,680</u></u>

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Eastern Michigan University
Collection Agency Comparison

Collection Expense

<u>Agency</u>	<u>Y-T-D August 2004</u>	<u>Y-T-D August 2003</u>
Credit Bureau of Ypsilanti	\$5,188	\$9,061
Enterprise Recovery	18,090	15,594
General Revenue Corporation	14,179	16,202
H. W. Ketchum Collection	0	414
National Enterprise Systems	15,232	21,071
World Credit, Inc.	<u>0</u>	<u>0</u>
TOTALS	<u><u>52,689</u></u>	<u><u>62,342</u></u>

Eastern Michigan University
Collection Agency Inventory Rollforward
2004-05

<u>Agency</u>	<u>Beginning Inventory July 2004</u>	<u>+August 2004 Assignments</u>	<u>-August 2004 Recoveries</u>	<u>=Ending Inventory August 2004</u>
Credit Bureau of Ypsilanti	\$1,368,713	\$0	\$2,781	\$1,365,932
Enterprise Recovery	3,873,147	166,255	34,600	4,004,802
General Revenue Corporation	3,316,943	(349,757)	25,699	2,941,487
H. W. Ketchum Collection	(194)	0	0	(194)
National Enterprise Systems	2,266,465	137,917	18,096	2,386,287
World Credit, Inc.	684	0	0	684
TOTALS	10,825,758	(45,585)	81,176	10,698,997

2003-04 (Prior Year)

<u>Agency</u>	<u>Beginning Inventory July 2003</u>	<u>+August 2003 Assignments</u>	<u>-August 2003 Recoveries</u>	<u>=Ending Inventory August 2003</u>
Credit Bureau of Ypsilanti	\$1,423,174	\$2,454	\$9,164	\$1,416,464
Enterprise Recovery	3,353,721	(9,726)	17,216	3,326,779
General Revenue Corporation	2,466,760	(23,578)	37,430	2,405,752
H. W. Ketchum Collection	(828)	0	0	(828)
National Enterprise System	2,232,868	(18,408)	23,693	2,190,767
World Credit, Inc.	684	0	0	684
TOTALS	9,476,380	(49,259)	87,503	9,339,618

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BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 6
DATE: September 21, 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

May 22, 2004 through September 3, 2004

ENTERPRISE NETWORKING INFRASTRUCTURE

- Wireless “hot spots” open to the campus community now include all of Halle Library, Marshall main commons, Sill main lobby, Dining Commons I and Wise, Eastern Eateries plus green space, McKenny main dining room, lower level and green space.

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:**
 - Advancement
 - Completed implementation, July 2004.
- **Portal replacement project:**
 - Content planning team assembled.
 - Luminis implementation training completed.
 - Planned implementation date October 3, 2004.

WebCT / Luminis / Banner Integration

- 32 faculty are teaching 3,500 students in 66 courses (126 sections) using WebCT Vista during the Fall 2004 term.

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

- 45 faculty attended WebCT training.
- 7 workshops attended by 63 faculty.
- 2 special request workshops attended by 32 students.

EASTERN MICHIGAN UNIVERSITY

ICT INITIATIVE
JUNE 2004 STATUS

	Actual			FY 2005			FY 2006	Total 2002 - 2006 Plan	Total 2002 - 2006 Projection	Total Projection O/(U) Plan
	FY 2002	FY 2003	FY 2004	Revised Plan	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)
Loan (Internal)	0	1,633,535	(428,768)	980,869	(32,980)	(1,013,849)	(1,171,787)	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	\$5,381,720	\$(693,119)	\$4,242,913	\$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	\$2,008,612	\$(48,102)	\$0	\$6,660,000	\$6,611,898	\$(48,102)
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	510,085	209,051	13,500	8,678,540	9,177,047	498,507
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	\$4,325,664	\$(234,169)	\$1,504,094	\$21,813,140	\$22,344,843	\$531,703
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	35,648	(414,509)	17,577	595,459	108,052	(487,407)
Total Uses Of Funding	\$7,448,401	\$8,130,775	\$5,077,764	\$6,074,839	\$5,381,720	\$(693,119)	\$2,386,201	\$28,455,151	\$28,424,861	\$(30,290)

Net Sources/Uses

Net Sources/(Uses) In Fiscal Year	\$1,048,136	\$(1,048,136)	\$0	\$0	\$0	\$0	\$1,856,712
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	\$1,856,712

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	(32,980)		(1,171,787)
Total Actual/Forecast Tech. Loan	0	1,633,535	1,204,767		1,171,787		0

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 7
DATE: 9/21/04

RECOMMENDATION

STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 55 staff appointments for the reporting period of May 1, 2004 through September 8, 2004.

STAFF SUMMARY

Of the 55 appointments, 22 (40 percent) are females, 33 (60 percent) are males. Demographics of the total group indicate 42 Caucasians (76 percent), 12 African Americans (22 percent) and 1 Hispanic (2 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

EASTERN MICHIGAN UNIVERSITY

DATE: 9/8/04

STAFF APPOINTMENTS

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	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
Abbasse	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
Carter	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

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LAST NAME	FIRST NAME	E CLASS	GRADE	JOB TITLE	DEPARTMENT	HIRE DATE	ANNI 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-Custodi 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 Prgring	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	Julie	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	Admissions 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 t	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

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 8

DATE: 9/21/04

RECOMMENDATION

STAFF SEPARATIONS/RETIREMENTS

ACTIONS REQUESTED

It is recommended that the Board of Regents approve 63 separations and retirements for the reporting period May 1, 2004 through September 8, 2004.

STAFF SUMMARY

Of the 63 separations and retirements there are 39 (62 percent) females and 24 (38 percent) males. Demographics of the total group indicate 50 Caucasians (79 percent), 9 African Americans (14 percent), 2 Asians (3 percent), 1 Hispanic (2 percent) and 1 Native American Indian (2 percent).

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

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	8/30/2004	\$ 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 Mktling and Pr	Convocation Center Operations	4/1/2002	8/8/2004	\$ 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	Steven	AP	MGIL2	Dir College Ed Clinics	C.O.E. - Clinic	11/15/2001	6/30/2004	\$ 57,784	100	WH	M	AT WILL SEPERATION
McAulliffe	John	AP	MGIL3	Dir Campus Police	Parking	6/27/1994	7/19/2004	\$ 88,117	100	WH	M	RETIREMENT
Scott	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	CS	04	SENIOR ACCOUNT CLERK	Accounts Payable Adm	12/14/1998	6/29/2004	\$ 22,224	100	WH	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	7/8/1999	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
Weiland	Sarah	CS	05	Sr Secretary	Business & Tech Ed	6/14/1993	7/27/2004	\$ 26,640	100	WH	F	PERSONAL
Martin	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	Gmds 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	\$ 26,818	75	WH	F	RETIREMENT
Clanton	Andre	PT	06	Mgr Apts 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

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	8/29/2001	9/1/2004	\$ 44,323	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 Emt	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

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 twenty (20) 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 Officer
Provost and Vice President for Academic Affairs

Date

**EASTERN MICHIGAN UNIVERSITY
EMERITUS FACULTY STATUS RECOMMENDATION
September 21, 2004**

Irene Allen

Professor, Department of Teacher Education from 1968-2004
(36 years)

Doctoral Ball State University
Masters Ball State University
Baccalaureate Johnson Teachers College

Roberta Anderson

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

Masters Eastern Michigan University
Baccalaureate Eastern Michigan University

George Barach

Associate Professor, Department of Special Education from 1969-2004
(35 years)

Doctoral Wayne State University
Masters Boston College
Baccalaureate Wayne State University

Betty Barber

Assistant Professor, Department of Teacher Education from 1969-2004
(35 years)

Masters Eastern Michigan University
Baccalaureate Michigan State University

Michael Beebe

Associate Professor, Department of Special Education from 1976-2004
(28 years)

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

Joe Coyner

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

Doctoral Eastern Michigan University
Masters Eastern Michigan University
Baccalaureate Eastern Michigan University

Gilbert B. Cross

Professor, Department of English Language and Literature from 1966-2004
(38 years)

Doctoral University of Michigan
Masters University of Louisville
Baccalaureate University of Manchester

Patrick C. Easto

Professor, Department of Sociology, Anthropology, Criminology from 1970-2004
(34 years)

Doctoral Syracuse University
Masters Wayne State University
Baccalaureate Eastern Michigan University

Nancy Halmhuber

Professor, Department of Special Education from 1979-2004
(25 years)

Doctoral University of Michigan
Masters Eastern Michigan University
Baccalaureate Central Michigan University

Christopher E. Hee

Professor, Department of Mathematics from 1970-2004
(34 years)

Doctoral University of Notre Dame
Masters
Baccalaureate University of Detroit

David C. Johnson

Associate Professor, Department of Mathematics from 1973-2004
(31 years)

Doctoral University of Georgia
Masters University of Georgia
Baccalaureate Eastern Nazarene College

Don Lick

Professor, Department of Mathematics from 1985-2004
(19 years)

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

Robert Kraft

Professor, Department of English Language & Literature from 1969-2004
(35 years)

Doctoral University of Washington
Masters University of Minnesota
Baccalaureate St. John's University (Minnesota)

Nora Martin

Professor, Department of Special Education from 1967-2004
(37 years)

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

Gayle Nash

Associate Professor, Department of Special Education from 1977-2003
(26 years)

Doctoral University of Alabama
Masters University of Alabama
Baccalaureate Converse College

Gary Navarre

Professor, Department of Special Education from 1970-2004
(34 years)

Doctoral Wayne State University
Masters University of Oregon
Baccalaureate Eastern Michigan University

Kathleen Quinn

Professor, Department of Special Education from 1965-2004
(39 years)

Doctoral University of Michigan
Masters Eastern Michigan University
Baccalaureate Washington University

Joseph H. Rankin

Professor, Department of Sociology, Anthropology & Criminology from 1984-2004
(20 years)

Doctoral University of Arizona
Masters University of Arizona
Baccalaureate Central College

William Shuter

Professor, Department of English Language and Literature 1968-2004
(35 ½ years)

Doctoral University of Wisconsin
Masters Columbia University
Baccalaureate Brooklyn College

Judith Williston

Professor, Department of Teacher Education from 1971-2004
(33 years)

Doctoral University of Michigan
Masters Pennsylvania State University
Baccalaureate Ohio State University



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Irene Allen

Current Status/Rank at EMU: Professor

Date of Hire at EMU: August 5, 1968 Retirement Date: August 31, 2004

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: Johnson Teachers College

Masters: Ball State University

Doctoral: Ball State University

Please Attach a Brief Statement of Support to this Form

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

Recommended by (please print) _____ Date _____

Department Head _____ Date _____

Dean (Signature) _____ Date _____

Provost _____ Date _____

Date Submitted to Board of Regents 9-21-04

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

I am pleased to support Dr. Irene Allen for emeritus faculty status. Dr. Allen has served as a faculty member at Eastern Michigan University for over thirty years. She taught in Eastern's programs both on campus and abroad and has continued active in the department up to the day of her retirement. In fact, Dr. Allen has been the person responsible for maintaining records of emeritus faculty in the department, communicating with them, and inviting them to department functions. It is very appropriate she should now join their ranks.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Roberta Anderson

Current Status/Rank at EMU: Assistant Professor

Date of Hire at EMU: August 31, 1977 Retirement Date: August 31, 2004

Number of Years at EMU: 27 (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: Eastern Michigan University, 1964

Masters: Eastern Michigan University, 1967

Doctoral: _____

Please Attach a Brief Statement of Support to this Form

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

Faculty, Department of Special Education

Recommended by (signature) (please print) _____ Date _____

Department Head (signature) / Date _____

Dean _____ Date _____

Provost (signature) Date _____

Date Submitted to Board of Regents _____

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



EASTERN MICHIGAN UNIVERSITY

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Mrs. Roberta Anderson, Assistant Professor, for Emeritus Faculty Status following her retirement August 31, 2004. Mrs. Anderson has served the University, the College and the Department exceptionally well during her 27 years as a Faculty member.

Mrs. Anderson has served as the sole Faculty member in the program area for Teachers of Students with Physical and Other Health Impairment. Mrs. Anderson served as a Teacher Consultant for many of the students enrolled in the Rackham School as their special education services transitioned from the EMU campus to the New Horizon's School which was part of the Washtenaw ISD. Mrs. Anderson has served as the departmental representative to the Institutions of Higher Education Advisory Committee in the Michigan Department of Education, and served as the author of the Department's accreditation report in 1997.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: George Barach

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: September 1, 1969 Retirement Date: August 31, 2004

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

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

Home: Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: ---

Degree(s)institutions/Year: Baccalaureate: Wayne State University, 1963

Masters: Boston College, 1965

Doctoral: Wayne State University, 1969

Please Attach a Brief Statement of Support to this Form

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

Faculty, Department of Special Education

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

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Dr. George Barach, Associate Professor, for Emeritus Faculty Status following his retirement August 31, 2004. Dr. Barach has served the University, the College and the Department exceptionally well during his 35 years as a Faculty member.

Dr. Barach has served as the Program Coordinator for the program area for Teachers of Students with Visual Impairment. Dr. Barach has routinely taught courses in methodology, intervention strategies, community participation and integration, as well as orientation and mobility for children and adolescents with Visual Impairment. Additionally, Dr. Barach has consistently taught the "lecture bowl" section of SPGN 251, Education of Exceptional Children, and has been responsible for the Honors Section of this course. Dr. Barach has repeatedly served as the chairperson of the department's Personnel Committee, and has been the primary person responsible for the development and revisions of the Department's Input Document (DID) and the Department's Evaluation Document (DED). Dr. Barach also served until 2000 as the faculty sponsor for the Student Council for Exceptional Children, EMU Chapter.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Betty Barber

Current Status/Rank at EMU: Assistant Professor

Date of Hire at EMU: September 1, 1969 Retirement Date: August 31, 2004

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

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

Home Address: _____

Home Telephone: (_____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: Michigan State University

Masters: Eastern Michigan University

Doctoral: _____

Please Attach a Brief Statement of Support to this Form

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

Recommended by (please print) _____ Date _____

Department Head _____ Date _____ Dean _____

Provost _____ Date _____ Date Submitted to Board of Regents _____

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

I am pleased to recommend Ms. Betty Barber as an emeritus faculty member. Ms. Barber has served Eastern Michigan University's students both as a faculty member and academic advisor for more than thirty years. She has served in two different departments, most recently in the Department of Teacher Education, and in the Academic Advising office. She will leave significant holes in multiple places upon her retirement and I'm happy to nominate her for emeritus status.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Michael Beebe

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: September 1, 1976 Retirement Date: August 31, 2004

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

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

Home: Address: _____

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

Name of Spouse: _____

Degree(s)institutions/Year: Baccalaureate: Eastern Michigan University, 1964

Masters: University of Michigan, 1966

Doctoral: University of Michigan, 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.

Faculty, Department of Special Education _____

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

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Dr. Michael Beebe, Associate Professor, for Emeritus Faculty Status following his retirement August 31, 2004. Dr. Beebe has served the University, the College and the Department exceptionally well during his 28 years as a Faculty member.

Dr. Beebe has served as a member of the program area for Teachers of Students with Learning Disabilities where he has assumed primary responsibility for the ongoing development of the assessment coursework necessary to the department's undergraduate and graduate programming. Dr. Beebe has repeatedly served as the Department's representative to the College of Education Human Subjects committee, as well as to the College Assessment and Evaluation committee. Dr. Beebe has served as a course instructor for the off-campus graduate program in Learning Disabilities in the 1970's, as well as serving as an instructor in the current off-campus graduate program in Special Education at the Flint campus.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Joe Coyner

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 (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: Eastern Michigan University, 1961

Masters: Eastern Michigan University, 1964

Specialist: Eastern Michigan University, 1969

Please Attach a Brief Statement of Support to this Form

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

Faculty, Department of Special Education
 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

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Mr. Joe Coyner, Associate Professor, for Emeritus Faculty Status following his retirement August 31, 2004. Mr. Coyner has served the University, the College and the Department exceptionally well during his 34 years as a Faculty member.

Mr. Coyner has served as a member of the program area for Teachers of Students with Emotional Impairment, and most recently as the chair of that program area. Mr. Coyner has worked closely with public schools and state agencies to develop quality field experience and student teaching placement sites for special education majors. He has been the primary faculty member responsible for the development and implementation of the special education master's degree program at the EMU Flint campus, and has served as the primary academic advisor for all graduate students in the area of Emotional Impairment.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVE
JUL 06 2004
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Gilbert B. Cross

Current Status/Rank at EMU: Full Professor

Date of Hire at EMU: September 1, 1966 Retirement Date: September 1, 2004

Number of Years at EMU: 38 (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 Manchester 1961

Masters: University of Louisville 1965

Doctoral: 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.

Recommended by [Signature] (please print) _____ Date _____

Department Head _____ Date _____ Dean _____ Date _____

Provost _____ Date _____ Date Submitted to Board of Regents 9-21-04

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



EASTERN MICHIGAN UNIVERSITY

July 2, 2004

Division of Academic Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Subject: Letter of support for granting emeritus status to Gilbert B. Cross

Gilbert B. Cross has been a contributing member of the English Department for thirty-eight years. During that time he established an outstanding record of scholarship, receiving the Distinguished Faculty Award for Publication/Research in 1981 and a second Distinguished Faculty Award from the Michigan Association of Governing Boards in 1987. He authored and edited numerous books and articles, but is particularly proud of his work as an editor on the London Stage Project and the Adelphi Calendar. From 1980 through 1982 he served as the Chair of the Theatre History Section of the College Theatre Division of the American Theatre Association. Through his academic accomplishments, Professor Cross has earned emeritus status at Eastern Michigan University.

Sincerely,

Russell R. Larson, Department Head
English Language and Literature



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

RECEIVE
SEP 08 2004

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

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

Name of Faculty Member: Patrick C. Easto

Current Status/Rank at EMU: Professor

Date of Hire at EMU: Fall, 1970 Retirement Date: 9-1-04

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: _____ at _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.S. EMU, 1966

Masters: M.A Wayne State, 1968

Doctoral: Ph. D. Syracuse Univ. , 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



EASTERN MICHIGAN UNIVERSITY

September 6, 2004

Jay Weinstein, Ph.D
Interim Head
Sociology, Anthropology, and Criminology
Eastern Michigan University
Ypsilanti, MI 48197

Dear Professor Weinstein,

I am very happy to write a letter to recommend Dr. Patrick Easto, who retired from the University on September 1, 2004, for Emeritus Faculty Status. During his thirty-four years at Eastern Michigan University, Professor Easto has been a most valued asset to the University community. As a professor, colleague, consultant, and as an interim department head, Dr. Easto has served Eastern Michigan University long, hard, and well.

He has taught several generations of students, many of whom have made special efforts to return especially to visit with him. His classes have always been very popular with the students, while the students' affection for him has been instrumental in the growth of the Sociology undergraduate and graduate programs. That he attended Eastern Michigan University as an undergraduate has made him especially important to our students. He has served on all major and minor departmental committees as well on University committees and councils. His service has been marked with consistent grace and good humor. Dr. Easto represented the department on Faculty Council, the Graduate Council, as the United Way representative, and as a participant in the Ford-UAW University, Prior Learning Assessment Project. For several years, he coordinated undergraduate advising for the department, often solving problems that were beyond those of individual faculty members.

Professor Easto has continued to remain active in research, presenting papers and attending conferences in recent years. He is currently working on a second edition of his book, *Science for Social Scientists*, originally published in 1998. Professor Easto's research interests have led to an applied orientation; he has been concerned with case management in health care, with jury selection, and with the outcomes of management decisions. His work has been timely and well respected. Often, he has served as a consultant to various branches in the private sector and in state government.

Dr. Easto's teaching, research, and service have all contributed to his importance to the department, to the College of Arts and Sciences, and to the University. He deserves the respect and benefits that accompany Emeritus Faculty Status.

Thank you very much for your attention to this matter. It has been an honor to be in a department with a colleague such as Professor Easto.

Sincerely,

Karen P. Sinclair
Professor of Anthropology



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Nancy Halmhuber

Current Status/Rank at EMU: Professor

Date of Hire at EMU: May 29, 1979 Retirement Date: August 31, 2004

Number of Years at EMU: 25 (Minimum of 15 years of service required)

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

Home: Address: _____

Home Telephone: _____ E-Mail Address: u

Name of Spouse: _____

Degree(s)institutions/Year: Baccalaureate: Central Michigan University, 1972

Masters: Eastern Michigan University, 1982

Doctoral: University of Michigan, 1989

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.

Faculty, Department of Special Education

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

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Dr. Nancy Halmhuber, Professor, for Emeritus Faculty Status following her retirement August 31, 2004. Dr. Halmhuber has served the University, the College and the Department exceptionally well during her 25 years as a Faculty member.

Dr. Halmhuber has served as the Program Coordinator for the program area for Teachers of Students with Learning Disabilities, and has overseen the latest program revisions in this area. She has served as a long-standing member on the department's Curriculum and Instruction committee, serving as the chair of the committee on multiple occasions. Dr. Halmhuber has been twice recognized by the Department for excellence in instruction by serving as the department's nominee for the Distinguished Faculty Award. In recent years, Dr. Halmhuber has been selected to serve on several national committees of the Council for Exceptional Children, and has assisted in the developing the current iteration of the accreditation standards for Special Education professional preparation programs nationwide.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
AUG 16 2004

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

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

Name of Faculty Member: Christopher Dr. ~~Christopher~~ E. Hee

Current Status/Rank at EMU: Professor

Date of Hire at EMU: September 30, 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: _____ -Mail Address: _____

Name of Spouse: _____ e _____

Degree(s)/Institutions/Year: Baccalaureate: B.Chem.E, Univ. of Detroit, 6/15/61

Masters: _____

Doctoral: Ph.D., Univ. of Notre Dame, 1/15/71

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 8/16/04

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

DEPARTMENT OF MATHEMATICS

To: Linda Pritchard, Dean
College of Arts and Sciences

From: Bette Warren, Department Head
Department of Mathematics

Date: August 2, 2004

Subject: Emeritus Faculty status for Dr. Christopher Hee

I am requesting that Dr. Christopher Hee be awarded Emeritus Faculty status. Dr. Hee graduated from the University of Detroit with Bachelor's Degree in Chemical Engineering in 1961. He worked as an Engineering aid and as a high school teacher in both chemistry and mathematics. He earned a Ph.D. in Mathematics from Notre Dame University in 1971.

Dr. Hee started at EMU as a visiting lecturer in 1969 and was promoted to Assistant Professor in 1971. He rose through the ranks to Associate Professor in 1981 and to Professor in 1994. His early research specialty was topology, but he developed a specialization in mathematical modeling at EMU. In addition to developing and teaching our course in mathematical modeling, for the past 15 years he has organized and coached one or two teams of students to compete in the annual Mathematical Contest in Modeling, an international contest in real-world problem solving.

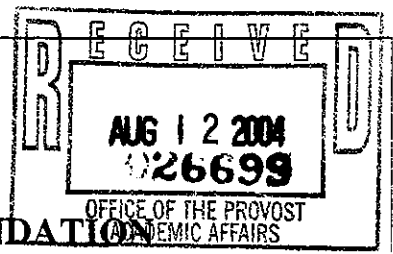
Dr. Hee has taught a wide variety of pure and applied courses. He has been an effective calculus teacher, embracing calculus reform early, moving successfully from lecture format to group work. Always accessible to students, he was generous in giving independent studies to students who wanted to pursue projects, and has been the department's co-op advisor for several years. He also spent time with students in the Math Den, discussing problems, mentoring and socializing. He has been a big part of our community building among math majors and graduate students.

Dr. Hee has always been willing to take the hard jobs – the ones that require a lot of work with little glory. He has chaired many committees at the department, college and university including the college personnel and finance committees in the 1980's, and the Calculus Committee for the past 8 years – years of heated debate over calculus reform and calculus textbooks. He is well regarded as a fair judge and an honest broker.

Dr. Hee is an energetic, student oriented, highly regarded colleague. We will miss his extensive knowledge of applications, his tireless commitment to students, and his sure and reasonable advice. We have been privileged to have him on our faculty for 35 years and recommend him enthusiastically for Emeritus Faculty status.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs



EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Dr. David C. Johnson

Current Status/Rank at EMU: Associate Professor

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

Number of Years at EMU: 31 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: B.S., Eastern Nazarene College, 6/1963

Masters: M.Ed., Univ. of Georgia, 8/1967

Doctoral: Ed.D., Univ. of Georgia, 8/1970

Please Attach a Brief Statement of Support to this Form

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

Recommended by _____ (please print) _____ Date _____

Department Head _____ Date _____ Dean _____ Date _____

Provost _____ Date _____ Date Submitted to Board of Regents _____

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

EASTERN MICHIGAN UNIVERSITY

DEPARTMENT OF MATHEMATICS

To: Linda Pritchard, Dean
College of Arts and Sciences

From: Bette Warren, Department Head
Department of Mathematics

Date: August 2, 2004

Subject: Emeritus status for Dr. David Johnson

I am requesting that Dr. David Johnson be given Emeritus Faculty status. Dr. Johnson has been a valued member of the Department of Mathematics for 31 years. Dr. Johnson received a B.S. from Eastern Nazarene College in 1963, and taught high school in Maryland for three years. He received both an M.S. (1967) and an Ed.D. (1970) from the University of Georgia. He spent three years as a member of the faculty at Northern Michigan University before coming to Eastern Michigan University in 1973.

At EMU Dr. Johnson specialized in mathematics education for elementary school. Among his many contributions to the mathematics education curriculum at EMU, his development of a course in education research for elementary teachers is particularly noteworthy. This course exposes students majoring in mathematics for elementary teaching to research literature and constructing and conducting studies of their own. Many of his students have presented their results at the annual College of Arts and Sciences Undergraduate Symposium.

Dr. Johnson's publications span two decades, and he remains an active participant in professional organizations, giving numerous presentations at local, state, regional, national and international conferences.

Dr. Johnson has served on numerous departmental, college and university committees including the Faculty Senate. He has been very active in service through professional and civic organizations. He has served on the Milan Board of education since 1991, including terms as secretary, treasurer and president of the Board.

Dr. Johnson has made significant contributions to Eastern Michigan University, his profession, and, most important, his students. He is most deserving of Emeritus Faculty status.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
AUG 16 2004

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

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

Name of Faculty Member: Don Lick

Current Status/Rank at EMU: Professor

Date of Hire at EMU: 1985 Retirement Date: September 1, 2004

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

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

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.S. Michigan State University - 1956

Masters: M.S. Michigan State University - 1957

Doctoral: Ph.D. Michigan State University - 1961

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

DEPARTMENT OF MATHEMATICS

To: Linda Pritchard, Dean
College of Arts and Sciences

From: Bette Warren, Department Head
Department of Mathematics

Date: August 3, 2004

Subject: Emeritus Faculty status for Dr. Don Lick

I am requesting that Dr. Don Lick be awarded Emeritus Faculty status. Dr. Lick earned all of his degrees from Michigan State University – a B.S. in Mathematics and Physics in 1956, an M.S. in Mathematics in 1957, and a Ph.D. in mathematics, specializing in complex analysis in 1961. He spent his early academic career at Purdue and New Mexico State University, returning to Michigan as an associate professor at Western Michigan University. He was promoted to full professor in 1972 and remained at Western Michigan until he came to EMU as Head of the Department of Mathematics in 1985. Dr. Lick has made significant contributions at both WMU and EMU.

Dr. Lick is the author of research 57 articles, 17 of which he published while department head at EMU. He has authored one book, several technical reports, and edited the proceedings of eight conferences. In addition to numerous conference and colloquium lectures he was an invited speaker at nine regional, national and international conferences.

Dr. Lick's service to his institutions and his profession is as impressive as his scholarly production. As Department Head at EMU he served on numerous college and university committees and task forces including the President's Commission on the Learning University, the Research and Inquiry Task Force, Productivity Task Force, Program Review Task Force, Institutional Planning Advisory Committee, and the University Research and Sabbatical Leaves Committee. At WMU he was active in faculty governance, serving on numerous committees and the Faculty Senate. He served as President and as Chief Negotiator of the WMU chapter of the AAUP, and as Treasurer and Vice President of the Michigan Conference of the AAUP. He served the Michigan Section of the Mathematical Association of America in several capacities including Governor of the section, representing Michigan on the governing board of the national organization. He was received both state and national distinguished service awards from the Mathematical Association of America.

During his tenure as department head at EMU the mathematics department added several applied academic programs including master's and undergraduate major and

minor with concentration in statistics, and master's degrees with concentrations in computer science, statistics, and teacher education. Student support was also significantly increased with the development of the mathematics tutoring and testing center, the Math Den (a student library/study room) and our exemplary Developmental Mathematics Program.

Dr. Lick has made significant contributions to EMU and to the profession. I am very pleased to recommend that he be awarded Emeritus Faculty status.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
JUL 06 2004
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Robert Kraft

Current Status/Rank at EMU: Retired Full Professor

Date of Hire at EMU: Sept. 1, 1969 Retirement Date: Sept. 1, 2004

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

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

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: St. John's University (Minnesota) 1961

Masters: University of Minnesota 1964

Doctoral: University of Washington 1969

Please Attach a Brief Statement of Support to this Form

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

7/2/04
Date

7/2/04
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

July 12, 2002

Division of Academic Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Subject: Letter of support for granting emeritus status to Robert Kraft

Robert Kraft was a member of the English Department for thirty-five years. During this time, faculty members in the Department universally recognized his wisdom and on-going contributions, particularly his thoughtful attention to teaching. In 1986 he founded the Faculty Center for Instructional Excellence and served as its Director until 1992. From 1992 through 2000, as a Senior Fellow for the Center, he taught a seminar for new faculty that helped them make the transition to being effective university teachers. In 1982 he received the Distinguished Faculty Senior Award for Teaching. I strongly support granting Emeritus Faculty Status to Robert Kraft because of his long and valuable service to the Department of English Language and Literature and Eastern Michigan University.

Sincerely,

Russell R. Larson, Department Head
English Language and Literature



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Nora Martin

Current Status/Rank at EMU: Professor

Date of Hire at EMU: September 1, 1967 Retirement Date: August 31, 2004

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

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

Home: Address: _____

Home Telephone: _____ E-Mail _____

Name of Spouse: _____

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

Masters: Eastern Michigan University, 1965

Doctoral: University of Michigan, 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.

Faculty, Department of Special Education
 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

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Dr. Nora Martin, Professor, for Emeritus Faculty Status following her retirement August 31, 2004. Dr. Martin has served the University, the College and the Department exceptionally well during her 37 years as a Faculty member.

Dr. Martin has served as a member of the program area for Teachers of Students with Cognitive Impairment, and has assumed primary responsibility for the placement of all student teachers majoring in this area of special education. Dr. Martin began her career at EMU as a teacher of children with cognitive impairment in the Rackham School. She has been the recipient of multiple EMU awards to include the Distinguished Faculty Award for Instructional Excellence, the Alumni Award, and most recently she was inducted into the EMU College of Education Hall of Fame. Dr. Martin has achieved national recognition for her work with the Comer Project in conjunction with the Detroit Public Schools.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Gayle Nash

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: August 31, 1977 Retirement Date: January 7, 2003

Number of Years at EMU: 26 (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: n/a

Degree(s)institutions/Year: Baccalaureate: Converse College, 1962

Masters: University of Alabama, 1964

Doctoral: University of Alabama, 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.

Faculty, Department of Special Education _____

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

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Dr. Gayle Nash, Professor, for Emeritus Faculty Status following her retirement in January, 2003. Dr. Nash has served the University, the College and the Department exceptionally well during her 26 years as a Faculty member.

Dr. Nash has served as a member of the program area for Teachers of Students with Hearing Impairment, and has served as the coordinator of the area. Dr. Nash conducted research with adolescents and young adults with hearing impairment relative to their knowledge and awareness of HIV/AIDS. She also served as part of a national project which supported the development of multimedia technology skills in preservice teachers of children and adolescents with hearing impairment. Under her guidance, several EMU students received national recognition for their multimedia works, as well as monetary rewards.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Gary Navarre

Current Status/Rank at EMU: Professor

Date of Hire at EMU: September 14, 1970 Retirement Date: August 31, 2004

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: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)institutions/Year: Baccalaureate: Eastern Michigan University, 1961

Masters: University of Oregon, 1964

Doctoral: Wayne State University, 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.

Faculty, Department of Special Education _____

Recommended by (Please print) _____ Date _____

Department Head _____ Date _____

Dean _____ Date _____

Provost _____ Date _____

Date Submitted to Board of Regents _____

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



EASTERN MICHIGAN UNIVERSITY

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Dr. Gary Navarre, Professor, for Emeritus Faculty Status following his retirement August 31, 2004. Dr. Navarre has served the University, the College and the Department exceptionally well during his 34 years as a Faculty member.

Dr. Navarre has served as a member of the program area for Teachers of Students with Learning Disabilities, and has concurrently served as the department's Graduate Program Coordinator. During his tenure, Dr. Navarre was responsible for the School Psychology Program, a joint effort between the Department of Special Education and the Department of Psychology. He has also assumed leadership of the department's approval program for Special Education Supervisors and Directors. Dr. Navarre's leadership extended to the supervision of the Specialist of Arts program in the Department, and he has served as the Internship supervisor for countless hundreds of graduate students pursuing endorsement and/or approval in Special Education Administration. Dr. Navarre has also served as Interim Department Head.



EASTERN MICHIGAN UNIVERSITY
 Division of Academic Affairs
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education unanimously recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Kathleen Quinn

Current Status/Rank at EMU: Professor

Date of Hire at EMU: September 1, 1965 Retirement Date: August 31, 2004

Number of Years at EMU: 39 (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: Washington University, 1961

Masters: Eastern Michigan University, 1968

Doctoral: University of Michigan, 1986

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.

Faculty, Department of Special Education

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

Eastern Michigan University DEPARTMENT OF SPECIAL EDUCATION

Statement of Support Emeritus Faculty Status Recommendation

The Department of Special Education unanimously and enthusiastically nominates Dr. Kathleen Quinn, Professor, for Emeritus Faculty Status following her retirement August 31, 2004. Dr. Quinn has served the University, the College and the Department exceptionally well during her 39 years as a Faculty member.

Dr. Quinn has served as a member of the program area for Teachers of Students with Hearing Impairment, and has served as the coordinator of the area. Dr. Quinn began her career at EMU as a teacher of children with hearing impairment in the Rackham School. She served as Department Head for 12 years, and returned to faculty for six months before agreeing to serve as Department Head for the Department of Allied Health Professions in the College of Health and Human Services. Dr. Quinn has achieved recognition for her work with infants and toddlers with severe/profound hearing loss, as well as her pioneering efforts relative to hearing health concerns as individuals age. She has been a part of the steering committee and the teaching faculty for the Gerontology program in the College of Health and Human Services, and has most recently worked in the area of Cochlear Implant technology.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
JUL 28 2004
COLLEGE OF ARTS & SCIENCES
OFFICE OF THE DEAN

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Joseph H. Rankin

Current Status/Rank at EMU: Professor

Date of Hire at EMU: Sept. 1984 Retirement Date: July 31, 2004

Number of Years at EMU: 20 (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: 1 E-Mail Address: u

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: Central College, 1973

Masters: University of Arizona, 1975

Doctoral: 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 _____ Da Submitted to Board of Regents _____

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



EASTERN MICHIGAN UNIVERSITY

August 1, 2004

Dr. Jay Weinstein, Interim Head
Department of Sociology, Anthropology, and Criminology
712 Pray Harrold
Eastern Michigan University
Ypsilanti, MI 48197

Dear Dr. Weinstein,

I am very happy to write a letter to recommend Dr. Joseph Rankin (who retired from EMU on July 31, 2004) for emeritus status. During his twenty years at Eastern Michigan University, Dr. Rankin has been a most valued asset. As a faculty member, as a department head, and as the interim director of the University Honors Program, Dr. Rankin has served the university hard and well.

As a member of the, then, Sociology Department, Dr. Rankin showed initiative and commitment from his first days on campus. He was a dedicated teacher and a productive scholar and researcher, publishing many articles and receiving several Faculty Research Fellowships and Sabbatical Leaves. His service could be seen at all levels: he often represented the department on University councils and committees, while within the department he undertook important responsibilities in the growing criminology/criminal justice program, while still representing the interests of the larger unit, which encompassed three sections. As we moved from being the Department of Sociology to becoming the Department of Sociology, Anthropology, and Criminology, it was individuals such as Dr. Rankin, who assured that the department would be both integrated and able to accommodate the disparate interests of the various programs.

As Department Head, Dr. Rankin continued to work towards growth and integration. Despite heavy administrative responsibilities, he continued to teach and to be active professionally. Dr. Rankin's service both to the department and to the University is especially noteworthy. In addition to overseeing a large turnover of faculty, involving retirements and new hires, Dr. Rankin served on many administrative committees. So respected was he among his fellow department heads, that for a brief two month period, he was in charge of two departments.

His work in the Honors Program has continued his distinctive commitment and service to this University. It is only fitting that upon his retirement, he be awarded Emeritus status.

I am certain that you will concur.

Thank you very much for your attention to this matter.

Sincerely,

Karen P. Sinclair
Professor of Anthropology



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

RECEIVED
JUL 06 2004

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

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

Name of Faculty Member: William Shuter

Current Status/Rank at EMU: Retired Full Professor

Date of Hire at EMU: Sept. 1, 1968 Retirement Date: January 2004

Number of Years at EMU: 35 1/2 (Minimum of 15 years of service required)

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

Home Address: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: Brooklyn College 1954

Masters: Columbia University 1955

Doctoral: University of Wisconsin 1964

Please Attach a Brief Statement of Support to this Form

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

recommended by _____ (please print) Date 7/2/04

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

July 2, 2004

Division of Academic Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Subject: Letter of support for granting emeritus status to William Shuter

William Shuter has been a contributing member of the English Department for thirty-five and one-half years. During that time he distinguished himself by receiving a major grant from the National Endowment for the Humanities to develop a humanities program at Eastern Michigan University. In the 1970s and 1980s Professor Shuter used this grant to transform undergraduate education in the humanities through developing radically new team-taught interdisciplinary courses. He also authored and edited numerous books and articles and received the Eastern Michigan University Scholarship Achievement Award for his book *Rereading Walter Pater* in 1998. Through his academic accomplishments, Professor Shuter has earned emeritus status at Eastern Michigan University.

Sincerely,

Russell R. Larson, Department Head
English Language and Literature



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

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

Name of Faculty Member: Judith Williston

Current Status/Rank at EMU: Professor

Date of Hire at EMU: August 26, 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: _____

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: Ohio State University

Masters: Pennsylvania State University

Doctoral: University of Michigan

Please Attach a Brief Statement of Support to this Form

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

Recommended by _____ (please print) _____ Date

Department Head _____ Date _____ Dean

Provost _____ Date _____ Date Submitted to Board of Regents

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

I am pleased to nominate Dr. Judy Williston for emeritus faculty status. Dr. Williston has been a faculty member at Eastern Michigan University for over 30 years. She has made significant contributions to the preparation of teachers of young children and to our students' work with the Children's Institute. Her many contributions to the field and to the university make her a clear candidate for emeritus status and I'm happy to support her for that honor.

SECTION: 10

DATE:

09/21/04

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

FACULTY APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve (2) new tenure-track faculty appointments for the 2004-2005 academic year at the ranks, salaries, and effective dates shown on the attached listings.

STAFF SUMMARY

Of the two (2) new tenure-track faculty appointments, both are female.

FISCAL IMPLICATIONS

The salaries would be absorbed in the 2004-2005 personnel budget.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date _____

NEW FACULTY APPOINTMENTS

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Tana Bridge</u>	W	F

Assistant Professor in the School of Social Work effective August 25, 2004 at an academic year base salary of \$50000.

Education

M.S.W. University of Michigan, 1988
B.S. Eastern Michigan University, 1987

Experience

1993-Present Eastern Michigan University
1987-1993 Boysville of Michigan

<u>Name</u>	<u>Race</u>	<u>Gender</u>
<u>Carolyn Glogoski</u>	W	F

Assistant Professor in the School of Health Sciences effective August 25, 2004 at an academic year base salary of \$56000.

Education

Ph.D. The Wright Institute, 1996
M.S. San Jose University, 1987
B.S. Eastern Michigan University, 1976

Experience

1998-Present Mental Health Association of San Mateo County
1998-Present Stanford Geriatric Education Center
1988-Present San Jose University

SECTION: //

DATE:

09/21/04

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

FACULTY PROMOTIONS

ACTION REQUESTED

It is recommended that the Board of Regents accept and place on file the report entitled Promotion of Faculty Members for 2004-2005.

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 faculty are eligible to apply for promotion in accordance with the following schedule of years of service in rank: Instructor – two (2) years, Assistant Professor - four (4) or five (5) years, depending upon whether they were hired prior to January 1, 1997, and Associate Professor - five (5) years. Faculty having served at least the requisite years in rank who apply for promotion are evaluated by standards provided in the EMU/EMU-AAUP Master Agreement and individual evaluation documents that have been established for each academic department. Evaluations and standards address three areas of review: (1) Instructional Effectiveness, (2) Scholarly and/or Creative Activity, and (3) Service. A favorable promotion review results in a recommendation for promotion.

The one faculty member listed on the attached page meets the general contractual requirements for promotion as well as the specific performance standards, which have been defined in his/her respective department evaluation document.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

2004-05 Promotions

	Last Name	First Name	Department	College	Promotion
1	Okafor	Victor	African American Studies	CAS	Professor

SECTION: 12

DATE:

09/21/04

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

LECTURER PROMOTIONS

ACTION REQUESTED

It is recommended that the Board of Regents accept and place on file the report entitled Promotion of Lecturers for 2004-2005.

STAFF SUMMARY

The Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Federation of Teachers (EMU-FT) provides that lecturers are eligible to apply for promotion in accordance with the following schedule of years of service in rank: Lecturer II – three (3) years, and Lecturer III - four (4) years.

Both of the lecturers listed on the attached page meets the general contractual requirements for promotion as well as the specific performance standards, which have been defined in his/her respective department evaluation document.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

2004-05 Lecturer Promotions

	Last Name	First Name	Department	College	Promotion
1	Bulmer	John	COE - Office of Academic Services	COE	Lecturer II
2	Covert	Sally	COE - Office of Academic Services	COE	Lecturer III

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 13
DATE: September 21, 2004

RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for September 21, 2004 and the Minutes of June 15, 2004 be received and placed on file.

STAFF SUMMARY

At its June 15, 2004 meeting the Student Affairs Committee endorsed the 2004-05 Tuition and Fees Proposal, the 2004-05 Room and Board Rates Proposal and the FY 2006 Scholarships, Awards and Grants-in-Aid proposal. Position papers were presented on each of those proposals. The 2004-05 Student Leader Group members were introduced and their priorities for the year were presented.

The September 21, 2004 Student Affairs Committee agenda will include: Annual Fall Start-Up Report, Division of Student Affairs Reorganization Plan, New Student Center Update, Faculty Course Review 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

11/21/04

Date

/

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Student Affairs Committee

Tuesday, September 21, 2004
8:00 a.m.

Agenda

Room 201
Welch Hall

- | | |
|---|----------------------|
| 1. Approval of June 15, 2004 Meeting Minutes | Regent Brandon |
| 2. Annual Fall Start-Up Report | Glenna Frank Miller |
| 3. Division of Student Affairs Reorganization Plan | Jim Vick |
| 4. New Student Center Update | Glenna Frank Miller |
| 5. Faculty Course Review | Robert Murkowski |
| 6. Faculty Use of Class Time for Other than Course-Related Discussion | Student Leader Group |
| 7. Announcements | |
| 8. Other | |

EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes of June 15, 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, Frank Zanger (for Ian Slaven),

GUESTS

- Regents: Karen Valvo
- Administration: Rita Abent, Nicole Banks, Rosalyn Barclay, Daryl Barton, Elizabeth Broughton, Polly Buchanan, Erin Burdis, Mark Byrd, Dave Carroll, Jayne Carroll, David Clifford, Carlos Costa, Deb deLaski-Smith, Mary Jo Desprez, Becky Figura, Brian Fitzgerald, Betsy Francis, Larry Gates, Melissa Ginotti, Ellen Gold, Cindy Hall, Peggy Harless, Shalonda Harris-Casanova, Whitney Harris, Jesús Hernández, Steve Holda, Jeanne Hurst, Marcus Jackson, Samuel Kirkpatrick, Doug Kose, Al Levett, Bernice Lindke, Cathy Lower, Cathie McClure, Ramona Meraz, Tamara Miller, Paul Moniodis, Sarah Kersey Otto, Geraldine Panelo, Gretchen Sanchez, Jennifer Schrage, Jeremiah Shinn, Diane Sobell, Judy Tatum, Paul Dean Webb, Kathryn Wilhoff, Sandra Williams, Jason Wyckoff, Pam Young
- Students: April Kooiman, Musonda Mwila
- Press: Nathan Bomey (Echo)

Regent Jan Brandon convened the meeting at 8:00 a.m. Minutes of the March 16, 2004 meeting were approved as presented.

Introduction of New Members

Vice President Vick introduced new Student Leader Group members: Edward Davis, II, Student Body President; Robert Murkowski, Student Body Vice President; Laura Quashnie, Campus Life Council Representative; Elizabeth Garvin, Panhellenic Council President; Kelly Basden, Residence Hall Association President; Voncile Conrad, Students of Color Representative and Michael Davis, Students with Disabilities Representative.

2004-05 Tuition and Fees Proposal

John Beaghan, Vice President for Business & Finance, presented the 2004-05 Tuition and Fees Proposal. He indicated that in an earlier meeting with the Student Leader Group he provided background information related to the University's budget discussions and planning process as well as the State's budget situation. EMU will remain 8th out of the 15 public universities with its resident undergraduate tuition and mandatory fee rate.

Sarah Armstrong, LGBT representative, presented a position paper in response to the 2004-05 Budget on behalf of the Student Leader Group. The paper expressed "support of the administration's pledge to hold the tuition increase to 2.4% as well as alarm with the deficit the offer from the legislature creates." Students also expressed unease with the proposed new and increased fees (except the class drop fee) and disappointment that the "state legislature has taken such an ineffective step towards keeping the cost of higher education down..." Robert Murkowski moved and Michael Davis seconded that the Student Affairs Committee accept and place on file the Position Paper in Response to the 2004-05 Budget. Motion carried unanimously.

2004-05 Room and Board Rates Proposal

Becky Figura, director of Housing and Larry Gates, director of Dining Services presented the 2004-05 Room and

Board Rates Proposal and outlined the objectives and assumptions used in developing the budget. The proposal calls for a 4 percent room and board increase except in Pine Grove where the rent will remain the same. The state average is 4.16%, EMU is 6th overall. Kelly Basden, Residence Hall Association president reported that the RHA views the increase as beneficial and appropriate. Robert Murkowski moved and Kelly Basden seconded that the Student Affairs Committee endorse the 2004-05 Room and Board Rates Proposal as presented. Motion carried unanimously.

General Fund Scholarships, Awards and Grants-in-Aid – FY 2006

Bernice Lindke, Assistant Vice President for Enrollment Services, presented the 2005-06 General Fund Scholarships, Awards and Grants proposal which recommends that the Board of Regents approve the proposal for \$12,512,951. The proposal calls for an increase of \$320,358 over the 2004-05 adjusted General Fund base of \$12,192,593. Programmatic changes for undergraduate students include increased funding for scholarship programs that pay current tuition and room and board rates in order to maintain the same number of awards and an increase in the number of awards and funding for the University Grant to assist needy students. The previously approved fifty year of the five year phase-in plan for additional women's crew has been deferred for 2005-06. No additional funds are requested to increase the number of grants-in-aid but increased funding is requested for all athletic grants-in-aid and scholarships that pay current tuition and room/board rates.

Robert Murkowski presented a position paper on behalf of the Student Leader Group that supports the FY 2005-06 proposal and supports all efforts by the University to increase the funding of academic scholarships. Edward Davis, II moved and Laura Quashnie seconded that the 2005-06 General Fund Scholarships, Awards and Grants-in-Aid be endorsed as presented. Motion carried unanimously.

2004-05 Student Leader Group Priorities

Edward Davis, II introduced Michael Davis, Laura Quashnie and Beth Garvin who outlined the Student Leader Group's priorities for the coming year. Items were divided into Priority, Concerns/Further Study and Monitor categories. Priorities include disabled accessibility, increased support for Dean of Students, increased support for programs and services that promote diversity, enhanced student involvement/school spirit, Academic Advising, improvement of facilities on campus, scholarship development and implementation of Section F of the General Education Reform proposal. Among the concerns which will receive further study are: student debt management, new performing arts center at EMU, collaboration with Faculty Council/increase number of advisors for student organizations, student insurance, cost and use of space and catering for student groups, expanded study hours/locations/computer access on campus, determining whether technology initiatives are meeting students' needs, alternative activities/transportation/appropriate lighting & security at new softball fields, waste/energy management and enhanced campus safety. The SLG will monitor activity related to the Campus Master Plan, New Student Center/McKenny Union renovation, future tuition increases, student employment wages and emerging from economic crisis. Regent Brandon expressed her appreciation for the students' thoughtful, comprehensive list of priorities and asked that the SLG provide a ranked list for the Board.

Other

Glenna Frank Miller introduced Ramona Meraz, the new Program Coordinator for First Year initiatives.

Peggy Harless reported on the recent Jumpstart grant received through the Michigan Community Service Commission and AmeriCorps to address the needs of preschoolers, preparing them to be successful in school.

Vice President Vick outlined the process used by students for developing position papers and thanked and commended the Student Leader Group for the fine job they did in developing papers for this month's Student Affairs Committee meeting.

The meeting adjourned at 8:45 a.m.

Respectfully submitted,

Ieri L. Papp
Student Affairs Committee Recording Secretary

SECTION: 14

DATE:

September 21, 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 September 21, 2004, and the Minutes of the June 15, 2004, meeting be received and placed on file.

SUMMARY

The primary items for the September 21, 2004, Educational Policies Committee meeting included: (1) Emeritus Faculty Status, (2) Faculty Appointments, (3) Faculty Promotions, (4) Lecturer Promotions, (5) Charter Schools: Board Appointments, (6) Calendar Approval.

FISCAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer
Provost and Vice President for Academic Affairs

Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Educational Policies Committee

September 21, 2004
9:00 – 10:00 a.m.
205 Welch Hall

AGENDA

Consent Agenda

- Section 9 Emeritus Faculty Status (*Donald Loppnow*)
- Section 10 Faculty Appointments (*Robert Van Der Velde*)
- Section 11 Faculty Promotions (*Robert Van Der Velde*)
- Section 12 Lecturer Promotions (*Robert Van Der Velde*)

Regular Agenda

- Section 14 Monthly Report and Minutes (*Regent Valvo*)
- Section 15 Charter Schools: Board Appointments (*Joseph Pollack*)
- Section 16 Calendar Approval (*Donald Loppnow*)

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

EDUCATIONAL POLICIES COMMITTEE MINUTES

June 15, 2004
9:00 a.m., 205 Welch Hall

Attendees: (seated at tables) Susan Patalan, Regent Valvo (Chair), Provost Schollaert, Robert Van Der Velde, Regent Rothwell, Regent Brandon, Regent Griffin, Regent Morris

Guests: (as signed in) L. Barkoff, D. Barton, N. Bomey, E. Broughton, P. Buchanan, M. Davis, D. deLaski-Smith, W. Harris, H. Höft, M. Kanagy, S. Kattelus, J. Knapp, B. Lindke, R. Kinney Longworth, D. Loppnow, S. McCracken, K. McKanders, R. Murkowski, J. Reid, B. Salisbury, K. Simpkins, J. Tatum, W. Tornquist, C. Van Pelt, B. Warren, P. Young

Regent Valvo convened the meeting at 9:01 a.m., and the following topics were discussed.

Division of Academic Affairs Administrative/Professional Appointments/Transfers (Section 8)

Robert Van Der Velde, Assistant Vice President for Academic Administrative Services, recommended that the Board of Regents approve eight (8) new Administrative/Professional appointments and one (1) transfer Administrative/Professional appointment at the ranks, salaries, and effective dates provided.

Staff Appointments (Section 9)

Susan Patalan, Interim Executive Director of Human Resources, recommended that the Board of Regents approve twelve (12) staff appointments for the reporting period of March 1, 2004 through April 30, 2004. Of the 12 staff appointments there are 9 females (75 percent) and 3 males (25 percent). Demographics of the total group indicate 9 Caucasians (75 percent), 2 African-Americans (17 percent), and 1 Hispanic (8 percent).

Staff Separations/Retirements (Section 10)

Ms. Patalan recommended that the Board of Regents approve twenty (20) separations and retirements for the reporting period March 1, 2004 through April 30, 2004. Of the 20 separations and retirements there are 13 (65 percent) females and 7 (35 percent) males. Demographics of the total group indicate 17 Caucasians (85 percent), 2 African-Americans (10 percent), and 1 Hispanic (5 percent). *Ms. Patalan* took this opportunity to express condolences to the family of Professor H. R. Dodge, Professor of Marketing, who passed away recently.

Emeritus Faculty Status (Section 11)

Paul Schollaert, Provost and Vice President for Academic Affairs, recommended that the Board of Regents grant Emeritus Faculty Status to eleven (11) former faculty members, two posthumously, listed on the report provided to the Board. There is a much larger number of emeritus faculty appointments than usual as a result of the early retirement program offered to faculty last year. The Provost commented on the fact that these faculty members' retirement represents a loss of considerable talent to the University. Regent Valvo mentioned that in reading over the emeritus recommendations, she noticed the common theme of these professors' consistent dedication to students, and the inspiration that they brought to their classrooms, their teaching methods, and colleagues. She found it remarkable that these qualities were found so consistently among this group, thanked them for their service to the University, and stated that she is looking forward to seeing them continue to contribute to the University and the wider community as part of the newly invigorated emeritus group administered by the EMU Foundation Office.

Faculty Appointments (Section 12)

Dr. Van Der Velde recommended that the Board of Regents approve thirty-two (32) new tenure-track faculty appointments for the 2004-2005 academic year at the ranks, salaries, and effective dates provided. Of the 32 new tenure-track faculty appointments, 17 are female and 15 are male. Of the thirty-two, 16 percent or 5 of these individuals are minorities. In addition, there is one faculty search pending which may be filled by the start of the fall semester. The new faculty appointees have exceptional credentials; many come from the nation's best doctoral programs, and will help offset the vacancies left by retiring faculty.

Faculty Reappointments (Section 13)

Dr. Van Der Velde recommended that the Board of Regents accept the report from the Division of Academic Affairs pertaining to the reappointment of 123 probationary faculty members for the 2004-2005 academic year, as listed on the report provided.

Faculty Tenure (Section 14)

Dr. Van Der Velde recommended that the Board of Regents approve the granting of tenure, effective beginning with the 2004 fall semester, for twenty-five (25) faculty members, as listed in the Board materials.

Faculty Promotions (Section 15)

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 thirty-one (31) faculty members deemed meriting promotion.

Lecturer Promotions (Section 16)

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 ten (10) lecturers deemed meriting promotion. This is a new category of promotion as the collective bargaining agreement for lecturers which contains this provision went into effect three years ago, and three years is the first milestone as far as eligibility is concerned.

Monthly Report and Minutes Educational Policies Committee (Section 18)

Regent Valvo recommended that the Educational Policies Committee Agenda for June 15, 2004, and the Minutes of the March 16, 2004 meeting be approved and placed on file. The recommendation was accepted.

Report: 2004-2005 Sabbatical Leave Awards (Section 19)

Provost Schollaert recommended that the Board of Regents accept and place on file the Report on 2004-2005 Sabbatical Leaves. Nine (9) two-semester and seven (7) one-semester leaves will be awarded. These sabbaticals represent a number of very exciting opportunities for faculty. About 75% or 80% of sabbatical applications are successful.

Report: 2004-2005 Faculty Research and Creative Activity Fellowships (Section 20)

Provost Schollaert recommended that the Board of Regents accept and place on file the Report on 2004-2005 Faculty Research and Creative Activity Fellowships for nine (9) faculty members.

Report: 2004 Spring-Summer Awards for Research and Creative Activity (Section 21)

Provost Schollaert recommended that the Board of Regents accept and place on file the Report on 2004 Spring-Summer Awards for Research and Creative Activity for six (6) faculty.

Board Policies Recommended for Approval (Section 22)

Ken McKanders, General Counsel, recommended that the Board of Regents approve the creation of two policies, the deletion of five policies, and the revision of nine others. Descriptions and rationales of these policies were included in the materials provided to the Board in advance of the meeting.

Regent Valvo thanked Mr. McKanders and everyone else responsible for the thorough way the policies were presented to the Board.

In response to a question from Regent Brandon about the *Distribution of Published Materials* policy, Mr. McKanders stressed that as EMU is a public institution and therefore subject to the First Amendment, we avoid getting into a regulation of content in both this policy and the one on student media that follows, though we can regulate time, place and manner of distribution of information. We cannot discriminate based on viewpoint.

With reference to the *Sexual Harassment and Other Prohibited Conduct* policy; this policy is consistent with that dictating policy on married employees. Regent Rothwell asked if this policy is consistent with the type of sexual harassment policies at other institutions. Mr. McKanders replied that it follows a trend in these sorts of policies, and Dr. Van Der Velde concurred that much of the language in this policy was suggested by the national AAUP policy on sexual harassment. Language was an important focus of the policy revision process.

Regent Morris expressed disappointment in this policy, characterizing it as weak, compared to sexual harassment policies found in the corporate arena. He advocated a very clear, action/consequence-type policy. However, Regent Rothwell demurred, pointing out that there are circumstances where some discretion and interpretation are appropriate. Mr. McKanders mentioned that this policy is consistent with disciplinary procedures throughout the University. Regent Morris agreed with Regent Rothwell to a certain degree, but still maintained that there is too much discretion allowed by the policy, and felt that the due process afforded the wrongdoer is not in proportion to the experience of the victim. A conversation about differing interpretations of harassment and academic freedom ensued, at the end of which the regents decided to table the policy pending more discussion and education about the many issues it touches. Regents Brandon, Morris, and Rothwell commented positively on the aspect of the policy which prevents people from using it inappropriately. Regent Gordon expressed an interest in finding out more about how peer-to-peer sexual harassment issues would be handled.

With reference to the *Financial Aid: General* policy, Regent Brandon asked if this policy specifically references scholarships. Mr. McKanders replied that this policy incorporates several others now proposed for deletion, at least one of which does name individual scholarships and their dollar amounts. The names and amounts of some of the scholarships listed have changed over the years.

With reference to the *Access to Student Records* policy, Regent Brandon asked for confirmation that EMU is required by law not to disclose information about students to parents. Mr. McKanders replied in the affirmative, but that there are some exceptions, such as emergency or safety situations, or if the student is a verifiable dependent on the parents. It was also pointed out that students are provided with a form they can choose to sign, which allows the University to disclose student information to parents.

Mr. McKanders finished his presentation by stating that the *Sexual Harassment and Other Prohibited Conduct* policy would be brought back before the Board at a later date, and Regent Valvo offered to communicate what additional information the Board requires in order to make its decision about this policy. Regent Brandon also suggested that EMU provide copies of the policy overview pages on colored paper in the future, in order to make policy review easier.

The meeting was adjourned at 10:12 am.

Respectfully submitted,

Akosua Slough, Administrative Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/EPC_061504)

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 15
DATE: September 21, 2004

RECOMMENDATION

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

ACTION REQUESTED

It is 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 on the Board of Directors of Hope Academy. Four appointees will be serving their third three-year terms, four appointees will be serving their second three-year terms, and five will begin their initial three-year terms.

STAFF SUMMARY

According to the resolutions which establish these public school academies (charter schools), vacancies on the Boards of Directors shall be filled by the Eastern Michigan University Board of Regents.

Academy for Business and Technology

Ronald LaCasse is the owner of Cass Realty in Dearborn where he works as a sales broker. He has been involved in real estate sales for 17 years and holds a State of Michigan Builder's License and a real estate broker's license. LaCasse has attended area community colleges. He is seeking reappointment on the Academy for Business and Technology Board of Directors.

Gaudior Academy

Robert Joy earned a Master of Divinity degree from Princeton Theological Seminary in 1991 and is currently enrolled in the Doctor of Divinity program at Pittsburgh Theological Seminary in Pittsburgh. Joy is the senior minister at the First Congregational Church in Wayne. His children attend Gaudior Academy.

Catherine Marks is the deputy director of the Grandmont/Rosedale Development Corporation in Detroit where she coordinates fund raising and provides consulting to other non-profit organizations. She earned a Bachelor of Arts degree in sociology from the University of Michigan and a Master of Social Work Administration degree from Hebrew University of Jerusalem in 1988. Marks has been employed in the non-profit sector for 20 years. Her children attend Gaudior Academy.

Grand Blanc Academy

Eric McLachlan is an emergency medical technician with Swartz Ambulance Service, Inc., in Flint. He also operates Vending Concepts, LLC in Grand Blanc. McLachlan is attending Oakland Community College to complete an associate's degree in Applied Science: Fire Fighter Technology. He is a member of the Michigan Fire Service Instructors Association and the Michigan State Firemen's Association. He has children attending Grand Blanc Academy.

Great Lakes Academy

A'Kena Long is a speech instructor at Wayne State University and was a teacher of literature and writing at the Wayne State University Public School Academy. She has been president of the Great Lakes Academy Board of Directors for the past three years and is currently co-chair of the *Energize the Vote Committee* in Pontiac. Her professional memberships include the Michigan Council for Teachers of English and the Oakland Literacy Council. Long earned a Bachelor of Science degree with a secondary teaching certificate in 1995 and a Master of Arts in speech communication in 2000, both from Wayne State University.

Sandra Rolle has served on the Board of Directors of Great Lakes Academy for the past three years. She is the owner and director of Precious Child Learning Center in Pontiac. Her memberships include the National Association of Female Executives and the Black Professionals and Business Women, Southfield Chapter. Rolle earned a Bachelor of Education Management at Norfolk State University in 1964.

James Walker is employed at the General Motors Corporation where he is a member of the UAW Local 5960 Civil Rights Committee. He is the sole proprietor of Walker Tax Preparation. Walker attends Baker College in Auburn Hills where he is studying accounting. He currently serves on the Pontiac Municipal Golf Course Advisory Board and is a family life minister at the Franklin Road Church of Christ.

Gerald Wells is retired from Ford Motor Credit Corporation. He is active in the Village of Bingham Farms as a Trustee and a member of the Planning Commission. Wells also serves on the Finance Committee for Presbyterian Villages of Michigan. He earned a Bachelor of Science degree in accounting from Wayne State University in 1966 and is a State of Michigan Certified Public Accountant.

Brunetta Willis is a volunteer at the Oak Grove A.M.E. Church where she tutors at-risk students from grades 7-9 in language, reading and social studies. She was a special education teacher at Great Lakes Academy for three years and a consultant for the hearing impaired for the Detroit Public School system for 20 years. Willis earned a Bachelor of Arts degree in education from Stillman College in Tuscaloosa in 1964.

Hope Academy

Leatrice Eagleson is the vice president of human resources and development for New Detroit, Inc., and has served in this capacity since 1985. She earned a Bachelor of Arts degree in political science and a Master in Business Administration degree, both from Wayne State University. Eagleson has served as Board President of the YWCA since 1993.

Phyllis Meadows is the deputy director of the Department of Health and Wellness Promotion for the City of Detroit. She received a Ph.D. in applied sociology and a Master of Science in Nursing degree from Wayne State University in 1998 and 1986 respectively. She is a board member of the Eureka Foundation, and the National School Based Health Assembly. Meadows wishes to serve a third three-year term on the Hope Academy Board of Directors.

Walter Stephens is a product design engineer at the Ford Motor Company in Dearborn. He received a Bachelor of Science degree in electrical engineering from Tuskegee University in Alabama in 1998. Stephens is a member of the National Society of Black Engineers.

Alice Thompson is the chief executive officer of Black Family Development, Inc., in Detroit, a city-based organization that provides programs and services to residents. Thompson earned her bachelor's and master's degrees from Wayne State University in social work. She received the "Community Luminary Award" from DTE Energy in 2003 for her outstanding achievements. Thompson is a volunteer with the National Association of Black Social Workers, providing the group with leadership and assisting them in writing/editing their publications. Thompson is seeking reappointment to a third term on the Hope Academy Board of Directors.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer _____

/ Date' _____

Ron LaCasse Jr.
26009 McDonald
Dearborn Heights, MI 48125
313-357-3800

Objective To serve on a charter school board

Qualifications

- 17 years real estate sales
- Team oriented/highly motivated individual/entrepreneurial
- Exceptional success in establishing rapport with clients
- State of Michigan Builder's License and Real Estate Broker License

Experience

2001-present Cass Realty, Owner and Broker, Dearborn

1997 – 2001 Northwest Detroit Homes, Inc., Detroit

- Sales/Associate Broker – sale of residential homes, preparing clients for home ownership, educating perspective buyers in credit clearing

1996 – 1997 Cornerstone Windows, Dearborn

- Sales Associate/Installer - Sale of windows/doors/siding, provided quotes, measurements and installation of vinyl replacement windows

1995 – 1996 Multibuilding Company, Plymouth

- Sales Manager - Sale of newly constructed homes, drawing up contracts, approved bids, measured and priced for construction, coordinated agreements and closings

1989 – 1995 Bridgewall Construction Co., Farmington Hills

- Sales/Operator Manager – Sale of new construction homes and condominiums, contracting, reviewing/approving bids, mortgage, loan financing, interviewing, hiring subcontractors

Education

- Lawrence Tech, Architectural class
- Oakland Community College – general study
- Henry Ford Community College – general study

Interests

- Licensed USA Hockey Referee
- Licensed Michigan High School Association Referee

Robert Carl Joy

1. **Government or Non-Profit Experience:** Advisory Board, Corry Area Vo-Tech School, Corry, PA, 1986-89
Strategic Planning Board, Wayne Public Library, Wayne, MI, 2000-01
2. **Elective Public Office:** Board of Trustees, Toulon Public Library District, Toulon, IL, 1994-98
3. **Honors and Awards:** Alpha Chi, National Honor Society, inducted 1987, Edinboro University of Pennsylvania
Psi Chi, National Honor Society in Psychology, inducted 1988, Edinboro University of Pennsylvania
John Claxton Award for excellence in ministry (a denominational award presented at my denomination's national annual meeting) 1991.
Corry Evening Journal Sportsmanship Award, 1974

Education:

Corry Area High School, Corry, PA, Diploma, 1974
Edinboro University of Pennsylvania, Edinboro, PA, 1974, 1984-88,
BA: Psychology, Minor: Philosophy
Summa Cum Laude
Princeton Theological Seminary, Princeton, NJ, 1988-91
Master of Divinity, Senior emphasis: Administrative Ministry
Pittsburgh Theological Seminary, Pittsburgh, PA, 2003-present
Currently enrolled in the Doctor of Ministry program

Employment: (for the past 14 years)

Oakwood Heights Community Church, Staten Island, NY, 1989-91
Student Minister Intern
First Congregational Church, Toulon, IL, 1992-98
Senior Minister
Community Congregational Church, Kewaunee, WI, 1998-99
Senior Minister
First Congregational Church, Wayne, MI, 1999-present
Senior Minister, Head of Staff

Qualifications: Experience in public speaking, public relations, conflict management, building construction and contracting.

Catherine Marks

Experience	<p>1997 – Present Grandmont/Rosedale Development Corp. Detroit, MI Deputy Director</p> <ul style="list-style-type: none"> ▪ Coordinates fundraising, including grants and individual solicitation, manages Fundraising Committee. ▪ Monitors grant compliance, coordinates reporting. ▪ Supervises administrative staff. ▪ Provides consulting services to other non-profit organizations. <p>1993 – 1996 WARM Training Program Detroit, MI Executive Director</p> <ul style="list-style-type: none"> ▪ Carried out or supervised all administrative duties in the operation of an eight-program, \$500,000/year non-profit organization. ▪ Prepared budget and oversaw fiscal management. ▪ Developed and supervised all programs. ▪ Hired and supervised eleven-person staff. ▪ Responsible for all fundraising and contract negotiation. ▪ Provided technical assistance and training to emerging non-profit housing development organizations. <p>1992 Livonia Housing Commission Livonia, MI Program Coordinator</p> <ul style="list-style-type: none"> ▪ Developed and implemented Family Self-Sufficiency Program. ▪ Coordinated community resources for program use. ▪ Provided case management and training to families in program. ▪ Assisted in development of state-wide network of Family Self-Sufficiency Program Coordinators. <p>1990 – 1992 Inner City Christian Federation Grand Rapids, MI Program Director</p> <ul style="list-style-type: none"> ▪ Developed and implemented a program for a new emergency shelter for homeless families. ▪ Wrote public and private sector grant applications. ▪ Hired and supervised program staff and volunteers. ▪ Developed and supervised program budget. ▪ Developed the property management and resident programming for two low-income rental housing developments. <p>1988 – 1989 Residential Treatment of Grand Rapids Grand Rapids, MI Supervisor</p> <ul style="list-style-type: none"> ▪ Directed crisis home for chronically mentally ill adults. ▪ Hired and supervised between 12-15 staff members.
Education	<p>1984 – 1988 Hebrew University of Jerusalem Jerusalem, Israel</p> <ul style="list-style-type: none"> ▪ Masters of Social Work Administration <p>1980 – 1984 University of Michigan Ann Arbor, MI</p> <ul style="list-style-type: none"> ▪ Bachelor of Arts, Sociology

JOHN ERIC MCLACHLAN

OBJECTIVE

To assist the School Board of Grand Blanc Academy in furthering the success of the students both academically and socially.

FIRE EDUCATION

Oakland Community College • *Auburn Hills, MI*

- ◆ Applying efforts toward an Associate in Applied Science Degree: Fire Fighter Technology.
 - Core classes: Administration, Prevention, Hazardous Material, Aircraft Firefighting & Rescue, Hydraulics & Water Supply, Building Construction, Tactics & Strategy.
- ◆ NFA/FFTC certification received in Fire Officer I, II & III.
- ◆ Hazardous Material *Awareness* and *Operations* level certification achieved before it became a requirement of all firefighters.

Lansing Community College • *Lansing, MI*

- ◆ Core fire fighter classes were completed and transferred to Oakland Community College.
 - Classes included: Fire Science, Fire History, Protection Systems, and National Fire Academy 80-Hour Fire/Arson Investigation.
 - A general computer program course, which concentrated on DOS, word processors, spreadsheets and d-bases was also completed.

Brandon Fire Department • *Ortonville, MI*

- ◆ Attended and achieved state certifications in both Fire Fighter I & II.
- ◆ Regularly attended monthly department training in fire related topics.

EMS EDUCATION

National Association of EMT's • *Grand Blanc, MI*

- ◆ A Pre-Hospital Trauma Life Support class was offered at Genesys Health Park, which I attended for certification.

Oakland County Medical Control Board • *Pontiac, MI*

- ◆ An endotracheal intubation class was offered through Independence Township Fire Department for Basic EMT's as a study pilot program.
- ◆ Artificial Defibrillator Technician certification was received before it was instituted into EMT programs.

McLaren Regional Medical Center • *Flint, MI*

- ◆ Persuade an EMS Instructor's Coordinator Certification program.

American Heart Association • *Lathrup Village, MI*

- ◆ CPR Instructor's certification attained for Basic Life Support.

American Red Cross • *Bloomfield Hills, MI*

- ◆ CPR Instructor's certification attained for Basic Life Support and Workplace Training.

EMS Providers Training Institute • *Bloomfield Hills, MI*

- ◆ 162 hour Basic EMT course was completed allowing for a State EMT license.

Brandon Fire Department • *Ortonville, MI*

- ◆ Continuing education credits received for State EMT license renewal.

PROFESSIONAL EXPERIENCE:

Vending Concepts, LLC • *Grand Blanc, MI*

- ◆ Started a domestic LLC partnership in the vending industry. This new start-up company differs from others in that it is set with high moral and ethical standards. The company's vision is to expand into many different avenues of vending, while working into the biggest vending organization in Genesee County.

Swartz Ambulance Service, Inc. • *Flint, MI*

- ◆ Attend on an ambulance as a Basic EMT. Duties include: patient care/treatment, hospital communications and report writing. Driving skills are regularly tested under normal and emergency conditions.
- ◆ Serve as a dispatcher in the communications center answering calls and dispatching for both transfer and emergency situations.

Hamilton's Propane, Inc. • *Ortonville, MI*

- ◆ Obtained a CDL driver's license to drive bobtail trucks making home propane deliveries.
- ◆ Serviced the company's equipment in the field, including being responsible for the complete set up new equipment, which had to meet local codes.
- ◆ Worked behind the counter providing customer service answering phones, placing orders and checking accounts, just to mention a few of the many requirements.
- ◆ Helped performed some of the mechanical and electrical work on the company vehicles.
- ◆ Bodywork duties would include general body repair, prepping, priming and assisted in painting.
- ◆ All employee of Hamilton's Propane were expected to do a large variety of jobs. This shows a basic overview of task that I am expected to be able to do.
- ◆ During off peak times I have to entertain myself with work on a regularly bases.

J.E. McLachlan & Associates • *Ortonville, MI*

- ◆ CPR and First Aid classes taught to private groups under a private D.B.A starting in 1991, separate from Brandon Fire Department, American Red Cross and American Heart Association.

American Red Cross • *Bloomfield Hills/Flint, MI*

- ◆ Taught on volunteer bases for the Bloomfield Hills and Genesee/Lapeer Chapters.
- ◆ Had been requested by Sue Gasgo, of the Bloomfield Hills chapter, to co-teach with new instructors.

Brandon Fire Department • Ortonville, MI

- ◆ Held position of part-time firefighter/EMT with responsibilities including: responding to emergencies, emergency ground operations and apparatus operations.
- ◆ On occasion had to fill in for full-time duty-personal while they
- ◆ Have dispatched emergency alarms, including multiple alarms.
- ◆ Familiar with department address books, dispatch reference material and road locations.
- ◆ Completed department, EMS and MFRS reports.
- ◆ Taught fire related topics for the Firefighter I & II programs.
- ◆ Also have taught classes in CPR and first aid through community programs.

SPECIAL QUALIFICATIONS

Computer Skills

- ◆ DOS
- ◆ Windows
- ◆ Microsoft Word

Employment Skills

- ◆ Management/Leadership
- ◆ Customer Relations
- ◆ Organization/Problem Solving
- ◆ Financial Transactions

INSTRUCTOR CERTIFICATIONS

- ◆ Michigan Fire Fighters' Training Council (current)
- ◆ American Red Cross (past)
- ◆ American Heart Association (past)

PROFESSIONAL MEMBERSHIPS

- ◆ Michigan Fire Service Instructors Association.
- ◆ Michigan State Firemen's Association.
- ◆ National Association of Arson Investigators
- ◆ National Association of Emergency Medical Technicians
- ◆ Michigan Association of Emergency Medical Technicians

COMMUNITY INVOLVEMENT

- ◆ Coached junior girls' softball team through Brandon-Groveland-Ortonville Recreation Department.

CAREER HIGHLIGHTS

Teaching Experience

Five years—secondary
Four ½ years—university

Product Invention

Reading Wheel
What's the Sense in Reading?

Curriculum Design

Interactive Writing Project
ESL Courses

EDUCATION

2000

Master of Arts
Major: Speech Communication
Wayne State University—Detroit, MI

2000

Henry M. Seldon Memorial Scholar

1995

Baccalaureate of Science & Secondary Teaching Certificate
Major: Speech/ Minor: English
Wayne State University

1994-95

Albert Feigenson Scholar

1993-94

Berry & Bertha Gordy Endowed Scholar

1992-93

Albert C. Dames Trust Scholar

1991

Candidate for Honors Program

1991-'92 & '95

Dean's List

TEACHING EXPERIENCE

Reading, Writing, & Speech Instructor

Summer 2002

Beijing Polytechnic University—China

Designed and implemented lessons which specifically focused on English literature, reading comprehension, writing, listening and critical thinking skills, and American culture to enhance Chinese professors' oral English skills.

1999-present

Wayne State University

Originate & execute lesson plans to improve students' critical reading, and writing skills. In particular, lessons focus on reading comprehension, grammar, spelling, vocabulary, and paragraph development and organization. Moreover, students learn to write essays for academic success, which includes research.

Implement lesson plans, which tackle the fundamentals of speech preparation while developing poise and confidence in speaking. Students will establish a relationship with audiences and impact them through speech presentations, which encompass elements of their world.

Literature & Writing Teacher

99:

Wayne State University Public School (UPS)—Detroit, MI

Structured lesson plans that met the State of Michigan objectives, which included all forms of communication: reading, writing, speaking, and listening skills.

Track Coach: 1st track & field coach at UPS; instrumental in developing its program.
Volleyball Coach: Transformed UPS's volleyball team into a winning program.
Yearbook Advisor: Generated UPS's yearbook via TempoVision software.

Student Teacher

Summer 1996

Cranbrook Horizons-Upward Bound—Bloomfield Hills, MI

Devised and implemented secondary English/ Writing lesson plans in which the culmination of activities prompted parental participation.

Intern

1994-95

Macomb Reading Partners—Utica, MI

Designed and executed lesson plans for adults to increase comprehension level, enhance vocabulary, and heighten writing ability.

PRODUCT INVENTION

Inventor

2003

Teaching for Lifelong Change—Pontiac, MI

Created a result-oriented reading instrument that utilizes sensory learning skills via the imagination for most grade levels.

1997

Invented a creative reading tool that results in better comprehension and text retention for most grade levels. Furthermore, this product causes readers to personally connect with the text, become more insightful, and utilize their imagination.

PROFESSIONAL CONSULTING

Editor/ Publisher

2003-present

TLC Publishing—Pontiac, MI

Edited works from various writers, which resulted in publication. Self-published a creative writing text, which was used in a local school's English/ Writing curriculum. Public speaking text is pending publication for broader distribution.

Literacy Improvement Specialist

2002-03

Dolan Middle School—Flint, MI

Recommended and implemented literacy strategies, specifically reading, to improve middle school's MEAP Language Arts scores.

Childcare Facility Consultant

2000

Word of Life Christian Church Childcare Center—Pontiac, MI

Recommended strategies & highlighted existing practices to administrators, which resulted in state licensing & boosting employee morale.

GRANT WRITING

2002

Instrumental in grant writing process for language courses at Word of Life Christian Church.

CURRICULUM DESIGN

- 2003 Constructed and delivered curriculum for ministers to enhance their public speaking skills.
- 2001 Designed curriculum for ACT Workshop and taught math & English for college bound students.
- 2001 Created curriculum for introductory & intermediate English as a Second Language courses.
- 2000 Established a curriculum for introductory Spanish classes.
- 1998 Launched an interactive mentor/ writing project involving college students in an effort to improve 8th grade students' writing skills.

PRESENTATIONS

What's the Sense in Reading? Bright Ideas Conference for the English Language Arts. Michigan State University, East Lansing, MI. March 2004. Conducted an interactive workshop that creatively addressed the multi-level process of reading comprehension. Multiple learning styles were discussed along with enhancement of imagination, retention, and artistic skills.

R.E.A.D.—Rhetoric as an Engaging and Active Discipline. Bright Ideas Conference for the English Language Arts. Michigan State University, East Lansing, MI. April 2003. Facilitated a workshop that redefined reading. Introduced a personalized reading strategy that improves students' comprehension and retention levels.

The Triangle Initiative. Michigan Council for Teachers of English. Lansing, MI. October 2002. Generated proven strategies for teachers to initiate a relationship with parents that works in the best interest of students.

Hey, that's Baby Work! No it's Creative Practices in the Secondary Classroom. Bright Ideas Conference for the English Language Arts. Michigan State University, East Lansing, MI. April 2002. Conducted a workshop that dispelled the myth that hands-on practices are predominantly useful for elementary students. Activities for secondary students can include poetry, art, technology, and conflict resolution.

It Takes a Village: Mastering the MEAP through Community Collaboration Presentation. Michigan Council for Teachers of English. Lansing, MI. October 2001. Introduced a uniquely designed curriculum model for mastering the MEAP writing test.

AWARDS/ HONORS

- 1999 UPS Peacekeeper of the Halls
- 1998 & '99 Technology Educator of the Month Award two-time recipient
- 1997 & '99 Developed lesson plans that resulted in 8th grade students surpassing the State of Michigan's score on the MEAP writing test by an average of 6%.

COURSES TAUGHT

- | | | |
|-------------------------|------------------------------------|----------------------|
| Composition I | College Reading & Study Strategies | Group Dynamic |
| Instrumental Rdg & Wrtg | Interactive Reading Skills | Literature & Writing |
| Presentational Speaking | Public Speaking | |

PUBLICATIONS

- Long, A. "Does Cultural Ignorance Affect Faculty Evaluations?" Hostile Corridors: Advocates and Obstacles to Educating Multicultural America. Stamford, CT: Thomson Learning Custom Publishing, 2003.
- Long, A. Educators Unknowingly Aiding and Abetting Illiterate Students. *Pending*, 2003.
- Long, A. Hey that's Baby Work! No, it's Creative Practices in the Secondary Classroom. Self-published, 2002.
- Long, A. It Takes a Village: Mastering the MEAP through Community Collaboration. Self-published, 2001.
- Long, A. Life Lessons from a YUPPIE. Pontiac, MI: TLC Publishing, *Pending*, 2003.
- Long, A. "A Minority among Minorities: Instructors" Hostile Corridors: Advocates and Obstacles to Educating Multicultural America. Stamford, CT: Thomson Learning Custom Publishing, 2003.
- Long, A. "Reading Wheel." The Michigan English Teacher. Saginaw, MI: MCTE, 2002.
- Long, A. "The Reality of Being Young, Black, and Educated." Hostile Corridors: Advocates and Obstacles to Educating Multicultural America. Stamford, CT: Thomson Learning Custom Publishing, 2003.
- Long, A. "Teaching and Learning in China." Michigan English Teacher. Saginaw, MI: MCTE, 2002.
- Long, A. "What's the Sense in Reading?" Michigan English Teacher. Saginaw, MI: MCTE, 2003.
- Long, A. YUP! A Young Urban Professional Speaks. Pontiac, MI: TLC Publishing, 2003.

PROFESSIONAL AFFILIATIONS

Michigan Council for Teachers of English (MCTE)
Michigan Reading Association
Oakland Literacy Council

COMMUNITY SERVICE

- | | |
|---------------|---|
| 2002-present | President, Great Lakes Academy Board. Pontiac, MI. |
| 2002-present | Co-Chair, <i>Energize the Vote</i> Committee. Pontiac, MI. |
| 2001- present | ACT Workshop Developer & Instructor, Quest Ministries. Pontiac, MI. |
| 2001-2002 | Secretary, Great Lakes Academy Board. |
| 2000- present | Minister of Education, Word of Life Christian Church. Pontiac, MI. |
| 1995- present | Co-Chair, Cranbrook Horizons-Upward Bound Alumni Association. Bloomfield Hills, MI. |

TEACHING PHILOSOPHY

I embrace the philosophy that creative classroom practices lead to better comprehension and skill retention. As students become engrossed in assignments that require hands-on practices, they can better recall the skill introduced. Although some traditional teaching practices are useful, current teachers must also creatively involve their students in the learning process. Specifically, reading is typically deemed as a mundane task; however, student can actively become involved in the process as teachers incorporate imagination, various learning styles, sensory, personal connection, and art skills in the assignments.

Sandra L. Rolle

Education

- Computer classes –Oakland Community College-2003
- Associate of Early Childhood Development-Oakland Community College-1998
- 50 continuing education credits from Michigan Childcare Council-1998
- Associate Degree General Education-Oakland Community College-1991
- Graduate of the Dale Carnegie Courses-1990
- Bachelor of Education Management-Norfolk State University-1964
- Graduate of I.C. Norcom High School-Portsmouth, VA- 1959

Awards

- Greater Pontiac Coalition Council & Welcome Baptist Church Educator Award-2002
- Scruggs-Patrick Trailblazer Award-Michigan Bell Telephone Company-1990
- Good Citizen Award for outstanding community services-1989
- Project Blueprint Leadership Development and Skill Building Program United Way of Oakland County-1989

Organizations

- Member of National Association of Female Executives
- Member of Black Professionals and Business Woman-Southfield Chapter
- Member of Michigan Child Care Council
- Member of Welcome Missionary Baptist Church
- Member of Michigan Association of Child Care Providers
- Board of Directors of Great Lakes Academy
- Directors of Cobb's Daycare & Learning Center

Other

- Early retirement from Ameritech-1995
- Owner and Director of A KUPENDWA MTOTO (Precious Child) Learning Center

JAMES A. WALKER, SR.

WORK EXPERIENCE

2003- present General Motors Corp.

UAW Local 5960 Civil Rights Committee

Investigate complaints from plant workers who feel that their civil rights were violated. Issues of ethnic intimidation arise. Race and gender discrimination complaints are frequently examined as well.

2000 - present Lake Orion, MI

Welder

- Constructs Park Avenue side frames

1998 - present Walker Tax Preparation

Sole Proprietor

Prepare individual and small business' federal, state, and local income taxes electronically.

1994 - 1999 Team Leader General Motors Corp.

Monitored quality and repairs. Ran group meetings. Coordinated relief for workers. Facilitated problem-solving strategies malfunctioning vehicles. Completed absentee workload.

1984 - 1993 Hard Trim Department

Build and install wire harnesses for various vehicles.

1981 - 1983 Worked at Orchard Lanes due to GM layoff.

Duties included maintenance of machinery, stocked supplies, and sanitation detail.

1977 - 1980 General Motors Corp.

Built hoods, bumpers, fenders, and various other small parts.

EDUCATION

2003 -- present Baker College

Auburn Hills, MI

BS pending Accounting

1976 - 1977 Pontiac Business Institute

Business Administration/ Accounting

1975 Pontiac Central Senior High School
Diploma

COMMUNITY ACTIVITIES

Feb. 2004 – present Pontiac Municipal Golf Course Advisory Board

1996 – 2001 City of Pontiac Community Development

Youth Sports Baseball Coach

Recruited and registered youngsters between ages 7 – 14 years old interested in playing baseball. Coordinated uniforms for players and facilitated social events for team.

1998 – present Franklin Rd. Church of Christ

Family Life Minister

Serve as a liaison for congregational members and clergy. Assess members' domestic needs. Coordinate outing for church members. Point-person for other members' needs.

INTERESTS AND ACTIVITIES

1995 – 2001 Saturday Mixed Semi-Classic Bowling League

President

Conduct meetings. Ensure proper bowling procedures were adhered to.

Audit banking system. Oversee secretary and treasurer's duties.

1991 – 1994 Saturday Semi-Classic League

Vice President

Conduct meetings in president's absence.

1996 – 1999 Thursday Night Men's Bowling League

Secretary

Collect association dues. Record bowlers' average ranking weekly. Complete year-end reports.

Treasurer

Collect bowlers' dues. Verify envelope inclusion. Dispense prizes. Ensure accounting for each team. Ensure proper procedures.

Gerald T. Wells

EDUCATION

Wayne State University – Detroit, Michigan
Bachelor of Science, Accounting – December 1966

PROFESSIONAL CERTIFICATIONS

State of Michigan Certified Public Accountant (CPA) – 1969

WORK EXPERIENCE

Ford Motor Credit Company and Ford Motor Company (retired January 1, 2002)

Ford Motor Credit

11/91 – 01/10 Internal Control Specialist

- * Design and install financing internal controls for central staffs and branch offices operations; follow-up on internal audit reports to ensure corrective actions are taken for deficiencies cited in these reports; and design audit programs and perform special internal audits as required (vehicle auctions, purchasing activities, insurance operations, treasury operations, disbursement activities, etc.).

09/89 – 11/97 Manager, Financial Reporting

- * Supervised approximately 15 employees in the preparation of monthly, quarterly, and annual financial statements for Ford Motor Credit Company and its consolidated financing subsidiaries; interfaced with public accountants on matters relating to the financial statements; and ensure all accounts were reconciled/analyzed on a timely basis.

Ford Motor Company

07/88 – 09/89 Project Supervisor, Accounting Process Improvements

- * Supervised 3 employees in the design and review of accounting process improvements including the coordination, design, and implementation of common accounting and financing processes.

06/85 – 07/88 Supervisor, General Ledger Accounting

- * Supervised approximately 20 employees in the preparation of monthly, quarterly, and annual financial statements for the Central Staffs of Ford Motor Company; interfaced with Ford's Finance Staff on matters relating to the financial statements; and ensure all accounts were reconciled/analyzed on a timely basis.

Ford Motor Credit Company

05/78 – 06/85 Manager, Operating Controls Department

- * Managed 18 to 20 employees in performing internal audits of branch offices to ensure compliance with operating procedures; follow-up to ensure corrective actions are taken for deficiencies cited in audit reports; and design and implement operating procedures, as required.

08/77 – 05/78 Special Projects Coordinator

- * Assist with the preparation and review of quarterly, annual and special debt offering filings with the SEC; and research the proper accounting, classification, disclosure requirements, etc. for accounting matters.

WORK EXPERIENCE – Con'd

City of Detroit

08/75 – 07/77 Chief Accounting Officer

- * Manage approximately 200 employees in the Payroll, Income Tax, Debt Management, and Voucher Audit (accounts payable) activities; maintain the general ledger and financial statements for the City; ensure city income tax ordinances were being followed, and that income taxes were timely collected; ensure the accurate and timely payment of all City employees and their withholdings; review all vendor contracts to ensure compliance with city ordinances and tax regulations; and ensure vendors were properly and timely paid.

06/74 – 08/75 Administrative Assistant

- * Supervised 3 employees in coordinating the design and implementation of a computerized accounting and control system (FICS – Financial Information and Control system); review and follow-up on reports issued by the City's General Auditor to ensure corrective actions were taken to resolve deficiencies cited; and assist other city departments to resolve accounting and control issues.

Capital Cities Broadcasting

08/72 – 06/74 Business Manager, WJR Radio Station

- * Preparation of financial statements and advertising invoices on a monthly basis; ensure that station employees were paid accurately and timely; track and reconcile advertising orders to invoices issued; perform credit investigations on potential advertisers and follow for collection of accounts receivable; compare actual financial statements to budget activity and explain variances; ensure that the station's bills were paid accurately and timely; and monitor and manage cash balances.

Invictus/Hot Wax Records

07/71 – 08/72 Artist Management Controller

- * Semi-annually prepare "Artist Royalty Statements"; review proposed engagement contracts for artists to ensure they comply with Company standards; follow-up to ensure the proper accounting for all artist engagements; and ensure that the artist financial affairs were being properly handled.

Wells and Green, PC

09/69 – 07/71 Partner in accounting firm of Wells and Green

- * Preparation of audited and unaudited financial statements; preparation of financial projections; preparation of income tax returns; review of special purpose financial statements; and design and installation of accounting systems.

Arthur Andersen & Co.

12/66 – 09-69 Senior Staff Auditor

- * Auditing financial statements of major regulated industry corporations and not for profit organizations; special audits of Medicare Reimbursement statements; and special inventory observations.

Gerald T. Wells

COMMUNITY ACTIVITIES

- * Trustee for the Village of Bingham Farms, Michigan (Elected position, first elected in March 2001)
- * Member of the Planning Commission for the Village of Bingham Farms, Michigan (Appointed by Village President June 1999)
- * Member of the Finance Committee for Presbyterian Villages of Michigan
- * Member of the Audit Committee for Presbyterian Villages of Michigan
- * Treasurer, Brush Park Manor P.V. (Senior Housing Development)
- * Past Member of the Board of Directors for the Northern Province of Kappa Alpha Psi Fraternity, Inc.
- * Past President of the Joint Fraternal Development Corporation (JFDC) {The JFDC has been named developer for the Brush Park District by the City of Detroit.}

BRUNETTA S. WILLIS

EDUCATION

Mary Grove College, Detroit, MI
Continuing Education Certificate , 1980

Kent State University, Kent OH
Certification in Special Ed Hearing Impaired , 1970

Stillman College, Tuscaloosa, Alabama
Bachelor of Arts in Education, 1964

EXPERIENCE

Great Lakes Academy Charter School, Pontiac, MI
Special Education Teacher/Resource Room Teacher
January 2000 - June 2003

Detroit Public School System
Consultant for the Hearing Impaired
September 1976 - June 1997

Oakland County Schools
Substitute Teach (throughout Oakland County)
September 1975 - June 1976

Cleveland Public School System
Deaf Education Teacher
September 1969 - June 1974
Classroom Teacher
September 1966 - June 1970

Tuscaloosa County School System
Elementary School Teacher
September 1964 - June 1965

VOLUNTEER

Oak Grove AME Church
After School Program for Students at Risk

References Available Upon Request

SYNOPSIS OF RESUME

FOR

LEATRICE EAGLESON

EDUCATION

**Wayne State University
Post-Degree for MBA
Business Administration**

**Wayne State University
BA - Political Science**

EMPLOYMENT HISTORY

**1985 - Present New Detroit, Inc.
Vice President of Human Resources & Finance**

**1980 - 1985 Detroit Urban League
Vice President of Administration**

**1973 - 1980 Wayne County Youth Services
Director of The Office of Youth Services**

AFFILIATIONS

**1993 - Present YWCA
Board Member**

**1996 - Present YWCA
Board President**

Phyllis D. Meadows

Education

Doctor of Philosophy (1998)

Wayne State University, Department of Sociology

Detroit, MI

Major: Applied Sociology – Communities and Families

Master of Science in Nursing (1986)

Wayne State University, School of Nursing

Detroit, MI

Major: Community Health Minor: Administration

Bachelor of Science in Nursing (1980)

Oakland University, School of Nursing

Rochester, MI

Experience

2004-Present

Department of Health
and Wellness Promotion

Detroit, MI

Deputy Director

- Participates in the organization and delivery of services to over 800,000 residents in the City of Detroit.
- Provides executive level leadership for the division of health services targeting children, families, communities and schools within the boundaries of the City of Detroit.
- Facilitates the development and implementation of city-wide initiatives and programs to improve the health of residents and employees in Detroit.
- Initiates and maintains strategic relationships and partnerships with local, state and national organizations impacting health.
- Provides administrative oversight and development of the Department's 100 million dollar annual operating budget

1999-2004

W.K. Kellogg Foundation

Battle Creek, MI

Lead Program Director - Youth & Education

- Provides administrative leadership and management for the implementation of a \$40 million multi-phase early education initiative.
- Provides leadership for Information and Communications Technology programming, evaluation and organizational learning.
- Works collaboratively to improve service systems in areas of health, human services, economic development, public safety and education.

- Organizes, manages and coordinates the development of grants to non-profit organizations.
- Works cooperatively with local and national leaders, community agencies, experts, foundations and consultants to design and implement programs and initiatives.
- Designs and implements community leadership and development, capacity building and technical assistance activities.
- Participates on local and national committees to support strategic grantmaking.
- Design strategies to infuse policy, best practices, evaluation and communications into organizational programs and funded projects.

1992-1998 W.K. Kellogg Foundation Detroit, MI
Program Director

- Developed strategic community partnerships to design programs and initiatives for the Kellogg Youth Development Initiative -Detroit.
- Assessed and designed community capacity building activities for non-profit organizations and community-based leadership.
- Developed the Detroit focused Kellogg Youth Development Seminar Series.
- Identified resources (local and national) to enhance program development at the community level.
- Provided management and oversight for 3-5 million in annual grantmaking activities/projects

1988-1992 Infant Health Promotion Coalition Detroit, MI
Executive Director

- Provided leadership and development for an independent health organization, annual budget 1.5 million
- Worked with Detroit and Wayne County leadership, policy officials and advocates to inform and develop public policies and services.
- Organized and coordinated the activities of 63 community-based organizations to support strategies for infant mortality prevention and reduction.
- Designed, solicited and obtained funding for a broad range of direct and in-direct service programs for high-risk mothers and infants.
- Developed and expanded an information and health referral network and data base for women and children.
- Designed and implemented an annual county-wide communications plan, billing methods and revenue generating activities.

1985-1988 Michigan Cancer Foundation Inc. Detroit, MI
Supervisor/Clinical Nurse Specialist

- Provided administrative oversight and management for two regional offices and multi-disciplinary professional staff.
- Developed organizational policies, procedures and standards for care in accordance with federal financing guidelines.
- Conducted ongoing marketing, community analysis and research.
- Developed organization's utilization review and quality assurance processes

- Worked collaboratively with health care professionals, agencies, institutions and community organizations to build clientele and related resources.

1984-1985 The Medical Team Reston, VA
Director of Nursing

- Provided start-up development for the Southfield based regional office.
- Responsible for the recruitment, orientation, training and development of home and health care personnel.
- Designed and implemented reimbursement, communications and marketing strategies to build clientele and services of the organization.
- Developed and evaluated all of the health care delivery programs for the regional office.

1981-1984 Visiting Nurse Association Detroit, MI
Public Health Nurse/Field Instructor

- Independently managed an ongoing caseload of 25-50 patients.
- Design and delivery of new employee orientation and training.
- Development and delivery of continuing education and in-service programs.
- Worked in collaboration with community agencies to provide supportive services to clients.

1980-1981 Hutzel Hospital Detroit , MI
Charge Nurse

- Organized staffing and participated in the care and delivery of services to surgical patients.
- Conducted routine pre- and post-operative training for patients.

Interests

Eureka Foundation - Board Member
 Hope Academy – Board Member
 Oakland University Alumni Affiliate Board Member
 National School Based Health Assembly – Board Member
 Neighborhood Funders Group – Member
 American Nurses Association - Member
 Michigan Nurses Association - Member
 American Sociological Association - Member
 American Public Health Association - Member
 Michigan Council of Foundations
 Early Childhood Funders Collaborative

Personal

Married to Dr. Lee E. Meadows, and we have one son - Garrison.

WALTER L. STEPHENS, JR.

OBJECTIVE: A challenging position in Systems Engineering that demands diversity of project management and systems analysis/development skills also requiring leadership within a team oriented environment.

EDUCATION: Tuskegee University, Tuskegee, Alabama;
Bachelor of Science in Electrical Engineering; July 31, 1998

HIGHLIGHT OF SKILLS:

- Comprehensive use of Project Leadership skills throughout engineering experiences
- Diversity of Information Systems experience which includes development of systems in automotive manufacturing facilities.
- System level understanding of various types of manufacturing systems that utilize computer based controls. Systems include to component assembly processes, vehicle assembly process, Vehicle testing, data collection and more.
- Provided onsite and remote troubleshooting of manufacturing systems critical to vehicle production.
- Information Systems knowledge includes experience with mainframe based (VAX/VMS) systems as well as client-server environments (PC based)
- Thorough understanding of the challenges of the vehicle manufacturing environment as well as product development

PROJECT LEADERSHIP:

- Performed as program manager as technical resource to automotive assembly plants to implement production critical vehicle test systems.(Ford vehicle operations test strategies)
- Managed team interaction to develop software and hardware systems for vehicle powertrain diagnostics, and also brakes testing. (Ford vehicle operations test strategies)
- Manage with diverse team to re-configure information systems based vehicle test system in automotive assembly plant. Coordinated with plant facilities engineering, electrical contractors, mechanical contractors, and assembly plant management. (Ford vehicle operations test strategies)
- Acted as team liaison to management at various assembly plants (Ford vehicle operations test strategies)
- Set team direction to implement test systems hardware and implementation and continued development of software systems, all systems production critical. (Ford vehicle operations test strategies)
- Lead direction in problem solving of systems issues of test systems by bringing in appropriate technical personnel to solve test systems issues that were vehicle related, software related information systems related or supplier related. (Ford vehicle operations test strategies)
- Acted as central engineer responsible for release of products to implement project to change method of service for vehicle locking systems, saving \$10.5 million annually. (Ford AVT mechanical security)
- Managed fabrication and modification of cable systems, which included procurement, communication with diverse teams (engineers, lab supervision, technicians) to communicate engineering direction. (Hughes missile systems)
- Manage completely, development of power supply system to meet energy requirements of particular vehicle programs, overseeing all interaction with vehicle engineers; Performing all development testing; manage work provided by suppliers, specifically engineering work. (Ford AVT Power Supply)

INFORMATION SYSTEMS:

- Managed implementation of information systems to test vehicles in automotive manufacturing plants (Ford vehicle operations test strategies)
- Determine future tooling and cost of future computer based test systems. (Ford vehicle operations test strategies)
- Determine future requirements of test systems equipment and software (Ford vehicle operations test strategies)
- Acted as technical resource to assembly plant, and vehicle program to determine appropriate hardware modifications and future hardware implementation (Ford vehicle operations test strategies)
- Acted as technical resource to assembly plant, and vehicle program to determine appropriate software systems solutions to implement corporate testing strategy (Ford vehicle operations test strategies)
- Lead in upgrade of Information systems technology used to test current and future model vehicles (Ford vehicle operations test strategies)

- Helped manage Small Workstation Network of Sun Workstations, IBM AIX stations and DEC stations. Gained Sun OpenWindows experience and UNIX user knowledge. (Tuskegee University)
- Developed control software (In Microsoft C) for power supply test fixture. Researched use of software for military specs applications; Necessary skills acquired included C language programming, familiarity with the IEEE-488 Gpib programmable interface, technical knowledge of power supply specs and experience in interpretation of Engineering specs, including military specs. (Honeywell Inc. Test Instruments Division)
- Developed prototype architecture for group warranty tracking system implemented in Microsoft Excel; Prototype included automated, file interaction and graphics capabilities; also included data translation and analysis in various software schemes; Analyzed existing network and suggested techniques of electronic transfer of warranty data that would not require additional training. (Ford Electronics Division)
- Developed user interface for CAD tools dealing with Signal Integrity. Provided some software support and maintenance of these CAD tools Familiarity with VAX/VMS operating system, the VMS command definition language, TPU editor, BLISS programming language, VAX debugger, and various software development library routines was necessary. (Digital Equipment Corporation)

MANUFACTURING SYSTEMS:

- Provided manufacturing process engineering resource to assembly plant to properly utilize vehicle test systems for vehicle build quality analysis and monitoring of vehicle failures (Ford vehicle operations test strategies)
- Provided vehicle launch support to provide feedback from manufacturing test system to plant engineering and plant management, tailoring system to provide appropriate production data (Ford vehicle operations test strategies)
- Performed troubleshooting of production critical manufacturing systems (computer base test systems) to provide prompt support and minimize downtime of systems (Ford vehicle operations test strategies)
- Provided both onsite and remote troubleshooting of production critical computer based test systems for several assembly plants. (Ford vehicle operations test strategies)
- Provided process verification and cost reduction technical resources to several manufacturing processes. (Ford AVT mechanical security)

WORK EXPERIENCE:

March 2000 to Present	Ford Motor Company Dearborn, MI <i>Product Design Engineer. Power Supply Engineering. Handle Design & Release responsibility of power supply for vehicle electrical system.</i>
August 1998 to February 2000	Ford Motor Company Advance Vehicle Technology (AVT) (Contractor - Bartech Inc.) Dearborn, MI <i>Product Design Engineer. Power Supply Engineering. Handle Design & Release responsibility of power supply for vehicle electrical system.</i>
April 1997 to June 1998	Ford Motor Company Advance Vehicle Technology (AVT) (Contractor - Bartech Inc.) Dearborn, MI <i>Product Design Engineer. Mechanical Security Systems. Responsible for current model product engineering of Locks within AVT</i>
March 1996 to March 1997	Ford Motor Company Vehicle Operations (Contractor - Bartech Inc.) Dearborn, Michigan <i>Manufacturing Process Engineer. Test Strategies Section. Responsible for implementing global testing strategies for all OBD II based and related testing of Vehicles in all assembly plants</i>
Feb-June 1995	Hughes Missile Systems Company Tucson, Arizona <i>Electrical Engineer Standard Missile Test Systems Engineering</i>
June –August 1993	Tuskegee University School of Engineering Tuskegee, Alabama <i>Lab Monitor UNIX Workstation lab. Work-Study Position.</i>
June –August 1992	Ford Motor Company Electronics Division Dearborn, Michigan <i>Engineering Co-op Sensor, Ignition, and Load Management Department</i>
May –August 1991	Ford Motor Company Electronics Division Dearborn, Michigan <i>Engineering Co-op Sensor, Ignition, and Load Management Department</i>
June –August 1990	Ford Motor Company Electronics Division Dearborn, Michigan <i>Engineering Co-op Sensor, Ignition, and Load Management Department</i>
May- August 1988	Honeywell Inc. Test Instruments Division Littleton, Colorado <i>Quality Engineer Intern Software Quality Assurance.</i>

APPLICABLE SKILLS:

Microsoft Office professional; WERS, PROFS; Ethernet Implementation; Netscape Communicator; C Programming language, BLISS a structured high/low level language; Programming in FORTRAN, BASIC; VAX/VMS, SunOS, Sun OpenWindows, UNIX, IBM AIX, DEC Ultrix, IBM PC and compatibles, Apple Macintosh, HP 4192 Impedance Analyzer, HP Frequency Counter, Tektronix Storage Oscilloscope w/FET probes, Ruska high accuracy pressure controller

ACTIVITIES/AFFILIATIONS:

National Society of Black Engineers (NSBE) - Chapter President, Vice-president, NSBEnet/computer coordinator, Proposal Chairperson; FORTRAN tutor for school of Engineering; Counselor/Teacher Focus High School Outreach sponsored by T.U. School of Engineering and NSBE;

REFERENCES:

Available upon request

ALICE G. THOMPSON

VITAE

EDUCATION

- ◆ *Wayne State University
School of Social Work
Masters of Social Work
Major - Social Work Adm.
May, 1981*
- ◆ *Wayne State University
School of Social Work
Bachelors of Social Work
May, 1980*

PROFESSIONAL SKILLS

- ◆ *Program Design, Planning, Development, & Consultation*
- ◆ *Program Evaluation and Quality Assurance*
- ◆ *Staff Training and Development*
- ◆ *Grantsmanship*
- ◆ *Family Preservation Consultant*
- ◆ *Federal Grant Review for United States Department
of Health and Human Services*

AWARDS

- ◆ *2003 Recipient of "Community Luminary Award"
DTE Energy*
- ◆ *2000 Recipient of "Outstanding Fellow Award"
Eureka Communities Detroit*
- ◆ *2000 Recipient of "Humanitarian Award"
Top Ladies of Distinction*
- ◆ *1999 Recipient of "Outstanding Volunteer for School Reform"
Schools of the 21st Century*
- ◆ *1999 Recipient of "Ujima (Unity) External Partner Award"
Schools of the 21st Century Ujima Cluster*
- ◆ *1999 Recipient of "Exemplary Service to Children & Families"
Eureka Communities*

AWARDS (Cont.)

- ◆ **1999 Recipient of "Outstanding Board Member"
Communities in School**
- ◆ **1998 Recipient of "Participation Award"
Center for Creative Leadership**
- ◆ **1998 Recipient of "Door Opener's Award"
Payne-Pulliam School of Trade and Commerce**
- ◆ **1998 Recipient of "Outstanding Community Service Award"
The Honorable Edward H. McNamara**
- ◆ **1998 Recipient of "Professional Woman of the Year Award"
The Detroit Club - The National Association of Negro Business
and Professional Women's Club, Inc.**
- ◆ **1997 Recipient of "Kujichagulia Award" (Self-Determination)
National Association of Black Social Workers**
- ◆ **1996 Recipient of "Al Dunmore Community Service Award"
New Detroit, Inc.**
- ◆ **1994 Recipient of "Testimonial Resolution"
Detroit City Council**
- ◆ **1994 Recipient of "Most Outstanding Member"
National Association of Black Social Workers**
- ◆ **1992 Recipient of "Alumna of the Year Award"
Wayne State University School of Social Work**
- ◆ **1988 Recipient of "Outstanding Commitment Honor"
Wayne State University Association of Black Social Workers**
- ◆ **2003 Recipient of Community Luminary Award
DTE Energy**

PROFESSIONAL EXPERIENCE

1994 to Present **BLACK FAMILY DEVELOPMENT, INC., Detroit, Michigan**
Chief Executive Officer

Provides leadership at an executive management level by ensuring that all programs and services are implemented and carried out properly; Work closely with Board of Directors, administrative staff, direct service staff, and support staff to ensure effective program and service delivery; Formulate and administer agency policies and develop long range goals and objectives; Confers with Board President, committee chairperson, and other administrative personnel to review achievements and discuss required changes in the goals and objectives resulting from current status and conditions; Prepares annual budget for the agency; Reviews analyses of activities, cost operations, and forecast data to determine department progress toward stated goals and objectives in each program's budget; Promotes community planning and program image in the community by assuming community leadership roles which will be visibly and politically strengthening; Provides a climate which is vision focused, action oriented, helpful, trusting, and promotes teamwork.

1986 to 1994 **DIVERSIFIED YOUTH SERVICES, INC., Detroit, Michigan**
Deputy Director

Managed a multi-million dollar human service organization which staff over 130 employees; Responsible for planning, developing, and monitoring program services, contract compliance, and revenue generating sources to ensure appropriate services to the consumer group served; Responsible for strategic planning, public relations, consumer advocacy, and assisting the Board of Directors in fund development; Responsible for quality assurance and program evaluation initiatives which measure success rates, quality of services, and program outcome; Analyzed community needs relative to program plans and models, and wrote grants in response to needs; Consulted with regulatory and governmental agencies on the impact of policies and legislation on the Diversified Youth Services' consumer group.

1991 to
1992 **DIVERSIFIED YOUTH SERVICES, INC., Detroit, Michigan**
Acting Executive Director (During Medical Leave of Executive Director)

Provided leadership and overall management of a multi-million dollar human service organization during a medical leave of the Executive Director; Increased responsibilities included working with the Board of Directors and all Board committees, negotiating contracts, and preparing the organization's overall annual budget.

1988 to
1996 **DETROIT COMPACT, Detroit, Michigan**
Consultant & Trainer

Provided training and consultation to Detroit Compact volunteers, council members, partner groups, and middle/high school principals; Facilitated Compact staff retreats and participated as a member of Compact Volunteer Sub-Committee.

Publication

Co-authored the original Detroit Compact Volunteer Manual. This manual is used in the orientation and training of all Compact volunteers. (1988-1989)

1987 to
1997 **WAYNE STATE UNIVERSITY SCHOOL OF SOCIAL WORK**
Detroit, Michigan
Adjunct Professor

Provided classroom instruction to undergraduate students on the conceptual framework of the social work profession; Primary curriculum focused on social work knowledge, skills, and values.

1981 to
1986 **BOYSVILLE OF MICHIGAN, Mt. Clemens, Michigan**
Program Director

Managed a community-based residential treatment facility for adolescent males; Specific responsibilities

included: personnel management; budget planning and controlling; program planning, organizing, and evaluating program direction and outcome; staff training for new employees and ongoing staff training; coordinating and collaborating with external environmental systems impacting on the mission of Boyssville of Michigan.

**1973 to
1976** **DETROIT MODEL NEIGHBORHOOD COMMUNITY
MENTAL HEALTH CENTER, Detroit, Michigan
Mental Health Consultant**

Responsible for providing consultation and educational services to individuals, community groups, and social service organizations on the prevalence and incidence of mental illness; Planned programs with other organizations to respond to the mental health needs of residents in a specific geographic area; Educated groups to the myths of mental illness and the goal of decentralized mental health services; Consulted with regulatory and governmental agencies on the goals of Model Neighborhood Community Mental Health Center and the impact of policies on the mentally ill.

**1970 to
1973** **MODEL NEIGHBORHOOD PROGRAM/PLANNING DEPT.
Detroit, Michigan
Research Assistant**

Responsible for providing feedback to the planning staff through the development, administering, and analysis of community needs and subsequent program planning.

VOLUNTEER ACTIVITIES

**National Association of Black Social Workers (NABSW)
1987 - Present**

- ◆ **Responsible for providing leadership within the organization, beginning as President of the Wayne State University Student Chapter of NABSW, and as Vice President of the Detroit Chapter of NABSW.**

- ◆ **Chaired several committees at the local and national levels with an emphasis on public policy and advocacy.**
- ◆ **Presently chairs the Legislative Committee of NABSW as a member of the National Steering Committee.**

NABSW Publications

- ◆ **Drafted for publication, NABSW's "Standards Manual for Organizational Certification". The Standards Manual described relevant cultural competency at all levels of an organization; geared for serving the African American community. (1989)**
- ◆ **Authored NABSW's position on transracial adoption. (1986 position booklet publication and 1989 position booklet publication)**
- ◆ **Co-authored NABSW's position booklet on "Family Preservation and the Ten Most Frequently Asked Questions From the Media". (1994)**

AFFILIATIONS

- ◆ **Communities in School (Treasurer)**
- ◆ **Detroit Parent Network**
- ◆ **Hope Academy (Board President)**
- ◆ **Blanche Kelso Bruce Academy (Board Member)**
- ◆ **National Association of Black Social Workers**
- ◆ **National Association for the Advancement of Colored People (NAACP)**
- ◆ **New Detroit, Inc. Board of Directors**
- ◆ **Straight Gate International Church**
- ◆ **The Schools of 21st Century Council (Chair)**
- ◆ **Southeastern Village (Board Member)**
- ◆ **Wayne State Alumni Association**
- ◆ **Leadership Detroit XXV**

Excellent References Provided Upon Request

SECTION: 16

DATE:

September 21, 2004

BOARD OF REGENTS

EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

UNIVERSITY CALENDAR

ACTION REQUESTED

It is 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.

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

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. 3-5 (Sat., Sun., Mon., Tue.)

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.,
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. 3-5 (Sat., Sun., Mon.)

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.)

Beginning of classes

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.)

Beginning of classes.

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.)
Dec. 15 (Thurs.)
Dec. 15 –21 (Thurs., Fri., Sat.,
Mon., Tues., Wed.)
Dec. 18 (Sun.)
Dec. 22 (Thurs.)

Resumption of Classes
Last Day of Classes
Final Examinations

Commencement
Close of Fall Semester

Winter Semester 2006

Full-Term

Jan. 8 (Sun.)
Jan. 9 (Mon.)
Jan. 16 (Mon.)
Feb. 27 – Mar. 5 (Mon., Tues., Wed.,
Thurs., Fri., Sat., Sun.)
March 6 (Mon.)
April 14-16 (Fri., Sat., Sun.)
April 24 (Mon.)
April 25-1 May (Tues., Wed., Thurs.,
Fri., Sat., Mon.)
April 30 (Sun.)
May 2 (Tues.)

Move-in Day and Winter Orientation
Beginning of Classes.
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 Examinations

Commencement
Close of Winter Semester

Sub-Term I

Jan. 8 (Sun.)
Jan. 9 (Mon.)
Jan. 16 (Mon.)
Feb. 25 (Sat.)

Move-in Day and Winter Orientation
Beginning of Classes.
MLK Jr. Day – Campus-Wide Celebration
Last Day of Classes
Final Examinations for Sub-Term I will be held
during the last scheduled class session.
Commencement
Close of Winter Semester

April 30 (Sun.)
May 2 (Tues.)

Sub-Term II

Jan. 30 (Mon.)
Feb. 27 – Mar. 5 (Mon., Tues., Wed.)
March 29 (Wed.)

Beginning of Classes
Winter Recess – No Classes; Campus Open
Last Day of Classes
Final Examinations for Sub-Term I will be held
during the last scheduled class session.
Commencement
Close of Winter Semester

April 30 (Sun.)
May 2 (Tues.)

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.)

Beginning of Classes
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
Beginning of Classes
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
Beginning of classes.
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.)

Beginning of Classes.
Last Day of Classes.

Eastern Michigan University: 2006-2007 University Calendar

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. 2-4 (Sat., Sun., Mon., Tue.)

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.,
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. 2-4 (Sat., Sun., Mon.)

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.)

Beginning of classes.

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.)

Beginning of classes.

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.)
Dec. 12 (Tues.)
Dec. 14 – 20 (Thurs., Fri., Sat.,
Mon., Tues., Wed.)
Dec. 17 (Sun.)
Dec. 21 (Thurs.)

Resumption of Classes
Last Day of Classes
Final Examinations

Commencement
Close of Fall Semester

Winter Semester 2007

Full-Term

Jan. 7 (Sun.)
Jan. 8 (Mon.)
Jan. 15 (Mon.)
Feb. 26 – Mar. 4 (Mon., Tues., Wed.,
Thurs., Fri., Sat., Sun.)
March 5 (Mon.)
April 6-8 (Fri., Sat., Sun.)
April 21 (Sat.)
April 23-28 (Mon., Tues., Wed., Thurs.,
Fri., Sat.)
April 29 (Sun.)
April 30 (Mon.)

Move-in Day and Winter Orientation
Beginning of Classes
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 Examinations

Commencement
Close of Winter Semester

Sub-Term I

Jan. 7 (Sun.)
Jan. 8 (Mon.)
Jan. 15 (Mon.)
Feb. 23 (Fri.)

Move-in Day and Winter Orientation
Beginning of Classes.
MLK Jr. Day – Campus-Wide Celebration
Last Day of Classes
Final Examinations will be held
during the last scheduled class session.
Commencement
Close of Winter Semester

April 29 (Sun.)
April 30 (Mon.)

Sub-Term II

Jan. 29 (Mon.)
Feb. 26 – Mar. 4 (Mon., Tues., Wed.)
March 28 (Wed.)

Beginning of Classes.
Winter Recess – No Classes; Campus Open
Last Day of Classes
Final Examinations for Sub-Term I will be held
during the last scheduled class session.
Commencement
Close of Winter Semester

April 29 (Sun.)
April 30 (Mon.)

Sub-Term III

March 5 (Mon.)
April 6 – 8 (Fri., Sat., Sun.)
April 21 (Sat.)
April 23-28 (Mon., Tues., Wed., Thurs.,
Fri., Sat.)
April 29 (Sun.)
April 30 (Mon.)

Beginning of Classes.
Spring Recess – University Closed, Library Open
Last Day of Classes
Final Examinations

Commencement
Close of Winter Semester

Spring Semester 2007

May 6 (Sun.)
May 7 (Mon.)
May 28 (Mon.)
June 18 (Mon.)
June 27 (Wed.)

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

June 28 (Thurs.)

Summer Session 2007

July 1 (Sun.)
July 2 (Mon.)
July 4 (Wed.)
Aug. 13 (Mon.)
Aug. 22 (Wed.)

Move-in Day
Beginning of Classes
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. 27 (Mon.)

Post-Session 2007

Aug. 13 (Mon.)
Aug. 24 (Fri.)

Beginning of Classes
Last Day of Classes

Eastern Michigan University: 2007-2008 University Calendar

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. 1-3 (Sat., Sun., Mon.)

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.,
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. 1-3 (Sat., Sun., Mon.)

Freshman Orientation

Sept. 5 (Wed.)

Classes begin

Oct. 23 (Tue.)

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.)

Beginning of classes

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

Beginning of classes.
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.,
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., Mon.)
April 27 (Sun.)
April 28 (Mon.)
April 29 (Tues.)
April 30 (Wed.) by 5:00PM

Move-in Day and Winter Orientation
Beginning of Classes
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.)

Move-in Day and Winter Orientation
Beginning of Classes
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 27 (Sun.)
April 28 (Mon.)

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.)

Beginning of Classes
Winter Recess- No Classes; Campus Open

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

April 27 (Sun.)
April 28 (Mon.)
April 29 (Tues.)
April 30 (Wed.) by 5:00PM

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., Mon.)
April 27 (Sun.)
April 28 (Mon.)
April 29 (Tues.)
April 30 (Wed.) by 5:00PM

Beginning 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

Spring Semester 2008

May 4 (Sun.)
May 5 (Mon.)
May 26 (Mon.)
June 16 (Mon.)
June 25 (Wed.)

Move-in Day
Beginning of Classes
Memorial Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7_ 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
Beginning of classes
Independence Day – University Closed
Last Day of Classes – 6 Week

Aug. 20 (Wed.)

Aug. 20 (Wed.)

Aug. 22 (Fri.)

Aug. 25 (Mon.) by 5:00 PM

Post-Session 2008

Aug. 11 (Mon.)

Aug. 22 (Fri.)

Aug. 25 (Mon.) by 5:00 PM

Last Day of Classes – 7_ Week

Final Exams will be held during the last scheduled class session

Residence Halls Close

Close of Summer Semester

Grade Submission Deadline

Beginning of Classes

Last Day of Classes

Grade Submission Deadline

Eastern Michigan University: 2008-2009 University Calendar

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. 1 (Sat., Sun., Mon.)

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.,

Final Examinations

Mon., Tues., Wed.)

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. 1 (Sat., Sun., Mon.)

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.)

Beginning of classes

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.,
Mon., Tues., Wed.)
Dec. 14 (Sun.)
Dec. 17 (Wed.)
Dec. 18 (Thur.)
Dec. 19 (Fri.) by 5:00 PM

Beginning of classes
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
Beginning of Classes
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.)

Move-in Day and Winter Orientation
Beginning of Classes
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

April 26 (Sun.)
April 26 (Sun.)
April 27 (Mon.)
April 28 (Tues.) by 5:00 PM

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.,

Beginning of Classes
Winter Recess- No Classes; Campus Open

Thurs., Fri., Sat., Sun.)
March 25 (Wed.)

April 26 (Sun.)
April 26 (Sun.)
April 27 (Mon.)
April 28 (Tues.) by 5:00 PM

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

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

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

Post-Session 2009

Aug. 10 (Mon.)

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

Beginning 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

Move-in Day
Beginning of Classes
Memorial Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7_ Week
Final Exams will be held during
the last scheduled class session
Residence Halls Close
Close of Spring Semester
Grade Submission Deadline

Move-in Day
Beginning of classes.
Independence Day – University Closed
Last Day of Classes – 6 Week
Last Day of Classes – 7_ Week
Final Exams will be held during the last scheduled
class session
Residence Halls Close
Close of Summer Semester
Grade Submission Deadline

Beginning of Classes

Aug. 21 (Fri.)
Aug. 24 (Mon.)

Last Day of Classes
Grade Submission Deadline

SECTION: 17
DATE: September 21, 2004

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

MONTHLY REPORT
FACULTY AFFAIRS COMMITTEE

ACTION REQUESTED

It is requested that the Faculty Affairs Committee Agenda for September 21, 2004, and the Minutes of the March 16, 2004, meeting be received and placed on file.

STAFF SUMMARY

The primary presentation item for the September 21, 2004, Faculty Affairs Committee meeting is a report on the 2003/2004 Program Review by Ellene Tratras Contis, *assistant vice president, Academic Administrative Services*, Brian Hoxie, *director, Academic Services* and Donelle Goerlitz, *academic programs analyst, Program Review and Data 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

September 21, 2004
8:00 – 9:00 a.m.
205 Welch Hall

AGENDA

Regular Agenda

Section 17 Monthly Report and Minutes (*Regent Morris*)

Status Report

REPORT: 2003/2004 Program Review

Ellene Tratras Contis, *Assistant Vice President,*
Academic Administrative Services
Brian Hoxie, *director, Academic Services*
Donelle Goerlitz, *Program Review and Data Services*

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

FACULTY AFFAIRS COMMITTEE MINUTES

March 16, 2004
8 a.m., 205 Welch Hall

Attendees (seated at tables): M. Crouch, J. Bush-Bacelis, S. Moeller, S. McCracken, Regent Valvo, Regent Morris (Chair), Provost Schollaert, D. Barton, S. Erenburg, H. Zot, E. Contis, R. Holkeboer, D. Clifford

Guests (as signed in): R. Abent, N. Blanchard, D. Beagen, M. Crabb, E. Francis, W. Goff, J. Hunsberger, J. Knapp, E. Morgan, B. O'Connor, D. Tanguay, B. Warren, R. Winning, D. Woike

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

Monthly Report and Minutes (Section 23)

Regent Morris recommended approval of the Faculty Affairs Committee Agenda for March 16, 2004 and that the Minutes of January 20, 2004 be accepted and placed on file. The recommendation was accepted.

Overview of the College of Arts and Sciences

Dr. Linda Pritchard, Dean of the College of Arts and Sciences, gave the presentation; please refer to the printouts of her slides, which are attached. The College is the "core" of the university in that it delivers most of the General Education courses, as well as its own major and minor courses. The CAS is distinguished from the other colleges at EMU in some ways by the fact that its focus is "Education for life, not technical training." The degree that graduates come out with is not expected to be immediately and only useful in one career track, as most Americans have four to five careers over the course of their lives. Dr. Pritchard mentioned the General Education curriculum; the college of Arts & Sciences houses 90-95% of General Education requirements. She discussed the notion of foundational courses for all students, and mentioned that General Education at EMU is currently undergoing revision.

With reference to Dr. Pritchard's presentation and the preprofessional advising offered by the CAS Advising Center, Regent Morris stressed providing more advising early on in the freshman cycle, so students are more aware of the advising services open to them, and thereby make fewer costly and distressing mistakes in their choice of courses. Freshmen students are not aware of where the counselors are located, and how to approach and interact with them. Dr. Pritchard responded that the CAS Advising Center is very good at providing advising for students with declared majors. The problem lies with people who change majors, or take a long time declaring majors. The College is working on this; it is unrealistic for people freshman age to know how to start their first of possibly four or five careers. Dean Pritchard would like to make it easier for students to switch majors, and it is hoped that a focus on smoothing this process, along with revisions to the General Education curriculum, will help alleviate these concerns. Provost Schollaert pointed out that more hand-holding and intentionality are imbedded in the reformed General Education program, which will be presented to the Board in the near future. Regent Morris noted that a successful advising program would be a good marketing tool for students and parents, as students who sign up for classes uninformed are really wasting time and their parents' money.

With reference to the timeline for presenting the revised General Education curriculum, Provost Schollaert said that the new proposal is before Faculty Council right now, and its readiness to be presented to the Board depends on Faculty Council's actions. Regent Morris expressed the wish that Faculty Council take this issue seriously, since much is at stake.

Regent Morris' other point was about scholarships; Dean Pritchard mentioned the difficulties of awarding them all, and Regent Morris was adamant that in the current economic climate, no scholarships should go unawarded. Students should be helped with locating these opportunities. Dean Pritchard agreed, and stated that the college is working hard at the department level to find students who qualify for these scholarships. The problem lies with matching the criteria to the students. Over 90% of the scholarships do get awarded. With the other 10%, sometimes it is possible to return to the donor to see if the criteria can be expanded, in the absence of students meeting the requirements specified in the scholarship. Dean Pritchard also hopes to find ways of increasing scholarship endowments so that students can be offered more money, and sees development as another response to budget problems.

Margot Duley, College of Arts and Sciences Interim Associate Dean, provided a sampling of the college's public outreach efforts, ranging from the local and specific, to the international. Her presentation slides are attached; please refer to them for details.

The meeting was adjourned at 9:00.

Respectfully submitted,

Akosua Slough, Administrative Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/FAC_0304)

EASTERN MICHIGAN UNIVERSITY COLLEGE OF ARTS & SCIENCES

http://www.emich.edu/public/art_sci/frameset.htm

College of Arts & Sciences Advising Office

Dr. Bernard O'Connor, Assistant Dean
720 Pray-Harrold
734-487-7523

African American Studies

Teresa Green, Ph.D.
Department Head
620 Pray-Harrold
734-487-3460



Economics

Raouf Hanna, Ph.D.
Department Head
703 Pray-Harrold
734-487-3395



Music

David Woike, Ph.D.
Department Head
N101 Alexander
734-487-4380



Art

Thomas Venner, M.F.A.
Department Head
114 Ford Hall
734-487-1268



English Language & Literature

Russ Larson, Ph.D.
Department Head
612 Pray-Harrold
734-487-4220



Physics & Astronomy

Dan Trochet, Ph.D.
Department Head
303 Strong
734-487-4144



Biology

Robert Winning, Ph.D.
Department Head
316 Mark Jefferson
734-487-4242



Foreign Languages & Bilingual Studies

Elisabeth Morgan, Ph.D.
Department Head
219 Alexander
734-487-0130



Political Science

Rhonda Kinney, Ph.D.
Department Head
601 Pray-Harrold
734-487-3113



Chemistry

Wade Tornquist, Ph.D.
Department Head
225 Mark Jefferson
734-487-0106



Geography & Geology

Barry Fish, Ph.D.
Department Head
205 Strong
734-487-0218



Psychology

John Knapp, Ph.D.
Department Head
537 Mark Jefferson
734-487-1155



Communication & Theatre Arts

Dennis Beagen, M.A.
Department Head
124 Quirk
734-487-3131



History & Philosophy

Gersham Nelson, Ph.D.
Department Head
701 Pray-Harrold
734-487-1018



Sociology, Anthropology, & Criminology

Jay Weinstein, Ph.D.
Department Head
712 Pray-Harrold
734-487-0012



Computer Science

Hartmut Höft, Ph.D.
Department Head
511 Pray-Harrold
734-487-1063



Mathematics

Bette Warren, Ph.D.
Department Head
515 Pray-Harrold
734-487-1444



Women's Studies

Linda Schott, Ph.D.
Program Director
714 Pray-Harrold
734-487-1177



Dr. Linda K. Pritchard, Dean

COLLEGE OF ARTS AND SCIENCES

Staffing

	CAS	COB	COE	CHHS	COT
1. # of Depts.	17	4	4	4	4
2. Total FTEs	510.89 371	92.04 69	140.82 111	74.57 58	60.47 43
3. Faculty Count					
4. Lecturers (as FTEF)	121	20	45	24	10

Productivity

	CAS	COB	COE	CHHS	COT
1. UG Enrollments in Majors	6,689	2,954	3,736	1,505	1,183
2. GR Enrollments in Majors	1,123	855	1,582	418	439
3. Degree Recipients					
Bachelors	1,198	517	531	340	169
Masters	341	262	322	117	165
4. # sections offered	6,403	826	2,057	735	918
5. SCH	320,833	61,327	70,941	20,098	20,884
6. CE SCH Hours	21,212	4,585	15,968	3,105	8,136
7. SCH:FTEF	633.09	744.89	449.51	323.43	428.21
8. Cost per SCH	\$122	\$147	\$158	\$265	\$205

Most data taken from 01/02 College Profiles



**EASTERN MICHIGAN UNIVERSITY
COLLEGE OF ARTS AND SCIENCES**

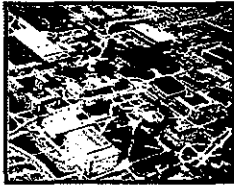


Linda K. Pritchard, Dean
Margot Duley, Associate Dean
Robert Neely, Associate Dean

At First glance.....CAS looks like



The College of Arts and Sciences

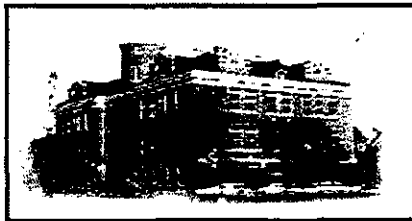




18 Departments
125 major programs of study and 97 minors
360 tenure track faculty
65% of Eastern Michigan University's student credit hours

CAS DEPARTMENTS

- | | | |
|--------------------------------|---|---|
| African American Studies | Economics | Music |
| Art | English Language and Literature | Physics and Astronomy |
| Biology | Foreign Languages and Bilingual Studies | Political Science |
| Chemistry | Geography and Geology | Psychology |
| Computer Science | History and Philosophy | Sociology, Anthropology and Criminology |
| Communication and Theatre Arts | Mathematics | Women's Studies |

CAS Origins.....



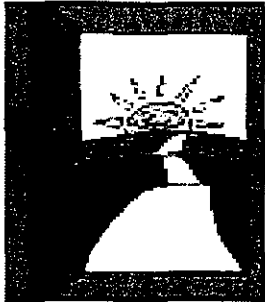
Liberal Arts and Sciences as the
and  of the University 



The College seeks to develop in all its members the ability and desire to

- think critically
- act independently
- communicate effectively
- function globally in multi-cultural settings

College of Arts and Sciences

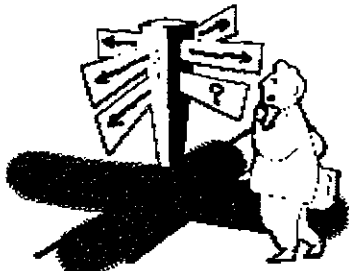


Where a
Liberating
Education
opens
Doors to
the Future

Education for Life



Your Career = 4 or 5
occupations



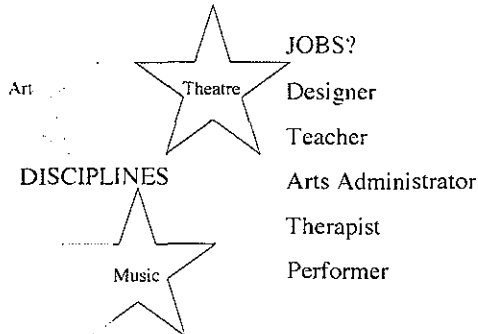
DECISIONS ???????



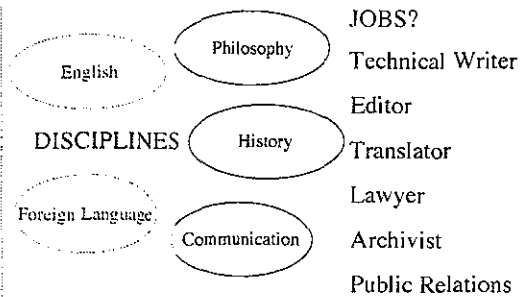
The College of Arts and Sciences strives for the intellectual growth and the pursuit of excellence in the study and enhancement of

- Fine and Performing Arts
- Humanities
- Natural Sciences including Mathematics
- Social Sciences

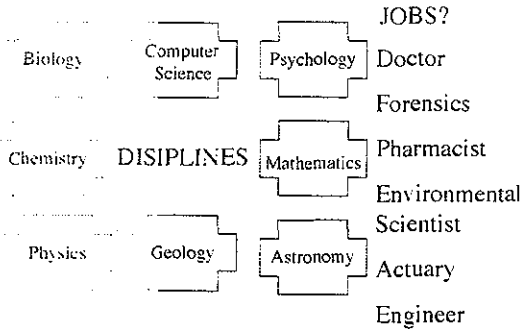
THE FINE ARTS.....



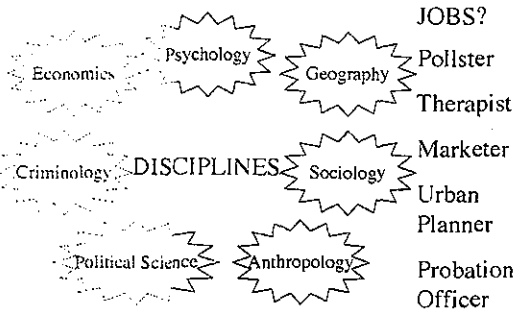
THE HUMANITIES.....



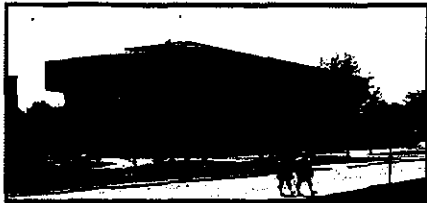
NATURAL SCIENCES/MATH...



SOCIAL SCIENCES.....



General Education Advising



CAS Advising Center

720 Pray-Harold

734.487.7523

Dr. Bernard O'Connor, Assistant Dean

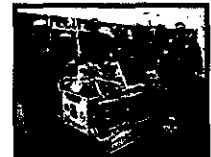
Declared majors and preprofessional advising

- | | |
|-----------------|---------------------|
| Premedicine | Prelaw |
| Predentistry | Preforestry |
| Prepharmacy | Premortuary Science |
| Preoptometry | Preengineering |
| Prepodiatry | |
| Prechiropractic | |

Advised by Faculty Experts

There are many paths to the professions

ie.
Medicine
Law



The College of Arts and Sciences
is noted for

academic innovations

Interdisciplinary Opportunities

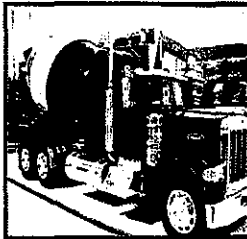


- Bioinformatics
- Master's Degree
- Linguist List
- Historic Preservation
- African American Studies
- Women's Studies

Ronald W. Collins Distinguished Faculty Award Winners

- Teaching I Award (0-4 years)
Professor Barbara Leapard,
Mathematics (2003)
- Teaching II Award (5 or more years)
Professor T. Daniel Seely,
English Language and Literature (2003)
- Scholarly/Creative Activity Award
Professor Mary Ann Watson,
Communication and Theatre Arts (2003)
- Service to the University Award
Professor Mildred Lintner,
Computer Science (2002)

Concrete Learning Experiences



- Academic Service Learning
- Internships
- Field-Based Classrooms
- Undergraduate Symposium

Some of our Field-Based Classrooms



Environmental Education Center
at Fish Lake, Lapeer



Loessell Field Laboratory,
Ypsilanti



Jean Nubel Parsons Center,
Lake Ann



Pfizer, Ann Arbor

- ☐ Celebrating 24 consecutive years
- ☐ Originated and hosted by CAS
- ☐ Work one-on-one with faculty mentor
- ☐ Share results with formal presentations
- ☐ Broad Regional Support

undergraduate
Symposium XXIV
college of
arts & sciences

EASTERN MICHIGAN UNIVERSITY



Symposium XXIII 2003

- 198 student participants
- 107 faculty sponsors
- 30 departments representing all five colleges

CAS Faculty Research Projects (Externally Funded)

For Example:

Design equipment and methods to evaluate health
Use cattails to measure well-being of wetlands
Help local governments to make decisions about
budgets, goals, and conflict resolution
Develop best practices for teaching U.S. history
(working with Ypsilanti schools)

CAS Enrichment Experiences



Theatre Student Organizations Music
Forensics Lectures Exhibits

The endowed

brings distinguished faculty to campus



The McAndless Professor may be a noted scholar, poet, writer, artist, or actor.

2003 McAndless Professor Jayne Cortez



Distinguished international artist/scholar was in residence as the McAndless Scholar for the Fall 2003 semester.

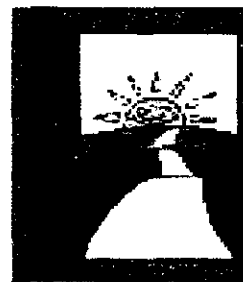
Ms. Cortez is an internationally renowned poet and performance artist. Performed with her band, The Fire Splitters.

The College of Arts and Sciences offers numerous Scholarship Opportunities

Endowed Scholarships such as the:

Warren
Pursell
Cant
Albrecht
Stevens
Over 100 others

College of Arts and Sciences



Where a
Liberating
Education
opens Doors
to the
Future

College of Arts and Sciences

Public Outreach

Margot Duley

FINE ARTS

Communication and Theatre Arts - fifty-five clinics and performances

Music - 141 musical events with an estimated total of 58,600 audience members

Art - 32 exhibits attracting 15,195 visitors to the Ford Gallery

SOCIAL SCIENCES

Political Science sponsored "Congress to Classroom," a civics education program

Women's Studies students serve as mentors to at-risk girls at a local intermediate school

History sponsored an Automotive History Lecture series with the Ypsilanti Area Convention and Visitors Bureau

NATURAL SCIENCES/MATH.....

Biology conducts wetlands research (NSF grant \$275,000)

The Sherzer Observatory hosted 6850 visitors to "Mars Mania"

The Institute for Geospatial Research and Education provides research services to Michigan governments
Chemistry, Biology and Geography/Geology sponsored "Saturday at the Lab" in conjunction with Pfizer Inc.

HUMANITIES

Linguistics is an international repository for 3000 endangered languages (grants of \$4 million).

English sponsors writing activities at the Ann Arbor Hands-on-Museum.

OUTREACH TO SCHOOL DISTRICTS

Examples:

English is part of the federally funded National Writing Project

History consults on US history teaching in Ypsilanti (grant \$78,000)

A Philosophy faculty member led discussions on "what equality means" with students at Westland High School

TESOL works with ISDs to help content teachers better serve English learners

Math majors run after-school math clubs and other enrichment activities

Mathematics hosts an annual conference attended by 300 classroom teachers and professors

Biology faculty sponsor events in the Washtenaw Science Olympiad, and serve on MDE committees

The Bilingual and Bicultural Education Program works with 79 Michigan public schools

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 18
DATE: September 21, 2004

RECOMMENDATION

MONTHLY REPORT - FINANCE AND AUDIT COMMITTEE

ACTION REQUESTED

It is 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.

STAFF SUMMARY

Reports and recommendations on the Regular Agenda, which were discussed at the June 15, 2004 Finance and Audit Committee, were: Finance and Audit Committee Monthly Report; and recommendations for: FY 2004-05 Tuition and Fees; FY 2004-05 General Fund Operating Budget; FY 2004-05 Room and Board Rates; FY 2004-05 Auxiliary Fund Operating Budgets; FY 2005-06 General Fund Scholarships, Awards and Grants; Appointment of EMU Director and Alternate Director to the Michigan Universities Self-Insurance Company (MUSIC); and Campus Concept Plan. Consent Agenda items discussed were: Treasurer's Report, Internal Audit Report, Grants/Contracts Report, Construction Projects Progress Report, Accounts Receivable Report, General Fund Budget Interim Status Report and the Information and Communications Technology Initiatives Report.

FISCAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

2.

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS
FINANCE AND AUDIT COMMITTEE MEETING

September 21, 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 18: **Finance and Audit Committee Monthly Report**
John W. Beaghan, Interim Vice President for Business and Finance

CONSENT AGENDA

- Section 1:** **Treasurer's Report**
John W. Beaghan, Interim Vice President for Business and Finance
- Section 2:** **Internal Audit Report**
Jeff Fineis of Andrews, Hooper and 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:** **Technology Plan Implementation Report**
Margaret Cline, Chief Information Officer and Executive Director, Information and Communications Technology
- Section 7:** **Staff Appointments**
Craig Reidsma, Director, Compensation
- Section 8:** **Separations/Retirements**
Craig Reidsma, Director, Compensation

REGULAR AGENDA

- Section 19:** **Consolidated Financial Statements and Supplementary Information as of June 30, 2004 and 2003**
Darrell Burks, PricewaterhouseCoopers
- Section 20:** **OMB Circular A-133 Supplementary Financial Reports For the Year Ended June 30, 2004**
Darrell Burks, PricewaterhouseCoopers
- Section 21:** **2003-04 General Fund Budget Management Report**
Al Levett, Executive Director, Budget Management
- Section 22:** **2003-04 General Fee Report**
Al Levett, Executive Director, Budget Management
- Section 23:** **2003-04 Auxiliary Fund Budget Management Report**
Jim Vick, Vice President for Student Affairs
- Section 24:** **Authorization to Extend Contract – Internal Audit Services**
John W. Beaghan, Interim Vice President for Business and Finance
- Section 25:** **Collective Bargaining Agreement Between Eastern Michigan University and the Eastern Michigan University Chapter of the American Association of University Professors (AAUP)**
Robert Van Der Velde, Assistant Vice President for Academic Affairs

EASTERN MICHIGAN UNIVERSITY
Board of Regents
FINANCE AND AUDIT COMMITTEE

MINUTES OF MEETING
June 15, 2004

Present: Regents Antonini (Committee Chair), Brandon, Griffin, Incarnati, Morris, Rothwell, Valvo, and Interim Vice President Beaghan (Business and Finance)

Regent Antonini called the meeting to order at 10:00 a.m.

MONTHLY REPORT

John Beaghan recommended that the working agenda for the June 15, 2004 Finance Committee meeting and the minutes for the March 16, 2004 Finance Committee meeting be received and placed on file.

TREASURER'S REPORT

John Beaghan recommended that the Treasurer's Report for April 2004 be received and placed on file. Beaghan reported that as of April 30, 2004 cash and investments totaled over \$100 million and were invested to return a total annualized return of 1.73 percent. Beaghan said that investments are slightly above each of the benchmarks. Cash and investments excluding bond proceeds as of the reporting period decreased by 2.3 percent, or \$2.3 million, as compared to April 2003.

INTERNAL AUDIT REPORT

Jeff Fineis and Bryan Anderson of Andrews, Hooper and Pavlik PLC presented the internal auditor's activity report for the period March 2004 to June 2004, and recommended that it be received and placed on file. Included in the presentation were reports for the payroll, the research grants and corporate contracts, and the Children's Institute internal audits. Fineis reported that the payroll and the Children's Institute audits included findings and corresponding recommendations to improve controls. Management agrees with the recommendations and is proceeding with actions to implement the recommendations. A report prepared by University management on the status of the previous audits for software compliance, Snow Health Center and ticket sales audits, which were completed in February 2004, was also included. Fineis presented an updated internal audit schedule for the period through September 30, 2004.

GRANTS AND CONTRACTS

Brian Anderson recommended that 86 grants and contracts totaling \$2,818,910 for the period March 1 through May 31, 2004 be accepted. One-hundred percent sponsor-funded grants and contracts in the amount of \$2,569,181 were awarded. Anderson reported that grants and contracts that require University cost sharing and/or in-kind contributions totaled \$249,729, with cash contributions for those awards totaling \$20,420 with a fiscal year-to-date total of \$220,881 against a base budget of \$361,652. Anderson reported that total proposals processed for the period was 430 with a dollar value of \$60,123,285. The dollar value of proposals for this period increased \$7,295,000 over last year. Awards processed to date total 330 with an award value of \$14,236,782. Anderson reported that the total number of awards to date is the same as last year, but the dollar value of awards received to date this year is up by \$1,834,000. Anderson reported that proposals are down 16 compared to the plan, but the dollar value of proposals is up \$19,802,000. Awards received are down 18 from the plan, but the

dollar value of awards is ahead of plan by \$300,699.

CONSTRUCTION PROJECTS PROGRESS REPORT

Aaron Preston and Tony Catner recommended that the Construction Projects Progress Report for the period ending April 30, 2004 be received and placed on file. The Student Center and McKenny Reassignment Use and Finance Statement, which was submitted to the state for approval in September 2003, was approved by the Joint Capital Outlay Subcommittee (JCOS) in April 2004. Project budgets are being evaluated to determine the cost impact resulting from the delayed start of the project. The current projected net cost increase to the project is estimated to be \$3.8 million. Various cost-cutting options are being developed and reviewed by the Design Build Team and the Physical Plant. Preliminary construction has begun for the Student Center. Demolition of Pine Grove Apartments is anticipated to begin in June, 2004. The McKenny Reassignment team has identified necessary repairs to exterior masonry, roofing, and related repairs required to eliminate deterioration to the interior/exterior building components. Work is scheduled to begin in June 2004 for these repairs. Cost increases have not yet been determined for the McKenny Reassignment.

The Buell Hall Room/Building Renovation/Upgrade project Use and Finance Statement was approved by the JCOS in May 2004. This self-funded project includes environmental abatement, installation of new flooring, a new fire suppression system, electrical improvements, removal and replacement of wood partitions with high impact drywall partitions, removal and replacement of ceilings, room lighting upgrades, replacement of data wiring, and furnishings.

The Campus Classroom upgrade project is continuing with bids received for the purchase and installation of classroom furniture.

Tony Catner presented a summary of information regarding the new student center project and McKenny reassignment project budget concerns and cost reduction initiatives. Regent Valvo asked if the University is allowed to reduce the scope of the project(s) without getting approval from JCOS. Catner stated that the University does not have to go back for a second approval. Regent Morris recommended that the University develop a relationship and dialogue with JCOS, and prepare a quarterly status report on the projects to be shared with JCOS as well as the Board. Regent Brandon asked that a project be re-submitted to the Board for approval if the scope of the project changes. Catner stated that a monthly status report will be prepared for the Board up to the September 2004 meeting, or longer if necessary. Vice President Juanita Reid stated that in March 2004 the 15 public universities submitted recommendations to the President's Council for a collective recommendation to JCOS concerning revised procedures for the Use and Finance Statement process. Regent Morris suggested that the University schedule a meeting with JCOS to review the status of projects and related budgets.

ACCOUNTS RECEIVABLE

Thom Madden recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of April 30, 2004, be received and placed on file. The Student Accounts Receivable Ratio Analysis reflects that the April 30, 2004 net receivable balance is \$19,103,000 or 12.85 percent of revenue as compared to \$14,664,000 or 10.82 percent of revenue as of April 30, 2003 which is a 2.03 percent increase. The report shows an increase

of 1.38 percent as compared to the five-year average of 11.47 percent. Madden reported that in an effort to increase revenue, the University amended the registration hold limit amount thus allowing an excess of 4,000 students the ability to register for spring, summer and fall semesters. Regent Incarnati asked what impact this will have on accounts receivable. Madden stated that as of May 2004 revenue is up .3 percent. He said the accounts receivable is returning to anticipated levels based on historical data. Regent Valvo asked if tuition payments were delayed because of a change in financial aid formulas, deadlines or disbursements. Madden stated he did not believe it was related.

FY 2004 GENERAL FUND INTERIM BUDGET STATUS

Al Levett requested that the fiscal 2004 General Fund Interim Budget Status Report as of April 30, 2004 be received and placed on file. The report is an overview of the year-to-date revenues and expenditures versus the operating plan as of April 30, 2004. Levett reported that General Fund revenues to date total \$160,816,759. Under executive order, FY 2004 state appropriations have been reduced by five percent or \$3,943,700 and payments from the state of Michigan to the University currently reflect the reduced level. A three percent appropriation rebate is anticipated late in FY04, consistent with the proposed tuition restraint agreement. John Beaghan stated that this rebate is still pending, and it will likely be recorded as cash revenue in fiscal 2005 and used to balance operations. Levett reported that final enrollment for FY04 is projected to be between 568,000 and 570,000 student credit hours (SCH) versus the plan of 574,074 SCH. Thus, tuition and fee revenues are expected to fall \$1,800,000 short of plan. Other revenue collections from late and installment fees are accumulating slightly ahead of plan with a balance of \$282,500 forecast. Levett reported that reductions in spending are consistent with the loss of appropriation and tuition revenue. General Fund expenditures and transfers to date of \$158,024,449 are accumulating at a rate consistent with the revised plan. Levett anticipates that a balanced FY04 budget will be realized.

INFORMATION AND COMMUNICATIONS TECHNOLOGY INITIATIVES REPORT

Margaret Cline recommended that the report on the progress of ICT initiatives and the ICT financial status report for the period March 1, 2004 through May 21, 2004 be received and placed on file. Cline reported that the Advancement module is expected to be active as of mid-July. A fiber optic network upgrade for west campus is in progress and near completion, and a wireless campus planning project is in progress. Cline stated that wireless has been installed in some of the large public areas, and will be expanded into almost all of the buildings during the next year. Cline reported that a new version of Web CT is in implementation. Sixty-seven faculty completed the Web CT Vista training, and more are signed up for summer training. Cline reported that the Campus Pipeline is being upgraded during the summer to a new version, and fourteen new e-fellows awards were granted. Cline presented a report, Value on Investment, in response to questions from the Board about savings. Cline stated that yearly savings of \$2,181,000 have been identified campus-wide as a result of ICT initiatives, and have been reinvested to enhance productivity.

FISCAL 2005 TUITION AND FEES

John Beaghan recommended that FY 2005 tuition and fee rates be approved, effective Fall 2004. Beaghan stated that the University has committed to limiting the proposed increase in resident undergraduate tuition and mandatory fees to 2.4%. With the assumption that all Michigan public universities accept the tuition restraint pledge, EMU will remain ranked 8 out of the 15 public universities with its resident undergraduate tuition and mandatory fee rate. The proposed tuition and

6.

mandatory fee rates for all other students (undergraduate non resident and graduate students) are increased by 4.8%. General Fund revenues from tuition, mandatory and elective fees are planned to generate \$122.8 million. These revenues, when combined with a state appropriation of \$77,295,800, are sufficient to balance the fiscal 2005 General Fund operating budget. Approximately 16 percent of tuition and fee revenue is returned to students through various campus-based financial aid awards. Regent Morris said he is concerned about raising tuition rates for out-of-state and international students. Regent Incarnati asked what international students are experiencing nationally related to tuition and fees. Vice President Courtney McAnuff stated that the issue for international students is not necessarily expense but difficulty in acquiring United States visas due to Homeland Security initiatives. McAnuff stated that Australia, Canada and England have experienced nearly 40 percent growth in international students because they have no visa restrictions. Regent Brandon asked if per-credit-hour program fees are included in the 2.4 percent increase limit. Beaghan stated that the 2.4 percent limit for tuition and mandatory fees includes tuition, general fee, technology fee, student union fee, and registration fees – fees that impact a majority of the student population as reported to HEIDI. Regent Brandon then asked about the Records Initiation fee and how it can not impact a majority of students. Beaghan stated that it will be a one-time fee charged to all new students, and does not impact all students on an annual basis. Regent Valvo asked what new fees other institutions are implementing. Beaghan stated that Western Michigan University eliminated a \$100 fee associated with record initiation and added a \$500 record initiation fee. Regent Morris stated that a Board member should be involved in reviewing the press release regarding the tuition and fee increase. Regent Incarnati recommended that Regent Antonini, as Finance and Audit Committee chair, oversee the press release.

FY 2005 GENERAL FUND OPERATING BUDGET

John Beaghan recommended that the Board approve the fiscal 2005 General Fund Operating Budget in the amount of \$204,234,735 for revenue, and \$204,175,863 for expenses; for a net of \$58,872. Beaghan reported that significant issues have been incorporated into the budget such as the continual increase in basic operational costs (e.g. health care, utilities, and MPSERS); a commitment to growth in financial aid; a comprehensive budget reduction plan; use of the proposed fiscal 2004 appropriation rebate in fiscal 2005; and honoring the Tuition Restraint Pledge for resident undergraduate tuition and mandatory fees. The Tuition Restraint Pledge, approved by the Board at the March 2004 meeting, calls for limiting the increase in resident undergraduate tuition and mandatory fees to 2.4 percent. This is contingent upon the state restoring three percent or \$2,366,200 (“rebate”) of the fiscal 2004 appropriation to the base and the state imposing no further appropriation reductions in fiscal 2005. Beaghan reported that the budget is a \$7 million net increase over the prior year. Financial aid is increased \$1.2 million for FY 2005, which represents 17 percent of the overall budget growth. Beaghan stated that the budget is based upon the executive recommendation for a fiscal 2005 state appropriation of \$77,296,800 and enrollment of 568,000 student credit hours. Beaghan reported that cost increases for the next fiscal year are estimated at \$14.2 million. Funding sources for the increase come from a total budget reduction plan of \$7.3 million division-wide; the 3 percent rebate from the state, and revenue enhancement. Included with the \$7.3 million budget reduction is the elimination of 38 FTEs for FY05: seven faculty, 3 lecturers, 26 staff and 2 student positions. These are in addition to the 84 positions that were eliminated in FY 04 and twelve positions that were eliminated in FY 03.

2004-05 ROOM AND BOARD RATES

Vice President Jim Vick recommended that the 2004-05 Rates Proposal for Housing and Dining

Services be approved. Vick said a four percent room and board rate increase is being recommended. Pine Grove apartments rent will remain unchanged because of the construction in the neighborhood. Vick said the average cost increase for the academic year will be \$232. Vick reported that the increased room and board rate is slightly below the state average, the University dropping from fifth highest to sixth highest in the state for room and board rates in this year. Budgeted residency hall occupancy is 3552, which is down slightly from last year. Vick said that the proposal plans to maintain 81 percent apartment occupancy; meet debt obligations of \$1.75 million; meet basic facility needs of \$4.469 million; maintain current levels of service; maintain an operating reserve fund balance of at least \$1.0 million; and provide first priority housing for FTIACs. Regent Morris asked how the University housing rate increase compares to off-campus housing rates. Vick said that the rate for University apartments are substantially below that for comparable off-campus apartments.

2004-05 AUXILIARY FUND OPERATING BUDGETS

Vice President Jim Vick recommended that the 2004-05 Auxiliary Fund Operating Budget in the amount of \$41,610,212 be approved. The requested budget is an increase of \$344,656 over the 2003-04 budget. The increase is due primarily to a four-percent increase in Room and Board rates, contingent upon approval, and offset by a reduction in occupancy. Vick stated that it is assumed and recommended that parking rates not be increased, and the General Fee allocation for University Health Services and Student Media allocation will decrease. Vick stated that the proposed budget includes funding for all contractual obligations. The total budgeted operating expense is \$34,281,812 which is an increase of \$301,660 over the 2003-04 budget expense. Total net of operations is \$7.3 million of which \$2.4 million is allocated for debt; \$2.4 million for reserves, and \$2.2 million for administrative fees, facility plan commitments and operations of the power plant. Vick reported that the Housing and Dining Services budget includes \$4.4 million to fund the Maintenance and Renovation plan, which is \$778,727 from the operating budget; \$330,497 from project carry forward; and \$3,359,781 from reserves. The total operating balance at year-end is projected to be \$130,576 after all obligations are met and reserves replenished.

2005-06 GENERAL FUND SCHOLARSHIPS, AWARDS AND GRANTS

Bernice Lindke recommended that the Board approve the 2005-2006 General Fund Scholarships, Awards and Grants Proposal for \$12,512,951. Funding is \$12,362,951 through general fund revenues and \$150,000 from General Fee revenues. This represents an increase of \$320,358 over the fiscal 2004-2005 adjusted general fund base of \$12,192,593. Lindke reported that the increase will bring \$150,000 more in University grant funds to fund some of the tuition and fee increases for the highest need students. The remaining \$160,358 is for tuition and fee sensitive awards as well as room and board sensitive awards for athletics, and scholarships.

APPOINTMENT OF EMU'S DESIGNATED DIRECTOR AND ALTERNATE DIRECTOR TO MUSIC'S BOARD OF DIRECTORS

Ken McKanders recommended that the Board appoint Dan Salk and Erica Healander to serve as the University's designated Director and Alternate Director, respectively, on the Board of Directors of the Michigan Higher Education Group Self-Insurance and Risk-Management Facility (MUSIC). McKanders said that in 1987, EMU entered into a participation agreement with nine of the four-year Michigan universities to form MUSIC, which provides coverage for certain liability risks and to purchase adequate excess insurance and/or reinsurance where available and to undertake risk

management and loss control programs. McKanders reported that in October 2003, Mary Brooks, the University's designated MUSIC director and Director of Risk Management and Workers Compensation, passed away. McKanders has served as the University's designated MUSIC director since that time. Regent Brandon recommended that future appointments be recommended by title (position) instead of name. Regent Incarnati recommended that the current resolution be changed to identify positions rather than name specific individuals.

CAMPUS CONCEPT PLAN

John Beaghan recommended that the Board approve the proposed 2004 Campus Concept Plan. Beaghan reported that the University's Facility Planning Committee (FPC), with representatives from Student Government and Faculty Council, has been working for over a year with a team of four consulting firms, led by Pollack Design Associates, to develop a comprehensive campus concept plan. A formal presentation was made to the Board of Regents at the March 16, 2004 meeting. Beaghan reported that recommendations have been developed for both short-term and long-term plans for future campus development that will improve the quality of the campus, effectively utilize University assets, and promote community harmony. Total cost for developing the 2004 Campus Concept Plan will not exceed \$75,000. Funding sources for implementing the recommended improvements have not yet been identified.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 19
DATE: September 21, 2004

RECOMMENDATION

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

ACTION REQUESTED

It is recommended that the Board of Regents receive, approve and place on file the University's audited 2004 Financial Statements.

STAFF SUMMARY

The Financial Statements and Supplementary Information as of June 30, 2004 and 2003 are attached for your review. Representatives from PricewaterhouseCoopers ("PWC") reported that the audit was performed in accordance with Generally Accepted Accounting Standards ("GAAS"), and the internal control environment and overall attitude towards controls at the University continue to be strong. They also reported that there were no disagreements between management and the auditors on the conduct of the audit, and management's accounting judgments and estimates are reasonable.

PWC also reported that there are no findings which they classify as "management recommendations".

Representatives of PWC will attend the Finance and Audit Committee meeting to discuss the financial statement highlights.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

September 9, 2004

Mr. John Beaghan
Vice President
Eastern Michigan University
101 Welch Hall
Ypsilanti, Michigan 48197

Dear Mr. Beaghan:

In planning and performing our audit of the financial statements of Eastern Michigan University for the year ended June 30, 2004, we considered its internal controls in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on internal control. Our consideration of internal control would not necessarily disclose all matters in the internal controls that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. However, we noted no matters involving internal control and its operation that we consider to be material weaknesses as defined above.

Prior Year Comments

The University has made satisfactory progress with respect to the prior year comments and we have no further points with respect to these issues at this time. We have appreciated the access and assistance of everyone at the University and look forward to continued involvement in enabling the University to further enhance its control environment and internal control structure.

This report is intended solely for the information and use of the Board of Regents and management and is not intended to be and should not be used by anyone other than those specified parties.

Very truly yours,

Eastern Michigan University

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Report of Independent Auditors

To the Board of Regents of
Eastern Michigan University

In our opinion, the accompanying statements of net assets, and the related statements of revenues, expenses and changes in net assets and cash flows present fairly, in all material respects, the net assets of Eastern Michigan University (the "University") at June 30, 2004 and 2003, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America. These financial statements are the responsibility of the University's management. Our responsibility is to express an opinion on these financial statements based on our audits. We did not audit the financial statements of the Eastern Michigan University Foundation, which reflected total assets of \$42,402,122 as of June 30, 2004, and total revenue, gains and other support of \$13,759,429, for the year then ended. Those financial statements were audited by other auditors whose report thereon has been furnished to us, and our opinion expressed herein, insofar as it relates to the amounts included for the Eastern Michigan University Foundation, are based solely on the report of the other auditors. We conducted our audits of these statements in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits, contained in Government Auditing Standards, issued by the Comptroller General of the United States, which require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As described in Note 1, the University adopted the provisions of the Governmental Accounting Standards Board ("GASB") Statement No. 39, *Determining Whether Certain Organizations are Component Units, an amendment of GASB Statement No. 14*, effective July 1, 2003. We elected to include the Foundation's financial statements as of June 30, 2003 and for the year then ended for comparative purposes only.

The Management's Discussion and Analysis on pages 2 to 10 are not a required part of these financial statements, but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However we did not audit the information and express no opinion on it.

In accordance with Government Auditing Standards, we have also issued our report dated August 20, 2004 on our consideration of the University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

August 20, 2004

EASTERN MICHIGAN UNIVERSITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Eastern Michigan University ("University") annual financial report presents management's discussion and analysis of the financial performance of the University during the fiscal years ended June 30, 2004 and 2003. This discussion should be read in conjunction with the accompanying financial statements and footnotes. The financial statements, footnotes and this discussion are the responsibility of University management.

Using the Annual Financial Report

This annual report consists of financial statements, prepared in accordance with Governmental Accounting Standards Board ("GASB") Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities*. The financial statements prescribed by GASB Statement No. 35 (the Statement of Net Assets, Statement of Revenues, Expenses and Changes in Net Assets, and the Statement of Cash Flows) are prepared under the accrual basis of accounting, whereby revenues and assets are recognized when the service is provided and expenses and liabilities are recognized when others provide the service, regardless of when cash is exchanged.

The Statement of Net Assets includes all assets and liabilities. Changes in net assets (the difference between assets and liabilities) are an indicator of the improvement or erosion of the University's financial health when considered with non-financial facts such as enrollment levels and the condition of facilities.

The Statement of Revenues, Expenses and Changes in Net Assets presents the revenues earned and expenses incurred during the year. Activities are reported as either operating or nonoperating. A public university's dependency on State aid and gifts could result in operating deficits because the financial reporting model classifies State appropriations and gifts as nonoperating revenues. The utilization of capital assets is reflected in the financial statements as depreciation, which amortizes the cost of an asset over its expected useful life.

The Statement of Cash Flows presents information related to cash inflows and outflows summarized by operating, noncapital financing, capital financing and related investing activities, and helps measure the ability to meet financial obligations as they mature.

The University adopted GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*, in 2004. As such, the Eastern Michigan University Foundation ("Foundation") financial statements, footnotes, and management's discussion and analysis have been discretely incorporated into the University's financial statements.

The Foundation, located in Ypsilanti, Michigan, is a private nonprofit organization that reports under FASB standards, including FASB Statement No. 117, *Financial Reporting for Not-for-Profit Organizations*. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. No modifications have been made to the Foundation's financial information in the University's financial reporting entity for these differences. Management's discussion and analysis of the financial performance of the Foundation during the fiscal years ended June 30, 2004 and 2003 is reflected on pages 8 to 10 of this report.

Financial Activity

The University's financial position improved during the fiscal year ended June 30, 2004 as compared to the previous year as evidenced by:

- The University's current assets increased over the prior year by \$1.4 million primarily due to increased student accounts receivable.
- Total liabilities decreased by \$2.7 million primarily due to long-term bond payments.
- The University's net assets increased by \$0.5 million to \$259 million, of which \$231 million is either invested in capital assets or restricted. Of the remaining \$27.7 million in unrestricted assets, all but \$6.0 million is designated for specific purposes.
- Operating revenues increased by \$9.6 million over the prior year. The increases were primarily from student tuition and fees.
- The University's operating expenses decreased by \$2.6 million, primarily due to increased instruction expenses of \$3.3 million and decreases of \$3.9 million in operation and maintenance of plant and \$2.0 million in other functional areas.
- State appropriations, \$74.9 million, were the most significant nonoperating revenue. This is a reduction of \$10.1 million compared to the prior year.
- The \$72.5 million operating loss combined with other cash requirements (principal and interest payments), totaled \$83.1 million which was partially funded by State appropriations.
- As expected and budgeted for, the State appropriation was cut 7.2% (\$6.1 million) at the beginning of the year. An additional 5% (\$3.9 million) was cut by the State midyear. Additional budget reductions were implemented to compensate for these reductions.

Eastern Michigan University
Condensed Statements of Net Assets
as of June 30, 2004 and 2003
(in thousands)

ASSETS	<u>2004</u>	<u>2003</u>
Current assets	\$ 93,251	\$ 91,873
Noncurrent assets	343,714	347,258
Total assets	<u>\$ 436,965</u>	<u>\$ 439,131</u>
LIABILITIES		
Current liabilities	\$ 35,226	\$ 35,526
Noncurrent liabilities	142,932	145,304
Total liabilities	<u>\$ 178,158</u>	<u>\$ 180,830</u>
NET ASSETS		
Invested in capital assets, net of related debt	\$ 192,513	\$ 190,621
Restricted, expendable	38,623	38,493
Unrestricted, designated	21,624	24,385
Unrestricted, undesignated	6,047	4,802
Total net assets	<u>\$ 258,807</u>	<u>\$ 258,301</u>

At June 30, 2004, total University assets were \$437 million, compared to \$439 million in fiscal 2003. The University's largest asset is its investment in physical plant of \$290 million at June 30, 2004 compared to \$291 million in fiscal 2003, net of accumulated depreciation.

In fiscal 2004, the University's current assets of \$93 million were sufficient to cover current liabilities of \$35 million (current ratio of 2.65). In fiscal 2003, current assets of \$92 million were sufficient to cover current liabilities of \$36 million (current ratio of 2.59). The increase in current assets of \$1.4 million was primarily due to increased student accounts receivable. The \$3.5 million decrease in noncurrent assets was primarily due to depreciation expense and asset retirements exceeding new capitalized assets.

University liabilities total \$178 million at June 30, 2004, compared to \$181 million in fiscal 2003. Long-term debt of \$135 million, consisting of bonds payable, is the largest liability.

Total net assets increased by \$0.5 million to \$259 million. Unrestricted designated assets decreased by \$2.8 million, primarily due to planned spending in technology, athletics, and corporate royalties. Unrestricted net assets are designated for ongoing academic and research programs, capital projects and other strategic initiatives.

Eastern Michigan University
Condensed Statements of Revenues, Expenses and Changes in Net Assets
for the years ended June 30, 2004 and 2003
(in thousands)

	<u>2004</u>	<u>2003</u>
Total operating revenues	\$ 188,971	\$ 179,358
Total operating expenses	<u>261,441</u>	<u>264,023</u>
Operating loss	(72,470)	(84,665)
Net nonoperating revenues (expenses)	<u>72,976</u>	<u>86,568</u>
Total increase in net assets	506	1,903
Net assets, beginning of year	<u>258,301</u>	<u>256,398</u>
Net assets, end of year	<u>\$ 258,807</u>	<u>\$ 258,301</u>

The most significant sources of operating revenues for the University are student tuition and fees, grants and contracts, and auxiliary activities.

Operating expenses decreased by \$2.6 million primarily due to increased instruction expenses of \$3.3 million and decreases of \$3.9 million in operation and maintenance of plant and \$2.0 million in other functional areas.

Net nonoperating revenue decreased by \$12.1 million, the majority of which is related to the reduction in State appropriations.

Eastern Michigan University
Condensed Statements of Cash Flows
for the years ended June 30, 2004 and 2003
(in thousands)

	<u>2004</u>	<u>2003</u>
Cash provided/(used) by:		
Operating activities	\$ (60,549)	\$ (73,297)
Noncapital financing activities	80,340	88,196
Capital and related financing activities	(23,214)	16,901
Investing activities	<u>3,557</u>	<u>(37,897)</u>
Net increase (decrease) in cash	134	(6,097)
Cash and cash equivalents, beginning of year	<u>52,356</u>	<u>58,453</u>
Cash and cash equivalents, end of year	<u>\$ 52,490</u>	<u>\$ 52,356</u>

For 2004, major sources of operating cash included student tuition and fees (\$133 million), auxiliary activities (\$35 million), and grants and contracts (\$28 million). The largest uses of operating cash were payments for suppliers and employees (\$214 million) and financial aid (\$32 million). The most significant source of noncapital financing activities cash was State appropriations (\$77 million).

For 2003, major sources of operating cash included student tuition and fees (\$122 million), auxiliary activities (\$35 million), and grants and contracts (\$28 million). The largest uses of operating cash were payments for suppliers and employees (\$218 million) and financial aid (\$32 million). The most significant source of noncapital financing activities cash was State appropriations (\$85 million).

Credit Ratings

The University's credit ratings have remained unchanged at an "A2" credit rating by Moody's Investors Services, and an "A" credit rating by Standard & Poor's. The highest achievable ratings are "Aaa" and "AAA", respectively. The University's capacity to meet its financial obligations is considered strong by bond purchasers based upon these ratings.

Sarbanes-Oxley

The Sarbanes-Oxley Act of 2002 applies only to publicly traded corporations; however, management and the Board of Regents believe many of the principles are also appropriate for institutions of higher education. The University has adopted several of the principles of the Sarbanes-Oxley Act as recommended by the National Association of College and University Business Officers (NACUBO).

Looking Ahead

For the second consecutive year Eastern Michigan University has been designated as a "Best Midwestern College" by the Princeton Review. The "Best Midwestern College" list recognizes 170 of the 651 public and private colleges and universities in the region. The designation is based on two criteria; student survey results and academic excellence. EMU has also been recognized as a "Best Value for Your Tuition Dollar" by Kaplan Publishing.

During the summer of 2004 two important campus projects were initiated. A classroom improvement project is upgrading 131 classrooms in 13 different academic buildings. The upgrades include painting, new furniture, technology, window treatments and white boards. In addition, suites in Buell Residence Hall were renovated including updated lighting and technology; fresh paint; new ceilings, floors and furniture; and a new fire suppression system, to enhance the living/learning environment and improve safety.

The much anticipated new Student Center and McKenny Union reassignment project is underway. This project has been the highest ranked student priority for several years. The Student Center, expected to open in late 2006, will be a 176,000 square foot facility providing space for student activities and programs, dining services, as well as space for study and social interaction. The reassignment of McKenny Union will provide needed campus meeting space and consolidation of administrative functions.

Although the construction and opening of the University House (a multipurpose facility used for fundraising and the President's residence) has received significant negative attention, the Eastern Michigan University Foundation has reported a 38 percent increase in cash donations to the University in fiscal 2004. A robust calendar of events is scheduled to take full advantage of the facility.

Effective support of the University's mission requires strong financial planning. Factors or conditions impacting planning include state and national economic trends, inflationary pressures, program growth and development, new initiatives, technology, productivity improvements, demographic changes and public educational policy.

Again this year, Michigan's public universities are relying less on State appropriations and more on tuition, fees and other external funding. In December 2003, by executive order, EMU's appropriation was reduced by 5 percent, or \$3.94 million. However, under the terms of a proposed tuition restraint initiative, 3 percent would be rebated to the University if increases to undergraduate resident tuition and mandatory fees for the 2004-05 academic year were limited. EMU's Board of Regents has accepted this pledge.

Assuming all Michigan public universities accept the pledge, EMU will remain 8th out of the 15 public universities with its resident undergraduate tuition and mandatory fee rate (based on data provided by the President's Council). EMU has consistently tried to help offset the increased cost of attendance by increasing student scholarships and fellowships. Nearly 16 percent of all tuition and fees collected by EMU are returned to students through campus-based financial aid awards.

To date, EMU has been able to maintain a balanced budget by reducing expenditures, while limiting tuition and fee increases. To compensate for projected enrollment declines the University has implemented aggressive enrollment strategies to attract more students. EMU continues to maintain fiscal accountability despite these difficult budgetary times.

In June 2004, President Samuel A. Kirkpatrick announced his resignation effective July 31, 2004. An interim President, Dr. Craig Dean Willis, has been named and a search for a permanent replacement will take place during 2004-05.

In these ever changing times, as we look ahead, EMU continues to aspire to be one of the best values in higher education and is committed to academic quality and accessibility to students.

EASTERN MICHIGAN UNIVERSITY FOUNDATION

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the University annual financial report presents the Foundation management's discussion and analysis of the financial performance of the Foundation during the fiscal years ended June 30, 2004 and 2003. This discussion should be read in conjunction with the accompanying financial statements and footnotes. The financial statements, footnotes and this discussion are the responsibility of Foundation management.

The Consolidated Balance Sheet includes all assets and liabilities. Changes in net assets (the difference between assets and liabilities) are an indicator of the improvement or erosion of the Foundation's financial health.

The Consolidated Statement of Activities and Changes in Net Assets presents the revenues earned and expenses incurred during the year. Activities include unrestricted, temporarily restricted, or permanently restricted and are reported on a consolidated basis.

The Consolidated Statement of Cash Flows presents information related to cash inflows and outflows summarized by operating, investing, and financing activities, and helps measure the ability to meet financial obligations as they mature.

Eastern Michigan University Foundation Condensed Statements of Net Assets as of June 30, 2004 and 2003 (in thousands)

	<u>2004</u>	<u>2003</u>
ASSETS		
Assets	\$ 42,402	\$ 36,506
Total assets	<u>\$ 42,402</u>	<u>\$ 36,506</u>
LIABILITIES		
Liabilities	\$ 3,830	\$ 3,658
Total liabilities	<u>\$ 3,830</u>	<u>\$ 3,658</u>
NET ASSETS		
Unrestricted:		
Designated	\$ 307	\$ 329
Undesignated	1,068	1,227
Temporarily restricted	12,469	8,985
Permanently restricted	<u>24,728</u>	<u>22,307</u>
Total net assets	<u>\$ 38,572</u>	<u>\$ 32,848</u>

At June 30, 2004, total Foundation assets were \$42.4 million, compared to \$36.5 million in fiscal 2003. The Foundation's largest asset is its investments of \$35.2 million at June 30, 2004 compared to \$30.8 million in fiscal 2003.

Foundation liabilities total \$3.8 million at June 30, 2004, compared to \$3.7 million in fiscal 2003. Mortgages payable of \$2.3 million is the largest liability. Total net assets increased by \$5.7 million to \$38.6 million, primarily due to increased gifts to the endowment and a return of 16.6% on the investment portfolio. Unrestricted net assets are designated for ongoing advancement programs, capital projects and other strategic initiatives.

Eastern Michigan University Foundation
Condensed Statements of Activities and Changes in Net Assets
for the years ended June 30, 2004 and 2003
(in thousands)

	<u>2004</u>	<u>2003</u>
Revenue, Gains and Other Support	\$ 13,759	\$ 6,982
Expenses	8,061	7,343
Equity Transfers	<u>26</u>	<u>467</u>
Increase (Decrease) in Net Assets	5,724	106
Net assets, beginning of year	<u>32,848</u>	<u>32,742</u>
Net assets, end of year	<u>\$ 38,572</u>	<u>\$ 32,848</u>

The most significant sources of revenues for the Foundation are contributions and investment income, which includes realized and unrealized gains.

Expenses increased by \$0.7 million primarily due to increased expendable contributions to the University.

Net assets increased by \$5.7 million, the majority of which is related to increased contributions and investment gains.

Eastern Michigan University Foundation
Condensed Statements of Cash Flows
for the years ended June 30, 2004 and 2003
(in thousands)

	<u>2004</u>	<u>2003</u>
Cash provided/(used) by:		
Operating activities	\$ (1,128)	\$ (400)
Investing Activities	(411)	(350)
Financing Activities	<u>1,999</u>	<u>1,017</u>
Net increase (decrease) in cash	460	267
Cash and cash equivalents, beginning of year	<u>2,009</u>	<u>1,742</u>
Cash and cash equivalents, end of year	<u>\$ 2,469</u>	<u>\$ 2,009</u>

For 2004, major sources of cash included sales of investments (\$16.5 million), and contributions restricted for long term purposes (\$1.7 million). The largest uses of cash were purchases of investments (\$16.9 million). For 2003, major sources of cash included sales of investments (\$17.1 million), and contributions (\$1.2 million). The largest uses of cash were purchases of investments (\$17.3 million).

LOOKING AHEAD:

With continued reductions in State appropriations to the University, the Foundation's role on behalf of the University has become critically important. The mission of the Foundation is to support the students, programs, services and the educational community of the University through collaborative relationships with individuals, corporations, foundations and other organizations. While the mission remains unchanged, renewed energy at the Foundation is expected to continue to produce very positive results to help strengthen the University.

While total fund-raising collections increased from \$5.6 million in fiscal 2003 to \$5.9 million in fiscal 2004, an even more encouraging fact is that cash gifts have increased from \$3.2 million in fiscal 2003 to \$4.4 million in fiscal 2004, an increase of \$1.2 million or 38%. We are very pleased to report an increase in approximately \$600,000 in gifts to student scholarships, both expendable and endowed in the last fiscal year. This significant increase is in an area where the Foundation has a direct impact on the University's student population. Not only is this impact apparent from increased funds raised, but also through its growing relationship with alumni, donors, and friends of the University.

In addition to the increased fund-raising collections, the Foundation has increased the visibility of the University through active public engagement. Through an increased number of activities and events, both on and off campus, the Foundation seeks to broaden the University's base of supporters and extend its reach, particularly throughout the southeastern Michigan community. Dedicated alumni, donors, and friends are vital to the University's success, and in turn enhance our ability to provide much needed support to students, faculty, and programs to strengthen the University.

EASTERN MICHIGAN UNIVERSITY
STATEMENTS OF NET ASSETS
As of June 30, 2004 and 2003

	<u>2004</u>	<u>2003</u>
ASSETS		
Current assets:		
Cash and cash equivalents (note 2)	\$ 52,490,144	\$ 52,356,037
Accounts receivable, net (note 3)	25,143,665	21,791,384
Appropriation receivable	13,354,676	15,481,556
Inventories	691,594	564,729
Deposits and prepaid expenses	1,180,055	1,286,634
Accrued interest receivable	390,724	392,596
Total current assets	<u>93,250,858</u>	<u>91,872,936</u>
Noncurrent assets:		
Student loans receivable, net (note 3)	10,945,410	10,546,169
Long-term investments (note 2)	41,595,517	43,721,919
Capital assets, net (note 4)	289,514,207	291,074,516
Other (note 5)	1,659,382	1,915,796
Total noncurrent assets	<u>343,714,516</u>	<u>347,258,400</u>
Total assets	<u>\$ 436,965,374</u>	<u>\$ 439,131,336</u>
LIABILITIES		
Current liabilities:		
Current portion of long-term debt (note 5)	\$ 3,064,778	\$ 2,955,175
Accounts payable and accrued liabilities	9,581,124	11,074,816
Accrued payroll, taxes and fringe benefits	12,396,073	11,569,311
Unearned fees and deposits	7,357,484	6,466,543
Insurance and other claims payable (note 7)	2,826,711	3,460,140
Total current liabilities	<u>35,226,170</u>	<u>35,525,985</u>
Noncurrent liabilities:		
Accrued compensated absences (note 6)	6,775,490	6,712,434
Long-term debt (note 5)	135,496,750	138,561,526
Long-term unearned fees and deposits	660,000	30,000
Total noncurrent liabilities	<u>142,932,240</u>	<u>145,303,960</u>
Total liabilities	<u>\$ 178,158,410</u>	<u>\$ 180,829,945</u>
NET ASSETS		
Invested in capital assets, net of related debt	\$ 192,513,141	\$ 190,621,091
Restricted, expendable	38,623,261	38,493,368
Unrestricted	27,670,562	29,186,932
Total net assets	<u>\$ 258,806,964</u>	<u>\$ 258,301,391</u>

The accompanying notes are an integral part of this statement.

EASTERN MICHIGAN UNIVERSITY FOUNDATION
CONSOLIDATED BALANCE SHEET
JUNE 30, 2004
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2003)

ASSETS	<u>2004</u>	<u>2003</u>
Cash and cash equivalents	\$ 2,468,852	\$ 2,009,085
Accounts receivable	328,598	358,336
Inventories	29,179	25,724
Accrued interest and dividends	89,510	95,832
Other assets	50,642	23,795
Contributions receivable (Note 11)	1,650,060	533,954
Life insurance cash surrender value	223,238	189,702
Property and equipment - Net (Note 12)	2,379,711	2,517,658
Investments (Note 13)	33,800,729	29,911,163
Investments held under split-interest agreements (Note 13)	1,381,603	840,901
Total assets	<u>\$ 42,402,122</u>	<u>\$ 36,506,150</u>
 LIABILITIES		
Accounts payable	\$ 567,519	\$ 504,726
Accrued liabilities	100,037	115,474
Mortgages payable (Note 14)	2,281,126	2,341,045
Note payable (Note 14)	26,616	69,460
Liabilities under split-interest agreements	854,907	627,723
Total liabilities	<u>\$ 3,830,205</u>	<u>\$ 3,658,428</u>
 NET ASSETS		
Unrestricted:	\$	\$
Designated (Note 15)	306,734	329,025
Undesignated (Note 15)	1,068,349	1,227,398
Temporarily restricted (Note 15)	12,468,599	8,984,554
Permanently restricted (Note 15)	24,728,235	22,306,745
Total net assets	<u>\$ 38,571,917</u>	<u>\$ 32,847,722</u>
Total liabilities and net assets	<u>\$ 42,402,122</u>	<u>\$ 36,506,150</u>

The accompanying notes are an integral part of this statement.

EASTERN MICHIGAN UNIVERSITY
STATEMENTS OF REVENUES, EXPENSES
AND CHANGES IN NET ASSETS

For the years ended June 30, 2004 and 2003

	<u>2004</u>	<u>2003</u>
OPERATING REVENUES		
Student tuition and fees	\$ 134,718,682	\$ 122,070,553
Scholarship allowances	(16,870,461)	(16,360,712)
Net student tuition and fees	<u>117,848,221</u>	<u>105,709,841</u>
Federal grants and contracts	6,852,174	5,103,208
Federal financial aid	13,564,595	13,548,382
State grants and contracts	832,073	971,318
State financial aid	2,440,368	4,157,246
Nongovernmental grants and contracts	5,215,990	6,469,938
Departmental activities	5,789,737	5,334,774
Auxiliary activities, less internal service billings of \$3,448,788 and \$3,494,214 in 2004 and 2003, respectively	35,096,710	35,581,966
Other	1,330,660	2,480,878
Total operating revenues	<u>188,970,528</u>	<u>179,357,551</u>
OPERATING EXPENSES		
Instruction	91,445,321	88,161,082
Research	4,948,175	5,077,858
Public service	11,612,772	12,039,435
Academic support	22,184,900	22,191,690
Student services	25,048,906	24,353,265
Institutional support	31,445,325	32,225,487
Scholarships and fellowships	14,104,740	13,910,144
Operation and maintenance of plant	19,111,838	23,002,880
Auxiliary activities, less internal service billings of \$3,448,788 and \$3,494,214 in 2004 and 2003, respectively	31,817,606	31,774,916
Depreciation	15,502,637	15,295,824
Capital additions, net	(6,052,767)	(4,291,365)
Other	271,942	281,738
Total operating expenses	<u>261,441,395</u>	<u>264,022,954</u>
Operating loss	<u>(72,470,867)</u>	<u>(84,665,403)</u>
NONOPERATING REVENUES (EXPENSES)		
State appropriations	74,929,604	84,993,686
Gifts	2,988,334	2,440,046
Investment income	1,429,044	3,253,497
Interest expense	(7,619,601)	(6,283,387)
Other	439,356	(115,547)
Net nonoperating revenues before capital items	<u>72,166,737</u>	<u>84,288,295</u>
Capital gifts	809,703	2,280,088
Total net nonoperating revenues (expenses)	<u>72,976,440</u>	<u>86,568,383</u>
Increase in net assets	505,573	1,902,980
NET ASSETS, beginning of year	258,301,391	256,398,411
NET ASSETS, end of year	<u>\$ 258,806,964</u>	<u>\$ 258,301,391</u>

The accompanying notes are an integral part of this statement.

EASTERN MICHIGAN UNIVERSITY FOUNDATION
CONSOLIDATED STATEMENT OF ACTIVITIES
AND CHANGES IN NET ASSETS
YEAR ENDED June 30, 2004
(WITH COMPARATIVE TOTALS FOR YEAR ENDED JUNE 30, 2003)

	<u>2004</u>	<u>2003</u>
Revenue, Gains and Other Support		
Contributions	\$ 5,127,627	\$ 3,024,200
Investment income (Note 13)	722,710	664,835
Net realized and unrealized gains (losses) (Note 13)	4,115,921	(399,928)
ECMC revenue	1,863,347	2,041,032
Administrative and management fee (Note 8)	1,850,000	1,563,000
Other revenue	79,824	88,401
	<u>13,759,429</u>	<u>6,981,540</u>
Expenses		
Contributions to EMU:		
Expendable contributions	\$ 2,343,076	\$ 1,877,031
Contributions from endowment income	956,354	835,201
General and administrative - Foundation Management	459,752	495,492
Fund raising:		
Gifts and records	545,520	523,767
Other fund raising	1,794,985	1,523,916
ECMC expenses	\$ 1,848,017	\$ 1,964,035
Change in value of split-interest agreements	90,355	97,749
Other	23,190	25,315
Total expenses	<u>\$ 8,061,249</u>	<u>\$ 7,342,506</u>
Equity Transfers - Funds transferred from EMU for endowment	26,015	466,467
	5,724,195	105,501
NET ASSETS, beginning of year	32,847,722	32,742,221
NET ASSETS, end of year	<u>\$ 38,571,917</u>	<u>\$ 32,847,722</u>

The accompanying notes are an integral part of this statement.

EASTERN MICHIGAN UNIVERSITY
STATEMENTS OF CASH FLOWS
For the years ended June 30, 2004 and 2003

	<u>2004</u>	<u>2003</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from students for tuition and fees	\$ 133,062,530	\$ 121,511,870
Cash received from auxiliary activities	35,176,543	34,900,185
Cash received from other sources	7,423,141	7,782,751
Grants and contracts	27,716,894	28,204,185
Federal student loan funds received	293,265	273,559
Student loans granted, net of repayments	(657,789)	91,652
Scholarship allowances	(16,870,462)	(16,360,712)
Cash paid to suppliers and employees	(214,267,089)	(217,374,253)
Cash paid for financial aid	(32,425,538)	(32,326,489)
Net cash (used) by operating activities	<u>(60,548,505)</u>	<u>(73,297,252)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Cash received from State appropriations	77,056,484	85,446,166
Gifts received from EMU Foundation	3,283,828	2,750,012
Net cash provided by noncapital financing activities	<u>80,340,312</u>	<u>88,196,178</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Cash from State Building Authority authorization	-	53,095
Principal payments/defeasance under debt obligations	(2,955,173)	(16,274,774)
Interest paid	(7,619,601)	(6,283,387)
Proceeds from sale of bonds	-	53,000,000
Purchases of capital assets	(13,132,626)	(15,197,533)
Other payments	492,369	1,603,335
Net cash provided/(used) by capital and related financing activities	<u>(23,215,031)</u>	<u>16,900,736</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for long-term investments	2,126,412	(41,072,879)
Interest received	1,430,919	3,175,970
Net cash provided/(used) by investing activities	<u>3,557,331</u>	<u>(37,896,909)</u>
Net increase/(decrease) in cash and cash equivalents	134,107	(6,097,247)
CASH AND CASH EQUIVALENTS, beginning of year	<u>52,356,037</u>	<u>58,453,284</u>
CASH AND CASH EQUIVALENTS, end of year	<u>\$ 52,490,144</u>	<u>\$ 52,356,037</u>
SUPPLEMENTAL DISCLOSURE OF NONCASH ITEMS		
Capital gifts received	<u>\$ 809,703</u>	<u>\$ 2,280,088</u>

The accompanying notes are an integral part of this statement.

EASTERN MICHIGAN UNIVERSITY
STATEMENTS OF CASH FLOWS
For the years ended June 30, 2004 and 2003
(continued)

	<u>2004</u>	<u>2003</u>
Reconciliation of net operating revenues (expenses) to net cash (used) by operating activities:		
Operating loss	\$ (72,470,867)	\$ (84,665,403)
Adjustments to reconcile net income (loss) to net cash used by operating activities:		
Depreciation expense	15,502,637	15,295,824
Change in assets and liabilities:		
Accounts receivable, net	(3,352,283)	(2,904,392)
Inventories	(126,865)	(157,434)
Deposits and prepaid expenses	106,579	(185,596)
Student loans receivable, net	(399,241)	269,765
Current portion of long term debt	(109,603)	(2,044,599)
Accounts payable and accrued liabilities	(1,493,692)	158,649
Accrued payroll	483,201	531,500
Payroll taxes and accrued fringe benefits	343,561	153,016
Unearned fees and deposits	878,441	171,843
Insurance and other claims payable	(633,429)	89,224
Accrued compensated absences	63,056	161,779
Long-term unearned fees and deposits	660,000	(171,428)
Total change in assets and liabilities	(3,580,275)	(3,927,673)
Net cash (used) by operating activities	<u>\$ (60,548,505)</u>	<u>\$ (73,297,252)</u>

The accompanying notes are an integral part of this statement.

EASTERN MICHIGAN UNIVERSITY FOUNDATION
CONSOLIDATED STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2004 AND 2003

	2004	2003
Cash Flows from Operating Activities		
Increase in net assets	\$ 5,724,195	\$ 105,501
Adjustments to reconcile increase in net assets to net cash from operating activities:		
Depreciation	201,708	215,985
Loss on sale of assets	-	375
Net realized and unrealized (gains) losses on investments	(4,115,921)	399,928
Change in value of split-interest agreements	90,355	97,749
Contributions restricted for long-term purposes	(2,405,220)	(1,233,773)
Changes in assets and liabilities:		
Accounts receivable	29,738	(116,473)
Contributions receivable	(676,078)	23,083
Inventories	(3,455)	(7,009)
Accrued interest and dividends	6,322	(13,254)
Other assets	(26,847)	36,923
Accounts payable	62,793	62,689
Accrued and other liabilities	(15,437)	28,327
Net cash used in operating activities	\$ (1,127,847)	\$ (399,949)
Cash Flows from Investing Activities		
Cash surrender value of life insurance	\$ (33,536)	\$ 29,910
Purchases of equipment	(63,761)	(145,327)
Purchases of investments	(16,874,708)	(17,338,303)
Proceeds from the sale of investments	16,560,361	17,103,451
Net cash used in investing activities	\$ (411,644)	\$ (350,263)
Cash Flows from Financing Activities		
Payments on mortgage and notes payable	\$ (102,763)	\$ (98,882)
Payments on split-interest agreements	(146,555)	(117,943)
Proceeds from new split-interest agreements	535,000	-
Proceeds from contributions restricted for long-term purposes	1,713,576	1,233,773
Net cash provided by financing activities	\$ 1,999,258	\$ 1,016,948
Net Increase in Cash and Cash Equivalents	459,767	266,736
Cash and Cash Equivalents - Beginning of Year	2,009,085	1,742,349
Cash and Cash Equivalents - End of Year	\$ 2,468,852	\$ 2,009,085
Supplemental Cash Flow Information - Cash paid (refunded) for:		
Interest	\$ 161,623	\$ 170,251
Income Taxes	40,372	(37,000)

The accompanying notes are an integral part of this statement.

EASTERN MICHIGAN UNIVERSITY

NOTES TO THE FINANCIAL STATEMENTS

(1) Reporting Entity, Basis of Presentation and Summary of Significant Accounting Policies:

Reporting Entity – Eastern Michigan University ("University") is an institution of higher education and is considered to be a component unit of the State of Michigan ("State") because its Board of Regents is appointed by the Governor of the State. Accordingly, the University is included in the State's financial statements as a discrete component unit. Transactions with the State relate primarily to appropriations, grants from various state agencies and payments to the State retirement program for certain University employees.

The University adopted GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*, in 2004. As such, the Eastern Michigan University Foundation ("Foundation") financial statements, footnotes, and management's discussion and analysis have been discretely incorporated into the University's financial statements, footnotes, and management's discussion and analysis. Footnotes of the Foundation are found on pages 28 to 34 of this report.

The University is classified as a state instrumentality under Internal Revenue Code Section 115, and is also classified as a charitable organization under Internal Revenue Code Section 501(c)(3), and is therefore exempt from federal income taxes. Certain activities of the University may be subject to taxation as unrelated business income under Internal Revenue Code Sections 511 to 514.

Basis of Presentation – The accompanying financial statements have been prepared in accordance with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board ("GASB"). The GASB establishes standards for external financial reporting for public colleges and universities and requires that financial statements be presented on a consolidated basis to focus on the university as a whole, with resources classified for accounting and reporting purposes into four net asset categories according to externally imposed restrictions.

The four required net asset categories are as follows:

- Invested in capital assets, net of related debt - Capital assets, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets.
- Restricted, nonexpendable - Net assets subject to externally-imposed stipulations that they be maintained permanently by the university. (These assets are recorded in the Eastern Michigan University Foundation financial statements.)
- Restricted, expendable - Net assets whose use is subject to externally-imposed stipulations that can be fulfilled by actions of the university pursuant to those stipulations or that expire by the passage of time.
- Unrestricted - Net assets that are not subject to externally-imposed stipulations. Unrestricted net assets may be designated for specific purposes by action of the Board of Regents or may otherwise be limited by contractual agreements with outside parties. (Substantially all unrestricted net assets are designated for academic and research programs, capital projects and other initiatives.)

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS

(continued)

For the purposes of the Statements of Cash Flows, highly liquid investments, excluding noncurrent investments, with an original maturity of three months or less are considered cash equivalents.

Summary of Significant Accounting Policies – Investments in marketable securities are carried at fair market value as established by the major securities markets. Investment income includes realized and unrealized gains and losses on investments, interest income and dividends. Inventories are stated at the lower of cost (first in, first out basis) or market. Capital assets are recorded at cost or, if acquired by gift, at the fair market value as of the date of donation. Retirement benefit costs are funded as accrued. Bond issuance costs are amortized using the effective interest method over the maturities of the related bonds.

State appropriations are recognized when received or made available. Restricted funds are recognized as revenue only to the extent expended. Gifts and interest on student loans are recognized when received. Bond issuance costs are capitalized and expensed over the shorter of the refunding period or terms of the new debt.

Unearned fees and deposits primarily include deferred tuition and fee revenue for future semesters, exclusivity contract deferred revenue, and agency fund balances held in custody for others. Capital additions, net includes equipment and construction expenses charged to functional areas and capitalized in the plant fund.

The preparation of the accompanying financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

In August 2003, the University began participating in the United States Department of Education Stafford loan lending program in partnership with Sallie Mae. The University approves and finances student educational loans that are packaged and then sold to Sallie Mae. As of June 30, 2004, the gross amount of loans to students was approximately \$4.2 million. The program is backed by Sallie Mae with a \$15 million line of credit. The receivable for the line of credit for the University as of June 30, 2004 was \$129,549, net of the associated liability on the line of credit.

Certain 2003 balances have been reclassified to conform with the 2004 presentation.

(2) Cash and Cash Equivalents:

The University utilizes the pooled cash method of accounting for substantially all of its cash and cash equivalents. The University's investment policy, as set forth by the Board of Regents, authorizes investment in securities of the U.S. Treasury and agencies, corporate bonds and notes, commercial paper, time savings deposits, Eurodollars and certain external mutual funds, separate managed funds and other pooled funds.

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS (continued)

Cash and cash equivalents consist of the following as of June 30, 2004 and 2003:

	<u>2004</u>	<u>2003</u>
Disbursement accounts	\$ 19,028,991	\$ 3,056,450
U.S. Treasuries/Agencies	25,781,280	9,118,140
Mutual Funds	7,679,873	40,181,447
	<u>\$ 52,490,144</u>	<u>\$ 52,356,037</u>

Cash and cash equivalents include mutual funds and disbursement funds that allow for daily withdrawals. The mutual funds and disbursement funds have short-term to intermediate-term durations and are stated at quoted market value. The U.S. Treasuries and agencies have short-term durations and are also stated at quoted market value. All other cash and cash equivalents are stated at amortized cost, which approximates market.

All cash and cash equivalents are held in the University's name as of June 30, 2004 and 2003. In 2004 disbursement account balances were increased as yields exceeded those of mutual fund sweep accounts. As of June 30, 2004, the banks reported balances in the disbursement accounts at \$18,953,725. Of these balances \$214,653 was covered by federal depository insurance and \$18,739,072 was uninsured and uncollateralized. As of June 30, 2003, the banks reported balances in the disbursement accounts at \$2,569,942. Of these balances, \$206,443 was covered by federal depository insurance and \$2,363,499 was uninsured and uncollateralized.

Long-term investments consist of Mutual Funds and U.S. Treasuries/Agencies valued at \$41,595,517 and \$43,721,919 as of June 30, 2004 and 2003, respectively.

(3) Accounts Receivable:

Accounts receivable consist of the following, as of June 30, 2004 and 2003:

	<u>2004</u>	<u>2003</u>
Sponsor accounts	\$ 5,830,516	\$ 5,599,376
Student accounts	14,041,862	11,375,586
Charter school appropriation	4,660,875	4,520,882
Third party tuition	1,826,014	710,497
Other	2,178,341	2,008,182
	<u>28,537,608</u>	<u>24,214,523</u>
Less allowances for possible collection losses	(3,393,943)	(2,423,139)
Accounts receivable, net	<u>\$ 25,143,665</u>	<u>\$ 21,791,384</u>

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS (continued)

In addition, the University has student loans receivable of \$10,945,410 and \$10,546,169 net of the related allowance of \$243,520 and \$243,080, as of June 30, 2004 and 2003, respectively.

(4) Capital Assets:

Capital assets consists of the following, as of June 30, 2003 and 2004:

	<u>2003</u>	<u>Additions/</u>		<u>2004</u>
		<u>Transfers</u>	<u>Retirements</u>	
Land	\$ 10,589,978	\$ -	\$ -	\$ 10,589,978
Infrastructure	24,776,715	523,579	-	25,300,294
Leasehold improvements	3,408,874	-	-	3,408,874
Buildings	321,978,622	3,424,058	-	325,402,680
Equipment	107,724,695	7,951,743	(3,914,536)	111,761,902
Construction-in-progress	8,175,221	2,287,751	-	10,462,972
	<u>476,654,105</u>	<u>14,187,131</u>	<u>(3,914,536)</u>	<u>486,926,700</u>
Accumulated depreciation	(185,579,589)	(15,502,637)	3,669,733	(197,412,493)
	<u>\$ 291,074,516</u>	<u>\$ (1,315,506)</u>	<u>\$ (244,803)</u>	<u>\$ 289,514,207</u>

Depreciation is recognized on a straight-line basis over the estimated useful life of the asset, as follows:

<u>Classification</u>	<u>Life</u>
Infrastructure	12 to 60 years
Leasehold improvements	12 to 20 years
Buildings	40 to 60 years
Equipment	5 to 10 years

The University has encumbrances of \$2,746,558 on various construction projects in progress as of June 30, 2004.

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS (continued)

(5) Long-term Debt:

Long-term debt consists of the following as of June 30, 2003 and 2004:

	Interest Rates	Maturity	Outstanding Principal			
			2003	Additions	Retirements/ defeasance	2004
Refunding Bonds						
of 2003A	2.00 - 5.00	2004-2033	\$ 53,000,000	\$ -	\$ -	\$ 53,000,000
General Revenue Bonds						
of 2002B	3.00-5.00	2004-2026	6,760,000		180,000	6,580,000
General Revenue Bonds						
of 2002A	5.8	2004-2014	19,330,000	-	1,875,000	17,455,000
General Revenue Bonds						
of 2001	variable	2004-2027	40,775,000	-	75,000	40,700,000
General Revenue Bonds						
of 2000B	4.50-5.875	2004-2030	12,560,000	-	225,000	12,335,000
General Revenue Bonds						
of 2000	5.00-6.00	2004-2024	8,130,000		430,000	7,700,000
General Revenue Bonds						
of 1997	3.60-5.50	2004-2006	300,000	-	100,000	200,000
Bank One	4.96	2004	640,250	-	49,250	591,000
Other	Various	Various	21,451	-	20,923	528
			<u>141,516,701</u>	<u>\$ -</u>	<u>\$ 2,955,173</u>	<u>138,561,528</u>
Less current portion long-term debt			2,955,175			3,064,778
Long-term debt			<u>\$ 138,561,526</u>			<u>\$ 135,496,750</u>

In February 2003, the University issued \$53,000,000 of General Revenue and Refunding Bonds, Series 2003A. The bonds are secured by general revenues of the University. Total proceeds of the debt issue, including the net original issue premium of \$1,071,869 were \$54,071,869. Bond proceeds of \$12,800,428 were used to refund General Revenue Bonds, Series 1993. The remaining proceeds will be used to construct a new Student Center and renovate the existing McKenny Union building. The refunding resulted in an accounting gain of \$106,335 and an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$104,543. Bond issuance costs of \$241,385 net of accumulated amortization of \$12,069 at June 30, 2004, are included in other assets in the accompanying financial statements.

In March 2002, the University issued \$21,100,000 of General Revenue Bonds, Series 2002A, to refund the \$20,615,000 1992 General Revenue Refunding Bonds. The bonds are secured by general revenues of the University. The refunding resulted in an accounting gain of \$662,298 and an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$1,159,108. Bond

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS

(continued)

issuance costs of \$285,616 net of accumulated amortization of \$23,801 at June 30, 2004, are included in other assets in the accompanying financial statements.

In March 2002, the University issued \$6,860,000 of General Revenue Bonds, Series 2002B, to fund capital additions and improvements. The bonds are secured by general revenues of the University. Bond issuance costs of \$185,556 net of accumulated amortization of \$15,463 at June 30, 2004, are included in other assets in the accompanying financial statements.

In August 2001, the University entered into a twenty-six year interest rate swap agreement for \$41,395,000 of variable rate 2001 Series General Revenue bonds to refund and defease in-substance \$38,460,000 of the General Revenue Bonds of 1997. Based on the swap agreement, the University owes interest calculated at a fixed rate of 4.72% to the counterparty to the swap. In return, the counterparty owes the University interest based on two indices: (1) the counterparty pays 68% of the LIBOR rate on 60% of the notional amount; and (2) the counterparty pays the Bond Market Association (BMA) rate on 40% of the notional amount. Only the net difference in interest payments is actually exchanged with the counterparty. The University continues to pay interest to the bondholders at the variable rate provided by the bonds, however, during the term of the swap agreement, the University effectively pays a fixed rate on the debt. The debt service requirements to maturity for these bonds, as presented in this note, are based on that fixed rate. The University will be exposed to variable rates only if the counterparty to the swap defaults or if the swap is terminated. The University can terminate the swap at its sole option, after December 1, 2006. A termination of the swap agreement may also result in the University paying or receiving a termination payment. Bond issuance costs of \$361,027 and \$1,187,007 net of accumulated amortization of \$30,086 and \$702,312 at June 30, 2004, for the 2001 and 1997 Bonds, respectively, are included in other assets in the accompanying financial statements.

In November 2000, the University issued \$12,780,000 of General Revenue Bonds, Series 2000B, to fund new residence hall facilities. The bonds are secured by general revenues of the University. Bond issuance costs of \$63,145 net of accumulated amortization of \$9,472 at June 30, 2004 are included in other assets in the accompanying financial statements.

In February 2000, the University issued \$9,555,000 of General Revenue Bonds, Series 2000 to partially defease in-substance the Series 1992 General Revenue Bonds and to fund various capital additions and improvements. The bonds are secured by general revenues of the University. Bond issuance costs of \$145,867 net of accumulated amortization of \$17,018 at June 30, 2004 are included in other assets in the accompanying financial statements.

In May 1992, the University issued \$45,125,000 of General Revenue Refunding Bonds together with \$6,405,583 of trustee held reserves to defease in-substance, \$46,696,000 of Housing and Student Fee Bonds outstanding at that time.

The trust account assets and the liability for the defeased bonds are not recorded as assets or liabilities in the financial statements of the University. At June 30, 2004, the aggregate amount of outstanding principal on all bonds which have been defeased is \$42,729,361.

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS (continued)

Certain debt agreements require student fees to equal or exceed 200% of the related debt service. The University is in compliance with these covenants.

Principal and interest on long-term debt are payable from operating revenues, allocated student fees and the excess of revenues over expenditures of specific auxiliary activities. The obligations are generally callable. The future amounts of principal and interest payments required by the debt agreements are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2005	3,064,778	6,895,340	9,960,118
2006	4,461,750	6,735,007	11,196,757
2007	3,935,000	6,522,716	10,457,716
2008	3,975,000	6,336,223	10,311,223
2009	4,140,000	6,139,026	10,279,026
2010 - 2014	19,640,000	27,652,319	47,292,319
2015 - 2019	23,675,000	21,870,198	45,545,198
2020 - 2024	28,415,000	16,095,627	44,510,627
2025 - 2029	30,400,000	8,524,111	38,924,111
2030 - 2033	<u>16,855,000</u>	<u>2,048,094</u>	<u>18,903,094</u>
Total	<u>\$ 138,561,528</u>	<u>\$ 108,818,661</u>	<u>\$ 247,380,189</u>

(6) Retirement Benefits:

Through December 31, 1995, the University offered participation in one of two retirement plans for all qualified employees: the Michigan Public School Employees' Retirement System ("MPSERS") and the Teachers Insurance and Annuities Association - College Retirement Equities Fund ("TIAA-CREF"). As of January 1, 1996, the University no longer offered participation in MPSERS to new employees due to the Michigan Public Act 272 of 1995 which enabled the University to withdraw from MPSERS.

MPSERS is a cost sharing multiple employer noncontributory defined benefit retirement plan through the Michigan State Employees' Retirement System. The University's costs for the MPSERS plan include 1) contributions based on member payroll to fund normal pension costs, 2) contributions to fund a portion of the plan's unfunded actuarial accrued liability, and 3) contributions for retiree health insurance, at a fixed dollar amount determined annually by MPSERS.

The cost of the MPSERS plan allocated to the University, all of which was contributed in the applicable year, was approximately \$4,592,000, \$4,961,000, and \$4,627,000 for the years ended June 30, 2004, 2003, and 2002, respectively. Further pension data audited by the Office of the Auditor General of the State of Michigan, for the Michigan State Employees' Retirement System is included in the State of Michigan's Comprehensive Annual Financial Report.

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS (continued)

TIAA-CREF is a defined contribution retirement plan. Substantially all full-time employees of the University are eligible to participate in the TIAA-CREF plan. Employee benefits generally vest immediately. The University contributes a specified percentage of employee wages, as defined by the appropriate labor contract. For the years ended June 30, 2004, 2003, and 2002, the University contributed approximately \$9,255,000, \$8,774,000 and \$7,874,000, respectively, to the TIAA-CREF plan. The University has no liability beyond its own contribution under the TIAA-CREF plan.

In addition, the University provides post-retirement health care benefits to certain eligible retirees. The benefits are provided through a reimbursement of insurance premiums paid by such eligible retirees. The University recognizes the cost of providing these benefits on a pay-as-you-go basis. Expenses incurred for the years ended June 30, 2004, 2003, and 2002 were approximately \$63,000, \$57,000, and \$50,000, respectively.

Certain organizations are required to record the estimated present value of post-retirement benefits as a liability in their financial statements. The University is not required to do so at this time. Based on actuarial assumptions and presuming a continuation of the current level of benefits, the value of those benefits is estimated at \$4.8 million.

The University also provides termination benefits upon retirement resulting from unused sick days. The University calculates its sick pay liability in accordance with the provisions of GASB Statement No. 16, *Accounting for Compensated Absences*. The liability, included in accrued compensated absences, is approximately \$3,820,000 and \$3,450,000 as of June 30, 2004 and 2003, respectively.

(7) Contingencies and Commitments:

In the normal course of its activities, the University is a party to various legal actions. The University intends to vigorously defend itself against any and all claims and is of the opinion that the outcome of current legal actions will not have a material effect on the University's financial position.

The University participates in the Michigan Universities Self-Insurance Corporation ("MUSIC"), which provides indemnity to members against comprehensive general liability, errors and omissions, and property losses commonly covered by insurance. MUSIC also provides risk management and loss control services and programs.

Loss coverages are structured on a three layer basis with each member retaining a portion of its losses, MUSIC covering the second layer and commercial carriers covering the third. Comprehensive general liability coverage is provided on an occurrence basis. Errors and omissions and property coverage are provided on a claims-made basis.

The University is also self-insured for workers' compensation, unemployment compensation and substantially all employee health benefits. Liabilities for estimates of losses retained by the University under MUSIC and reserves for claims incurred but not reported under self-insurance programs have been established.

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS (continued)

(8) Related Party Transactions:

The Foundation, located in Ypsilanti, Michigan, is a private nonprofit organization that reports under FASB standards, including FASB Statement No. 117, *Financial Reporting for Not-for-Profit Organizations*. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. No modifications have been made to the foundation's financial information in the university's financial reporting entity for these differences.

The Foundation is a legally separate, tax-exempt component unit of the University that acts primarily as a fund-raising organization to supplement the resources that are available to the University in support of its students and programs. The Foundation receives, holds, invests, and administers funds for the purpose of contributing to and making expenditures on behalf of the University. The board of the Foundation is self-perpetuating and consists of alumni and friends of the University. Although the University does not control the timing or amount of receipts from the Foundation, the majority of resources, or income thereon, that the Foundation holds and invests are restricted to the activities of the University by the donors. Because these restricted resources held by the Foundation can only be used by, or for the benefit of, the University, the Foundation is considered a component unit of the university and is discretely presented in the university's financial statements. In order to support fund-raising activities on behalf of the University, the University will pay to the Foundation an amount to be determined annually. For the years ended June 30, 2004 and 2003, the amounts paid to the Foundation were \$1,850,000 and \$1,563,000, respectively.

As of June 30, 2004 and 2003, assets totaling approximately \$42,402,000 and \$36,506,000, respectively, are held by the Foundation. Amounts transferred, both cash and in-kind, to the University from the Foundation are included in gifts and capital grants and gifts in the accompanying University financial statements and totaled \$4,093,531 and \$5,030,100 at June 30, 2004 and 2003, respectively.

Fund-raising efforts of the Foundation result in both currently collectible gifts and pledged gifts for the benefit of the University that are recorded as revenue in the Foundation's financial statements but are collectible over a period of years. The Foundation's fund-raising efforts also result in current gifts made directly to the University that are not reported as contributions by the Foundation. Total fund-raising collections for the year June 30, 2004 were as follows:

	<u>2004</u>	<u>2003</u>
Accrual basis contribution revenue	\$ 5,127,627	\$ 3,024,200
Gifts-in-kind made directly to University	1,500,764	2,407,838
Current collections on deferred gifts in excess of gift deferrals and amortization	(1,116,106)	29,248
Current collections on split-interest agreements in excess of recorded revenue	283,384	-
Gifts deposited directly at University	65,198	115,695
Total fund-raising collections	\$ 5,860,867	\$ 5,576,981

EASTERN MICHIGAN UNIVERSITY

NOTES TO FINANCIAL STATEMENTS (continued)

The Foundation includes Eagle Crest Management Corporation (ECMC), a wholly owned for-profit subsidiary of the Foundation, which was incorporated for the purpose of providing food and beverage and other management services. Effective July 1, 2001, the University renegotiated its 1996 joint operating agreement with the Foundation, resulting in separate operating agreements with the Foundation and ECMC. Under the agreement between ECMC and the University, ECMC continues to have the responsibility for the management of the Eagle Crest Golf Club (ECGC) and Eagle Crest Conference Center (ECCC). ECMC receives management fees from the University for the services it provides under the agreement. The fees are composed of a fixed fee of \$27,600 (subject to future increases for changes in the Consumer Price Index), plus 30 percent of net income as defined in the agreement. Total management fee revenue recognized by ECMC during the years ended June 30, 2004 and 2003 was \$68,359 and \$80,435, respectively.

The Foundation also includes Planned Real Estate Corporation (PREC), a wholly owned nonprofit subsidiary of the Foundation, which was incorporated as a title holding company for the purpose of owning and managing real estate donated to the Foundation.

(9) Natural Classification of Expenses

Operating expenses by natural classification for the years ended June 30, 2004 and 2003 are summarized as follows:

	<u>2004</u>	<u>2003</u>
Salaries, wages, benefits	\$ 173,306,590	\$ 168,732,365
Supplies, services, travel	57,812,065	65,089,226
Scholarship expenses	14,104,740	13,910,143
Depreciation	15,502,637	15,295,824
Other	715,363	995,396
Total operating expenses	<u>\$ 261,441,395</u>	<u>\$ 264,022,954</u>

EASTERN MICHIGAN UNIVERSITY FOUNDATION

NOTES TO FINANCIAL STATEMENTS

Note 10 – Nature of Activities and Summary of Significant Accounting Policies

Significant accounting policies for the Foundation are as follows:

Principles of Consolidation – The consolidated financial statements include the accounts of Foundation and its wholly owned subsidiaries, ECMC and PREC. All significant intercompany transactions have been eliminated in the consolidation.

Classification of Net Assets – Net assets of the Foundation are classified as permanently restricted, temporarily restricted, or unrestricted depending on the presence and characteristics of donor-imposed restrictions limiting the Foundation's ability to use or dispose of contributed assets or the economic benefits embodied in those assets. Donor-imposed restrictions that expire with the passage of time or can be removed by meeting certain requirements result in temporarily restricted net assets. Permanently restricted net assets result from donor-imposed restrictions that limit the use of net assets in perpetuity. Earnings and unrealized and realized gains and losses on restricted net assets are classified as unrestricted unless specifically restricted by the donor or by applicable state law.

Contributions – Contributions of cash and other assets, including unconditional promises to give in the future, are reported as revenue when received, measured at fair value. Donor promises to give in the future are recorded at the present value of estimated future cash flows. Contributions resulting from split-interest agreements, measured at the time the agreements are entered into, are based on the difference between the fair value of the assets received or promised and the present value of the obligation to the third-party recipient(s) under the contract. Contributions with donor-imposed time or purpose restrictions are reported as restricted revenue. All other contributions are reported as unrestricted revenue.

Cash Equivalents – The Foundation considers all highly liquid investments purchased with original maturities of three months or less to be cash equivalents.

Inventory – Inventory is carried at the lower of cost, determined using the first-in, first-out (FIFO) method, or market.

Investments – Investments in government and corporate debt and equity securities are stated at current quoted market value. Investments in partnerships, for which a quoted market value is not available, are stated at fair value as determined by the general partner. The real estate holding is recorded at its appraised value. Investments in land are reported at cost, which approximates market. Purchases and sales of investments are recorded as of the trade date. Gain or loss on the sale of investments is computed using

EASTERN MICHIGAN UNIVERSITY FOUNDATION

NOTES TO FINANCIAL STATEMENTS (continued)

the average cost method. Investment income is recorded on the accrual basis and is reported in the consolidated statement of activities and changes in net assets, net of related expenses. These expenses amounted to approximately \$296,883 and \$268,000 in 2004 and 2003, respectively.

Endowed funds use an investment pool approach, under which each restricted-purpose endowment has a specific unit interest based on its capital contributions to the pool. Income earned in the pool is allocated quarterly to unrestricted funds for general operations and to the individual endowments in proportion to the unit interests as of the end of the quarter. Gains and losses from the sale of pooled investments and unrealized gains and losses on investments held are allocated in the same manner.

Accounts Receivable – Accounts receivable consists primarily of amounts due to ECMC for providing food and beverage and other management services and is presented net of an allowance for uncollectible accounts of \$14,717 and \$16,345 in 2004 and 2003, respectively. The allowance for doubtful accounts is established based on a specific assessment of all invoices that remain unpaid following normal customer payment periods. In addition, a general valuation allowance is established for other accounts receivable based on historical loss experience. All amounts deemed to be uncollectible are charged against the allowance for doubtful accounts in the period that the determination is made.

Contributions Receivable – Contributions receivable that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. The discounts on those amounts are computed using risk-free interest rates applicable to the years in which the promises are received. Amortization of the discounts is included in contribution revenue. An allowance for uncollectible contributions is provided when evidence indicates amounts promised by donors may not be collectible.

Life Insurance Cash Surrender Value – The Foundation is the owner of certain life insurance policies on various donors who have named the Foundation as beneficiary.

Property and Equipment – Property and equipment are recorded at cost when purchased and at estimated fair market value when donated. Depreciation on property and equipment is provided on a straight-line or accelerated basis over the estimated useful lives of the assets. Depreciation expense for the year ended June 30, 2004 amounted to \$201,708 and \$215,985 in 2004 and 2003, respectively.

Split-interest Agreements – The Foundation is remainder beneficiary of several charitable annuity and unitrusts. Required distributions to other beneficiaries range from 6.2 percent to 12 percent of gift or market value, as defined by each agreement. The discount rates used to calculate the present value range from 4 percent to 11.9 percent and from 5 percent to 11.9 percent in 2004 and 2003, respectively.

Tax Status – The Foundation is exempt from federal income taxes under Section 501(c)(3) of the United States Internal Revenue Code. PREC is exempt from federal income taxes under Section 501(c)(2) of the United States Internal Revenue Code. ECMC is subject to federal income taxes and accounts for them in accordance with SFAS

EASTERN MICHIGAN UNIVERSITY FOUNDATION

NOTES TO FINANCIAL STATEMENTS (continued)

No. 109, *Accounting for Income Taxes*. Total federal income tax expense on ECMC income was \$5,800 and \$24,146 in 2004 and 2003, respectively. Deferred taxes are immaterial.

Fund-Raising – Fund-raising costs are charged to expense as incurred. The majority of all development activities for the benefit of the University and the Foundation are conducted by the Foundation.

Use of Estimates – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Note consolidation – Foundation notes “Operating Agreements” and “Fund-raising” have been consolidated into University Note 8, “Related Party Transactions”.

Note 11 – Contributions Receivable

Included in contributions receivable are the following unconditional promises to give at June 30, 2004 and 2003:

	<u>2004</u>	<u>2003</u>
Gross contributions promised	\$ 2,520,243	\$ 1,085,069
Less allowance for uncollectibles	(592,729)	(460,426)
Subtotal	1,927,514	624,643
Less unamortized discount	(277,454)	(90,689)
Net unconditional promises to give	<u>\$ 1,650,060</u>	<u>\$ 533,954</u>
Amounts due in:		
Less than one year	\$ 907,334	\$ 602,209
One to five years	1,606,059	405,564
More than five years	6,850	77,296
Total	<u>\$ 2,520,243</u>	<u>\$ 1,085,069</u>

EASTERN MICHIGAN UNIVERSITY FOUNDATION

NOTES TO FINANCIAL STATEMENTS (continued)

Note 12- Property and Equipment

The following is a summary of property and equipment at June 30, 2004 and 2003:

	<u>2003</u>	Net Additions/ (Depreciation)	<u>2004</u>
Building	\$ 2,302,612	\$ 6,599	\$ 2,309,211
Land improvements	50,383	-	50,383
Equipment and software	1,467,241	57,162	1,524,403
Total	3,820,236	63,761	3,883,997
Less accumulated depreciation	(1,302,578)	(201,708)	(1,504,286)
Net carrying amount	\$ 2,517,658	\$ (137,947)	\$ 2,379,711

Note 13-Investments

The following is a summary of all investments held as of June 30, 2004 and 2003, including investments held under split-interest agreements:

	<u>2004</u>	<u>2004</u>	<u>2003</u>	<u>2003</u>
Foundation:	Cost	Market	Cost	Market
U.S. government securities	\$ 3,424,205	\$ 3,602,868	\$ 3,126,178	\$ 3,538,998
Corporate stock securities	23,306,468	27,374,692	21,384,711	22,294,960
Mutual funds	618,915	598,427	600,806	590,505
Corporate bonds	2,882,169	2,923,111	3,417,406	3,642,699
Venture capital partnership	85,785	33,234	89,482	34,902
Real estate holding	38,000	55,000	38,000	55,000
Total Foundation	30,355,542	34,587,332	28,656,583	30,157,064
ECMC - Land	595,000	595,000	595,000	595,000
Consolidated Total	\$ 30,950,542	\$ 35,182,332	\$ 29,251,583	\$ 30,752,064

EASTERN MICHIGAN UNIVERSITY FOUNDATION

NOTES TO FINANCIAL STATEMENTS (continued)

Net realized and unrealized gains in the accompanying consolidated financial statements have been offset with related losses. Investment income for the year ended June 30, 2004 and 2003 is as follows:

	<u>2004</u>	<u>2003</u>
Dividend and interest income	\$ 722,710	\$ 664,835
Realized gains (losses) - Net	1,384,613	(1,915,107)
Net realized income and (losses)	2,107,323	(1,250,272)
Net unrealized gain	2,731,308	1,515,179
Total investment income	\$ 4,838,631	\$ 264,907

Note 14-Mortgages and Note Payable

Mortgages and note payable as of June 30, 2004 and 2003 are as follows:

	Interest Rates	Maturity	2003	Additions	Retirements/ defeasance	2004
Unrelated third party Foundation	6.69%	2004-2010	\$ 2,058,240	\$ -	\$ 26,741	\$ 2,031,499
Unrelated third party ECMC	6.25%	2004-2009	282,805	-	33,178	249,627
Eastern Michigan University ECMC	8.00%	2004-2005	69,460	-	42,844	26,616
Totals			\$ 2,410,505	\$ -	\$ 102,763	\$ 2,307,742

In 1999, the Foundation entered a mortgage agreement with an unrelated third party and collateralized the obligation with real estate. Semi-annual payments of \$83,155 including interest at 6.69% are made with a final balloon payment due June 2009. Subsequent to year end, the Foundation entered into a new mortgage note payable with an unrelated third party. The mortgage is collateralized by the real estate and requires monthly interest-only payments at 5.25% with the principal due July 2009.

In 1999, ECMC entered a mortgage agreement with an unrelated third party and collateralized the obligation with real estate. Monthly payments of \$2,803 including interest at 6.25% are made with a final balloon payment due June 2009.

In 1995, ECMC entered a note payable agreement with Eastern Michigan University and collateralized the obligation with equipment. Monthly payments of \$3,904 including interest at 8% are made through January 2005.

EASTERN MICHIGAN UNIVERSITY FOUNDATION

NOTES TO FINANCIAL STATEMENTS (continued)

The scheduled future principle payments of the mortgages and note payable are as follows:

<u>Years Ending June 30</u>	<u>2004</u>
2005	\$ 46,773
2006	19,854
2007	21,131
2008	22,491
2009	2,197,493
	<u>\$ 2,307,742</u>

Total mortgage and note interest expense for the year ended June 30, 2004 was approximately \$161,623.

Note 15-Net Assets

Unrestricted net assets consist of the following:

Designated to support underfunded University priorities - Endowments that support scholarships, academic programs, and departments:

	<u>2004</u>	<u>2003</u>
Funds functioning as endowments for specific purposes	\$ 192,793	\$ 120,720
Funds not yet allocated	113,941	208,305
Total designated	<u>306,734</u>	<u>329,025</u>
 Undesignated:		
Net equity of ECMC	940,301	930,314
Foundation operations	128,048	297,084
Total undesignated	<u>1,068,349</u>	<u>1,227,398</u>
Total unrestricted net assets	<u>\$ 1,375,083</u>	<u>\$ 1,556,423</u>

Temporarily restricted net assets are available for the following purposes:

	<u>2004</u>	<u>2003</u>
Purpose-restricted:		
Scholarships	\$ 6,420,419	\$ 4,820,079
Specific program use	5,519,552	3,943,701
Time-restricted:		
Renovation debt	400	250
Life insurance policies	1,532	7,346
Annuity trust agreements	526,696	213,178
Total	<u>\$ 12,468,599</u>	<u>\$ 8,984,554</u>

Permanently restricted net assets are endowments invested in perpetuity, the income from which is expendable for distributions to the University for scholarships and other programs.

EASTERN MICHIGAN UNIVERSITY FOUNDATION

NOTES TO FINANCIAL STATEMENTS (continued)

Note 16-Defined Contribution Plans

The Foundation sponsors a defined contribution 403(b) plan for all eligible full-time employees, as defined. Employees may make elective contributions to the 403(b) plan in accordance with IRS regulations. The Foundation may make contributions to the 403(b) plan up to 6 percent of the employees' base salaries. During fiscal year 2004, the Foundation contributed 6 percent of the employees' base salaries.

ECMC sponsors a defined contribution 401(k) plan for all eligible full-time employees, as defined. The employees may make elective contributions to the 401(k) plan in accordance with IRS regulations. ECMC makes contributions to the 401(k) plan at 5 percent of the employees' base salaries.

Total contributions to the plans were approximately \$91,637 and \$83,000 in 2004 and 2003, respectively.

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Report of Independent Auditors on Supplemental Information

To the Board of Regents of
Eastern Michigan University

The report on our audits of the financial statements of Eastern Michigan University (the "University") as of June 30, 2004 and 2003, and for the years then ended, appears on page 1 of this document. These audits were conducted for the purpose of forming an opinion on the financial statements taken as a whole. The supplementary schedules accompanying the financial statements are not necessary for a fair presentation of the statements of net assets, and the related statements of revenues, expenses and changes in net assets and cash flows of the University in conformity with accounting principles generally accepted in the United States of America. The supplementary schedules are presented only for purposes of additional analysis and are not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

August 20, 2004

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EASTERN MICHIGAN UNIVERSITY
SCHEDULE OF NET ASSETS
BY FUND
as of June 30, 2004

	General Fund	Designated Fund	Auxiliary Activities Fund	Expendable Restricted Fund
ASSETS				
Current assets:				
Cash and cash equivalents	\$ 12,522,505	\$ 12,557,905	\$ 3,664,391	\$ (1,743,254)
Accounts receivable, net	9,991,598	5,211,654	3,160,974	5,791,619
Appropriation receivable	13,354,676	-	-	-
Inventories	304,148	-	387,446	-
Deposits and prepaid expenses	354,075	56,582	123,660	-
Accrued interest receivable	-	290,183	-	-
Total current assets	<u>36,527,002</u>	<u>18,116,324</u>	<u>7,336,471</u>	<u>4,048,365</u>
Noncurrent assets:				
Student loans receivable, net	-	-	-	-
Long-term investments	-	35,049	-	-
Capital assets, net	-	-	-	-
Other	-	-	-	-
Total noncurrent assets	-	35,049	-	-
Total assets	<u>\$ 36,527,002</u>	<u>\$ 18,151,373</u>	<u>\$ 7,336,471</u>	<u>\$ 4,048,365</u>
LIABILITIES				
Current liabilities:				
Current portion of long-term debt	\$ -	\$ -	\$ -	\$ -
Accounts payable and accrued liabilities	1,971,279	4,728,486	505,459	299,473
Accrued payroll	6,977,143	142,627	619,276	310,189
Payroll taxes and accrued fringe benefits	3,970,091	-	376,747	-
Unearned fees and deposits	4,520,977	148,482	827,502	9,576
Insurance and other claims payable	1,926,475	-	900,236	-
Total current liabilities	<u>19,365,965</u>	<u>5,019,595</u>	<u>3,229,220</u>	<u>619,238</u>
Noncurrent liabilities:				
Accrued compensated absences	6,372,794	27,818	328,892	45,986
Long-term debt	-	-	-	-
Long-term unearned fees and deposits	-	-	-	-
Total noncurrent liabilities	<u>6,372,794</u>	<u>27,818</u>	<u>328,892</u>	<u>45,986</u>
Total liabilities	<u>\$ 25,738,759</u>	<u>\$ 5,047,413</u>	<u>\$ 3,558,112</u>	<u>\$ 665,224</u>
NET ASSETS				
Invested in capital assets, net of related debt	\$ -	\$ -	\$ -	\$ -
Restricted, expendable	-	-	-	3,383,141
Unrestricted				
Designated	4,741,751	13,103,960	3,778,359	-
Undesignated	6,046,492	-	-	-
Total net assets	<u>\$ 10,788,243</u>	<u>\$ 13,103,960</u>	<u>\$ 3,778,359</u>	<u>\$ 3,383,141</u>

The accompanying notes are an integral part of this schedule.

Student Loan Fund	Plant Fund	Agency Fund	Consolidated Total
\$ 843,000	\$ 23,014,335	\$ 1,631,262	\$ 52,490,144
516,692	471,128	-	25,143,665
-	-	-	13,354,676
-	-	-	691,594
-	645,738	-	1,180,055
623	99,918	-	390,724
<u>1,360,315</u>	<u>24,231,119</u>	<u>1,631,262</u>	<u>93,250,858</u>
10,945,410	-	-	10,945,410
-	41,560,468	-	41,595,517
-	289,514,207	-	289,514,207
-	1,659,382	-	1,659,382
10,945,410	332,734,057	-	343,714,516
<u>\$ 12,305,725</u>	<u>\$ 356,965,176</u>	<u>\$ 1,631,262</u>	<u>\$ 436,965,374</u>
\$ -	\$ 3,064,778	\$ -	\$ 3,064,778
-	2,076,112	315	9,581,124
-	-	-	8,049,235
-	-	-	4,346,838
-	220,000	1,630,947	7,357,484
-	-	-	2,826,711
<u>-</u>	<u>5,360,890</u>	<u>1,631,262</u>	<u>35,226,170</u>
-	-	-	6,775,490
-	135,496,750	-	135,496,750
-	660,000	-	660,000
-	136,156,750	-	142,932,240
<u>\$ -</u>	<u>\$ 141,517,640</u>	<u>\$ 1,631,262</u>	<u>\$ 178,158,410</u>
\$ -	\$ 192,513,141	\$ -	\$ 192,513,141
12,305,725	22,934,395	-	38,623,261
-	-	-	-
-	-	-	21,624,070
-	-	-	6,046,492
<u>\$ 12,305,725</u>	<u>\$ 215,447,536</u>	<u>\$ -</u>	<u>\$ 258,806,964</u>

The accompanying notes are an integral part of this schedule.

EASTERN MICHIGAN UNIVERSITY
SCHEDULE OF
REVENUES, EXPENSES AND CHANGES IN NET ASSETS
BY FUND
as of June 30, 2004

	General Fund	Designated Fund	Auxiliary Fund
OPERATING REVENUES			
Student tuition and fees	\$ 114,298,510	\$ 20,338,964	\$ 81,208
Scholarship allowances	-	-	-
Net student tuition and fees	<u>114,298,510</u>	<u>20,338,964</u>	<u>81,208</u>
Federal grants and contracts	-	-	-
Federal financial aid	-	-	-
State grants and contracts	-	-	-
State financial aid	-	-	-
Nongovernmental grants and contracts	-	175,117	-
Departmental activities	110,583	5,397,032	-
Auxiliary activities, less internal service billings of \$3,448,788	-	-	35,096,710
Indirect cost recovery (deduction)	487,002	474,377	-
Other	794,021	-	-
Total operating revenues	<u>115,690,116</u>	<u>26,385,490</u>	<u>35,177,918</u>
OPERATING EXPENSES			
Instruction	90,067,550	1,026,867	-
Research	902,432	216,719	-
Public service	2,453,115	2,106,064	-
Academic support	21,006,760	1,078,344	-
Student services	19,245,146	5,300,509	-
Institutional support	26,338,513	4,804,669	-
Scholarships and fellowships	14,433,676	57,923	-
Operation and maintenance of plant	15,404,944	51,095	-
Auxiliary activities, less internal service billings of \$3,448,788	-	-	31,817,606
Depreciation	-	-	-
Capital additions, net	-	-	-
Other	-	-	-
Total operating expenses	<u>189,852,136</u>	<u>14,642,190</u>	<u>31,817,606</u>
Operating income (loss)	<u>(74,162,020)</u>	<u>11,743,300</u>	<u>3,360,312</u>
NONOPERATING REVENUES (EXPENSES)			
State appropriations	74,929,604	-	-
Gifts	-	1,242,471	-
Investment income	-	196,104	-
Interest expense	-	-	-
Other	-	-	-
Net nonoperating revenues before transfers & capital it	<u>74,929,604</u>	<u>1,438,575</u>	<u>-</u>
TRANSFERS IN (OUT)			
Mandatory:			
Funds for debt service	(2,388,624)	(5,388,183)	(2,797,967)
Matching funds	(279,451)	-	-
Perkins match	(14,801)	-	-
Non-mandatory:			
Other	1,924,977	(9,646,799)	(235,293)
Total transfers	<u>(757,899)</u>	<u>(15,034,982)</u>	<u>(3,033,260)</u>
Capital grants and gifts	-	-	-
Total net nonoperating revenues (expenses)	<u>74,171,705</u>	<u>(13,596,407)</u>	<u>(3,033,260)</u>
Increase in net assets	9,685	(1,853,107)	327,052
NET ASSETS, beginning of year	<u>10,778,558</u>	<u>14,957,067</u>	<u>3,451,307</u>
NET ASSETS, end of year	<u>\$ 10,788,243</u>	<u>\$ 13,103,960</u>	<u>\$ 3,778,359</u>

The accompanying notes are an integral part of this schedule.

Expendable Restricted Fund	Student Loan Fund	Plant Fund	Eliminations	Consolidated
\$ -	\$ -	\$ -	\$ -	134,718,682
-	-	-	(16,870,461)	(16,870,461)
-	-	-	(16,870,461)	117,848,221
6,558,909	293,265	-	-	6,852,174
13,564,595	-	-	-	13,564,595
832,073	-	-	-	832,073
2,440,368	-	-	-	2,440,368
5,040,873	-	-	-	5,215,990
-	-	282,122	-	5,789,737
-	-	-	-	35,096,710
(961,379)	-	-	-	-
128,932	7,803	399,904	-	1,330,660
<u>27,604,371</u>	<u>301,068</u>	<u>682,026</u>	<u>(16,870,461)</u>	<u>188,970,528</u>
350,904	-	-	-	91,445,321
3,829,024	-	-	-	4,948,175
7,053,593	-	-	-	11,612,772
99,796	-	-	-	22,184,900
503,251	-	-	-	25,048,906
302,143	-	-	-	31,445,325
16,483,602	-	-	(16,870,461)	14,104,740
6,465	-	3,649,334	-	19,111,838
-	-	-	-	31,817,606
-	-	15,502,637	-	15,502,637
-	-	(6,052,767)	-	(6,052,767)
-	271,942	-	-	271,942
<u>28,628,778</u>	<u>271,942</u>	<u>13,099,204</u>	<u>(16,870,461)</u>	<u>261,441,395</u>
<u>(1,024,407)</u>	<u>29,126</u>	<u>(12,417,178)</u>	<u>-</u>	<u>(72,470,867)</u>
-	-	-	-	74,929,604
1,744,163	-	1,700	-	2,988,334
-	153,236	1,079,704	-	1,429,044
-	-	(7,619,601)	-	(7,619,601)
295,494	-	143,862	-	439,356
<u>2,039,657</u>	<u>153,236</u>	<u>(6,394,335)</u>	<u>-</u>	<u>72,166,737</u>
-	-	10,574,774	-	-
275,508	3,943	-	-	-
-	14,801	-	-	-
(1,080,660)	-	9,037,775	-	-
<u>(805,152)</u>	<u>18,744</u>	<u>19,612,549</u>	<u>-</u>	<u>-</u>
-	-	809,703	-	809,703
<u>1,234,505</u>	<u>171,980</u>	<u>14,027,917</u>	<u>-</u>	<u>72,976,440</u>
210,098	201,106	1,610,739	-	505,573
3,173,043	12,104,619	213,836,797	-	258,301,391
<u>\$ 3,383,141</u>	<u>\$ 12,305,725</u>	<u>\$ 215,447,536</u>	<u>\$ -</u>	<u>\$ 258,806,964</u>

The accompanying notes are an integral part of this schedule.

EASTERN MICHIGAN UNIVERSITY
SCHEDULE OF NET ASSETS
BY FUND
as of June 30, 2003

	General Fund	Designated Fund	Auxiliary Activities Fund	Expendable Restricted Fund
ASSETS				
Current assets:				
Cash and cash equivalents	\$ 13,345,617	\$ 14,811,616	\$ 3,606,535	\$ (1,662,453)
Accounts receivable, net	7,576,506	4,975,878	2,940,451	5,555,101
Appropriation receivable	15,481,556	-	-	-
Inventories	186,489	-	378,240	-
Deposits and prepaid expenses	437,889	31,588	123,271	-
Accrued interest receivable	-	270,619	-	-
Total current assets	<u>37,028,057</u>	<u>20,089,701</u>	<u>7,048,497</u>	<u>3,892,648</u>
Noncurrent assets:				
Student loans receivable, net	-	-	-	-
Long-term investments	-	38,857	-	-
Capital assets, net	-	-	-	-
Other	-	-	-	-
Total noncurrent assets	<u>-</u>	<u>38,857</u>	<u>-</u>	<u>-</u>
Total assets	<u>\$ 37,028,057</u>	<u>\$ 20,128,558</u>	<u>\$ 7,048,497</u>	<u>\$ 3,892,648</u>
LIABILITIES				
Current liabilities:				
Current portion of long-term debt	\$ -	\$ -	\$ -	\$ -
Accounts payable and accrued liabilities	2,685,574	4,712,028	847,647	396,038
Accrued payroll	6,618,262	111,680	577,116	258,976
Payroll taxes and accrued fringe benefits	3,655,561	-	347,716	-
Unearned fees and deposits	4,488,554	320,308	527,146	18,605
Insurance and other claims payable	2,491,467	-	968,673	-
Total current liabilities	<u>19,939,418</u>	<u>5,144,016</u>	<u>3,268,298</u>	<u>673,619</u>
Noncurrent liabilities:				
Accrued compensated absences	6,310,081	27,475	328,892	45,986
Long-term debt	-	-	-	-
Long-term unearned fees and deposits	-	-	-	-
Total noncurrent liabilities	<u>6,310,081</u>	<u>27,475</u>	<u>328,892</u>	<u>45,986</u>
Total liabilities	<u>\$ 26,249,499</u>	<u>\$ 5,171,491</u>	<u>\$ 3,597,190</u>	<u>\$ 719,605</u>
NET ASSETS				
Invested in capital assets, net of related debt	\$ -	\$ -	\$ -	\$ -
Restricted, expendable	-	-	-	3,173,043
Unrestricted	-	-	-	-
Designated	5,976,979	14,957,067	3,451,307	-
Undesignated	4,801,579	-	-	-
Total net assets	<u>\$ 10,778,558</u>	<u>\$ 14,957,067</u>	<u>\$ 3,451,307</u>	<u>\$ 3,173,043</u>

The accompanying notes are an integral part of this schedule

Student Loan Fund	Plant Fund	Agency Fund	Consolidated Total
\$ 1,109,145	\$ 20,239,841	\$ 905,736	\$ 52,356,037
448,914	294,534	-	21,791,384
-	-	-	15,481,556
-	-	-	564,729
-	693,886	-	1,286,634
391	121,586	-	392,596
<u>1,558,450</u>	<u>21,349,847</u>	<u>905,736</u>	<u>91,872,936</u>
10,546,169	-	-	10,546,169
-	43,683,062	-	43,721,919
-	291,074,516	-	291,074,516
-	1,915,796	-	1,915,796
<u>10,546,169</u>	<u>336,673,374</u>	<u>-</u>	<u>347,258,400</u>
<u>\$ 12,104,619</u>	<u>\$ 358,023,221</u>	<u>\$ 905,736</u>	<u>\$ 439,131,336</u>
\$ -	\$ 2,955,175	\$ -	\$ 2,955,175
-	2,432,223	1,306	11,074,816
-	-	-	7,566,034
-	-	-	4,003,277
-	207,500	904,430	6,466,543
-	-	-	3,460,140
<u>-</u>	<u>5,594,898</u>	<u>905,736</u>	<u>35,525,985</u>
-	-	-	6,712,434
-	138,561,526	-	138,561,526
-	30,000	-	30,000
<u>-</u>	<u>138,591,526</u>	<u>-</u>	<u>145,303,960</u>
<u>\$ -</u>	<u>\$ 144,186,424</u>	<u>\$ 905,736</u>	<u>\$ 180,829,945</u>
\$ -	190,621,091	\$ -	\$ 190,621,091
12,104,619	23,215,706	-	38,493,368
-	-	-	24,385,353
-	-	-	4,801,579
<u>\$ 12,104,619</u>	<u>\$ 213,836,797</u>	<u>\$ -</u>	<u>\$ 258,301,391</u>

The accompanying notes are an integral part of this schedule

EASTERN MICHIGAN UNIVERSITY
SCHEDULE OF
REVENUES, EXPENSES AND CHANGES IN NET ASSETS
BY FUND
as of June 30, 2003

	General Fund	Designated Fund	Auxiliary Fund
OPERATING REVENUES			
Student tuition and fees	\$ 102,919,877	\$ 19,072,751	\$ 77,925
Scholarship allowances			
Net student tuition and fees	102,919,877	19,072,751	77,925
Federal grants and contracts	-	-	-
Federal financial aid	-	-	-
State grants and contracts	-	-	-
State financial aid	-	-	-
Nongovernmental grants and contracts	-	224,077	-
Departmental activities	138,325	4,608,855	-
Auxiliary activities, less internal service billings of \$3,494,214	-	-	35,581,966
Indirect cost recovery (deduction)	358,244	298,921	-
Other	998,792	-	-
Total operating revenues	<u>104,415,238</u>	<u>24,204,604</u>	<u>35,659,891</u>
OPERATING EXPENSES			
Instruction	86,888,942	687,215	-
Research	1,765,104	345,026	-
Public service	2,225,643	2,582,403	-
Academic support	20,840,485	1,235,471	-
Student services	18,748,663	4,871,324	-
Institutional support	27,464,013	4,478,860	-
Scholarships and fellowships	12,796,879	55,441	-
Operation and maintenance of plant	16,207,481	90,508	-
Auxiliary activities, less internal service billings of \$3,494,214	-	-	31,774,916
Depreciation	-	-	-
Capital additions, net	-	-	-
Other	-	-	-
Total operating expenses	<u>186,937,210</u>	<u>14,346,248</u>	<u>31,774,916</u>
Operating income (loss)	<u>(82,521,972)</u>	<u>9,858,356</u>	<u>3,884,975</u>
NONOPERATING REVENUES (EXPENSES)			
State appropriations	84,993,686	-	-
Gifts	-	1,279,385	-
Investment income	-	2,342,710	-
Interest expense	-	-	-
Other	-	-	-
Net nonoperating revenues before transfers & capital items	<u>84,993,686</u>	<u>3,622,095</u>	<u>-</u>
TRANSFERS IN (OUT)			
Mandatory:			
Funds for debt service	(2,530,138)	(4,153,478)	(2,693,404)
Matching funds	(404,144)	-	-
Perkins match	(16,556)	-	-
Non-mandatory:			
Other	537,804	(7,321,761)	(849,267)
Total transfers	<u>(2,413,034)</u>	<u>(11,475,239)</u>	<u>(3,542,671)</u>
Capital grants and gifts	-	-	-
Total net nonoperating revenues (expenses)	<u>82,580,652</u>	<u>(7,853,144)</u>	<u>(3,542,671)</u>
Increase in net assets	58,680	2,005,212	342,304
NET ASSETS, beginning of year	10,719,878	12,951,855	3,109,003
NET ASSETS, end of year	<u>\$ 10,778,558</u>	<u>\$ 14,957,067</u>	<u>\$ 3,451,307</u>

The accompanying notes are an integral part of this schedule.

Expendable Restricted Fund	Student Loan Fund	Plant Fund	Eliminations	Consolidated
\$ -	\$ -	\$ -	\$ -	\$ 122,070,553
-	-	-	(16,360,712)	(16,360,712)
-	-	-	(16,360,712)	105,709,841
4,829,649	273,559	-	-	5,103,208
13,548,382	-	-	-	13,548,382
971,318	-	-	-	971,318
4,157,246	-	-	-	4,157,246
6,245,861	-	-	-	6,469,938
-	-	587,594	-	5,334,774
-	-	-	-	35,581,966
(657,165)	-	-	-	-
97,784	43,166	1,341,136	-	2,480,878
<u>29,193,075</u>	<u>316,725</u>	<u>1,928,730</u>	<u>(16,360,712)</u>	<u>179,357,551</u>
584,925	-	-	-	88,161,082
2,967,728	-	-	-	5,077,858
7,231,389	-	-	-	12,039,435
115,734	-	-	-	22,191,690
733,278	-	-	-	24,353,265
282,614	-	-	-	32,225,487
17,418,536	-	-	(16,360,712)	13,910,144
4,549	-	6,700,342	-	23,002,880
-	-	-	-	31,774,916
-	-	15,295,824	-	15,295,824
-	-	(4,291,365)	-	(4,291,365)
-	281,738	-	-	281,738
<u>29,338,753</u>	<u>281,738</u>	<u>17,704,801</u>	<u>(16,360,712)</u>	<u>264,022,954</u>
<u>(145,678)</u>	<u>34,987</u>	<u>(15,776,071)</u>	<u>-</u>	<u>(84,665,403)</u>
-	-	-	-	84,993,686
1,145,104	-	15,557	-	2,440,046
-	139,662	771,125	-	3,253,497
-	-	(6,283,387)	-	(6,283,387)
309,966	(439,187)	13,674	-	(115,547)
<u>1,455,070</u>	<u>(299,525)</u>	<u>(5,483,031)</u>	<u>-</u>	<u>84,288,295</u>
-	-	9,377,020	-	-
404,144	16,556	-	-	-
-	-	-	-	-
(1,043,193)	-	8,676,417	-	-
<u>(639,049)</u>	<u>16,556</u>	<u>18,053,437</u>	<u>-</u>	<u>-</u>
-	-	2,280,088	-	2,280,088
816,021	(282,969)	14,850,494	-	86,568,383
670,343	(247,982)	(925,577)	-	1,902,980
2,502,700	12,352,601	214,762,374	-	256,398,411
<u>\$ 3,173,043</u>	<u>\$ 12,104,619</u>	<u>\$ 213,836,797</u>	<u>\$ -</u>	<u>\$ 258,301,391</u>

The accompanying notes are an integral part of this schedule.

EASTERN MICHIGAN UNIVERSITY
NOTES TO THE SUPPLEMENTARY SCHEDULES

Basis of Presentation:

The University utilizes four current and three noncurrent fund groupings for internal operating purposes, as follows:

Current Fund Groupings:

General Fund is used to account for general operating activities.

Designated Fund is used to account for funds designated by University policy.

Auxiliary Activities Fund is used to account for services and facilities provided to students, faculty, staff and the public.

Expendable Restricted Fund is used to account for funds restricted by donor or supporting agency.

Noncurrent Fund Groupings:

Student Loan Fund is used to account for transactions related to loans to students.

Plant Fund is used to account for transactions relating to investments in physical properties, indebtedness incurred in the financing thereof and reserves for maintenance, replacement, insurance and debt service.

Agency Fund is used to account for amounts withheld from payrolls and amounts held in custody for students, University-related organizations and others.

The eliminations on the Schedules of Revenues, Expenses and Changes in Net Assets by Fund represent the reclass of scholarship allowances as required by Governmental Accounting Standards Board Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities*.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 26
DATE: September 21, 2004

RECOMMENDATION

REPORT: OMB CIRCULAR A-133 SUPPLEMENTARY FINANCIAL REPORTS FOR THE YEAR ENDED JUNE 30, 2004

ACTION REQUESTED

It is recommended that the Board of Regents receive, approve and place on file the OMB Circular A-133 Supplementary Financial Reports for the Year Ended June 30, 2004.

STAFF SUMMARY

The report includes an independent auditors' report on compliance with requirements applicable to the University's Federal awards programs. The report states that the University complied, in all material respects, with the requirements governing its major Federal Awards Programs for the year ended June 30, 2004.

PricewaterhouseCoopers (PWC), independent public accountants, reported in the Schedule of Findings and Questioned Costs that there were no findings. PWC will make a report to the Board at the September 21st Finance Committee meeting.

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
Schedule of Expenditures of Federal Award
Programs in Accordance with OMB Circular A-133
June 30, 2004

September 7, 2004

Mr. Daniel B. Cooper
Director of Financial Services
Eastern Michigan University
207 Hover
Ypsilanti, Michigan 48197

Dear Mr. Cooper:

Enclosed are 100 copies of Eastern Michigan University's Report on Schedule of Expenditures of Federal Award Programs in accordance with OMB Circular A-133 for the year ended June 30, 2004.

If we can be of further service to you, please call us at your convenience.

Very truly yours,

DB

Enclosures

Eastern Michigan University

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June 30, 2004

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5.

**Report of Independent Auditors on Compliance and on Internal Control
Over Financial Reporting Based on an Audit of Financial Statements
Performed in Accordance with Government Auditing Standards**

To the Board of Regents of
Eastern Michigan University

We have audited the financial statements of Eastern Michigan University, (the "University") as of and for the year ended June 30, 2004, and have issued our report thereon dated August 20, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the University's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the University's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in their normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

6.

This report is intended solely for the information and use of the University's Board of Regents, management, the administration, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties.

August 20, 2004

**Report of Independent Auditors on Compliance with Requirements
Applicable to Each Major Program and Internal Control Over
Compliance in Accordance with OMB Circular A-133**

To the Board of Regents of
Eastern Michigan University

Compliance

We have audited the compliance of Eastern Michigan University (the "University") with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2004. The University's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the University's management. Our responsibility is to express an opinion on the University's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the University's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the University's compliance with those requirements.

In our opinion, the University complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2004.

Internal Control Over Compliance

The management of the University is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the University's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure over compliance and its operation that we consider to be material weaknesses.

Schedule of Expenditures of Federal Awards

We have audited the financial statements of the University as of and for the year ended June 30, 2004, and have issued our report thereon dated August 20, 2004. Our audit was performed for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

This report is intended solely for the information and use of the University's Board of Regents, management, the administration, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties.

August 20, 2004

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Eastern Michigan University
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2004

Federal Grantor/ Program Name	Federal Award Number	Recipient or Subrecipient	Federal CFDA Number	Federal Expenditures Current Year
STUDENT FINANCIAL AID CLUSTER				
LOAN AND LOAN GUARANTEE PROGRAMS				
Stafford Loans - Subsidized	-	Recipient	84.032	(1)* \$ 33,989,350
Stafford Loans - Unsubsidized	-	Recipient	84.032	(1)* 33,491,315
Parent Loans for Students	-	Recipient	84.032	(1)* 7,820,808
Perkins: Loans issued	-	Recipient	84.038	(1)* 2,138,808
Perkins: Federal Capital Contribution	P038A032005	Recipient	84.038	(1)* <u>59,202</u>
Total Loan and Loan Guarantee Programs				<u>77,499,483</u>
US DEPARTMENT OF EDUCATION				
Federal Work Study Program 02-03				
Job Location and Development Program	P033A022005	Recipient	84.033	(1)* 12,682
Federal Work Study Program 03-04				
Earned Compensation	P033A032005	Recipient	84.033	(1)* 702,121
Job Location and Development Program	P033A032005	Recipient	84.033	(1)* 46,264
Administrative Cost Allowance	P033A032005	Recipient	84.033	(1)* 146,596
Federal Pell Grant Program 02-03	P063P021630	Recipient	84.063	(1)* 143,362
Federal Pell Grant Program 03-04	P063P031630	Recipient	84.063	(1)* 11,865,307
FSEOG 02-03	P007A022005	Recipient	84.007	(1)* 54,703
FSEOG 03-04	P007A032005	Recipient	84.007	(1)* 825,090
Administrative Cost Allowance	P007A032005	Recipient	84.007	(1)* <u>39,408</u>
Total U.S. Department of Education				<u>13,835,533</u>
TOTAL STUDENT FINANCIAL AID CLUSTER				
				<u>91,335,016</u>
RESEARCH AND DEVELOPMENT CLUSTER				
CORPORATION FOR NATIONAL SERVICE				
CNS/MCC: EMU Write-Link High School Outreach Project	-	Subrecipient	94.004	(1)* 1,102
CNS/MCC: Life Skills Project	-	Subrecipient	94.004	(1)* 1,233
University Consortium to Advance ASL in Michigan	30450046	Recipient	94.004	(1)* <u>99,507</u>
Total Corporation for National Service				<u>101,842</u>
DEPARTMENT OF COMMERCE				
WebPolis Consortium	-	Recipient	11.552	(1)* <u>123,120</u>
DEPARTMENT OF DEFENSE				
DOD/USARL: Advance CRI Control	-	Subrecipient	12.910	(1)* <u>521,638</u>
ENVIRONMENTAL PROTECTION AGENCY				
EPA/GLFC: Attachment Behavior of Sea Lampreys	-	Recipient	66.469	(1)* 3,102
Integrated Barriers to Control Juvenile Exotic Fish	-	Recipient	66.469	(1)* <u>29,862</u>
Total Environmental Protection Agency				<u>32,964</u>
FEDERAL HIGHWAY ADMINISTRATION				
FHWA/MDOT: 2004 Graduate Assistant	2004-0046	Subrecipient	20.215	(1)* <u>3,675</u>
HEALTH AND HUMAN SERVICES				
HHS/BFDI: Family Connections II	90CW1127	Subrecipient	93.595	(1)* 8,418
HHS/MDCH: Alzheimer's Education Program 02-03	-	Subrecipient	93.951	(1)* 12,808
HHS/MDCH: Alzheimer's Education Program 03-04	-	Subrecipient	93.951	(1)* 16,496
HHS/MDCH: Alzheimer's Research Program 02-03	-	Subrecipient	93.951	(1)* 8,501
HHS/MDCH: Alzheimer's Research Program 03-04	-	Subrecipient	93.951	(1)* 28,134
HHS/MDCH: CAFAS Level Care Project YR7	-	Subrecipient	93.958	(1)* 12,846
HHS/MDCH: CAFAS Level Care Project YR8	20041417	Subrecipient	93.958	(1)* <u>36,031</u>
Total Health and Human Services				<u>123,234</u>

* Denotes a major program.

(1) Denotes a cluster.

The accompanying notes are an integral part of the schedule of expenditures of federal awards.

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**Eastern Michigan University
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2004**

Federal Grantor/ Program Name	Federal Award Number	Recipient or Subrecipient	Federal CFDA Number	Federal Expenditures Current Year
NATIONAL INSTITUTE OF HEALTH				
NIH/MDCH: Building Michigan's Research Capacity	1 R24MH068760-01	Subrecipient	93.242 (1)*	29,250
NIH/WVU: AFAP-110 Regulates Signals that Affect F-Actin	2 R01 CA060731-10A1	Subrecipient	93.396 (1)*	23,032
H. Influenzae Modulins in COPD Airway Inflammation	R15HL071526	Recipient	93.390 (1)*	37,928
Investigations of Common Retropositional Machinery	R15GM62828A	Recipient	93.390 (1)*	16,404
Minority Undergraduate Research Supplement COPD	3 R15 HL071526-01S1	Recipient	93.838 (1)*	10,087
Social Influences on the Health of Arab Americans	1R03AG19388	Recipient	93.866 (1)*	15,678
Total National Institute of Health				<u>132,379</u>
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION				
NOAA/MSGCP: Sedimentation and Emergent Plant Decay	R/CW-15	Subrecipient	43.001 (1)*	676
NATIONAL SCIENCE FOUNDATION				
NSF/OSU: Technical Teacher Education Curriculum	RF00934052	Subrecipient	47.076 (1)*	25,532
NSF/UCAR: Leading NSDL Toward Long Term Success	-	Subrecipient	47.076 (1)*	20,723
NSF/UM: MSP-MAP Project	-	Subrecipient	47.076 (1)*	173,830
NSF/UM: NSF Project TKT	REC-9876150	Subrecipient	47.076 (1)*	16,673
NSF/WSU: E-Meld Electronic Metastructure	-	Subrecipient	47.075 (1)*	233,193
Preparing Elementary Mathematics Teachers	DUE-9950679	Recipient	47.076 (1)*	394
Artists Paints with Improved Durability	EEC-9903813	Recipient	47.041 (1)*	616
CCLI-Adaptation and Implementation of Genomics	DUE 0126640	Recipient	47.076 (1)*	25,156
Dena'ina Online Training and Access	OPP-0326805	Recipient	47.078 (1)*	58,089
I/U CRC in Coatings at EMU	EEC0003771	Recipient	47.041 (1)*	5,772
I/U CRC in Coatings at EMU	-	Recipient	47.041 (1)*	10,441
I/U CRC in Coatings at EMU	-	Recipient	47.041 (1)*	33,747
In Search of a Sociopolitical Community	0097282	Recipient	47.075 (1)*	798
Infusing NSDL in Middle Schools	0333632	Recipient	47.076 (1)*	95,026
Laser Surface Thermal Lensing (STL)	DMR-9901306	Recipient	47.073 (1)*	13,856
RUI Autotrophs and Heterotrophs	-	Recipient	47.074 (1)*	83,210
RUI Maintenance and Stomatal Aperture	IBN-0343873	Recipient	47.074 (1)*	82,553
RUI of Cytoskeletal	-	Recipient	47.074 (1)*	57,614
The Entourage of Saudi Arabia	-	Recipient	47.075 (1)*	25,760
The Entourage of Saudi Arabia - Supplement	SES-0242861	Recipient	47.075 (1)*	3,097
The Rosetta Project	DUE-0333530	Recipient	47.076 (1)*	13,552
Total National Science Foundation				<u>979,632</u>
US ARMY				
USA/LI: Bedford Chord Textile Fabric	ARM-1S-1034/434	Subrecipient	12.114 (1)*	14,000
USA/TACOM: Advanced Coatings Research	-	Subrecipient	12.910 (1)*	387,810
Total US Army				<u>401,810</u>
US AIR FORCE				
USAF/Materials: Nano-Engineered Coatings (SBIR)	F33615-03-M-5018	Subrecipient	12.800 (1)*	2,636
US DEPARTMENT OF AGRICULTURE				
USDA/USM: National Food Service Management YR3	200281011	Subrecipient	10.555 (1)*	8,250

* Denotes a major program.

(1) Denotes a cluster.

The accompanying notes are an integral part of the schedule of expenditures of federal awards.

11.

Eastern Michigan University
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2004

Federal Grantor/ Program Name	Federal Award Number	Recipient or Subrecipient	Federal CFDA Number	Federal Expenditures Current Year
US DEPARTMENT OF EDUCATION				
USDE/FCC: Underground Railroad Museum	P345A030011	Subrecipient	84.345 (1)*	3,625
USDE/MDE: She Does Math	030290/903	Subrecipient	84.367 (1)*	32,485
USDE/MDE: Eisenhower - Focus on Assessment in CLIMB	020290-223	Subrecipient	84.281 (1)*	10,412
USDE/MDE: Project SEAMLESSII - A Model for Mentoring	02029-101	Subrecipient	84.048 (1)*	2,593
USDE/MDE: School Readiness Program for 4 yr olds	C0324C	Subrecipient	99.517 (1)*	28,992
USDE/MDE: Si, Se Puede! (Yes, it can be done)	030290/203	Subrecipient	84.367 (1)*	60,969
USDE/MDE: Supporting Beginning Math and Science Teachers	020290-101	Subrecipient	84.281 (1)*	9,074
USDE/MDE: Teachers Learning Together	030390/101	Subrecipient	84.367 (1)*	64,729
USDE/SAU: Developing an Ecology for Preparing Teachers	-	Subrecipient	84.281 (1)*	269,251
USDE/UCLA: Return to Ucuchi 15 Years Later	-	Subrecipient	84.017 (1)*	11,000
USDE/UWM: Comprehensive Regional Assistance Center YR8	S283A50012	Subrecipient	84.287 (1)*	61,160
USDE/UWM: Comprehensive Regional Assistance Center YR9	S283A50012	Subrecipient	84.287 (1)*	112,924
USDE/WCS: CALION- Cultures and Languages in Our Neighborhoods	-	Subrecipient	84.283 (1)*	22,328
USDE/WCS: CEAC - Michigan Satellite	-	Subrecipient	84.125 (1)*	106,635
USDE/WCS: CEAC - Character Ed	R215S020108	Subrecipient	84.125 (1)*	96,200
USDE/WKU: Improving Teacher Quality Partnerships YR3	P336B990014	Subrecipient	84.336 (1)*	9,048
USDE/WKU: Improving Teacher Quality Partnerships YR4	P336B990014	Subrecipient	84.336 (1)*	22,702
USDE/WKU: Improving Teacher Quality Partnerships YR5	P336B990014-03	Subrecipient	84.336 (1)*	87,988
Sustainable Model for Academic Service Learning	P116B001451	Recipient	84.116 (1)*	68,320
Total US Department of Education				<u>1,080,435</u>
US DEPARTMENT OF INTERIOR				
DI/MDNR: Habitat of Indiana Bat	751B3001052	Subrecipient	15.608 (1)*	23,448
DI/USGS: Computer Based GIS/Math Model- Wetlands	03ERAG0060	Subrecipient	15.808 (1)*	28,949
Total US Department of Interior				<u>52,397</u>
US FISH AND WILDLIFE SERVICES				
USFWS/MDNR: Pop Ecology and Oviposition of Satyr Butterflies	-	Subrecipient	15.617 (1)*	5,855
TOTAL RESEARCH AND DEVELOPMENT CLUSTER				<u>3,570,543</u>

* Denotes a major program.

(1) Denotes a cluster.

The accompanying notes are an integral part of the schedule of expenditures of federal awards.

**Eastern Michigan University
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2004**

Federal Grantor/ Program Name	Federal Award Number	Recipient or Subrecipient	Federal CFDA Number	Federal Expenditures Current Year
CORPORATION FOR PUBLIC BROADCASTING				
BROADCASTING				
HD Radio Seed Market Conversion	-	Recipient	83.544	75,000
Radio Community Service Grant 2003	64332-3T01	Recipient	83.544	32,156
Radio Community Service Grant 2004	64332-3T01	Recipient	83.544	166,719
Total Corporation for Public Broadcasting				<u>273,875</u>
ENVIRONMENTAL PROTECTION AGENCY				
EPA/MDEQ: Stony Creek Watershed Plan	-	Subrecipient	66.606	<u>93,830</u>
FEDERAL EMERGENCY MANAGEMENT AGENCY				
FEMA/MSP: Emergency 3189-EM Public Assistance Project	000-UPL5Z	Subrecipient	97.036	<u>22,765</u>
HEALTH AND HUMAN SERVICES				
HHS/MFIA:MSW Child and Family Specialty 02-03	FLDSU02-81001	Subrecipient	93.658	4,809
HHS/MFIA:MSW Child and Family Specialty 03-04	FLDSU02-81001	Subrecipient	93.658	8,591
Competency Based Training - CW Practitioners YR3	90CT0064	Recipient	93.648	87,686
Total Health and Human Services				<u>101,086</u>
HOUSING AND URBAN DEVELOPMENT				
EMU-Ypsilanti COPC Program	COPC-MI-01-002	Recipient	14.511	<u>129,526</u>
MICHIGAN DEPARTMENT OF EDUCATION				
MDE/MDCD:CTTE Program Improvement Grant 02-03	003280-6821	Subrecipient	84.048	1,818
MDE/MDCD:Michigan Business Professionals 02-03	023430-6220	Subrecipient	84.048	42,480
MDE/MDCD:Michigan Business Professionals 03-04	043430/40132	Subrecipient	84.048	51,582
MDE/MDCD:Michigan DECA 02-03	023430-6221	Subrecipient	84.048	2,632
MDE/MDCD:Michigan DECA 03-04	043430/40135	Subrecipient	84.048	58,376
MDE/MDCD:Michigan FCCLA 02-03	023430-6223	Subrecipient	84.048	6,899
MDE/MDCD:Michigan FCCLA 03-04	043430/40134	Subrecipient	84.048	44,645
MDE/WISD:Summer Institute 2003	-	Subrecipient	84.048	74,961
Total Michigan Department of Education				<u>283,393</u>
NATIONAL AERONAUTICS AND SPACE ADMINISTRATION				
NASA/MSGC: Exploring the Universe with Tomorrows Teachers	-	Subrecipient	43.001	5,000
NASA/MSGC: Light Pollution - Our Vanishing Night	-	Subrecipient	43.001	1,597
NASA/MSGC: Operating Support	-	Subrecipient	43.001	10,197
NASA/MSGC: The Role of Science in International Relations	-	Subrecipient	43.001	3,950
Total National Aeronautics and Space Administration				<u>20,744</u>
NATIONAL INSTITUTE OF HEALTH				
NIH/MSU: Race and Family	-	Subrecipient	93.279	38,042
NIH/UM: Michigan Bridge to Doctoral Programs	RFAGM01005	Subrecipient	93.249	42,581
Total National Institute of Health				<u>80,623</u>
NATIONAL SCIENCE FOUNDATION				
A Workshop/Seminar on Explaining Worldviews	INT-0217716	Recipient	47.075	7,316
Teacher LIB-Digital Community	DUE-0085866	Recipient	47.076	104,778
VISIT Virtual Immersion in Scientific Inquiry	ESI-9911792	Recipient	47.076	149,951
Total National Science Foundation				<u>262,045</u>
US DEPARTMENT OF AGRICULTURE				
FNS Document Technical Editing Service	-	Recipient	10.574	<u>10,219</u>

* Denotes a major program.

(1) Denotes a cluster.

The accompanying notes are an integral part of the schedule of expenditures of federal awards.

13.

Eastern Michigan University
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2004

Federal Grantor/ Program Name	Federal Award Number	Recipient or Subrecipient	Federal CFDA Number	Federal Expenditures Current Year
US DEPARTMENT OF EDUCATION				
USDE/MDE: 21st Century Community Learning Center	032110/21ST02093	Subrecipient	84.287	419,421
USDE/MDE: Building Social Studies Through Literacy	030290/303	Subrecipient	84.367	52,256
USDE/MDE: Linking Teacher Knowledge	030290/913	Subrecipient	84.367	38,833
USDE/MDE: Math in the City-A Professional Development Model	020290-206	Subrecipient	84.281	2,873
USDE/MDE: Michigan School Readiness Program 03-04	045170/A04291	Subrecipient	99.517	67,162
USDE/MDE: Urban Elementary Math Teachers	030290/911	Subrecipient	84.367	21,421
USDE/NWP: EMU Writing Project 01-02	92-MI01	Subrecipient	84.298	8,736
USDE/NWP: EMU Writing Project 03-04	92-MI01	Subrecipient	84.298	26,938
USDE/WIU: The CATALISE Project YR3	PT3 GRANT	Subrecipient	84.342	3
Project LEP - Teacher Network YRS	T195A980080	Recipient	84.195	100,518
Upward Bound Program 03-08	P047A030789	Recipient	84.047	404,083
Total US Department of Education				<u>1,142,244</u>
US DEPARTMENT OF HOMELAND SECURITY				
Network Investigation Training	-	Recipient	97.015	<u>2,500</u>
US DEPARTMENT OF JUSTICE				
Center for Community Building and Civic Engagement	2003-DD-BX-1155	Recipient	16.609	<u>142,149</u>
US DEPARTMENT OF STATE				
USDS/ACIE: Citizenship Education	-	Recipient	19.401	15,558
USDS/IREX: Host Institution	-	Subrecipient	19.405	44,272
USDS/NAFSA: Pairing Intl Students and Teachers in the Public Schools	-	Recipient	19.401	<u>1,810</u>
Total US Department of State				<u>61,640</u>
US SMALL BUSINESS ADMINISTRATION				
USSBA/GVSU: Small Business Development Ctr Region 9 Host - 2003	-	Subrecipient	59.037	255,439
USSBA/GVSU: Small Business Development Ctr Region 9 Host - 2004	-	Subrecipient	59.037	<u>186,206</u>
Total US Small Business Administration				<u>441,645</u>
TOTAL FEDERAL EXPENDITURES				<u>\$ 97,973,843</u>

* Denotes Major Program

(1) Denotes a cluster.

The accompanying notes are an integral part of the schedule of expenditures of federal awards.

14.

Eastern Michigan University
Notes to Schedule of Expenditures of Federal Awards
June 30, 2004

1. Summary of Significant Accounting Policies

The accompanying Schedule of Expenditures of Federal Awards includes all federal grant transactions of the University recorded on the accrual basis of accounting during the fiscal year ended June 30, 2004. Grant revenues are recorded for financial reporting purposes when the University has expended the funds in accordance with the grant agreement. The University reporting entity is defined in Note 1 to the University's financial statements. All federal financial assistance received directly from federal agencies as well as federal financial assistance passed through other government agencies are included on the schedule.

2. Facilities and Administrative Costs

The University has approved, predetermined, facilities and administrative costs rates, which are effective from July 1, 2001 to June 30, 2004. The base rate for on-campus research and off-campus research is 43% and 24% of modified total direct costs.

3. Subrecipient Awards

During the year ended June 30, 2004, the University disbursed funds to subrecipients in the amount of \$203,414.

Eastern Michigan University
Schedule of Findings and Questioned Costs
Year Ended June 30, 2004

Section I – Summary of Independent Auditor’s Results

Financial Statements

Type of auditor’s report issued:

Unqualified

Internal control over financial reporting:

Material weakness(es) identified?

Yes No

Reportable condition(s) identified not considered to be material weaknesses?

Yes None reported

Noncompliance material to financial statements noted?

Yes No

Federal Awards

Internal control over major programs:

Material weakness(es) identified?

Yes No

Reportable condition(s) identified not considered to be material weakness(es)?

Yes None reported

Type of auditor’s report issued on compliance for major programs:

Unqualified

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133?

Yes No

Dollar threshold used to distinguish between Type A and Type B programs:

\$614,231

Auditee qualified as low-risk auditee?

Yes No

Eastern Michigan University
Schedule of Findings and Questioned Costs
Year Ended June 30, 2004

A risk-based approach is used to determine which federal programs are major programs. This approach included consideration of current and prior audit experience, oversight by pass-through agencies and inherent risk of the federal program. A threshold of \$614,231 is used to distinguish between Type A and Type B programs as described in Section 520(b) of U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments and Non-Profit Organizations. Major programs are noted by an (*) following the program name and CFDA number, program clusters and noted by a (1) following the program name and CFDA number. Major programs and clusters of programs constituting a major program in total are also listed below:

Federal Grantor/ Program Name	Federal CFDA Number	Federal Expenditures Current Year
Student Financial Aid Cluster		
Loan and Loan Guarantee Programs	84.032, 84.038	\$ 77,499,483
U.S. Department of Education	84.033, 84.063, 84.007	<u>13,835,533</u> \$ 91,335,016
Research and Development Cluster		
Corporation for National Service	94.004	101,842
Department of Commerce	11.552	123,120
Department of Defense	12.910	521,638
Environmental Protection Agency	66.469	32,964
Federal Highway Administration	20.215	3,675
Health and Human Services	93.595, 93.951, 93.958	123,234
National Institute of Health	93.242, 93.396, 93.390	
	93.838, 93.866	132,379
National Oceanic and Atmospheric Administration	43.001	676
National Science Foundation	47.076, 47.041, 47.078	
	47.075, 47.073, 47.074	979,632
US Army	12.114, 12.910	401,810
US Air Force	12.800	2,636
US Department of Agriculture	10.555	8,250
US Department of Education	84.345, 84.367, 84.281	
	84.048, 99.517, 84.287,	
	84.283, 84.125, 84.336,	
	84.116, 84.017	1,080,435
US Department of Interior	15.608, 15.808	52,397
US Fish and Wildlife Services	15.617	<u>5,855</u> 3,570,543
Total disbursements/expenditures		<u>\$ 94,905,559</u>

Eastern Michigan University
Schedule of Findings and Questioned Costs
Year Ended June 30, 2004

Section II – Financial Statement Findings

Current-Year Findings

None.

Section III – Federal Award Findings and Questioned Costs

Current-Year Finding

None.

18.

Eastern Michigan University
Schedule of Status of Prior-Year Findings and Questioned Costs
Year Ended June 30, 2004

No prior-year findings and questioned costs.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 21
DATE:
September 21, 2004

RECOMMENDATION

REPORT: 2004 GENERAL FUND BUDGET MANAGEMENT REPORT

ACTION REQUESTED

It is 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.

STAFF SUMMARY

The approved FY 2004 General Fund revenue budget plan totaled \$197,207,676. Revenues for the year of \$190,619,720 fell short of the plan by \$6,587,956.

The approved FY 2004 General Fund expenditure budget totaled \$197,196,980 plus authorized allocation of fund balance for outstanding obligations, commitments, encumbrances and provisions of \$5,976,979 or a total funding authorization of \$203,173,959. Actual expenditures of \$190,610,034 fell \$12,563,925 below authorization.

Revenues exceeded expenditures by \$9,686; the amount by which the General Fund fund balance increased from \$10,778,558 at June 30, 2003 to \$10,788,244 at June 30, 2004.

The unallocated General Fund balance increased from \$4,801,558 to \$6,046,492 – an increase of \$1,244,913.

FISCAL IMPLICATIONS

During FY 2004 General Fund revenues exceeded expenditures by \$9,686. Budget carryover for outstanding obligations, commitments, encumbrances and provisions totals \$4,741,752.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
2004 Budget Management Report

This report evaluates the fiscal 2004 general fund operating budget performance in respect to the planned revenues, the authorized spending levels, the resultant condition of the fund balance and carry-forward authorizations.

FUND BALANCE

- Revenues exceeded expenditures by \$9,686. *(Exhibit# 1)*
- The fiscal 2004 General Fund balance increased by \$9,686 to \$10,788,244.
- Outstanding encumbrances and commitments, in which funding is obligated but unexpended, and authorized provisions are being proposed for carry-forward in the amount of \$4,741,752.
- The resulting unallocated balance totals \$6,046,492, and represents an increase of \$1,244,913 over the 6/30/03 unallocated balance.

REVENUES

- Revenues of \$190,619,720 fell below the budget plan by \$6,587,956. *(Exhibit# 2)*
Revenue Below Spending Authorization
State Appropriation Reduction 3.94 million
Tuition and Fees \$2.02 million
- The planned appropriation from the State of Michigan of \$78,873,480 was reduced through executive orders by 5% or \$3,943,876, to \$74,929,604. Appropriation payments fell \$10,064,082 (including supplemental appropriation) or 11.8% over fiscal 2003.
- Program fees generated \$6,535,919 exceeding the operating plan by \$110,448, an increase of \$.85 Million over the prior fiscal year.
- Fiscal 2004 actual tuition and fees represented 57.0 percent of total General Fund revenues greater than the operating plan of 56.3 percent and above the prior year level of 51.7 percent.

EXPENDITURES

- Expenditures and Transfers of \$190,610,034 fell \$12,563,926 below the spending authorization (spending authorization included \$197,196,980 of expense budget and \$5,976,979 prior year carry forward). Expenditures increased \$ 1,259,789 or 0.7% over the prior fiscal year. *(Exhibit# 3)*

Expense Below Spending Authorization

Unexpended carry forward balances \$4.74million

Appropriation cut spending reductions \$3.9 million
Enrollment based spending reductions \$2.2 million.
FY04 Central conservation efforts \$.8 million-available for FY05 Funding.

- The personal service component increased 2.03 percent over the prior year. Compensation including salary and benefits for faculty, staff, and students represented 76.87 percent of total expenditures. This was an increase from the 75.42 percent level experienced in fiscal 2003.

Faculty Salaries

- The fiscal 2004 Faculty Plan and revised operating budget included \$57,259,880 for both instructional and non-instructional faculty salaries including a provision for anticipated salary adjustments. Total faculty expenditures of \$57,923,617 increased 2.5 percent over fiscal 2003. This increase represents a net of contractual increases and position vacancies.

Staff Salaries

- Expenditures for staff salaries totaled \$43,538,017, or \$237,198 below the revised budget plan. Support staff expenditures increased by \$1,144,814 or 2.6%.

Fringe Benefits

- Direct benefit costs, adjusted for reserves, totaled \$34,684,234 exceeding plan by \$597,846 or 1.75 percent. Direct benefit expenditures grew 5.2% over fiscal 2003. Direct fringe benefit expense, as a percentage of salaries paid, amounted to 33.45 percent, compared to 32.35 percent in fiscal year 2003. (*Exhibit# 4*)
- Group Health care costs increased to \$12,335,528, exceeding the plan of \$11,387,481, and resulted in an increase of \$1,386,224 or 12.7% over FY03.

Enrollments

- Student Credit Hours (SCH) of 569,471 fell short of the original plan by 4,603 or .8% (a growth of 1,476 SCH or .3 percent over fiscal 2003). Total General Fund tuition and fee revenue was below the plan by \$2,250,417. (*Exhibit# 5*)

Summary

General fund revenues and expenses were balanced with a small increase in the fund balance of \$9,886 to \$10,788,244. Prior commitments, encumbrances and proposed project carry forwards total \$4,741,752 resulting in an unallocated fund balance of \$6,046,492.

GENERAL FUND
2004 BUDGET MANAGEMENT REPORT
SUMMARY OF FUND BALANCES
Post Close

EXHIBIT # 1

9/10/2004 13:05

Fund Balances (Per Financial Statements)

General Fund fund balance 6/30/03	\$10,778,558
Add: 2003-04 Revenues	190,619,720
	<u>190,619,720</u>
Less: 2003-04 Expenditures and Transfers	(190,610,034)
	<u>(190,610,034)</u>
Increase/(Decrease) in Fund Balance	<u>9,686</u>
General Fund fund balance 6/30/04	<u>\$10,788,244</u>

Allocated Fund Balance:

	<u>2004</u>	<u>2003</u>	<u>Variance</u>
<u>Divisional Carry Forwards</u>			
Academic Affairs	(893,997)		
Advancement/Foundation	16,787		
Athletics	24,809		
Business & Finance	673,987		
Enrollment Services	1,858		
Info. & Communic. Tech	216,683		
Strategic Planning/IR	29,865		
President	231,969		
Student Affairs	150,269		
University Marketing	54,587		
University Relations	433,413		
Divisional Preliminary Commitments	50,433		
	<u>990,664</u>		
<u>Line Item Projects</u>			
Project/operations continuation funding	441,846		
Other Projects t/b carried forward			
Maint & Equipment Restoration	400,000		
Provision for Equipment & Maint.	140,000		
Asset Preservation	25,000		
Telecommunications Equipment	150,000		
Fire Prevention Improvements	48,000		
Labor Neg and Arbit Fee	35,000		
Transportation Infrastructure	137,000		
MLK Fellowships	122,121		
Matching Funds	305,378		
	<u>1,804,345</u>		
<u>Encumbered Balances*</u>	<u>1,946,743</u>		
Sub-Total Account Balances	<u>4,741,752</u>	<u>5,976,979</u>	<u>(1,235,227)</u>
<small>* Continuing Education Encumbrances excluded from carryforward-Net to balance forward</small>			
Unallocated Fund Balance 6/30/04	<u>6,046,492</u>	<u>4,801,579</u>	<u>1,244,913</u>
Total Fund Balance	<u>\$10,788,244</u>	<u>\$10,778,558</u>	<u>\$9,686</u>

Project Funding Carryforward Recommendations

Project/Operations Continuation Funding

Major line-item project balances are carried forward intact. These include multiple year continuation funding for the image enhancement project, electron microscope, class schedules and catalogs, advancement publications, student affairs innovation, employee recognition, staff recruiting and general fee supported general fund operations. It is recommended that funding in the amount of \$441,846 be carried forward in support of the afore mentioned needs.

Maintenance & Equipment Restoration

FY04 Strategic Initiative funding in the amount of \$800,000 was originally earmarked for classroom improvements and instructional equipment. As a result of appropriation reductions in FY04, only \$400,000 was distributed with \$400,000 of the planned funding reduction in FY04 and possibly deferred into FY05 because the intended needs still exist. This recommendation is to restore the balance of funding in accordance with the plan.

Provision for Instructional Equipment

The expenditure of provisional funding for instructional equipment was unspent in FY04 due to budget management. Because the intended needs still exist, authorization for the carryforward of \$140,000 in available funding is recommended.

Asset Preservation

The provision for Equipment and Maintenance is used for asset preservation and the beautification of the campus. The unused balance of \$25,000 from FY04 is recommended to be carried forward to meet continuing campus asset preservation needs.

Telecommunications Equipment Replacement

Replacement of central switching equipment and maintenance of the system is supported by a utilization surcharge on long distance services. A balance of \$150,000 was generated during FY04. It is recommended that this balance be brought forward and available for the needed updating of this technology.

Fire Prevention Improvement

These funds are used for fire prevention, including alarms and sprinklers in General Fund buildings. It is recommended that the uncommitted balance of \$48,000 be carried forward for use in FY05.

Labor, Negotiation and Arbitration Fees

Available funding of \$35,000 has been reserved for outside council fees incurred representing the University during negotiations.

Transportation Infrastructure

Campus shuttle bus operations have been reduced. Funding of \$137,000 resulting from this reduction of service is recommended for use in FY05 for parking and paving initiatives which support General Fund operations.

EASTERN MICHIGAN UNIVERSITY
2004 BUDGET MANAGEMENT REPORT
GENERAL FUND REVENUE SUMMARY
POST CLOSE

	2003	2004	VARIANCE	2004	2004	VARIANCE
	ACTUAL	ACTUAL		APPROVED BUDGET	ACTUAL	
State Appropriation	\$84,569,754	\$74,929,604	(9,640,150)	\$78,873,480	\$74,929,604	(\$3,943,876)
Supplemental Appropriation	423,932	0	(423,932)	0	0	0
Tuition and Registration Fees	82,099,798	89,950,843	7,851,045	91,970,159	89,950,843	(2,019,316)
Program Fees	5,681,296	6,535,919	854,623	6,425,471	6,535,919	110,448
Tuition-Continuing Education	9,852,107	12,004,538	2,152,431	12,144,544	12,004,538	(140,006)
MASCO MBA	370,769	228,457	(142,312)	430,000	228,457	(201,543)
Program Fees- Continuing Education	1,541,422	1,792,828	251,406	1,700,840	1,792,828	91,988
Student Fees-Special Purpose	2,858,151	3,277,854	419,703	2,729,073	3,277,854	548,781
Student Fee-Financial Aid	667,500	508,071	(159,429)	545,427	508,071	(37,356)
CE Misc. Sales	200,793	179,912	(20,881)	145,000	179,912	34,912
Application Fees	457,224	427,902	(29,322)	460,000	427,902	(32,098)
Federal Contracts & Grants	174,705	207,056	32,351	205,000	207,056	2,056
Indirect Cost Recovery	358,244	487,000	128,756	418,682	487,000	68,318
Misc Income	153,230	89,736	(63,494)	199,500	89,736	(109,764)
Transfers/Operations(1)	0	0	0	960,500	0	(960,500)
GENERAL FUND REVENUES	\$189,408,925	\$190,619,720	1,210,795	\$197,207,676	\$190,619,720	(\$6,587,956)
Appropriation	44.87%	39.31%		40.00%	39.31%	
Tuition/Fees (Incl. Cont Educ)	51.74%	57.03%		56.27%	57.03%	
As a Percentage of General Revenu	96.62%	96.34%		96.27%	96.34%	

1) FY04 Transfer was recognized as a credit to expense.

EASTERN MICHIGAN UNIVERSITY
2004 BUDGET MANAGEMENT REPORT
GENERAL FUND EXPENDITURE SUMMARY

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EXHIBIT #3

OBJECT CATEGORY	2003	2004	Variance	2004	2004	2004	Variance
	Actual	Actual		Budget	Revised Bud	Expense	
Faculty & Lecturers(1)	\$56,536,392	\$57,923,617	\$1,387,225	\$58,999,904	\$57,259,880	\$57,923,617	(\$663,737)
Admin/Professional/Technical	29,776,640	31,232,769	1,456,129	30,775,195	31,398,086	31,232,769	165,317
Support Staff	12,616,563	12,305,248	-311,315	12,620,303	12,542,446	12,305,248	237,198
OT/Temp/Micc P.S.	2,685,986	2,216,688	-469,298	1,648,494	1,746,457	2,216,688	-470,231
Total Personal Services	101,615,581	103,678,322	2,062,741	104,043,896	102,946,869	103,678,322	-731,453
Student Help	6,958,458	6,835,091	-123,367	6,809,033	6,705,616	6,835,091	-129,475
Fringe Benefits	34,231,731	36,013,846	1,782,115	35,476,623	36,268,410	36,013,846	254,564
Operating Expense	44,131,441	43,324,877	-806,564	47,782,211	54,385,536	43,324,877	11,060,659
Transfers	2,413,034	757,898	-1,655,136	3,085,217	2,867,528	757,898	2,109,630
Total Expenditures	\$189,350,245	\$190,610,034	\$1,259,789	\$197,196,980	\$203,173,959	\$190,610,034	\$12,563,925
Budget (Exp.) Incr. Between Year	9,025,356	1,259,789		2,484,806	2,439,975	1,259,789	
% Increase Over Prior Year (1)							
Total Expenditures	5.05%	0.67%				0.67%	
Personal Services	8.69%	2.03%				2.03%	
PERCENTAGE OF TOTAL							
Personal Services	53.67%	54.39%		52.76%	50.67%	54.39%	
Student Help	3.67%	3.59%		3.45%	3.30%	3.59%	
Fringe Benefits	18.08%	18.89%		17.99%	17.85%	18.89%	
TOTAL COMPENSATION	75.42%	76.87%		74.20%	71.82%	76.87%	
% Dir. Benefits of Personal SVS.	32.35%	33.45%		32.76%	33.92%	33.45% *	

(1) Faculty & Lecturer operating budget has been adjusted to reflect the net Continuing Education operating balance over plan, faculty salary recoupment planned commit prior year carryforward balances, internal reallocations and the mid-year divisional budget reduction goal.

(2) Faculty and lecturer expenditures fell below the original budget by \$1,076,287.

EASTERN MICHIGAN UNIVERSITY
BUDGET MANAGEMENT REPORT
GENERAL FUND FRING BENEFIT EXPENSE COMPARISON

	2001 Actual	2002 Actual	2003 Actual	2004 Actual	Variance	%Variance	Original 2004 Budget	2004 Actual	Variance	%Variance
Salaries	\$88,309,531	\$93,482,845	\$101,615,581	\$103,678,322	\$2,062,741	2.03%	\$104,043,897	\$103,678,322	-\$365,575	-0.35%
BENEFITS-INDIRECT										
Vacation Leave Accrual	\$351,554	\$414,039	\$390,853	\$308,964	-\$81,889	-20.95%	\$436,984	\$308,964	-\$128,020	-29.30%
Sick Leave Provision	285,000	285,000	344,032	239,616	-104,416	-30.35%	285,000	239,616	-45,384	-15.92%
Tuition Refund	242,430	302,956	382,164	477,397	95,233	24.92%	340,000	477,397	137,397	40.41%
Medicare Refund	573	50,838	58,053	94,074	36,021	62.05%	100,000	94,074	-5,926	-5.93%
Employee Parking	147,300	151,980	147,650	162,840	15,190	10.29%	155,000	162,840	7,840	5.06%
Employee Assistance Program	39,721	41,179	38,319	46,721	8,402	21.93%	73,250	46,721	-26,529	-36.22%
TOTAL - INDIRECT (2100)	1,066,578	1,245,992	1,361,071	1,329,612	-31,459	-2.31%	\$1,390,234	\$1,329,612	-60,622	-4.36%
BENEFITS-DIRECT										
FICA (OASDI)	6,328,082	6,991,830	7,483,248	7,585,446	102,198	1.37%	7,699,248	7,585,446	-113,802	-1.48%
TIAA/CREF	5,965,078	6,769,427	7,586,904	7,930,739	343,835	4.53%	7,614,994	7,930,739	315,745	4.15%
MPSERS	3,974,533	4,022,847	4,261,165	3,935,141	-326,024	-7.65%	4,784,115	3,935,141	-848,974	-17.75%
Group Health Insurance	8,181,796	8,462,717	10,949,304	12,335,528	1,386,224	12.66%	11,387,481	12,335,528	948,047	8.33%
Dental Insurance	935,249	969,376	1,236,464	1,450,890	214,426	17.34%	1,395,940	1,450,890	54,950	3.94%
Group Life Insurance	604,608	629,445	462,035	481,999	19,964	4.32%	441,219	481,999	40,780	9.24%
Long Term Disability	298,807	432,627	231,537	292,463	60,926	26.31%	251,693	292,463	40,770	16.20%
Short Term Disability	59,304	68,962	101,574	72,976	-28,598	-28.16%	82,777	72,976	-9,801	-11.84%
Workers Comp Insurance	390,750	417,087	489,255	500,674	11,419	2.33%	387,491	500,674	113,183	29.21%
Unemployment Insurance	25,975	34,631	69,173	98,378	29,205	42.22%	41,430	98,378	56,948	137.46%
TOTAL - DIRECT (2500)	26,764,182	28,798,949	32,870,659	34,684,234	1,813,575	5.52%	34,086,388	34,684,234	597,846	1.75%
TOTAL EMPLOYEE BENEFITS	\$27,830,760	\$30,044,941	\$34,231,730	\$36,013,846	\$1,782,116	5.21%	\$35,476,622	\$36,013,846	\$537,224	1.51%
Total Direct as a % of Salaries	30.31%	30.81%	32.35%	33.45%			32.76%	33.45%		
Total indirect as a % of Salaries	1.21%	1.33%	1.34%	1.28%			1.34%	1.28%		
Total Benefits as a % of Salaries	31.52%	32.14%	33.69%	34.74%			34.10%	34.74%		

STATE OF MICHIGAN, Department of Management & Budget, Office of Budget
 APPENDIX A: ENROLLMENTS, 2003-2004
 INSTITUTION: Eastern Michigan University

	University					
	<i>(includes Resident Correspondence)</i>					
	Resident		Non-Resident		TOTAL	
	<u>HC</u>	<u>SCH</u>	<u>HC</u>	<u>SCH</u>	<u>HC</u>	<u>SCH</u>
SUMMER						
Freshmen	457	2,038	20	87	477	2,125
Sophomore	450	1,916	28	80	478	1,996
Junior	861	3,796	21	89	882	3,885
Senior	2,748	12,126	66	259	2,814	12,385
Undergraduate	4,516	19,876	135	515	4,651	20,391
Masters	2,151	7,617	130	419	2,281	8,036
Doctorates	90	384	4	20	94	404
Graduate	2,241	8,001	134	439	2,375	8,440
SUBTOTAL	6,757	27,877	269	954	7,026	28,831
FALL						
Freshmen	4,058	50,924	126	1,568	4,184	52,492
Sophomore	3,804	47,456	116	1,600	3,920	49,056
Junior	3,891	46,504	100	1,328	3,991	47,832
Senior	7,367	80,624	206	2,636	7,573	83,260
Undergraduate	19,120	225,508	548	7,132	19,668	232,640
Masters	4,115	21,466	494	3,438	4,609	24,904
Doctorates	133	680	9	83	142	763
Graduate	4,248	22,146	503	3,521	4,751	25,667
SUBTOTAL	23,368	247,654	1,051	10,653	24,419	258,307
WINTER						
Freshmen	3,139	38,564	93	1,198	3,232	39,762
Sophomore	3,202	38,957	90	1,222	3,292	40,179
Junior	3,781	44,323	117	1,621	3,898	45,944
Senior	7,525	82,890	217	2,605	7,742	85,495
Undergraduate	17,647	204,734	517	6,646	18,164	211,380
Masters	4,116	20,991	459	3,210	4,575	24,201
Doctorates	127	603	8	85	135	688
Graduate	4,243	21,594	467	3,295	4,710	24,889
SUBTOTAL	21,890	226,328	984	9,941	22,874	236,269
SPRING						
Freshmen	634	2,862	22	91	656	2,953
Sophomore	863	3,993	18	94	881	4,087
Junior	1,551	7,359	47	222	1,598	7,581
Senior	4,388	22,058	105	567	4,493	22,625
Undergraduate	7,436	36,272	192	974	7,628	37,246
Masters	2,332	7,778	205	690	2,537	8,468
Doctorates	99	323	6	27	105	350
Graduate	2,431	8,101	211	717	2,642	8,818
SUBTOTAL	9,867	44,373	403	1,691	10,270	46,064
SUMMARY						
	<u>FYES</u>	<u>SCH</u>	<u>FYES</u>	<u>SCH</u>	<u>FYES</u>	<u>SCH</u>
Freshmen	3,146.27	94,388	98.13	2,944	3,244.40	97,332
Sophomore	3,077.40	92,322	99.87	2,996	3,177.27	95,318
Junior	3,399.40	101,982	108.67	3,260	3,508.07	105,242
Senior	6,589.93	197,698	202.23	6,067	6,792.17	203,765
Undergraduate	16,213.00	486,390	508.90	15,267	16,721.90	501,657
Masters	2,410.50	57,852	323.21	7,757	2,733.71	65,609
Doctorates	124.38	1,990	13.44	215	137.81	2,205
Graduate	2,534.88	59,842	336.65	7,972	2,871.52	67,814
TOTAL	18,747.88	546,232	845.55	23,239	19,593.42	569,471

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 22
DATE:
September 21, 2004

RECOMMENDATION

REPORT: 2004 GENERAL FEES

ACTION REQUESTED

It is recommended that the 2004 General Fee Report be accepted and placed on file.

STAFF SUMMARY

The Board of Regents annually approves the designation of General Fee revenues for specified commitments. For FY 2004, the general fee was assessed at \$21.00 per student credit hour.

Based upon planned enrollments of 574,074 student credit hours, the planned gross revenues amounted to \$11.95 million. Actual gross revenues amounted to \$11.88 million, below the plan by \$61,430 on recorded enrollments of 569,471 student credit hours.

The planned net revenues (revenue net of uncollectables and financial aid commitments) to be distributed amounted to \$11.47 million, excluding authorized carryover amounts. Actual net revenues available for distribution amounted to \$11.41 million.

A fiscal 2003 carry forward of \$.339 million plus the 2004 net revenues of \$11.41 resulted in available general fee revenue of \$11.75 million. Actual expenditures of \$11.41 million result in a 2004 undistributed balance of \$335,118.

FISCAL IMPLICATIONS

During FY 2004 General Fee revenues plus prior year carry forward exceeded expenditures by \$335,118.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

2.

Eastern Michigan University
2004 GENERAL FEE REPORT
 June 30, 2004

2004 General Fee Plan

The approved General Fee revenue schedule was based upon the planned enrollment of 574,074 student credit hours, providing Gross Revenues of \$11,884,712. Revenues were discounted by 1% to account for uncollectible fees, and by 0.7% for the refund of student withdrawals, and a budgeted amount for scholarships and grants-in-aid.

	2003 Actual	2004 Actual	Variance	2004 Budget	#	2004 Actual	Variance
Gross General Fee Revenue	\$11,359,183	\$11,909,912	\$550,729	\$12,055,554		\$11,909,912	(\$145,642)
Refunds For Student Withdrawals (0.7%)				(84,212)			
Less: Correspondence Courses	(24,000)	(25,200)	(1,200)	(25,200)		(25,200)	0
Gross Revenue	11,335,183	11,884,712	549,529	11,946,142		11,884,712	(61,430)
Less:							
Provision For Uncollectible Fees (1%)	(113,352)	(118,847)	(5,495)	(120,304)		(118,847)	1,457
Net Revenue	11,221,831	11,765,865	544,034	11,825,838		11,765,865	(59,973)
Less: Fees Paid For Scholarships/Grants-In-Aid	(445,000)	(360,755)	84,245	(360,755)		(360,755)	0
General Fee Revenue Plan	10,776,831	11,405,110	628,279	11,465,083		11,405,110	(59,973)

2004 General Fee Distribution Detail

2004 Available General Fee Funding

	2004 Plan Authorization	Actual Fee Revenue	2002-03 Carryover	Total Available	Actual Fee Distributed	2003-04 Carryover
Health	\$1,261,888	\$1,255,703	\$0	\$1,255,703	\$(1,255,703)	\$0
Facilities	2,657,153	2,643,705	0	2,643,705	(2,643,705)	0
Athletics	1,623,219	1,614,964	0	1,614,964	(1,614,964)	0
Student Govt.	191,679	190,465	4,920	195,385	(190,465)	4,920
Performing Arts	191,679	190,465	0	190,465	(193,801)	(3,336)
McKenny Union	500,000	497,263	0	497,263	(497,263)	0
Student Activities	472,193	469,891	11	469,902	(469,856)	46
Debt Service	3,381,424	3,363,367	0	3,363,367	(3,363,367)	0
Student Services	640,000	636,437	21,174	657,611	(636,741)	20,870
Academic Retention Support	545,848	542,883	0	542,883	(542,883)	0
General Fee Reserve	0	0	312,514	312,514	105	312,619
Total General Fee Distribution	\$11,465,083	\$11,405,143	\$338,619	\$11,743,762	\$(11,408,643)	\$335,119

GENFEE04b
5/30/2003
Studuniont.....04b

**Eastern Michigan University
General Fee
2003-04 Budget Development Summary
Revised 5/30/03**

SCH Forecast	574,074	
less: Correspondence	-1,200	
	572,874	
Rate	X \$21	
Gross Revenue	\$12,030,354	
less: Bad Debt (1%)	(\$120,304)	
Refunds (.7%)	(\$84,212)	
Net Revenue	<u>\$11,825,838</u>	
less: Fees Paid (See note A)	(\$360,755)	
Distributed General Fees	<u>\$11,465,083</u>	\$11,465,083

<u>Account</u>	<u>Distribution</u>	<u>Percent</u>	<u>Amount</u>	<u>Per SCH</u>
3-33310	Health Services	11.01%	\$1,261,888	\$2.311
3-33320	Facilities	23.18%	\$2,657,153	\$4.867
3-33330	Athletics	14.16%	\$1,623,219	\$2.973
3-33340	Student Government	1.67%	\$191,679	\$0.351
3-33350	Performing Arts McKenny Union	1.67%	\$191,679	\$0.351
		4.36%	\$500,000	\$0.916
3-33370	Student Activities	4.12%	\$472,193	\$0.865
3-33380	Debt Service	29.49%	\$3,381,424	\$6.194
3-33390	Student Services	5.58%	\$640,000	\$1.172
1-02525	Academic Retention Support	4.76%	\$545,848	\$1.000
3-33300	Reserve-Unallocated	0.00%	\$0	\$0.000
		<u>100.00%</u>	<u>\$11,465,083</u>	<u>\$21.00</u>

Note A:
Fees Paid by University (@21.00/credit hour)

	<u>Number</u>	<u>Credit Hr Per Award</u>	<u>Amount</u>
Graduate Assistants*	387	18	\$146,286
Athletic Awards	262.9	32	\$176,669
Presidential Scholarships	44	30	\$27,720
Wade McCree	40	12	\$10,080
Total Financial Aid			<u>\$360,755</u>

Debt Service scheduled payment \$2,781,424 and \$600,000 private activity.
 * 359 General Funded Graduate Assistants plus 18 CWS & 10 Grant Match GA's.
 Student Activities reduced from \$559,064 to \$472,193-Eliminate Concerts and Unallocated funding
 Student Services contains \$70,000 for Eastern Echo
 Student With disabilities percent includes \$130,000 in 2003-04 General Fee revenue.
 University need based grants of \$150,000 included in 2003-04 General Fee revenue.
 Debt Service increased \$330,000, offset reduction in General Fund Debt Retirement
 FY04 General Fee increased \$1 for student academic support services.

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Eastern Michigan University
2004 FISCAL YEAR GENERAL FEE REPORT
 Facilities And Debt Service

Summary Of Total Division General Fee		
	<u>Plan</u>	<u>Actual</u>
<u>Source Of Funds -- General Fee Allocation</u>		
Asset Preservation Projects	\$2,657,153	\$2,643,705
Debt Service	3,881,424	3,860,630
Total General Fee Allocation	<u>\$6,538,577</u>	<u>\$6,504,335</u>
<u>Use Of Funds -- Disbursement From GF Account</u>		
Asset Preservation Projects	\$2,657,153	\$2,015,562
Debt Service	3,881,424	3,786,638
Total Uses Of Funding	<u>\$6,538,577</u>	<u>\$5,802,200</u>
General Fee Surplus/(Deficit)	\$0	\$702,135

Explanation Of Asset Preservation Spending	
Projects Started And Completed In FY 2004	\$85,500
Projects Started But Not Completed In FY 2004	1,930,191
Budgeted Projects That Were Not Started In FY 2004	628,014
Total FY 2004 Asset Preservation Projects	<u>\$2,643,705</u>

SUMMARY OF ASSET PRESERVATION PROJECTS
2004 Fiscal Year

Project Description	Amount
Projects Started And Completed In FY 2004	
CAMP - Insulation	\$29,714.38
CAMP - review, update, and upgrade BMN controls.	15,000.00
HALL - Light Repair - High Bay Relamp	11,901.52
OWEN - Soffit Repair	10,947.38
STAR - Starkweather Chimney Repairs	4,839.17
WARN - Construction of Wall above pool	13,097.09
Total Projects Started And Completed In FY 2004	<u>\$85,499.54</u>
Projects Started But Not Completed In FY 2004	
ALEX - Refurbish Interior Surfaces	\$30,000.00
ALEX - Tuck Point and Seal Masonry	30,000.00
BRIG - Masonry Restoration	22,000.00
CAMP - 3 year chiller overhauls	14,600.00
CAMP - Accessibility 2004	30,000.00
CAMP - Chiller eddie current testing.	16,500.00
CAMP - Coil Winterizing	15,000.00
CAMP - Damper Repair/Filter Replacement/HVAC	40,000.00
CAMP - Electrical Repairs	36,000.00
CAMP - Elevator Full Load Tests - State Buildings	16,500.00
CAMP - Emergency Generator Service	12,000.00
CAMP - Fire Safety - Phase 1 Inspections of fire systems	25,000.00
CAMP - Lead Paint Removal State Buildings	5,500.00
CAMP - Misc Glass Repairs 3-04 Fy	9,825.00
CAMP - Pedestrian Mall High Lighting Repair	25,000.00
CAMP - Project Eng. funding 2004	43,826.00
CAMP - Sidewalk & Drainage Repairs	54,000.00
CAMP - treatment and service for all campus cooling towers	35,000.00
CAMP - Tstat, VAV, and control valve maint/replacement.	21,300.00
CAMP - Water Main Repairs 2004	14,000.00
CORA - Varmint Control Stone Work	15,000.00
FORD - Clean Masonry Walls and Tuckpoint, seal masonry	53,000.00
FORD - Fire Alarm Repair/ Replacement	114,800.00
FORD - Asbestos Abatement	110,000.00
HALL - Cooling Tower Repair	12,500.00
HEAT - Boiler Oil-Burner-Guns - Evaluate/Retrofit/Replace	23,000.00
HEAT - Smoke Stack Evaluation	25,000.00
HEAT - UPS system renewal	25,000.00
HEAT - Replace make-up water system	55,000.00
HOVE - Add Fin Tube Radiation	49,500.00
KING - Steam/Condensate controls & repairs	20,000.00
MARK - Cooling tower additional funding source	221,400.00
MARK - Mechanical Repairs Replace Heating coils	120,140.00
MARS - Return Air Fan Repair	8,000.00
OLDS - Window Repair & Reglazing	9,500.00
OWEN - replace air compressor	8,000.00
OWEN - Replace Variable Frequency Drive	20,000.00
PHYS - Relocate motor pool	47,500.00
PORT - Refurbish interior finishes	25,000.00
PRAY - North Chilled Water Coils & Header clean-up	42,500.00
PRAY - Pray Harold Southeast Entrance	134,105.00
ROOS - Steps and Hand Rail Repairs	29,995.00
SCUL - Sculpture Studio Painting exterior siding	9,500.00
SCUL - Sculpture Studio Lighting and minor repairs	5,000.00
SHER - Mechanical Repairs Replace Hot Water Heaters	5,000.00
SILL - Emergency Air Conditioner repairs	13,500.00
STRO - Refurbish Interior Surfaces	45,000.00
WARN - Fire Alarm Upgrade/Repair	187,200.00
Total Projects Started But Not Completed In FY 2004	<u>\$1,930,191.00</u>
Projects That Were Not Started In FY 2004	
CAMP - Contingency Money 2004	\$164,014.48
CAMP - Energy Conservation and Plumbing Repairs	30,000.00
CAMP - Keltron Replacement	185,000.00
CAMP - Metering & Monitoring	125,000.00
CAMP - Storm Sewer Repairs	30,000.00
FORD - Refurbish interior surfaces	32,000.00
HEAT - Roof repairs	45,000.00
MCKE - Mckenny Chiller Ice machine rebuild	7,000.00
OLDS - Pool Paks maint. and filter replacement	10,000.00
Total Projects That Were Not Started In FY 2004	<u>\$628,014.46</u>
Total Fiscal Year 2004 Asset Preservation Projects	<u>\$2,643,705.00</u>

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Eastern Michigan University
General Fee Report for Fiscal Year 2003-04
University Health Services

The University contributes a portion of University Health Services' (UHS) operating budget through a percentage of the general fee allocation, with the balance generated by fees-for-service. The 2003-2004 general fee budget was \$1,261,888. Because of the slight reduction in general fee collected, there was a total of \$1,255,703 distributed to Health Services. This was further reduced by a \$27,893 budget cut down to \$1,227,810. The credit hour fees accounted for approximately 56 percent of the revenue. Revenues generated by fees-for-service were \$972,792 or 44 percent of the revenue for 2003-2004. UHS ended the 2003-2004 fiscal year with a surplus of \$74,075 added to fund balance after final close.

The actual distribution of general fee revenues for University Health Services:

Health Service-General Clinic	24.70%
Health Service-Primary Care	43.00%
Health Service-Nursing Service	6.00%
Health Service-Health Education	13.80%
Health Service-Laboratory	1.70%
Health Service-Pharmacy	5.10%
Health Service-X-Ray	.20%
Health Service-Specialty Clinics	<u>5.50%</u>
	100.00%

HEALTH SERVICES GENERAL FEE DISTRIBUTION
FISCAL 2003-2004

		Budgeted Annual Allocation	Prior Year Balance	SU01 07/03	SU03, FA03, W04 & SP 04 07/03	Total 07/03	SU01 08/03	SU03, FA03, W04 & SP 04 08/03	Total 08/03	09/03	
A01950	General Clinic	24.70%	311,686.34	0.00	0.00	118,100.70	118,100.70	16,048.65	0.00	16,048.65	16,583.97
A02100	Primary Care	43.00%	542,611.84	0.00	0.00	205,600.41	205,600.41	27,938.95	0.00	27,938.95	28,870.87
A01850	Nursing Service	6.00%	75,713.28	0.00	0.00	28,688.43	28,688.43	3,898.46	0.00	3,898.46	4,028.49
A02200	Health Education	13.80%	174,140.54	0.00	0.00	65,983.39	65,983.39	8,966.45	0.00	8,966.45	9,265.54
A01900	Laboratory	1.70%	21,452.10	0.00	0.00	8,128.39	8,128.39	1,104.56	0.00	1,104.56	1,141.41
A02050	Pharmacy	5.10%	64,356.29	0.00	0.00	24,385.16	24,385.16	3,313.69	0.00	3,313.69	3,424.22
A02150	X-Ray	0.20%	2,523.78	0.00	0.00	956.28	956.28	129.95	0.00	129.95	134.28
A02000	Specialty Clinics	5.50%	69,403.84	0.00	0.00	26,297.73	26,297.73	3,573.59	0.00	3,573.59	3,692.79
		100.00%	1,261,888.01	0.00	0.00	478,140.49	478,140.49	64,974.30	0.00	64,974.30	67,141.56

		10/03	11/03	12/03	01/04	02/04	03/04	04/04	05/04	06/04	Total
A01950	General Clinic	346.29	106,808.12	13,376.63	11,942.33	528.30	114.65	26,025.92	(139.73)	422.74	310,158.55
A02100	Primary Care	602.85	185,941.26	23,287.25	20,790.29	919.71	199.59	45,308.27	(243.25)	735.94	539,952.14
A01850	Nursing Service	84.12	25,945.29	3,249.38	2,900.97	128.33	27.85	6,322.08	(33.94)	102.69	75,342.16
A02200	Health Education	193.47	59,674.17	7,473.58	6,672.23	295.16	64.06	14,540.79	(78.07)	236.19	173,286.97
A01900	Laboratory	23.83	7,351.17	920.66	821.94	36.36	7.89	1,791.26	(9.62)	29.10	21,346.95
A02050	Pharmacy	71.50	22,053.50	2,761.98	2,465.82	109.08	23.67	5,373.77	(28.85)	87.29	64,040.84
A02150	X-Ray	2.80	864.84	108.31	96.70	4.28	0.93	210.74	(1.13)	3.42	2,511.41
A02000	Specialty Clinics	77.11	23,783.18	2,978.60	2,659.22	117.64	25.53	5,795.24	(31.11)	94.13	69,063.65
		1,401.97	432,421.53	54,156.40	48,349.50	2,138.85	464.17	105,368.08	(665.70)	1,711.50	1,255,702.65

**Eastern Michigan University
General Fee Report for Fiscal Year 2003-2004
Intercollegiate Athletics**

Overview

The general fee revenue for fiscal 2004 amounted to \$1,614,964. Per the operational, financial and capital assessment and plan approved by the Board of Regents in November/December 1999, Men's basketball and football budgets were moved and recorded in the designated fund. The plan called for the funding base of the two programs to come from the general fee revenue and all intercollegiate athletics general revenue. The total of the two budgets for fiscal 2004 was \$2,199,299. This amount was funded by the general fee revenue of \$1,614,964 and other athletic revenues.

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**Eastern Michigan University
2003-04 Athletics Revenue Sports
General Fee Utilization**

	D20900 <u>Football</u>	D20950 <u>Basketball</u>	D21050 <u>Other</u>	<u>Total</u>
Revenue				
Corp Tickets	\$70,872	\$68,122		\$138,994
Game Rec.	\$93,825	\$55,175		\$149,000
Programs	\$3,925			\$3,925
NCAA Sponsor Dist.			\$848,285	\$848,285
Other/Misc	\$399	(\$68,122)	\$201,436	\$133,713
Revenue Sub-Total	<u>\$169,021</u>	<u>\$55,175</u>	<u>\$1,049,721</u>	<u>\$1,273,917</u>
General Fee	<u>\$1,440,340</u>	<u>\$543,872</u>	<u>(\$369,248)</u>	<u>\$1,614,964</u>
Total Available Funding	<u>\$1,609,361</u>	<u>\$599,047</u>	<u>\$680,473</u>	<u>\$2,888,881</u>
Expense				
Total Expenditures	<u>(\$1,602,671)</u>	<u>(\$596,628)</u>	<u>(\$328,979)</u>	<u>(\$2,528,278)</u>
General Fee Transfer to General Fund			<u>(\$451,558)</u>	<u>(\$451,558) *</u>
				<u>\$0</u>
Net FY04 Balance	<u>\$6,690</u>	<u>\$2,419</u>	<u>(\$100,064)</u>	<u>(\$90,955)</u>
Prior Year Balance	(\$1,373,754)	(\$528,724)	\$2,030,783	<u>\$128,305</u>
6/30/04 Designated Fund Revenue Sports Balance Carryforward				<u>\$37,350</u>

*Balance transferred to General Fund non-revenue sports operations.

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Eastern Michigan University
General Fee Report for Fiscal Year 2003-2004
Student Government and Women's Center

Overview

The general fee budget for Student Government for 2003-2004 was \$191,679. The general fee earned and distributed to Student Government a total of \$190,465. Student Government increased their fund balance \$31,338. Open commitments totaled \$6,638. Out of the total distributed, Student Government allocated \$25,000 to the Women's Center. Student Government has a fund balance of \$122,896 less open commitments at 6/30/04.

Attached are the actual expenses including open commitments for Student Government.

Women's Center – Overview and Explanatory Notes

Overview

The general fee allocations to the Women's Center were \$25,000. This allocation provided the Women's Center with a student coordinator and four student staff positions, as well as a budget to offer various programs for the campus community.

Student Government Explanatory Notes

Payroll

Payroll expenses/benefits are for the President, Vice President, Treasurer, Office Manager, Office Assistants, R.E.A.C.T. Director, R.E.A.C.T. Client Advisors, Senate Clerk, and Senate Parliamentarian.

Business and Finance (Student Organization Support)

Business and Finance provided \$34,620 to student organizations on campus.

R.E.A.C.T.

Resources for Equity and Action for Consumers and Tenants (R.E.A.C.T.) office provided an apartment fair for students interested in off-campus living options. R.E.A.C.T. also provides an attorney who is available for legal consultation with students regarding housing issues.

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Eastern Michigan University
General Fee Report for Fiscal Year 2003-2004
Student Government and Women's Center

Office Expenses

Expenses for phone charges, office supplies, and general office needs.

Special Projects

Special projects for 2003-04 included: STD testing, Close-up, Academic Survival Guide, year-end banquet, First year Council, House of Representative, Undergraduate Symposium, Leadership Retreats, web development and advertising.

Endowed Scholarship

This is the first year student government has set funds aside for an endowed scholarship.

Student Government D16750
 General Fee Summary 2003-04
 As of June 30, 2004 Post Close

ACCOUNT NUMBER	DESCRIPTION	ACTUAL EXPENDITURES 2003-04	UNDERFUNDED FROM BUDGET	ACTUAL 2003-04 FEE DISPERSED	VARIANCE ACTUAL TO DISPERSED
D23450	Women's Center	\$25,000		\$25,000	\$0
D23450	Payroll	\$68,413		\$66,500	-\$1,913
D23450	Business & Finance (Student Organization Support)	\$34,620		\$51,000	\$16,380
D23450	R.E.A.C.T.	\$16,290		\$16,585	\$295
D23450	Office Expense	\$11,859		\$11,500	-\$359
D23450	Endowed Scholarship	\$10,500		\$10,500	\$0
D23450	Election Commission	\$0		\$2,000	\$2,000
D23450	Special Projects	\$24,040		\$7,087	-\$16,953
	Subtotal per Student Gov't Budget to Actual Report	\$190,722		\$190,172	-\$550
D23450	Underfunded/Unbudgeted			\$293	\$293
D23450	Open Commitments	-\$6,638			\$6,638
D23450	Total	\$184,084	\$0	\$190,465	\$6,381

Beginning Fund Balance 7-1-2003

\$91,558

Ending Fund Balance

\$122,896

Total Increase in Fund Balance

\$31,338

Eastern Michigan University
Division of Academic Affairs

Expenitures/Use of Performing Arts Fee Monies
Fiscal Year 2003/2004

		6/30/2003			Estimated		6/30/2004
		Carry -Forward	Encumbrances	Distribution	Allocation	Expended	Balance
Music	108050	\$44,989	\$0	\$64,880	\$65,000	\$60,208	\$49,661
Dance	110300	\$3,188	\$0	\$14,972	\$15,000	\$14,609	\$3,551
CTA	106800	(\$2,231)	\$0	\$69,872	\$70,000	\$69,325	(\$1,684)
Art	106350	(\$3,924)	\$6,837	\$39,926	\$40,000	\$15,302	\$13,863
Music/Dance	108150	\$0		\$4,151	\$5,000	\$4,151	\$0
		\$42,022	\$6,837	\$193,801	\$195,000	\$163,595	\$65,391
Revenue				\$190,465			
6/30/2003 Balance D16800				(\$3,336)			

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Eastern Michigan University
General Fee Report for Fiscal Year 2003-2004
Student Activities

Overview

The general fee budget for Student Activities in 2003-04 was \$472,193. The general fee earned and distributed to student activities a total of \$469,891.

Carryover from 2002-03 was \$168,200. Revenue generated in 2003-04 was \$164,107, primarily through entertainment, Performing Arts, and MLK Day activities.

The general fee allocation for student activities was spread to 13 accounts and one staff/operational account. See attached report for specific account activity.

General Fee Program Summary

Programs and activities that are supported by the general fee for student activities include: EMU cable TV entertainment, national campus entertainment tours, N.E.T., student leadership conferences, students-of-color conferences, lectures, MLK Day programming, community service programming, freshman academic success programs, multicultural programs, student organization support, school spirit programs for homecoming, faculty co-curricular program support, commuter programs and performing arts. In addition, one PT and three GA's are funded to assist with these programs.

Campus Life Programs
 General Fee Summary
 2003-2004
 As of June 30, 2004 Final Close

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Acct #	Acct Name	Beg Bal 6/30/2003	Actual 2003-04 Fee	Program Revenue	Total Avail	Program Expense	Fund Bal 6/30/2004
D17050	Concerts	\$19,009	\$0	\$0	\$19,009	\$19,000	\$9
D17100	Entertainment	1,760	46,905	21,785	\$70,450	65,883	\$4,567
D17150	Student Leadership	-7,040	76,529	1,926	\$71,415	49,809	\$21,606
D17200	Lectures	13,803	65,420	1,985	\$81,208	80,899	\$309
D17250	Freshman Success	1,134	17,280	0	\$18,414	17,263	\$1,151
D17300	Film Series	2,036	4,937	0	\$6,973	6,726	\$247
D17350	Multi-Cultural Program	15,369	14,812	0	\$30,181	0	\$30,181
D17400	Stu Org Program for Campus	13,358	29,624	445	\$43,427	39,643	\$3,784
D17450	Cision	6,070	29,624	3,406	\$39,100	36,659	\$2,441
D17500	Spirit Program	-2,205	12,343	0	\$10,138	4,000	\$6,138
D17550	Support Program Student Dev	54,081	9,874	0	\$63,955	38,946	\$25,009
D17600	Union Programs	11,602	27,155	27,934	\$66,691	41,480	\$25,211
D17700	Pease	13,545	51,842	50,359	\$115,746	115,023	\$723
153550	Campus Life	25,667	107,387	56,267 *	\$189,321	146,075	\$43,246
D16950	Unallocated	11	35	0	\$46	0	\$46
	Transfer to Student Activities		-24,315		-24,315		-24,315
	Budget Cut	0	439	0	\$0	0	
D16950	General Fee Student Act. Funding	\$168,200	\$469,891	\$164,107	\$801,759	\$661,406	\$140,353

*Includes PT salary and fines and CWS reimbursement

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**Eastern Michigan University
General Fee Report for Fiscal Year 2003-2004
Student Services**

Overview

The general fee budget for Student Services for 2003-04 was \$1,140,000 which included \$500,000 for McKenny Union Expansion project funding. The general fee earned \$1,133,700 and distributed to Student Services a total of \$1,134,004.

Attached are the actual expenses for Student Services.

Student Services Explanatory Notes

International Students

The general fee allocations to the International students were \$67,029. This allocation provided the office of International Students with an International Student Advisor and necessary SS&M to provide additional services.

Access Services

The general fee allocation to Access Services was \$129,294. This allowed the Dean of Students office to pay the salary for the Director of Access Services, a secretary, SS&M, and to provide accommodations to students (primarily interpreters).

Greek Affairs

The general fee allocation to Greek Affairs was \$46,840. This almost covers the salary and fringe benefits for the coordinator of Greek Affairs. The coordinator provides leadership for EMU Greek Organizations.

LGBT

The allocation for the LGBT office was \$49,903. This almost covers the staff position and fringes to operate this office.

Student Government

The allocation for Student Government was \$29,828. This funding allowed student government to provide financial assistance to more student organizations.

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Community Service

The 2002-03 general fee allocation to Community Service was \$70,318. This is to fund 1.75 FTE to keep the community service office open after the Americorps grant funding expired. This almost covers salary and fringes for the AP08 Coordinator for Community Service (.75 FTE), a PT07 America Reads Coordinator (.5 FTE), and a CS04 Clerical (.5 FTE).

Eastern Echo

The general fee allocation to Eastern Echo was \$69,637. This funding allowed the Echo to hire student staff and supplies necessary to provide a quality student run newspaper.

Financial Aid

The general fee allocation to financial aid was \$147,316.

McKenny Union Expansion

McKenny Union Expansion was funded \$497,553.

Unallocated

Unallocated was dispersed to student activities \$24,315. This was to offset a correction.

Budget Cuts

The budget cuts for 2003-04 made directly to this account totaled \$1,939.

Student Services D33390
 General Fee Summary
 2003-2004

As of June 30, 2004 Final Close

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Acct #	Acct Name	Beginning Balance 6/30/2003	Actual Fee Funded 2003-04	Actual 2003-04 Fee Dispersed	Ending Balance	Budgeted 2003-04	Budget Cut	Underfunded	Explanation
151100	Foreign Students			67,029		67,400		(371)	Lower than anticipated credit hour production
151300	Access Services			129,294		130,000		(706)	Lower than anticipated credit hour production
D17900	Greek Affairs			46,840		47,061		(221)	Lower than anticipated credit hour production
D17800	LBGT			49,903		50,147		(244)	Lower than anticipated credit hour production
D23450	Student Government			29,828		30,000		(172)	Lower than anticipated credit hour production
D17950	Community Service			70,318		70,731		(413)	Lower than anticipated credit hour production
A01150	Eastern Echo			69,637		70,000		(363)	Lower than anticipated credit hour production
125300	Financial Aid			147,316		150,000		(2,684)	Lower than anticipated credit hour production
U06300	Plant Fund (McKenny Union0			497,553		500,000		(2,447)	Lower than anticipated credit hour production
D33390	Budget Cut			1,939			\$1,939		Budget Cut
D16950	Unallocated			24,315		24,661		(346)	Lower than anticipated credit hour production
	Misc			32					
D33390	Student Services	0	(1,133,700)	1,134,004	304	1,140,000	1,939	(7,967)	
	Adjusted Balance				304				

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 23

DATE:

September 21, 2004

RECOMMENDATION

2004 AUXILIARY FUND BUDGET MANAGEMENT REPORT

ACTION REQUESTED

It is recommended that the 2004 Auxiliary Fund Budget Management Report be accepted and placed on file.

STAFF SUMMARY

The auxiliary operations earned revenue of \$39.92 million, which is \$1.34 million below the budget plan.

Expenses, including the cost of goods sold, totaled \$33.24 million, below plan by \$383,411. Additional debt service and general fund support of \$4.90 million resulted in operating expenses of \$38.14 million.

Transfers for maintenance reserves totaled \$1.46 million which was below plan by \$1.14 million.

Net fund balance increased by \$327,053.

FISCAL IMPLICATIONS

The Auxiliary Fund operating account balances increased by \$327,053. The accumulated total fund balance as of June 30, 2004 is \$3.77 million.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EASTERN MICHIGAN UNIVERSITY
2004 BUDGET MANAGEMENT REPORT
AUXILIARY FUND

The 2004 Auxiliary Financial Operations are evaluated with respect to the plan set forth in the auxiliary fund Operating Budget approved in June 2003. The Combined operations are summarized below and are compared to the prior year and budget.

	2003 Actual ¹	2004 Actual	Var.	2004 Budget	2004 Actual	Var.
Revenues	\$40,501,814	\$39,924,152	(\$577,662)	\$41,265,557	\$39,924,152	(\$1,341,405)
Expenditures	33,736,928	33,238,144	(498,784)	33,621,555	33,238,144	(383,411)
Administrative Support	1,462,202	2,000,000	537,798	2,000,000	2,000,000	0
Heating Plant Support	70,000	70,000	0	70,000	70,000	0
Operating Balance	5,232,684	4,616,008	(616,676)	5,574,002	4,616,008	(957,994)
Transfers						
Debt Service	2,793,404	2,826,212	32,808	2,827,051	2,826,212	(839)
Maintenance Reserves	2,096,975	1,462,743	(634,232)	2,609,341	1,462,743	(1,146,598)
Net Change to Operating Balance	\$342,305	\$327,053	(\$15,252)	\$137,610	\$327,053	\$189,443

¹ Restated from management report dated 6-30-03 due to post close entry proposed but not booked in Golf Course and CEC total \$27,639.

The Auxiliary Operating Statement, as of June 30, 2004, is seen in Exhibit #1.

Beginning Fund Balance 7-1-03	\$3,451,307 ¹
Net Change to Operating Balance	327,053
Ending Fund Bal. 6-30-04	\$3,778,360

Eastern Michigan University
Auxiliary Operating Statement
As of June 2004 - Post Close

		Student Affairs									
		Apartments	Residence Halls	Dining Services	Rental Property	University Health Services	Children's Institute	Rec/M	ICT (1) Student Tech Services		
REVENUE										REVENUE	
Sales and Services	2,261,732	11,804,450	14,094,166	130,938	972,792	597,271	639,043	143,814		Sales and Services	
Fees	0	0	0	0	1,227,810	0	0	0		Fees	
Investment Income	0	0	0	0	0	0	0	0		Investment Income	
TOTAL REVENUES	2,261,732	11,804,450	14,094,166	130,938	2,200,601	597,271	639,043	143,814		TOTAL REVENUES	
Transfers from G.F.	0	0	0	0	0	0	0	0		Transfers from G.F.	
Transfers from D.E./E.R.	0	0	0	0	0	0	0	0		Transfers from D.E./E.R.	
Allocations from Fund Balance	0	0	0	0	0	0	0	0		Allocations from Fund Balance	
TOTAL FUNDING	2,261,732	11,804,450	14,094,166	130,938	2,200,601	597,271	639,043	143,814		TOTAL FUNDING	
EXPENSES										EXPENSES	
Cost of Goods Sold	0	3,562	4,925,108	0	421,978	0	141,677	0		Cost of Goods Sold	
Personnel Services	56,109	0	1,158,955	0	778,573	303,296	88,385	0		Personnel Services	
Misc. Personnel	708	0	239,576	0	45,390	135	14,155	0		Misc. Personnel	
Fringe Benefits	20,430	(22,968)	535,131	(69)	316,125	141,046	35,196	(401)		Fringe Benefits	
Recouped Salaries (Abr 1367)	0	0	0	0	0	0	0	0		Recouped Salaries (Abr 1367)	
Student Help	0	1,227,899	1,748,124	0	23,790	94,545	13,236	10,321		Student Help	
SS&M	1,898,727	3,574,544	1,470,267	82,453	226,041	72,790	109,487	176,253		SS&M	
Travel	10,771	24,293	27,501	0	377	205	0	0		Travel	
Equipment	0	6,353	56,188	0	11,133	0	32,647	0		Equipment	
Admin. Support/HDC	0	0	0	0	0	0	0	0		Admin. Support/HDC	
Custodial	483,858	2,978,663	1,874,424	25	314	102	73	55,777		Custodial	
Maintenance Staff	380,827	669,951	272,873	8,899	0	0	0	0		Maintenance Staff	
Other Expenses	0	0	0	0	0	0	0	0		Other Expenses	
TOTAL EXPENSES	2,851,530	8,462,317	12,308,146	101,308	1,823,121	612,119	435,056	241,950		TOTAL EXPENSES	
NET OF OPERATIONS	(589,798)	3,342,133	1,786,020	29,630	377,481	(14,848)	203,987	(98,136)		NET OF OPERATIONS	
TRANSFERS										TRANSFERS	
Admin. Support/General Fund	167,208	805,524	625,904	1,398	230,112	97,068	24,100	8,056		Admin. Support/General Fund	
Mand. Debt	128,039	1,553,558	66,092	0	0	0	0	0		Mand. Debt	
Facility Plan	0	0	0	0	0	0	0	0		Facility Plan	
Maintenance Reserve/Plant Fund	(902,804)	1,139,636	970,520	28,234	72,748	(92,425)	101,825	(114,173)		Maintenance Reserve/Plant Fund	
Power Plant	17,759	43,414	7,788	0	546	210	0	0		Power Plant	
Transfers to D.E./E.R. (Match)	0	0	0	0	0	0	0	0		Transfers to D.E./E.R. (Match)	
TOTAL TRANSFERS	(589,798)	3,342,132	1,670,314	29,630	303,406	4,853	125,925	(106,117)		TOTAL TRANSFERS	
BALANCE - OPR. ACTS.	0	0	115,707	0	74,075	(19,701)	78,062	7,981		BALANCE - OPR. ACTS.	

(1) ICT Student Technology Services and ID Operations. Any deficits will be covered by Housing and Dining
Prepared by Business Operations 9/11/2004

Eastern Michigan University
Auxiliary Operating Statement
As of June 2004 - Post Close

	Student Affairs	Marketing & Communications		ICT	Business and Finance		Golf Course/CEC	Other		
	Eastern Echo	Licensing	University Publications	Computer Sales	Kresge Environmental Education	Parking/SEEUS and DPS Support	Golf Course/CEC	Other	Total	
REVENUE										REVENUE
Sales and Services	414,844	104,813	2,055,391	673,373	26,236	2,822,576	1,884,856	0	38,626,195	Sales and Services
Fees	69,637	0	0	0	0	0	0	0	1,297,447	Fees
Investment Income	0	0	0	0	0	0	510	0	510	Investment Income
TOTAL REVENUES	484,581	104,813	2,055,391	673,373	26,236	2,822,576	1,885,366	0	39,924,152	TOTAL REVENUES
Transfers from G.F.	0	0	0	0	0	0	0	0	0	Transfers from G.F.
Transfers from D.E./E.R.	0	0	0	0	0	0	0	0	0	Transfers from D.E./E.R.
Allocations from Fund Balance	0	0	0	0	0	0	0	0	0	Allocations from Fund Balance
TOTAL FUNDING	484,581	104,813	2,055,391	673,373	26,236	2,822,576	1,885,366	0	39,924,152	TOTAL FUNDING
EXPENSES										EXPENSES
Cost of Goods Sold	0	1,509	1,785,676	569,109	6,667	0	74,180	0	7,949,065	Cost of Goods Sold
Personnel Services	63,655	0	95,768	0	0	720,328	0	0	3,285,068	Personnel Services
Misc. Personnel	529	0	2,379	0	10,849	66,485	0	0	350,206	Misc. Personnel
Fringe Benefits	30,057	(36)	40,414	(191)	780	320,518	0	0	1,416,041	Fringe Benefits
Recouped Salaries (Abr 1367)	0	0	0	0	0	0	0	0	0	Recouped Salaries (Abr 1367)
Student Help	183,438	4,620	15,837	26,080	0	200,335	0	0	3,546,225	Student Help
SS&M	165,428	17,766	52,648	16,186	4,681	240,841	1,621,606	0	9,739,918	SS&M
Travel	1,070	0	3,427	55	0	21,577	0	0	89,276	Travel
Equipment	0	0	0	0	0	7,156	0	0	113,476	Equipment
Admin. Support/HDC	0	0	0	0	0	0	0	0	0	Admin. Support/HDC
Custodial	62	0	0	0	0	0	0	0	5,393,419	Custodial
Maintenance Staff	0	0	0	0	0	0	0	(9,100)	1,923,450	Maintenance Staff
Other Expenses	0	0	0	0	0	0	0	0	0	Other Expenses
TOTAL EXPENSES	464,238	23,859	1,996,346	631,239	22,968	1,577,241	1,695,786	(9,100)	33,238,144	TOTAL EXPENSES
NET OF OPERATIONS	20,343	80,754	59,043	42,134	3,260	1,245,335	189,580	9,100	6,686,008	NET OF OPERATIONS
TRANSFERS										TRANSFERS
Admin. Support/General Fund	30,946	0	35,806	0	0	173,860	0	0	2,000,000	Admin. Support/General Fund
Mand. Debt	0	0	0	0	0	720,766	357,757	0	2,826,212	Mand. Debt
Facility Plan	0	0	0	0	0	0	0	0	0	Facility Plan
Maintenance Reserve/Plant Fund	(10,729)	0	23,090	40,000	21,000	350,688	(168,177)	3,810	1,462,743	Maintenance Reserve/Plant Fund
Power Plant	128	0	147	0	0	0	0	0	70,000	Power Plant
Transfers to D.E./E.R. (Match)	0	0	0	0	0	0	0	0	0	Transfers to D.E./E.R. (Match)
TOTAL TRANSFERS	20,343	0	59,043	40,000	21,000	1,245,334	189,580	3,810	6,358,955	TOTAL TRANSFERS
BALANCE - OPR. ACTS.	0	80,754	0	2,134	(17,750)	0	0	5,780	327,053	BALANCE - OPR. ACTS.

Prepared by Business Operations

9/1/2004

Eastern Michigan University
Auxiliary Operating Statement
CALENDARIZED BUDGET
As of June 2004 - Post Close

		Student Affairs									
		Apartments	Residence Halls	Dining Services	Rental Property	University Health Services	Children's Institute	Rec/IM	(1)ICT Student Tech Services		
REVENUE									REVENUE		
Sales and Services	3,443,276	11,950,398	14,119,540	137,580	901,000	578,500	495,000	128,204	Sales and Services		
Fees	0	0	0	0	1,261,888	0	0	0	Fees		
Investment Income	0	0	0	0	0	0	0	0	Investment Income		
TOTAL REVENUES	3,443,276	11,950,398	14,119,540	137,580	2,162,888	578,500	495,000	128,204	TOTAL REVENUES		
Transfers from G.F.	0	0	0	0	0	85,000	0	25,000	Transfers from G.F.		
Transfers from D.E./E.R.	0	0	0	0	0	0	0	0	Transfers from D.E./E.R.		
Allocations from Fund Balance	0	0	0	0	15,000	60,000	275,000	0	Allocations from Fund Balance		
TOTAL FUNDING	3,443,276	11,950,398	14,119,540	137,580	2,177,888	723,500	770,000	153,204	TOTAL FUNDING		
EXPENSES									EXPENSES		
Cost of Goods Sold	0	0	5,186,751	0	394,000	0	78,000	0	Cost of Goods Sold		
Personnel Services	59,114	0	1,188,216	0	658,929	361,304	89,703	0	Personnel Services		
Msc. Personnel	9,733	0	215,755	0	57,842	7,487	31,784	0	Msc. Personnel		
Fringe Benefits	29,063	0	521,696	0	330,604	136,985	36,629	0	Fringe Benefits		
Recouped Salaries (Abr 1367)	0	0	0	0	(32,884)	(40,736)	0	0	Recouped Salaries (Abr 1367)		
Student Help	5,264	1,154,843	1,847,917	0	23,000	120,000	23,000	31,512	Student Help		
SS&M	1,612,800	3,431,149	1,363,054	48,452	309,463	40,728	244,885	64,173	SS&M		
Travel	12,185	25,490	42,217	0	6,100	0	0	0	Travel		
Equipment	11,200	128,302	164,989	0	3,500	0	40,000	15,450	Equipment		
Admin. Support/HDC	623,241	3,094,769	1,905,305	0	0	0	0	55,366	Admin. Support/HDC		
Custodial	0	0	0	0	0	0	0	0	Custodial		
Maintenance Staff	430,216	814,510	263,041	9,077	0	0	0	0	Maintenance Staff		
Other Expenses	0	0	0	0	0	0	0	0	Other Expenses		
TOTAL EXPENSES	2,992,816	8,649,163	12,708,342	57,529	1,950,553	627,769	544,110	166,501	TOTAL EXPENSES		
NET OF OPERATIONS	450,460	3,301,235	1,411,198	80,051	227,335	95,731	225,890	(13,297)	NET OF OPERATIONS		
TRANSFERS									TRANSFERS		
Admin. Support/General Fund	167,208	605,525	625,904	1,395	230,112	97,068	24,100	8,056	Admin. Support/General Fund		
Mand. Debt	128,039	1,553,560	66,092	0	0	0	0	0	Mand. Debt		
Facility Plan	0	0	0	0	0	0	100,000	0	Facility Plan		
Maintenance Reserve/Plant Fund	132,000	1,017,500	705,500	78,000	(13,279)	(2,000)	97,447	0	Maintenance Reserve/Plant Fund		
Power Plant	17,759	43,414	7,788	0	546	210	0	0	Power Plant		
Transfers to D.E./E.R. (Match)	0	0	0	0	0	0	0	0	Transfers to D.E./E.R. (Match)		
TOTAL TRANSFERS	445,006	3,219,999	1,405,284	79,395	217,376	95,278	221,547	8,056	TOTAL TRANSFERS		
BALANCE - OPR. ACTS.	5,454	81,236	5,904	656	9,956	453	4,343	(21,353)	BALANCE - OPR. ACTS.		

(1) ICT Student Technology Services and ID Operations. Any deficits will be covered by Housing and Dining
Prepared by Business Operations 9/1/2004

Eastern Michigan University
 Auxiliary Operating Statement
 CALENDARIZED BUDGET
 As of June 2004 - Post Close

	Student Affairs	Marketing & Communications	Academic	Business and Finance		Golf Course/CEC	Others			
	Eastern Echo	Licensing	University Publications	Computer Sales	Kresge Environmental Education	Parking/SEEUS and DPS Support	Golf Course/CEC	Others	Total	
REVENUE										REVENUE
Sales and Services	348,800	56,700	1,552,500	600,000	29,325	2,907,732	1,197,601	0	38,448,156	Sales and Services
Fees	0	0	0	0	0	0	1,027,513	0	2,289,401	Fees
Investment Income	0	0	0	0	0	0	0	0	0	Investment Income
TOTAL REVENUES	348,800	56,700	1,552,500	600,000	29,325	2,907,732	2,225,114	0	40,735,557	TOTAL REVENUES
Transfers from G.F.	0	0	0	0	0	0	0	0	110,000	Transfers from G.F.
Transfers from D.E./E.R.	0	0	0	0	0	0	0	0	0	Transfers from D.E./E.R.
Allocations from Fund Balance	70,000	0	0	0	0	0	0	0	420,000	Allocations from Fund Balance
TOTAL FUNDING	418,800	56,700	1,552,500	600,000	29,325	2,907,732	2,225,114	0	41,265,557	TOTAL FUNDING
EXPENSES										EXPENSES
Cost of Goods Sold	0	12,000	1,053,000	570,000	9,350	0	82,556	0	7,395,657	Cost of Goods Sold
Personnel Services	115,185	0	133,273	0	0	647,204	0	0	3,452,927	Personnel Services
Misc. Personnel	2,565	0	3,959	0	12,410	59,071	0	0	400,617	Misc. Personnel
Fringe Benefits	42,282	0	57,284	0	997	269,039	0	0	1,426,578	Fringe Benefits
Recouped Salaries (Abr 1367)	(22,754)	0	0	0	0	0	0	0	(96,374)	Recouped Salaries (Abr 1367)
Student Help	122,000	5,750	30,372	18,000	0	164,806	0	0	3,546,564	Student Help
SS&M	126,626	17,163	200,163	7,196	0	341,514	1,754,163	0	9,761,629	SS&M
Travel	0	5,800	9,800	2,000	0	18,000	0	0	121,592	Travel
Equipment	0	15,000	14,000	0	0	25,000	0	0	416,841	Equipment
Admin. Support/HDC	0	0	0	0	0	0	0	(1)	5,678,680	Admin. Support/HDC
Custodial	0	0	0	0	0	0	0	0	0	Custodial
Maintenance Staff	0	0	0	0	0	0	0	0	1,516,844	Maintenance Staff
Other Expenses	0	0	0	0	0	0	0	0	0	Other Expenses
TOTAL EXPENSES	385,904	55,713	1,501,851	597,196	22,757	1,524,634	1,836,719	(1)	33,621,555	TOTAL EXPENSES
NET OF OPERATIONS	32,896	987	50,649	2,804	6,568	1,383,098	388,395	1	7,644,002	NET OF OPERATIONS
TRANSFERS										TRANSFERS
Admin. Support/General Fund	30,948	0	35,806	0	0	173,880	0	0	2,000,000	Admin. Support/General Fund
Mand. Debt	0	0	0	0	0	720,765	358,596	0	2,827,051	Mand. Debt
Facility Plan	0	0	0	0	0	0	0	0	100,000	Facility Plan
Maintenance Reserve/Plant Fund	0	0	0	0	6,568	487,605	0	0	2,509,341	Maintenance Reserve/Plant Fund
Power Plant	126	0	147	0	0	0	0	0	70,000	Power Plant
Transfers to D.E./E.R. (Match)	0	0	0	0	0	0	0	0	0	Transfers to D.E./E.R. (Match)
TOTAL TRANSFERS	31,072	0	35,953	0	6,568	1,382,250	358,596	0	7,506,392	TOTAL TRANSFERS
BALANCE - OPR. ACTS.	1,824	987	14,696	2,804	0	848	29,799	1	137,610	BALANCE - OPR. ACTS.

Prepared by Business Operations

9/1/2004

Eastern Michigan University
Auxiliary Operating Statement
ACTUAL-BUDGET VARIANCE
As of June 2004 - Post Close

		Student Affairs									
		Apartments	Residence Halls	Dining Services	Rental Property	University Health Services	Children's Institute	Rec/IM	ICT (1) Student Tech Services		
REVENUE									REVENUE		
Sales and Services	(1,181,544)	(145,948)	(25,374)	(6,842)	71,792	18,771	144,043	15,610	Sales and Services	15,610	
Fees	0	0	0	0	(34,078)	0	0	0	Fees	0	
Investment Income	0	0	0	0	0	0	0	0	Investment Income	0	
TOTAL REVENUES	(1,181,544)	(145,948)	(25,374)	(6,842)	37,713	18,771	144,043	15,610	TOTAL REVENUES	15,610	
Transfers from G.F.	0	0	0	0	0	(85,000)	0	(25,000)	Transfers from G.F.	(25,000)	
Transfers from D.E./E.R.	0	0	0	0	0	0	0	0	Transfers from D.E./E.R.	0	
Allocations from Fund Balance	0	0	0	0	(15,000)	(60,000)	(275,000)	0	Allocations from Fund Balance	0	
TOTAL FUNDING	(1,181,544)	(145,948)	(25,374)	(6,842)	22,713	(126,229)	(130,957)	(9,390)	TOTAL FUNDING	(9,390)	
EXPENSES									EXPENSES		
Cost of Goods Sold	0	3,562	(271,643)	0	27,378	0	63,877	0	Cost of Goods Sold	0	
Personnel Services	(3,005)	0	(29,261)	0	(80,355)	(58,008)	(1,318)	0	Personnel Services	0	
Misc. Personnel	(9,025)	0	23,821	0	(12,451)	(7,352)	(17,639)	0	Misc. Personnel	0	
Fringe Benefits	(8,633)	(22,968)	13,435	(69)	(14,479)	2,061	(1,432)	(401)	Fringe Benefits	(401)	
Recouped Salaries (Abr 1367)	0	0	0	0	32,884	40,736	0	0	Recouped Salaries (Abr 1367)	0	
Student Help	(5,264)	72,955	(99,793)	0	790	(25,455)	(9,764)	(21,191)	Student Help	(21,191)	
SS&M	85,927	143,395	107,212	44,001	(83,422)	32,062	(135,498)	112,080	SS&M	112,080	
Travel	(1,414)	(1,197)	(14,716)	0	(5,723)	205	0	0	Travel	0	
Equipment	(11,200)	(121,949)	(108,201)	0	7,633	0	(7,353)	(15,450)	Equipment	(15,450)	
Admin. Support/HDC	(623,241)	(3,094,769)	(1,905,305)	0	0	0	0	(55,366)	Admin. Support/HDC	(55,366)	
Custodial	483,958	2,978,683	1,874,424	25	314	102	73	55,777	Custodial	55,777	
Maintenance Staff	(49,389)	(144,559)	9,832	(177)	0	0	0	0	Maintenance Staff	0	
Other Expenses	0	0	0	0	0	0	0	0	Other Expenses	0	
TOTAL EXPENSES	(141,286)	(186,846)	(400,196)	43,779	(127,432)	(15,649)	(109,054)	75,449	TOTAL EXPENSES	75,449	
NET OF OPERATIONS	(1,040,258)	40,898	374,822	(50,421)	150,146	(110,580)	(21,903)	(84,839)	NET OF OPERATIONS	(84,839)	
TRANSFERS									TRANSFERS		
Admin. Support/General Fund	(0)	(1)	0	1	0	0	0	(0)	Admin. Support/General Fund	(0)	
Mand. Debt	0	(2)	(0)	0	0	0	0	0	Mand. Debt	0	
Facility Plan	0	0	0	0	0	0	(100,000)	0	Facility Plan	0	
Maintenance Reserve/Plant Fund	(1,034,804)	122,136	265,020	(49,766)	86,027	(90,425)	4,378	(114,173)	Maintenance Reserve/Plant Fund	(114,173)	
Power Plant	0	0	0	0	0	0	0	0	Power Plant	0	
Transfers to D.E./E.R. (Match)	0	0	0	0	0	0	0	0	Transfers to D.E./E.R. (Match)	0	
TOTAL TRANSFERS	(1,034,804)	122,134	265,020	(49,766)	86,027	(90,425)	(95,622)	(114,173)	TOTAL TRANSFERS	(114,173)	
BALANCE - OPR. ACTS.	(5,454)	(81,236)	109,802	(656)	64,119	(20,155)	73,719	29,334	BALANCE - OPR. ACTS.	29,334	

(1) ICT Student Technology Services and ID Operations. Any deficits will be covered by Housing and Dining Revenue (1) is less revenue than budgeted.
Expense (1) is less expense than budgeted.
Net of operations (1) lower than budget.
Balance (1) lower than budget.
Prepared by Business Operations 9/1/2004

Eastern Michigan University
 Auxiliary Operating Statement
 ACTUAL-BUDGET VARIANCE
 As of June 2004 - Post Close

	Student Affairs	Marketing & Communications	Academic	Business and Finance	Golf Course/CEC	Other			
	Eastern Echo	Licensing	University Publications	Computer Sales	Kresge Environmental Education	Parking/SEEUS and DPS Support	Golf Course CEC	Other Accounts	Total
REVENUE									
Sales and Services	66,144	47,913	502,891	73,973	(3,089)	(85,156)	687,255	0	180,039
Fees	69,637	0	0	0	0	0	(1,027,513)	0	(991,954)
Investment Income	0	0	0	0	0	0	510	0	510
TOTAL REVENUES	135,781	47,913	502,891	73,973	(3,089)	(85,156)	(339,748)	0	(811,405)
Transfers from G.F.	0	0	0	0	0	0	0	0	(110,000)
Transfers from D.E./E.R.	0	0	0	0	0	0	0	0	0
Allocations from Fund Balance	(70,000)	0	0	0	0	0	0	0	(420,000)
TOTAL FUNDING	65,781	47,913	502,891	73,973	(3,089)	(85,156)	(339,748)	0	(1,341,405)
EXPENSES									
Cost of Goods Sold	0	(10,491)	732,676	19,109	(2,683)	0	(8,376)	0	553,408
Personnel Services	(31,530)	0	(37,505)	0	0	73,124	0	0	(167,859)
Misc. Personnel	(2,036)	0	(1,580)	0	(1,561)	7,414	0	0	(20,411)
Fringe Benefits	(12,225)	(36)	(16,870)	(191)	(207)	51,480	0	0	(10,536)
Recouped Salaries (Abr 1367)	22,754	0	0	0	0	0	0	0	96,374
Student Help	61,438	(1,130)	(14,535)	8,080	0	35,529	0	0	1,661
SS&M	38,802	603	(147,315)	8,990	4,681	(100,673)	(132,557)	0	(21,712)
Travel	1,070	(5,800)	(6,373)	(1,945)	0	3,577	0	0	(32,316)
Equipment	0	(15,000)	(14,000)	0	0	(17,844)	0	0	(303,365)
Admin. Support/HDC	0	0	0	0	0	0	0	1	(5,678,680)
Custodial	62	0	0	0	0	0	0	0	5,393,419
Maintenance Staff	0	0	0	0	0	0	0	(9,100)	(193,394)
Other Expenses	0	0	0	0	0	0	0	0	0
TOTAL EXPENSES	78,334	(31,854)	494,497	34,043	230	52,607	(140,933)	(9,099)	(383,411)
NET OF OPERATIONS	(12,553)	79,767	8,394	39,930	(3,319)	(137,764)	(198,815)	9,099	(957,994)
TRANSFERS									
Admin. Support/General Fund	(0)	0	(0)	0	0	0	0	0	0
Mand. Debt	0	0	0	0	0	1	(839)	0	(839)
Facility Plan	0	0	0	0	0	0	0	0	(100,000)
Maintenance Reserve/Plant Fund	(10,729)	0	23,090	40,000	14,432	(136,917)	(168,177)	3,310	(1,046,598)
Power Plant	0	0	0	0	0	0	0	0	0
Transfers to D.E./E.R. (Match)	0	0	0	0	0	0	0	0	0
TOTAL TRANSFERS	(10,729)	0	23,090	40,000	14,432	(136,916)	(169,016)	3,310	(1,147,437)
BALANCE - OPR. ACTS.	(1,824)	79,767	(14,696)	(670)	(17,751)	(848)	(29,799)	6,789	189,443

Revenue () is less revenue than budgeted.
 Expense () is less expense than budgeted.
 Net of operations () lower than budget.
 Balance () lower than budget.
 Prepared by Business Operations 9/1/2004

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 24
DATE:
September 21, 2004

RECOMMENDATION

AUTHORIZATION TO EXTEND CONTRACT – INTERNAL AUDIT SERVICES

ACTION REQUESTED

It is recommended 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.

STAFF SUMMARY

The current contract with Andrews, Hooper & Pavlik, P.L.C. expires September 30, 2004. The University will solicit bids for both external and internal audit services in 2004, but does not expect to have a new contract in place before the current contract expires. In order to continue with the services of AH&P in the interim, it is recommended that a one-year extension effective October 1, 2004 to September 30, 2005 be approved.

Enclosed is the proposed contract extension for 2004-05. The proposed internal audit schedule for the period is also enclosed.

FISCAL IMPLICATIONS

The recommended 2004-05 contract extension includes an hourly rate of \$87.00, which is an increase of 4.8 percent over the hourly rate of \$83.00 in the 2003-2004 contract.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

723

MEMORANDUM

TO: Dan Cooper
Interim Controller

FROM: Kenneth A. McKanders
General Counsel

DATE: August 13, 2004 *KM*

SUBJECT: ANDREWS, HOOPER & PAVLIK AGREEMENT

In accordance with your request I have reviewed the proposed Agreement for Internal Audit Services between Eastern Michigan University and Andrews, Hooper & Pavlik. The proposed Agreement is in acceptable legal form.

/cw

AGREEMENT FOR INTERNAL AUDIT SERVICES

This internal audit services agreement (the "Agreement") is entered into this 1st day of August 2004 by and between Eastern Michigan University ("University"), and Andrews Hooper & Pavlik P.L.C. ("AHP"), a professional services firm having a principle address of 4295 Okemos Road, Suite 200, Okemos, Michigan 48864.

Now therefore, in consideration of the mutual terms and conditions set forth herein, the parties agree as follows:

1. Term. The length of this agreement will be for one (1) year, from October 1, 2004 to September 30, 2005, subject to annual renewal. Annual renewal will be based on the University's satisfaction with services rendered. Either party may terminate this Agreement with or without cause at any time by providing ninety (90) days written prior notice of termination to the other party.
2. Fees. Our fee for these services will be \$80 per hour for the twelve month period ended September 30, 2005, not to exceed 1,500 hours for the twelve month period, unless mutually agreed to by the parties. In addition, we will bill a \$7 per hour expense charge for the period ended September 30, 2005. The University will be provided with a detailed billing summary on a monthly basis as the work progresses, payable upon receipt.
3. Scope of Services. The scope of internal audit services will be determined by the University based on a University risk assessment performed by AHP and an audit schedule to be developed and approved by the Board of Regents ("Board"). Investigative services, on an as needed basis, will be performed in addition to the services outlined in the audit schedule.
4. Reporting Relationship. AHP will report directly to the Board. Reporting and communication with the Board will be conducted not less than the regularly scheduled Board meetings. Day to day supervision will be provided by the Treasurer to the Board.
5. Audit Findings. It is agreed that AHP will provide detailed audit findings to the University on a regular basis. AHP further agrees to provide and present such audit findings and an activity report of audit findings to the Board at regularly scheduled meetings.
6. Assignment. The agreed upon scope of services shall not be transferred, subcontracted, or assigned without prior written approval by the University.

7. Location. The University will provide office space with a computer connected to the University's local area network, if requested.

8. Hold Harmless. AHP agrees to defend, indemnify and hold harmless Eastern Michigan University, its Regents, officers, employees, agents and students from any and all liability which they may incur which arises from or is related to AHP's performance of this Agreement.

9. The relationship of AHP to Eastern Michigan University is and shall continue to be that of an independent contractor, and no liability or benefits, such as worker's compensation, pension rights or liabilities, insurance rights or liabilities, arising out of or related to an employer/employee relationship, shall arise, or accrue to either party or either party's agent, subcontractor or employee, and AHP hereby agrees to hold Eastern Michigan University harmless for any such claims by it or its associates, and any cost or expense related thereto.

10. Parties to this engagement agree that any dispute that may arise regarding the meaning, performance, or enforcement of this engagement will, prior to resorting to litigation, be submitted to mediation upon the written request of any party to the engagement. All mediations initiated, as a result of this engagement shall be administered by and follow the rules of the American Arbitration Association (AAA) unless otherwise agreed upon by the parties. The results of this mediation shall be binding only upon agreement of each party to be bound. Costs of any mediation proceeding shall be shared equally by both parties.

11. Parties to this engagement have agreed that, in recognition of the relative risks and benefits of the engagement to both parties, the risks have been allocated such that you agree, to limit the liability of our firm to you for any and all claims, losses, costs, damages or claims expenses from any cause or causes, including attorney's fees and all costs of litigation, so that the total aggregate liability of our firm to you shall not exceed \$300,000, or three times our firm's total annual fee for services rendered on this engagement, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action, however alleged or arising, unless otherwise prohibited by law.

12. AHP shall keep confidential and shall not publish or disclose, except to Eastern Michigan University and except matters of public record, any information or data obtained hereunder.

13. AHP assures that to the best of its knowledge there exists no conflict of interest or appearance of a conflict of interest between AHP, its business or financial interest and the services provided under this contract. Should this situation change during the term of this contract, AHP will immediately advise Eastern Michigan University of such change.

14. This Contract represents the entire Agreement between the parties regarding the subject matter hereof.

DRAFT

IN WITNESS THEREOF, the parties hereto, by and through their duly authorized officials, have executed this Agreement as of the day and year first written above.

Eastern Michigan University

Andrews, Hooper, and Pavlik P.L.C.

By: _____

By: _____

Date: _____

Date: _____

EMU Legal Affairs
"Approved as to Legal Form"

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

<u>Timing</u>		<u>Budget Hours</u>	<u>Through Actual Hours</u>	<u>Item</u>
<u>Work Pfm'd</u>	<u>Report</u>			
Various	Various	100.00	0.00	Planning, Risk Analysis & Administrative Planning/Scheduling Audits Board Meetings, Other Meetings, etc. Risk Assessment for following years
Sep-04	Jan-05	100.00	0.00	Auxiliary Operations Business Development
Oct-04	Jan-05	100.00	0.00	Budget Development/Management
Dec-04	Jan-05	40.00	0.00	Conflict of Interest Statements and Statements of Ethics Board of Regents, President & Administrative Professionals 10 & above
Oct-04	Mar-05	140.00	0.00	Enrollment
Nov-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

SECTION: 25
DATE: September 21, 2004

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

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

ACTION REQUESTED

It is recommended that the Board of Regents 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.

STAFF SUMMARY

The recommendation is based upon negotiations with the EMU-AAUP for a new two-year Collective Bargaining Agreement covering the period September 1, 2004 to August 31, 2006.

FISCAL IMPLICATIONS

It is projected that the proposed Agreement will increase the University's fiscal year 2004-05 compensation costs by approximately \$1,788,831, and 2005-06 by approximately \$1,899,001 for a 2-year total compensation increase of approximately \$3,687,833. A summary of the negotiated changes in the Agreement is attached as Exhibit A.

ADMINISTRATIVE RECOMMENDATION

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

University Executive Officer

Date

EXHIBIT A

**SUMMARY OF SEPTEMBER 1, 2004
NEGOTIATED TENTATIVE AGREEMENT
BETWEEN EASTERN MICHIGAN UNIVERSITY AND
THE EASTERN MICHIGAN UNIVERSITY CHAPTER OF THE
AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS (EMU-AAUP)**

<u>Article</u>	<u>Description of Change</u>
V.	<p><u>Association Rights</u></p> <p>Adds email list to required information provided to EMU-AAUP</p>
VI.	<p><u>Association Membership Dues and Service Fees</u></p> <p>Provides for direct deposit of union dues.</p>
VII.	<p><u>Grievance Procedure</u></p> <p>Eliminates reference to EMU-AAUP Executive Director.</p>
IX.	<p><u>Professional Responsibilities of Faculty Members</u></p> <p>University agrees to continue departmental past practices with respect to giving faculty first opportunity to volunteer for available spring/summer teaching assignments.</p>
XI.	<p><u>Leaves</u></p> <p>Provides for six (6) workweeks of paid FMLA leave.</p>
XIII.	<p><u>Faculty Participation in Governance</u></p> <p>Streamlines process for approval of Departmental Evaluation Documents, provides for four meetings per year of the Standing Committee on Departmental Evaluation Documents.</p>

XIV. Faculty Appointments, Faculty Participation in Graduate Programs, Reappointments, Tenure and Promotion

Departments shall periodically review criteria for faculty participation in graduate programs as part of the process of program review.

Deletes moot references to probationary faculty hired before 1997.

XV. Evaluation Criteria and Procedures for Reappointment, Tenure, Promotion, and Periodic Reviews of Tenured Faculty

Permits extensions of five (5) working days for faculty responses to unfavorable evaluations.

Deletes moot references to probationary faculty hired before 1997.

XVIII. Compensation

B. 2004-05 salary adjustment

A three and a quarter (3.25%) salary adjustment was provided.

C. 2005-06 salary adjustment

A three and a quarter (3.25%) salary adjustment was provided.

Health care:

Provides for \$1,000 increase to base salary for faculty who enroll in Community Blue PPO, except for those faculty members (1) who previously received a \$1,000 adjustment, (2) who enrolled in the PPO prior to September 1, 2004, or (3) were not in the University's employ on or before April 30, 2004. Further provides that faculty members who leave the PPO will have base salary reduced by \$1,000 if they had received the \$1,000 increase.

G. Joint Salary System Salary Force

Re-establishes the Joint Salary System Salary Force.

K. Salary adjustments for promotion

Adjustments for promotion were increased as follows:

Instructor to Assistant	\$2,500 to \$3,000
Assistant to Associate	\$3,500 to \$4,200
Associate to Full	\$4,500 to \$5,400

- XIX. Fringe Benefits
Adds domestic partners to tuition waivers.

Provides for earlier notification of enrollment deadlines for Flexible Spending Account program.
- Appendix B Increases compensation for assessment of Prior Learning Portfolios from \$75 to \$150.
- Appendix H Provides for annual report regarding the process for setting entry-level faculty salaries.
- Appendix M Increases compensation for overload teaching of continuing education courses from \$1,000 per credit hour to \$1,200 per credit hour.
- Appendix N Re-creates joint task force on health care.
- New Appendix Creates joint task force on student course evaluations, with four faculty members, four administrators, and one non-voting student member.
- New Appendix Creates joint technology transfer policy development committee.
- New Appendix Provides for two AAUP members appointed to the Presidential Commission on the Future of Instructional Delivery.
- New Appendix Provides for creation of a joint salary differential task force to examine components of a model for salary differential adjustments for consideration by the parties in future negotiations.

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