

Minutes of the Meeting,
of the
Oakland University,
Board of Trustees,
October 14, 1981

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10/14/81

The meeting was called to order by Chairman Richard H. Headlee at 7:30 p.m. in Lounge II of the Oakland Center.

Present: Chairman Richard H. Headlee, Trustees Patricia B. Hartmann, Marvin L. Katke, Ken Morris, Arthur W. Saltzman and Howard F. Sims

Absent: Trustees David Handleman and Alex C. Mair

Induction of Oakland University Board of Trustees Member

Chairman Headlee stated that Governor William G. Milliken announced today, Wednesday, October 14, 1981, the appointment of Mr. Howard F. Sims to the Board of Trustees to fill the vacancy created by the resignation on August 11, 1981, of David B. Lewis.

Chairman Headlee then administered the following Oath of Office:

Howard F. Sims, do you solemnly swear that you will support the Constitution of the United States and the Constitution of this State and that you will faithfully discharge the duties of the office of Trustee of Oakland University according to the best of your ability?

Mr. Sims answered, "I do."

Chairman Headlee then welcomed Mr. Sims to the Board of Trustees.

Mr. Sims signed the Oath of Office which was duly notarized by Mrs. B. J. Griffin, Secretary to the President of Oakland University.

Approval of Minutes of September 9, 1981

Chairman Headlee requested approval of the minutes of the Board meeting of September 9, 1981.

Mr. Katke offered a motion for approval of the minutes. Mr. Saltzman seconded the motion which was voted on and approved by all of the Trustees present.

Acceptance of Gifts and Grants

Chairman Headlee requested the Board's acceptance of the gifts and grants totaling \$1,528,827.50. (A copy of the complete list of gifts and grants is on file in the Office of the Secretary to the Board of Trustees and the Office of the Vice President for Development.)

In response to Chairman Headlee's request for comments, Mr. Robert W. Swanson, Vice President for Development, informed the Board that included in this month's items were five grants from the National Institutes of Health to the Institute of Biological Sciences which in the aggregate amounted to approximately \$250,000.

Mrs. Hartmann moved that the gifts and grants be accepted with gratitude. Mr. Sims seconded the motion which was voted on and approved by all of the Trustees present.

Approval of Personnel Actions

Chairman Headlee presented the following faculty personnel actions for the Board's approval:

Appointments

Aston, Thomas A., Adjunct Assistant Professor of Theatre, effective August 15, 1981, through August 14, 1983

Cochran, Barbara J., Instructor in Nursing, effective August 15, 1981

Carr, Larry S., Assistant Professor of Education, effective August 15, 1981

Lorenz, Paul F., Adjunct Professor of Management, effective August 15, 1981, through August 14, 1983

Meade, Kenneth A., Adjunct Professor of Engineering, effective August 15, 1981, through August 14, 1983

Rice, F. Edward, Adjunct Associate Professor of Psychology, effective August 15, 1981, through August 14, 1983

Sherman, Mary Lou, Special Instructor in Medical Technology, effective August 15, 1981

Stevenson, John R., Instructor in Education, effective August 15, 1981

Change of Status

Mallett, James E., from Instructor in Economics to
Instructor in Economics and Management, effective
August 15, 1981

Leave of Absence

Hughes, James W., Professor of Education, leave
from September 1, 1981, through August 14, 1983

Mr. Katke moved that the faculty personnel actions be approved. Mrs. Hartmann seconded the motion which was voted on and approved by all of the Trustees present.

Approval of 1982-83 Operating Budget Request

Each fall Oakland University submits its annual operating budget request to the Executive Office of the State of Michigan as directed in detailed instructions furnished by the Department of Management and Budget. The Program Summary Statement and the Program Revision Requests of the budget request document were mailed to each Trustee, and copies are on file in the Office of the Secretary to the Board of Trustees. (Attached to the minutes are Schedules I and II of the 1982-83 Budget Request.)

Chairman Headlee invited Mr. Katke, a member of the Board's Audit and Finance Committee, to comment on this item.

Mr. Katke stated that the Audit and Finance Committee had reviewed the budget request, and believed it to be in order. He then made the following recommendation:

RESOLVED, That the Board of Trustees approve the 1982-83 operating budget totaling \$39,202,575 as described in detail in the budget request material dated October 14, 1981.

Mr. Morris, a member of the Board's Audit and Finance Committee, seconded the motion which was voted on and approved by all of the Trustees present.

Approval of Candidates Recommended to Receive Bachelor's, Master's and Doctor's Degrees as of August 19, 1981, June 24, 1981, and December 15, 1980

Chairman Headlee requested the Board's approval of the candidates recommended for bachelor's, master's and doctor's degrees as of August 19, 1981, and the inclusion of the retro-

active list of graduates who had been inadvertently left off the graduation lists of June 24, 1981, and December 15, 1980. (The complete list of candidates is on file in the Office of the Secretary to the Board of Trustees.)

Mrs. Hartmann moved that the recommended candidates be approved with congratulations. Mr. Morris seconded the motion which was voted on and approved by all of the Trustees present.

Report on the Oakland County/Oakland University Internship Program

Chairman Headlee called upon Ms. Wilma Ray-Bledsoe, Vice President for Student and Urban Affairs, to comment on the Oakland County/Oakland University Internship Program.

Ms. Ray-Bledsoe, stated that the Oakland County/Oakland University Internship Program is in some respects an outgrowth of a program started in 1973 referred to as the University Year for Action Program. A requirement of the grant that was received in 1973 was a commitment to continue the cooperative work-study program after Federal funds were unavailable. Since that time approximately 253 students have been involved in the program, representing about 23 different majors within the University, and serving approximately 35 diversified departments of county governments. She stated that a slide presentation on the internship program had been prepared, and at the conclusion of its showing, she would introduce members of the staff who were present.

The slide presentation covering the various aspects of the program displayed the student interns' involvement in various governmental activities. Students are provided with the opportunity to: (1) learn valuable work skills; (2) earn a significant part-time income; and (3) apply their classroom knowledge. This presentation was developed by the Urban Affairs Center to familiarize the Oakland University community with the achievements and purposes of the program.

Ms. Ray-Bledsoe introduced Mr. Ted Villela, the student intern who had produced the slide film.

Mr. Villela thanked Mr. Jerry Dahlmann for his contribution in narrating the film. In addition, Mr. Villela stated that if it had not been for the intern program, he undoubtedly would not have been at Oakland University.

Ms. Ray-Bledsoe then introduced Ms. Johnetta Brazzell, Director of Urban Affairs; Mr. Harvey Hohausser, Associate Director of Urban Affairs; and colleagues, Mr. David Strubler and Ms. Maura

Selahowski. Ms. Ray-Bledsoe stated that as a result of this program \$1,350,000 has been received by the University, and that she was very proud of the quality of the project.

Chairman Headlee thanked the Urban Affairs department for an outstanding and excellent presentation.

Report on Resolution of Association of Black Students Regarding
Second Tier, Structural Reorganizational Changes within the University

Chairman Headlee called upon President Joseph E. Champagne to give a report on the resolution regarding the University's administrative reorganization presented by the Association of Black Students at the September 9, 1981 meeting.

President Champagne stated that the Board had requested that he review the concerns of the Association of Black Students regarding the administration's "second tier reorganization changes," particularly in the area of Student Affairs with emphasis on the following paragraph from the Association's resolution:

WHEREAS the Association of Black Students has determined that this stage of the reorganization process will have a definite adverse effect on the future of current black students but more importantly future black students who may enroll; ...

President Champagne stated that he held three meetings on this matter: one with representatives of the Association of Black Students along with Mr. Robert Thornton, President of the Black Alumni Association; and subsequent meetings with Mr. Samuel Craig, President of the Association, and Mr. Marcus Gray of the Association. President Champagne stated that the concerns of the black students were primarily: (1) the moving of the Student Services Division from Academic Affairs to Student Affairs which caused the concentration of black professionals in a single unit at the University; and (2) that by putting Student Services into Student Affairs, there would be more likelihood of budget cuts necessitated by Federal cut-backs, and the austere State budget.

President Champagne stated that these concerns had been thoroughly reviewed. He noted that for about 14 years Student Services activities had been located in the Student Affairs Division. The functions were transferred to Academic Affairs in the summer of 1980. President Champagne said that from the beginning of his association with Oakland University he had questioned the desirability of having Student Services located in Academic Affairs. The more traditional arrangement and, in his opinion, the "proper home" for these activities is the Student Affairs Division. President Champagne stated that Student Services would have a "better chance of success" and greater visibility to the community if it is housed in Student

Affairs. Because Student Affairs is a smaller unit, there would also be less likelihood of budget cutbacks. He added, however, that in the event of major University cutbacks, it would make no difference where programs were located organizationally.

President Champagne said that there was indeed merit in the concern of the black students regarding the significant percentage of black professionals and administrators concentrated in this one division. Since this fact is recognized and accepted, the answer is to look at the racial balance of the divisions and to pursue more aggressively with the Affirmative Action Officer a practice of achieving a better ethnic balance of professionals and administrators throughout the University. He promised that the institution would work aggressively to alleviate this situation by intensified recruiting efforts.

President Champagne stated that he had shared these concepts and intentions with the black students, and had informed them that he would communicate these plans to the Board members. He also assured the students that if they deemed it necessary, they could appear before the Board this evening.

Chairman Headlee thanked the President for his report and asked Mr. Sam Craig if he wished to comment on the President's remarks.

Mr. Craig read the following position paper from the Association of Black Students:

The Association of Black Students, having caucused with its constituency and having met with President Champagne, has taken positions on the concerns as presented to President Champagne in our previous meetings. Those concerns include:

1. The comparatively small number of black administrators and faculty.
2. The lack of blacks in key areas which directly affect the lives of black students, i.e., the Provost Office, Residence Halls, CIPO, and Financial Aid.
3. Inadequate admission and retention of black students.

Let the record show that we are supportive of President Champagne's concern for the well-being of the black community. We appreciate the open channels of communication between the President's office and the Association of Black Students. We do, however, reserve the right to return to the Board as we monitor this policy.

Mr. Headlee responded that he appreciated the Association's "spirit" and promised that the Board would continue to work with them.

Mr. Sims asked if it was the intention of the administration to report on progress in this area.

President Champagne stated that during the President's report this evening there would be a presentation from the Affirmative Action Officer. President Champagne stated that he would be pleased to make further reports on affirmative action from time to time.

President's Report

President Champagne stated that during the summer months the Chairman of the Board appointed a committee consisting of Mrs. Hartmann and Mr. Handleman to assist him regarding certain aspects of campus development, to assess the implications on the campus of gifts of art and sculpture including the placement of these items, and to work with Mr. Kiichi Usui on acceptance of gifts. As a result of this activity, President Champagne said he wished to recommend the establishment of a standing committee to be called the Campus Planning and Development Committee. The committee's charge would be expanded to assist him on overall development efforts and for the planning and utilization of campus facilities.

Mr. Katke moved that the Campus Planning and Development Committee become a standing committee and that Trustees Hartmann and Handleman be members of the committee. Mr. Saltzman seconded the motion.

Mr. Headlee proposed adding Mr. Sims who is an architect to this committee.

The motion as amended was voted on and approved by all of the Trustees present.

President Champagne stated that in anticipation of the Board's approval, he had prepared the following resolution for the Board's consideration and action at this meeting:

WHEREAS the Board of Trustees on September 9, 1981, granted authority to the President and the administration of the University to award contracts under certain conditions and limitations; and

WHEREAS the President of the University has sought the guidance and counsel of the Board of Trustees regarding the awarding of contracts relating to improvements and alterations at Sunset Terrace, the University residence of the President; and

WHEREAS such alterations and improvements shall not include repairs or replacements due to normal use or emergencies; now therefore be it

RESOLVED, That at the request of the President, all major improvement and alteration projects in excess of One Thousand Dollars at Sunset Terrace will be reviewed and authorized by the Board of Trustees Campus Planning and Development Committee prior to the award of any contract by the University; and be it further

RESOLVED, That all other improvements and alterations will be reported to the committee.

Mr. Morris moved approval of the recommendation; Mr. Katke seconded the motion which was voted on and approved by all of the Trustees present.

President Champagne stated that many outstanding activities occur at the University, and from time to time it is appropriate to bring them to the attention of the Board. The Department of Rhetoric has instituted a Writing Excellence Awards program, and the awards will be presented this evening. One of the unique features of these awards is that the cash gifts have been contributed by faculty members of the department. President Champagne noted that this is an outstanding example of the cooperation and dedication of the faculty to the academic excellence of the institution. President Champagne requested that Professor Donald E. Morse, Chairman of the Department of Rhetoric, explain the awards program and assist in the presentations.

Professor Morse thanked the Board for the opportunity to be present and to make the awards, and hoped this occasion would become an annual occurrence. Professor Morse explained that the Department of Rhetoric is responsible for the teaching of composition. The department members were of the opinion that one of the ways to encourage excellence in writing in courses throughout the curriculum would be to establish this program of writing awards. Professor Morse was delighted by the response of the faculty. He stated that there were two award categories: (1) the Exposition and Persuasion Category, and (2) the Research Paper Category. The awards were as follows:

Research Paper Category

First Place: \$50 and Commendation

Martin Ballard - "An Analysis of Northern State Bancorporation and CNB, Its Largest Subsidiary"

LS 101, Section 1205. L. M. Lewis, Instructor.

Second Place: \$25 and Commendation

Jacqueline Petersen - "The Miracle: The Supreme Court Looks Again at Censorship"

LS 101, Section 1275. R. A. Sudol, Instructor.

Third Place: Honorable Mention and Commendation

Jill Fifield - "Rubella"

LS 101, Section 1265. D. E. Morse, Instructor.

Richard Moore - "The Primary Causes of Congenital Heart Disease"

LS 101, Section 1290. P. E. Evarts, Instructor.

Exposition and Persuasion Category

First Place: \$50 and Commendation

Richard Moore - "The Mystery of Knowledge"

HC 201, Section 1555. D. Burdick, Instructor.

Second Place: \$25 and Commendation

Cathy Clark - "You're the Spitting Image"

LS 101, Section 1235. C. R. Royer, Instructor.

Third Place: Honorable Mention and Commendation

Nancy Watterson - "Theme 6: Analysis of 'Human Things'"

English 140, Section 3070. R. T. Eberwein, Instructor

Professor Morse noted that these awards are representative of writing at Oakland University. Certificates and checks were presented to those students who were present.

President Champagne applauded the Department of Rhetoric for this endeavor and expressed the hope that other departments would follow this example.

President Champagne said that at the last Board meeting he made a somewhat somber report on the fiscal affairs of the State of Michigan and the likely impact on Oakland University. Since that time the situation has become more serious and he made the following prepared comments:

"Last month I made a formal statement to you concerning the scarcity of fiscal resources and the implications of this situation for the future of Oakland University. At that time I indicated to you that I believed that the University may have become too complex in scope for the size of its revenue base. Nothing has dissuaded me from that growing conviction. I indicated in that statement that the Governor was considering a five percent budget reduction for fiscal year 1980-81 to take effect immediately. The Governor did exercise an Executive Order requesting a three percent cut for higher education for fiscal year 1980-81 and this budget reduction was approved by the appropriation committees of the House and Senate. As a result of this executive cut, our budget was automatically reduced by \$561,000. While one might construe this reduction as being better than the more than \$900,000 that a five percent reduction would have brought about, we must view it in the context of new circumstances that are developing and that are discouraging.

"Because of a projected State deficit for the 1981-82 fiscal year which the State has now entered, it is anticipated--and indeed we have been advised as late as this afternoon to expect--that a major budget reduction some time in the immediate future will be requested by the Governor. Whether this additional budget reduction would have to be absorbed entirely during our current fiscal year or whether some could be deferred to the next fiscal year is not yet known. It is quite certain that we must anticipate a major portion of it to have an immediate effect upon our current fiscal year. The balance of the cut plus any

additional cuts that may be requested later in the year would likely have a major impact on the fiscal year, which starts on July 1, 1982. Thus, in effect, we would be entering our next fiscal year with a reduced budget before we even began the year.

"It is anticipated that the additional budget cuts expected to be announced shortly could exceed \$600,000 for us based upon our fiscal 1981-82 State appropriation. This coupled with the already effective \$561,000 cut would indeed be devastating to Oakland University and there is nothing to say that further cuts this winter will not happen. However, the problem is made even more seriously acute by the fact that tuition revenues for the current year are not so high as projected. Indeed, tuition revenues at this point are substantially below what was projected when the budget was built. This is due in large part to a decline in graduate enrollment this past summer and a continuing decline in graduate enrollment during the fall term. If we extrapolate the current shortfall in tuition revenue through the rest of the year, we anticipate tuition revenues of approximately \$600,000 less than budgeted.

"Therefore, I am exercising my authority as President to call for a general expenditure reduction to take effect immediately. If we act now, we can spread the shortfall in projected revenues over a longer period of time, thereby reducing the crippling shock of immediate one-time and emergency type cuts.

"We are anticipating that a reduction of the general fund expenditures by approximately two percent spread across the various units of the institution will achieve a degree of relief that will prevent the sort of problems experienced last year as emergency actions had to be taken from time to time. If we couple the two percent expenditure reduction with other potential budget reductions that include the budgeted contingency fund as well as portions of the indexed items in the budget such as additional library acquisitions, equipment, micro-computers, and other items, we should be able to effect reductions of approximately \$1,600,000, which will cover the projected revenue losses. But I wish to point out that it is also entirely possible that at a future date we might have to increase this general budget reduction depending upon the size of

the budget cuts approved in Lansing. While it will cause major and significant strain to the institution to reduce its budget by this large amount when we are already one-fourth of the way through the budget year, I feel strongly committed to this type of financial adjustment at this time rather than having to ask the students to again bear the burden of cost by a tuition increase. I am committed to do everything that is possible to prevent a further tuition increase during this University fiscal year. I believe that the students have absorbed as much as they can at this time.

"I am asking Board members of this institution as well as members of the community at large to make known the devastating effects of further budget reductions on higher education in Michigan. Higher education simply cannot continue to take a back seat in the priority process of the finances of the State. We have been eroded to dangerously low positions and I firmly believe that the future viability of an effective higher education system in Michigan is now in question. I urge all of you to use whatever influence you may have individually or collectively to assist higher education in avoiding a process of qualitative erosion that frightens me at this time.

"I am not crying 'wolf'. I am looking directly into the mouth of a very serious problem for education in this State. It is not a problem we can anticipate, it is one we are now experiencing. As Michigan attempts to diversify its economic base through the attraction of high technology industries, our educational systems must grow and develop to meet the demands of these sophisticated industries and businesses. There is no way that we will be able to meet the educational challenges of what the State is looking to in a more diversified economic base if our educational systems continue to erode. We will have a situation in which the State is attempting to attract industry without sufficient ability to provide a trained and educated workforce to support it.

"During the course of the next month or two, I will be considering additional actions to assist Oakland University in rethinking its posture under the fiscal austerity that exists so that we may emerge from this situation as unscarred as possible.

"I indicated in my remarks to you last month that I was asking for your forbearance during these times. I re-emphasize my request. We will do everything as an educational community that we can to remain cohesive and to attack the problems of fiscal austerity head-on, but such periods will be, and always are, difficult and they will require the best that all of us--students, staff, faculty, administration, Trustees, and alumni--can bring to bear to solve a most serious and threatening problem. Indeed, the survival of quality is at stake."

President Champagne commented that he had prepared his statement yesterday, and had to modify it as late as this afternoon since the Governor was now preparing an Executive Order cut. President Champagne stated that this proposed additional cut was anticipated, but not this soon. He reminded the Board members that just two weeks ago there had been a three percent reduction and that we were advised today of a second three percent cut which would be forthcoming. In addition, since this is early on in the fiscal year, it is not unlikely that a third cut could occur in the winter or spring. The situation is very, very critical. President Champagne stated that if University expenditures are reduced by about two percent, coupled with the \$600,000-\$700,000 reductions already provided for in the budget, the University will be able to function through the year without a deficit. If, however, an additional budget cut comes in the spring or winter, then there is no question but that he would recommend to the Board additional reductions to end the fiscal year without a deficit.

Chairman Headlee thanked the President for his forthright comments and expressed the Board's confidence in his ability to deal with this issue properly.

President Champagne then introduced Ms. Barbara Murphy, Affirmative Action Officer, for a report on the status of the Affirmative Action Program.

Ms. Murphy announced that she had prepared some remarks on the Affirmative Action Program, and would be pleased to answer questions. The following is Ms. Murphy's report:

"It has been my pleasure to be at Oakland University as Affirmative Action Officer for the past 13 months. I would like this evening to give you a report on that first year.

"Before my arrival, Oakland University did not have a central office responsible for the coordination of all aspects of equal opportunity and affirmative action programs. It was determined that various Federal and State compliance requirements for the University, as well as a general coordinating effort, could best be handled through the Office of the President.

"With the able assistance of Margaret Geroux, who is the secretary to the Affirmative Action Office, I am responsible for a wide variety of activities that had previously been located in various University offices. The coordination of compliance efforts for equal opportunity and affirmative action covers student programs as well as faculty and staff. We are responsible for compliance with State as well as with Federal affirmative action and nondiscrimination laws and regulations. We are responsible as well for a number of protected groups to assure nondiscrimination on the basis of sex, age, race, color, religion, creed, national origin or ancestry, physical or mental handicap, marital status, height, weight and Vietnam era veteran status.

"We at Oakland University are covered by Federal regulations concerning affirmative action because of our status as a Federal contractor. We receive several million dollars in Federal contracts and grants each year. I work closely with Research Services and with various principal investigators on the development of the required Federal or State assurance forms and data requirements. Part of our reporting requirement under most grants and contracts is the preparation of an affirmative action plan. The plan covers affirmative action for minorities, women, the handicapped and Vietnam era veterans in employment. Other regulations, such as Title IX, require different reports and activities. I will touch lightly on the general range of my activities during the past year.

"My first task was to work with the President to develop a reaffirmation of our policy and the dissemination of that policy. In addition to the

Board policy passed at the April 15, 1981, meeting, we now have a new statement on equal opportunity that is included in all catalogues, brochures and flyers published by the University, including brochures for all our cultural programs. Posters advising employees of Oakland University's policy of compliance with Michigan and Federal nondiscrimination laws have been distributed and are now posted widely on campus to inform not only students, staff and faculty, but also visitors to our campus of our commitment and responsibilities in this area. The policy has also been disseminated widely through the community through vehicles such as the OU News, our catalogues and a memorandum from the President.

"A further part of policy dissemination efforts lies in the responsibility of my office to make students, faculty and staff aware of their rights in the area of equal opportunity and affirmative action and of their responsibilities as well. I work with faculty and staff on a variety of classes and workshops. I have been a guest lecturer in many classes, ranging from courses in public administration and women's studies, to courses in human resource development.

"Student groups have asked me to address them on topics such as equality for women in employment and general Federal affirmative action guidelines, as well as legal interviewing techniques and job interviewing.

"For staff we have conducted a number of workshops as well. I ran several workshops this past summer for clerical/technical employees in which employees were informed of their rights and responsibilities under the affirmative action/equal opportunity laws of the State and Federal government and were instructed in the specifics of Oakland's policies in this area. More recently, a workshop and film session on sexual harassment were presented, and several hundred people attended the film which was shown in the Oakland Center. Last year we had a workshop for senior executives at the University, and I hope to continue workshops of that type for all staff.

"Responsibility for implementation is part of the affirmative action program. That implementation, I hasten to say, is something which I can only coordinate. Our office, of course, does no hiring or firing, and acts only in a consultative role to the various departments and divisions who are actually responsible for hiring of staff; likewise, we act in the same consultant role to the schools and colleges and programs which are responsible for admitting and retaining students.

"I meet with the Provost's Personnel Committee, with college CAPS, with search committees, such as that for the Arts and Sciences Dean and the current Provost Search Committee, and various other committees to work with them on regulatory requirements and also to instruct them on some of the generally accepted techniques for the conducting of an efficient search that includes extensive outreach for minority and female candidates.

"A current major project in this area is the development of a University-wide faculty hiring procedure. The procedure will provide guidelines for search committees and will document all steps of the search and selection procedure. Since my office, the Provost's Office and the respective deans' offices will be involved in the early stages of each search, we hope to be able to encourage strong affirmative recruiting efforts at every level. The new procedure will allow, for the first time, the collection and assessment of required data describing the pool of applicants for faculty positions. We will follow later in the year with a similar procedure for the auditing of staff positions.

"It should be noted here, especially in light of the widespread news stories concerning proposed changes in affirmative action regulations, that most of the procedural requirements of affirmative action plans are merely good personnel policy. The new procedures will emphasize the accountability of managers for their personnel actions, and will create auditable documentation of those actions. Even without outside pressure, it is by far the best policy to assure the hiring of the best people.

"In the area of statistical analysis, we are currently working on a utilization analysis of our entire workforce. Work with the Provost's Office and with the Office of Computer Services on the computerization of the workforce analysis will enable us to closely monitor our hiring and utilization of females and minorities. A determination of 'how well we are doing' depends on an analysis of the availability of women and minorities trained for various positions and available in the geographical area from which we might reasonably recruit. The past year has seen much work with the Wage and Salary Office of the Employee Relations Department. We have completed a study of the availability of minorities and women for non-faculty positions. Similar work with the Provost's Office has resulted in the completion of an availability study of Ph.Ds by academic area for faculty positions. These availability figures, coupled with the computer analysis of our workforce currently underway, will enable us to set realistic goals and timetables by which to assess the progress of affirmative action at Oakland University.

"We have increased our recruitment activities and are working more closely with the Pontiac Area Urban League, the Oakland University Black Alumni Association and a variety of other recruiting networks. We hope in this way to increase the number of minorities and women in all ranks at Oakland University.

"In the contracting and purchasing area, we have developed and implemented policies designed to increase the number of minority enterprises--both suppliers and construction contractors--who are recipients of our purchase orders and contracts. These policies coupled with efforts by the Urban Affairs Department to identify and assist minority businesses, have resulted in increased purchase orders to minority suppliers as well.

"In the area of concerns of handicapped students and staff, I have worked with the Physical Plant Department and have done analysis of building accessibility and parking for O'Dowd Hall and the Matthews Court apartments. We are working closely with the Michigan Rehabilitation Service to develop policies for the provision of aids to handicapped students. I have made presentations on handicapped laws and sensitivity issues to physical therapy classes and work on a variety of research projects with physical therapy students.

"With the Athletic Department we worked last year on the development of new policies as they affect equal athletic opportunities for women and men, on the resolution of problems and grievances and on the discussion of the new National Collegiate Athletic Association women's division. We are also providing better access to sports events for handicapped spectators.

"I meet frequently both by telephone and in person with department chairs and deans, faculty and staff, answering questions and helping sort out problems related to equal opportunity and affirmative action. Questions range from problems with a search to accommodations for a handicapped employee.

"Part of my role as Affirmative Action Officer includes acting as coordinator for Section 504 of the Rehabilitation Act and for Title IX of Education Amendments Act; that is to say, being responsible for dealing with problems encountered by students who feel that they may be victims of sex discrimination or discrimination on the basis of handicap. I am available to students who feel that they may have a problem, and I work with them and with the various offices and divisions on campus to assure that our policies and procedures are in compliance with Federal guidelines. We want those policies to increase the number of minority and female and handicapped students on campus, rather than work in any way as a barrier.

"During the last year Oakland University hosted a meeting of the Michigan College and University Affirmative Action Officers, which will become one of the committees of the Presidents Council of State Colleges and Universities. We plan development of this group to share availability information, policies, procedures and techniques in this time of scarce resources to avoid duplication of effort.

"In terms of outreach to the community, I represented Oakland University at a variety of functions including: The Greater Detroit Round Table of Christians and Jews, Dialogue on Labor Relations; the Michigan Association of Affirmative Action; the Coalition for Children and Adults with Learning Disabilities; the Higher Education and the Handicapped Project and other conferences. I gave talks on new developments in the affirmative action area and Oakland University's policies, procedures and commitments.

"In summary, I am available, both as advocate and consultant, to administrators, faculty, staff, students and the public. The role of affirmative action compliance officer and advocate is a complicated one, but one that I hope that I can fill successfully."

Chairman Headlee thanked Ms. Murphy for her report, remarking that, indeed, she has a very complex assignment, and that her efforts are very much appreciated.

President Champagne stated that Ms. Murphy has participated in affirmative action studies on the national level and that she is very aggressive in her approach to her profession.

Chairman Headlee invited questions or comments from the audience. There being none, the meeting was adjourned at 8:40 p.m.

Approved,

John De Carlo, Secretary
Board of Trustees

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Richard H. Headlee, Chairman
Board of Trustees

Date _____

Schedule I
Oakland University
Summary of 1982-83 Budget Request

	Actual	Budget	Request	Change From 1981-82	
	1980-81	1981-82	1982-83	Amount	%
REVENUES					
State Appropriation(1):					
State Fiscal Year	\$18,709,800	\$21,093,500	\$26,839,000	\$5,745,500	27.2
Fiscal Year Adjustment	265,659	(595,925)	(1,436,425)	(840,500)	(141.0)
Executive Order Reduction	(214,021)	(561,294)(2)	-0-	561,294	100.0
Oakland's Fiscal Year	\$18,761,438	\$19,936,281	\$25,402,575	\$5,466,294	27.4
Tuition and Fees	10,449,124	12,700,000	12,700,000	-0-	-
Indirect Cost Recovery	611,623	550,000	550,000	-0-	-
Miscellaneous	654,065	550,000	550,000	-0-	-
TOTAL REVENUES	\$30,476,250	\$33,736,281	\$39,202,575	\$5,466,294	16.2
EXPENDITURES AND TRANSFERS					
Employee Compensation	\$24,127,194	\$26,432,101	\$29,674,147	\$3,242,046	12.3
Supplies and Expense	6,008,454	7,124,567(4)	7,907,611	783,044	11.0
Equipment(3)	535,400	467,317	1,620,817	1,153,500	246.8
TOTAL EXP. & TSF.	\$30,671,048	\$34,023,985(5)	\$39,202,575	\$5,178,590	15.2
REVENUES OVER (UNDER)					
EXP. & TSF.	\$ (194,798)	\$ (287,704)(4)	\$ -0-	\$ 287,704	100.0
FUND BALANCE:					
Beginning	\$ 904,326	\$ 709,528	\$ -0-(7)	\$ (709,528)	(100.0)
Ending	\$ 709,528(6)	\$ 421,824(7)	\$ -0-	\$ (421,824)	(100.0)
TOTAL ENROLLMENT(8)	9,666	9,700	9,700	-0-	-

- (1) State's fiscal year: October-September; Oakland University's fiscal year: July-June.
- (2) 3 percent Executive Order issued September 30, 1981.
- (3) Includes Library acquisitions.
- (4) Includes \$82,729 for encumbrances at 6/30/81 plus \$204,975 of 6/30/81 fund balance generated by and committed to off-campus instructional programs.
- (5) Distribution by expenditure classification estimated; all budget detail not yet complete. Board approved budget of \$34,297,575 was increased by \$287,704 for encumbrances/carry-over commitments and decreased by \$561,294 for 9/30/81 Executive Order reduction.
- (6) \$421,824 uncommitted.
- (7) Reserved for Executive Order reduction; not considered available for use.
- (8) Fiscal Year Equated Students (FYES).

Schedule II
Oakland University
Major Elements of Requested Budget Increase for 1982-83

I. Economic Factors

Salary and Wage Adjustments - 10%	\$2,643,000	
Purchased Utility Costs - 25%	300,000	
General Inflation on Nonpersonnel Costs - 9.0%	<u>570,000</u>	\$3,513,000

II. Program Revision Requests (PRRs)

Priority 1 - Faculty and Support-Staff Positions	\$ 377,000	
Priority 2 - Computer Hardware Upgrading	614,000	
Priority 3 - Advising and Student-Records Systems	230,000	
Priority 4 - Instructional Equipment	121,000	
Priority 5 - Skill Development Center	50,000	
Priority 6 - New Academic Programs	<u>-0-</u>	1,392,000

III. Restore September 30, 1981 Executive Order Reduction to Appropriation Base

561,294

Total Net Requested Appropriation Increase \$5,466,294

Increase in Institutional Revenue	\$ -0-	
Decrease in Expenditures Necessary to Compensate for Decrease in Available Fund Balance	<u>(287,704)</u>	<u>(287,704)</u>

Total Net Expenditure Increase for 1982-83 \$5,178,590