

**Minutes of the Meeting
of the
Oakland University Board of Trustees
March 4, 1999**

Present: Chairman David J. Doyle; Trustees Henry Baskin, Ann V. Nicholson, and James A. Sharp, Jr.

Absent: Trustees David T. Fischer, Louis Grech-Cumbo, and Rex E. Schlaybaugh, Jr.

Also Present: President Gary D. Russi; Mr. David S. Disend, Dr. David J. Downing, Ms. LaShanda Evans, Ms. Susan Gerrits, Ms. Linda Hickmott, Ms. Rhonda G. Saunders, Ms. Lynne C. Schaefer, and Dr. Mary Beth Snyder

I. Call to Order

Chairman David J. Doyle called the meeting to order at 2:10 p.m. in the Gold Rooms of the Oakland Center.

II. President's Report

President Gary D. Russi reported the following information:

- Mr. John Coughlin was recognized as the March Employee of the Month.
- The North Central Association of Colleges and Schools (NCA) completed their review of all Oakland University administrative and academic functions and is recommending a full reaccreditation. They will conduct a focus visit on general education in 2004-2005. The NCA final report will be completed in a few weeks.
- Approval of Governor John Engler's FY 1999-2000 education budget recommendation will result in a 6.6% to 8.1% increase in state appropriations to Oakland University.
- Founder's Day is scheduled for Tuesday, April 20, 1999, and it will include the Fourth Annual Faculty Recognition Luncheon and the official School of Business Administration Building and Information Technology Institute groundbreaking.

III. Reports

A. Report on Status of Enrollment

Dr. David J. Downing, Interim Vice President for Academic Affairs and Provost, reported on the status of FTIAC (first time in any college) and transfer students. He noted that the admitted and applied FTIAC numbers remain very strong, while the transfer student numbers are increasing. The overall picture continues to remain very positive due to successful recruitment and increased fall 1999 enrollment.

The Board thanked Dr. Downing for his report.

B. Athletic Transition to Division I and Athletic Marketing Report

Ms. Lynne C. Schaefer, Vice President for Finance and Administration, stated that in February of 1997, the Board of Trustees approved a new intercollegiate athletics policy that started the transition to Division I-AAA Athletics. As part of that transition, the Board requested semi-annual reports. Ms. Schaefer noted that, with the completion of the transition process in June, this is the final of the four semiannual reports. She thanked Mr. Jack G. Mehl, Director of Athletics, for his leadership, commitment, and vision that led the university to success during the transition, and asked him to present the report.

Mr. Mehl highlighted the following activities that occurred since the October 1998 report:

- The university is very pleased with the academic progress of the student athletes. Their academic performance continues at a rate as high or higher than it was in Division II, and there has not been an increase in incidents of disciplinary actions either on the court or in the dormitories. There is a need for additional academic support services for those students as they continue to transition into Division I.
- The personnel organization of the athletic program continues to develop consistent with the transition business plan.
- The Michigan Soccer Organizing Committee, through the World Cup Soccer organization, has given Oakland a \$60,000 grant to enhance the soccer fields for use by Oakland students and the surrounding community.

- There has been a dramatic and noticeable improvement in marketing during the transition to Division I. Those efforts included television spots in conjunction with Fox Detroit that assisted in selling season basketball tickets. Using men's basketball as an example, the team was televised six times, reaching 23 million homes as far away as Hawaii, New Orleans, and Dallas. The team played before 80,000 fans this year, compared to 1,700 in past years. In addition, 54 corporations and companies were contacted this year, resulting in \$113,250 of sponsorship support.

Mr. Mehl thanked the campus community for its support of the young men and women in Oakland's intercollegiate athletic program during the transition. He commented that, if there is success in what has happened over the course of the last two years, it is the direct result of the effort and commitment that those young people have made to the university.

Chairman Doyle congratulated Mr. Mehl, the staff, and the athletes for doing a great job during the transition period. He also congratulated the 15 athletes who earned academic all-conference honors.

The Board thanked Mr. Mehl for his report.

C. Student Liaisons' Report

Student Liaisons LaShanda Evans and Linda Hickmott made a power-point presentation to the Board titled "Building Bridges," addressing student body concerns. Ms. Hickmott began the report by explaining the Student Liaison goal to build bridges between the Board of Trustees, the President, faculty, staff, administration, and the student body. She noted that Oakland University's success depends on the sharing and collaboration of the insight, knowledge, and ideas from all levels of the institution in order to increase student identity and OU spirit. Ms. Hickmott noted that information for this report was obtained from the student population, the student leadership retreat sponsored by the Center for Student Activities, the Student Congress, Office of Equity, Student Affairs, campus administrators, and the "Creating the Future" task force recommendations. Ms. Hickmott stated that the Student Liaison mission is aligned with the following mission of the "Creating the Future" initiative:

The Oakland University Board of Trustees established the "Creating the Future" initiative and charged it with one main purpose: to decide how best to strengthen and improve the university.

Based on that focus, Ms. Hickmott highlighted the following priorities:

Campus Renovation and Expansion

- **Oakland Center**
 - ▶ Add multipurpose activity space to relieve space shortage for student and conference events.
 - ▶ Use ARAMARK food service for more cultural events.
 - ▶ Extend the information booth hours.

Campus Grounds Improvement

- Install more tables, benches, garden beds, and art sculptures to promote group gatherings to improve the attractiveness of campus grounds.

Ms. Evans continued the report with the following priorities:

Campus Life

- Increase accessibility to food service on the weekends for residence halls students. Presently, there are two main ways to obtain meals on campus, and the meal cards for the housing cafeteria and food court are not interchangeable. With the cafeteria being closed on weekends, students with the meal plan experience difficulty eating on the weekends.
- Increase student body activity through the student organizations by creating a Greek organizations coordinator position and expanding co-sponsorship of activities.

Athletics and Campus Recreation

- Develop ways to eliminate fees for special classes in the Recreation Center, possibly through outside donation support, since students already pay a \$75 fee for the Center.
- Make free weights available to non-athletes.
- Increase publicity for athletic events via the electronic bulletin boards, tables in the Oakland Center, and the monthly calendar.

- Continue to encourage departments to hold programs in the Recreation Center.

Building Communication Gaps

- Encourage annual reports to the Board of Trustees from the AP Assembly, University Senate, Student Congress, and Student Liaisons.
- Involve the student body more extensively in personnel searches and screening processes for faculty and staff positions. (Empowering the student body would create a stronger connection to the university.)

Campus Diversity

- Create a Student Diversity Activity Fund administered by Student Affairs and the Center for Student Activities.
- Support "Workplace 2000" for the development of a diverse student body to become viable contributors to society.

Ms. Evans thanked the Board for the opportunity to present their recommendations.

Chairman Doyle thanked the student liaisons for their report. Trustee James A. Sharp, Jr. complimented the liaisons on their presentation, noting that it was very organized and on point. Trustee Ann V. Nicholson commended the student liaisons for their efforts in developing the report, and stated that it is very helpful to the Board to receive their input on student concerns.

IV. Roll Call

Ms. Susan Gerrits, General Counsel and Secretary to the Board of Trustees, conducted a roll call vote. All Board members were present except Trustees David T. Fischer, Louis Grech-Cumbo, and Rex E. Schlaybaugh, Jr.

V. Action Items

A. Consent Agenda

Chairman Doyle presented the following recommendations:

- 1. Approval of the Minutes of the Meeting of February 4, 1999**
- 2. Approval of the Degree Candidates List Dated December 19, 1998**
- 3. Recommendation to Accept Gifts to Oakland University and the Oakland University Foundation for the Periods of December 1 through December 31, 1998, and January 1 through January 31, 1999, and Grants for the Periods of January through February 1999**

Trustee Sharp, seconded by Trustee Henry Baskin, moved approval of the consent agenda. The motion was unanimously approved by those present.

B. Appointment of Vice President for Academic Affairs and Provost

President Russi stated that commencing on September 17, 1998, an extensive nationwide search was conducted to fill the position of Vice President for Academic Affairs and Provost. A broad-based search committee was formed, representing students, faculty, and staff. Dr. Kevin J. Murphy, Professor of Economics, who chaired the committee, worked very diligently to ensure that as many voices as possible were heard. A search consultant was also hired to enrich the efforts of the committee. Three finalists made campus visits, and the committee received feedback from those who met the candidates. President Russi stated that based on consultations with the search committee and the university community, he recommends Dr. Louis Esposito for the position of Vice President for Academic Affairs and Provost. In addition to serving in that role, Dr. Esposito will also be appointed as Professor of Economics with tenure. President Russi noted that both the Department of Economics and the School of Business Administration Committee on Appointment and Promotion support Dr. Esposito's appointment as a tenured professor. The Faculty Reappointment and Promotion Committee also concurs with the department's assessment that Dr. Esposito's service record is outstanding and surpasses the school's criteria for this level of appointment. President Russi added that Dr. Esposito is currently serving as Professor of Economics at the University of Massachusetts Boston. From 1994 to 1997, he served as Vice Chancellor for Academic Affairs and Provost to that university. His strengths include a commitment to open

communication and participatory governance, budget management, promotion of effective teaching and learning, university research, outreach, and public service, and issues of diversity and equity.

President Russi submitted the following resolution to the Board for approval:

RESOLVED, that upon the recommendation of President Gary D. Russi, the Board of Trustees appoints Dr. Louis Esposito to the position of Vice President for Academic Affairs and Provost and Professor of Economics with tenure, effective July 1, 1999, at an annual salary of \$147,000 and in accordance with the terms and conditions of Dr. Esposito's appointment which are set forth in the Agreement between Dr. Louis Esposito and Oakland University.

Trustee Sharp, seconded by Trustee Baskin, moved approval of the recommendation. The motion was unanimously approved by those present.

Chairman Doyle thanked Dr. Murphy and the search committee members for their dedicated efforts during the search process.

C. Oakland University Trustee Academic Success Fund Proposal for 1999-2000

President Russi called on Mr. Glenn McIntosh, Director of the Office of Equity and Advising Resource Center, to present this item. He noted that Mr. McIntosh has led this effort since its inception and that he will report on the status of that effort, along with the recommended activities for next year.

Mr. McIntosh stated that the Oakland University Trustee Academic Success Fund (TASF) was established in 1995 by the Board of Trustees to be administered by the President and the Office of Equity. The goals of the fund are to promote the recruitment and retention of a diverse student body, increase the academic success of students, and expand the cultural horizons of all students. Mr. McIntosh noted that a revised proposal was distributed to the trustees which addresses some recent concerns. He highlighted the following 1998-99 TASF successes:

- Other mid-western institutions are now seeking Oakland University's guidance in establishing similar campus-wide initiatives with their Board of Trustees and presidents.

- The Scholarship Program continues to produce high student retention, academic success, and high graduation rates, along with production of campus leaders and award recipients.
- The Peer Mentor Program continues to serve a critical role in helping students to transition and succeed.
- The Prospective Students Weekend continues to expose high achieving students of color to university life and add to the student population of Oakland.
- The Cultural Heritage Awareness Week created a festive environment for the campus to learn about the various cultures and traditions of the people that make up the university community.
- The Diversity Ambassadors Program established itself as a great tool to promote residence hall student dialogue on issues related to diversity.

Mr. McIntosh then focused on the 1999-2000 TASF proposal. He stated that a campus-wide call for program proposals was conducted consistent with the ideas and goals of the fund, resulting in 22 responses from university faculty and staff. The TASF proposal contains two scholarship programs and eight program initiatives. It also includes a Programming Contingency Fund for Student Diversity Initiatives to encourage student participation in program recommendations.

President Russi submitted the following resolution to the Board for approval:

WHEREAS, the Oakland University Trustee Academic Success Fund supports the university goal to recruit and retain students from culturally diverse backgrounds; and

WHEREAS, the Fund also expands the cultural horizons of all students to prepare them for employment in an increasingly multicultural world upon graduation; and

WHEREAS, The Fund enhances students' skills, understanding and ability to effectively function across gender, racial, national, ethnic, and cultural lines; and

WHEREAS, the Fund instills respect for diversity into all aspects of university life; and

WHEREAS, the Fund directly responds to the university's Strategic Plan 1995-05 under Strategies 1, 3, 7, and 9; now, therefore be it

RESOLVED, that the Board delegates authority to the President, in conjunction with the Office of Equity, to expend up to \$255,000 of the Trustee Academic Success Fund and \$100,000 from the Oakland University Foundation, for a total of \$355,000, for the scholarships, programs, and other initiatives described in Attachments A and B, for the 1999-00 academic year.

(Attachments A and B are filed in the Board of Trustees Office.)

Trustee Sharp, seconded by Trustee Nicholson, moved approval of the recommendation.

Trustee Sharp thanked the authors of the TASF proposals for taking the time to become involved in such a worthwhile initiative, and he commented that he is pleased that Oakland University is at the forefront among universities on this endeavor. Trustee Nicholson congratulated Mr. McIntosh on establishing other sources of university funding for some of the programs.

The motion was unanimously approved by those present.

D. FY 1998-99 General Fund Budget Proposed Revision

Ms. Schaefer stated that, when the Board approved the fiscal year budget last June, the state legislature had not yet finalized the fiscal year 1998-99 appropriations to public universities. The actual state appropriations were \$417,295 less than the budgeted level. In addition, the state approved one-time funding to Oakland University of \$863,095 that was not originally budgeted. As a result, there is a need to adjust the budget to reduce permanent base allocations and to increase one-time funding allocations.

Ms. Schaefer stated that adjustments are also required in tuition and fee revenue for fiscal year 1998-99. Fall enrollment, while setting a new record for credits and FYES, was less than the budget target enrollment level. While winter enrollment appears to have made up some of the difference, caution requires the university to adjust anticipated tuition and fee revenue downward by nearly \$300,000. Expenditures are adjusted to reflect a commitment to allocate the

unencumbered balance from fiscal year 1997-98 of \$940,463 to Strategic Plan and "Creating the Future" initiatives.

Ms. Schaefer submitted the following resolution to the Board for approval:

WHEREAS, several major variances have been identified that affect the FY 1998-99 General Fund budget approved by the Board of Trustees on June 4, 1998; now, therefore, be it

RESOLVED, that the Board of Trustees approve the Revised FY 1998-99 General Fund budget at an expenditure level of \$97,422,118.

Trustee Baskin inquired how the one-time state funding of \$863,095 will be utilized. Ms. Schaefer responded that it will be used for special one-time needs such as augmentation of departmental budgets to support enrollment growth and consultant services fees for the Campus Master Planning process. There was a general discussion on allocation of the one-time funds, and Trustee Baskin recommended deferring the vote on this item until after the proposed resolutions on the Master Planning Process and Multi-Purpose Complex consulting services were considered. The Board agreed to address those two items prior to approving the revised 1998-99 General Fund Budget.

E. Approval of Master Planning Process

Ms. Schaefer stated that at the November 1998 Board of Trustees Retreat, the Board discussed the need to engage in a comprehensive campus master planning process in an effort to become better prepared for the future and Strategic Plan implementation. She noted that the existing master plan document was published in March 1989 under the title "Campus Development Guidelines." In light of recent enrollment growth and physical expansion, an updated master plan is crucial. Ms. Schaefer presented the proposed framework for the master planning process, including the in-house process and time frame for completion. She noted that the process will incorporate extensive campus-wide and external community participation. A task force will be established to oversee the analytical work and to obtain the broad-based consultation from the campus community. The Board of Trustees will be involved in the monitoring and guidance aspects of the process. Ms. Schaefer stated that the five components of the process include strategic review, functional analysis, physical analysis, solution development and evaluation, and plan documentation. The process is expected to take two years, from April 1999 through March 2000, at a proposed budget not to exceed \$400,000.

Ms. Schaefer submitted the following resolution to the Board for approval:

WHEREAS, the university would benefit greatly from a comprehensive campus master planning process that recognizes its mission and strategic goals; now, therefore, be it

RESOLVED, that the university initiate a comprehensive campus master planning effort with broad based consultation and campus representation as generally described in Attachment 1; and, be it further

RESOLVED, that periodic progress reports shall be made to the Board of Trustees; and, be it further

RESOLVED, that the master planning project budget shall not exceed \$400,000 inclusive of image/design studies, infrastructure studies, and presentation materials; and, be it further

RESOLVED, that a comprehensive master plan shall be presented to the Board of Trustees for approval by March 2001.

(Attachment 1 is filed in the Board of Trustees Office.)

Trustee Baskin, seconded by Trustee Sharp, moved approval of the recommendation.

The Board concurred that a new master plan is critical to the university in order to accommodate and plan for the university's rapid growth. Ms. Evans and Ms. Hickmott asked that they be allowed to continue to participate in the master planning process after their term as student liaisons has expired. Ms. Schaefer stated that she will make sure that they continue to be a part of the full process. Ms. Hickmott asked if there will be a rotation of students on the master planning committee, since some students cannot commit two years to the project. Ms. Schaefer replied that it is the university's plan to have the same students on the committee for the project duration.

The motion was unanimously approved by those present.

G. Approval of Contract for Consulting Services Regarding Multi-Purpose Complex Review

Ms. Schaefer stated that at the December 3, 1998, Board meeting, the Board authorized President Russi to review the concept of a multi-purpose complex on

campus that might consist of a performing arts center, conference center and hotel, and ice arena. The President has formed an internal university committee, chaired by Ms. Schaefer, to review that concept and determine whether it has university support, complies with the university's mission, and benefits the university as a whole. Ms. Schaefer stated that although the reaction to the concept has been generally favorable, there remains a lot of unanswered questions that must be reviewed by an outside consultant with specialized expertise in this kind of development. Ms. Schaefer reported that the university solicited Statements of Interest for those consulting services, and three out of nine firms were interviewed. The top firm that was unanimously selected is The Smith Group and Ernst & Young Kenneth Lavinthal (SG/EYKL). Ms. Schaefer noted that the study will allow the university to determine early in the process whether it is feasible to proceed with the development of a multi-purpose complex. She added that the contract and fee schedule will include specific milestones and deliverables to allow the university to modify or cancel the services if it decides at any point during the study not to proceed with the project. Ms. Schaefer concluded that the results of this study will provide an invaluable tool to the university as it relates to the campus master planning process and for evaluating future opportunities.

Ms. Schaefer submitted the following resolution to the Board for approval:

WHEREAS, the Board of Trustees at its December 3, 1998, meeting authorized the President to review the concept of a multi-purpose complex on campus and to report back in April 1999; and

WHEREAS, Oakland University does not have a depth of experience or expertise on staff to conduct market and financial feasibility studies and other analysis required to fully evaluate the feasibility and economic return of a multi-purpose complex; now, therefore, be it

RESOLVED, that the Board of Trustees authorize the Vice President for Finance and Administration to negotiate and enter into a contract with SG/EYKL for consulting services necessary to evaluate the concept of a multi-purpose complex; and, be it further

RESOLVED, that such contract shall be for a sum not to exceed \$400,000; and, be it further

RESOLVED, that such contract will include specific milestones and deliverables required to assist the university in arriving at reasonable conclusions about the feasibility and desirability of a multi-purpose complex; and, be it further

RESOLVED, that such contract shall be subject to review by the General Counsel and shall conform to all university policies and law.

Trustee Sharp, seconded by Trustee Nicholson, moved approval of the recommendation.

Trustee Sharp inquired about the budgetary implications of this item, and Ms. Schaefer replied that an amount not to exceed \$400,000 would be funded for the study on a one-time basis.

Trustee Baskin expressed concern that this project poses a change in the university's philosophy by turning a public institution into a private entrepreneurial business area. He stated that he did not want to see the university in the hotel or ice arena business, since those endeavors may not succeed. Trustee Baskin was also concerned with the idea of the university spending \$400,000 on a study that would ultimately benefit a private enterprise. He proposed that the university approach the private entities interested in the multi-purpose complex project to cover the consulting costs. Chairman Doyle stated that the purpose of the study is to obtain objective advice to determine whether the development is a good move for the university, and not for the developer.

There was a general discussion regarding how a multi-purpose complex may impact the master planning process. The Board also discussed the importance of knowing such facts as whether the university community supports the project, how the project will tie in with the university, and whether the multi-purpose complex will be self-supporting. In response to a question posed by Trustee Baskin, Ms. Schaefer stated that the university is considering the multi-purpose complex because of the scarce resources it is facing in the foreseeable future and the need to find other ways to raise support for university programs. One of the resources the university has is its land, and if the land is used to generate additional financial support for the university, it must be determined that it is a feasible use of the land with a financial return.

Trustee Sharp, seconded by Trustee Baskin, moved to table the motion. The motion to table was unanimously approved by those present.

D. FY 1998-99 General Fund Budget Proposed Revision

Chairman Doyle asked the Board to return to this item for consideration at this time.

Ms. Schaefer submitted the following resolution to the Board for approval:

WHEREAS, several major variances have been identified that affect the FY 1998-99 General Fund budget approved by the Board of Trustees on June 4, 1998; now, therefore, be it

RESOLVED, that the Board of Trustees approve the Revised FY 1998-99 General Fund budget at an expenditure level of \$97,422,118.

Trustee Nicholson, seconded by Trustee Sharp, moved adoption of the proposed revisions for the FY 1998-99 General Fund Budget. The motion was unanimously approved by those present.

F. Approval of North Foundation Hall Addition/Remodel

Ms. Schaefer stated that this proposal supports ongoing plans to create a central location for the provision of student services on campus in North Foundation Hall. The university is seeking Board approval to proceed with programming and schematic design for this \$2.4M project. Ms. Schaefer called on Ms. Susan M. Aldrich, Associate Vice President for Facilities Management, to present the proposal.

Ms. Aldrich stated that the proposed project would move the Office of Graduate Studies from the fifth floor of O'Dowd Hall and the Placement Office from the third floor of Vandenberg Hall to North Foundation Hall. The Communications and Marketing department would relocate from North Foundation Hall to Vandenberg Hall, since it does not require high visibility. The multi-phase project involves renovating 3,000 square feet in Vandenberg Hall for Communications and Marketing and 11,000 square feet in North Foundation Hall for existing departments. Two state-of-the-art classrooms will be created in the building. A 9,000 square foot addition for offices will also be constructed with a much needed front door to North Foundation Hall that would serve as a more visible "gateway to student services." Ms. Aldrich stated that the project completion is targeted for the winter term of 2000.

Ms. Schaefer submitted the following resolution to the Board for approval:

RESOLVED, that the Vice President for Finance and Administration is authorized to hire a consultant to prepare a detailed program for the project; and, be it further

RESOLVED, that the Vice President for Finance and Administration is authorized to hire a design consultant to prepare the schematic design; and, be it further

RESOLVED, that the administration shall present the schematic design to the Board for approval prior to proceeding with construction; and, be it further

RESOLVED, that the total cost for design and construction of the North Foundation Hall Addition/Remodel project, as generally described above, shall not exceed \$2,400,000.

Trustee Baskin asked about the source of funding for this project, and Ms. Schaefer replied that the project has been under review for two years, and that it is already funded through the fiscal year 1997 bond issue, the fiscal year 1998 funding, and various other smaller sources.

Trustee Sharp requested that future resolutions of this nature include language that addresses the issue of contract compliance and minority vendors. Ms. Schaefer stated that the language can be structured to include a statement on minority vendors.

Trustee Baskin, seconded by Trustee Nicholson, moved approval of the recommendation. The motion was unanimously approved by those present.

H. Approval of Initiation of Litigation - Collection Services

Ms. Schaefer stated that, to satisfy Department of Education requirements, the university currently contracts with several commercial collection agencies to collect payment of delinquent bills. She noted that all collection service contracts provide for potential litigation for those accounts that refuse voluntary payment, with the university as plaintiff. The Board of Trustees has not delegated authority to the university administration to initiate litigation on behalf of the university. However, for administrative convenience, it is recommended that the Board of Trustees specifically delegate authority to the Vice President for Finance and Administration to approve the initiation of litigation, but only in the limited circumstances when such litigation is provided for by a collection services contract and in connection with the collection of delinquent student loans, tuition, accounts receivables, and other institutional unpaid accounts.

Ms. Schaefer submitted the following resolution to the Board for approval:

RESOLVED, that the Vice President for Finance and Administration, or her or his designee, be authorized to approve the initiation of litigation, but only when such litigation is provided for by a collection services contract and only in connection with the collection of delinquent student loans, tuition, accounts receivables and other institutional unpaid accounts.

Trustee Sharp, seconded by Trustee Baskin, moved approval of the recommendation. The motion was unanimously approved by those present.

I. Restructuring the Registration/Billing/Collections Process at Oakland University

Ms. Schaefer stated that at the February 4, 1999, Board of Trustees meeting, the Board tabled the recommendation to restructure the university's registration/billing/collections process, pending additional information in support of the recommendation. Ms. Schaefer presented a survey to the Board of the registration/billing/collections processes used by 15 Michigan public universities. She noted that 9 of the 15 universities, including Oakland University, currently cancel student registrations if payments are not made by the due date. Of the remaining 6 universities, 5 charge late fees that are in excess of Oakland's proposed 1 ½% late fee per month for the month end balance. Ms. Schaefer also reported that, subsequent to the February meeting, her staff met with the Student Liaisons to explain the proposal, and they are comfortable with the process.

Ms. Schaefer submitted the following resolution to the Board for approval:

WHEREAS, the university desires to provide an educational environment designed to assure the success of students both financially and academically in their pursuit of education at the university; and

WHEREAS, the university desires to balance the aforementioned goal with its need for sound fiscal policy; now, therefore, be it

RESOLVED, that university administration replace the current practice of canceling student registrations just after the payment due date with a late fee of 1 ½% of the outstanding balance owed by the student at the end of each month. This change in practice shall be implemented for the Summer 1999 term or as soon thereafter as possible.

Trustee Nicholson moved that this item be taken off the table, and Trustee Sharp seconded the motion. The motion was unanimously approved by those present.

VI. Discussion of April 1, 1999, Board of Trustees Meeting Agenda

The Board reviewed the April 1, 1999, proposed agenda and made no changes.

VII. Other Items that May Come Before the Board

Chairman Doyle called on Dr. Philip Singer, Professor of Health Behavioral Sciences, who had requested to address the Board.

Dr. Singer expressed his concerns on the Board's written response to a letter he sent them on the TIAA minimum distribution requirement. He stated that, according to the Internal Revenue Service, a person who is 70 ½ years old, and who works for a private institution, must draw the minimum distribution, while a person who works for a public institution must petition the Board to make that determination. Dr. Singer stated that he wrote the Board asking to meet with the trustees individually to discuss the possibility of drawing his TIAA minimum distribution. The AAUP has also addressed a resolution asking the Board to investigate the matter in conjunction with the changes in culture, customs, and longevity. Dr. Singer expressed his dissatisfaction with the letter of response he received from the university attorney, and he reiterated his request to meet with the trustees individually to discuss the matter openly.

Chairman Doyle stated that the Board reviewed the information regarding this issue, and agreed with the decision and letter that was sent to Dr. Singer. After a general discussion, Trustee Baskin and Chairman Doyle informed Dr. Singer that he may contact them by phone to discuss this matter further.

VIII. Adjournment

Trustee Baskin, seconded by Trustee Sharp, moved adjournment of the meeting. The motion was unanimously approved by those present. The meeting adjourned at 3:50 p.m.

Submitted,

Approved,



Susan Gerrits
General Counsel and
Secretary to the Board of Trustees

David J. Doyle
Chairman