

Minutes of the
Informal Meeting of the Board of Trustees in the Absence of a Quorum
Oakland University
November 29, 1977

The meeting was called to order by Mr. O'Dowd at 7:40 p.m. in Lounge II of the Oakland Center.

Present: Chairman Schwartz, Trustees Adams and Lewis

Absent: Trustees Headlee, Katke, Mair, Morris and Saltzman

Mr. O'Dowd stated that before starting the regular agenda items wished to share with the Board and audience some news items regarding activities at the university.

Winter Sports - The men's basketball season has a 1 win, 2 loss record at this time. The women's basketball team opens the season this weekend with games at Eastern Illinois and Indiana State. The men's swim team opens against Michigan State this weekend. The women's swim team opens against the University of Michigan.

Annual Christmas Walk at Meadow Brook Hall - The Annual Christmas Walk at Meadow Brook Hall opens November 30th. The three patrons' nights are sold out.

Meadow Brook Art Gallery - The "Tribal Arts" exhibition will open at the Meadow Brook Art Gallery on Sunday, December 4. The showing will include items donated from the collections of former Governor G. Mennen Williams, Professor Harry Bober of New York University, and Mr. and Mrs. Ernest Anspach of New York City.

Meadow Brook Theatre - The Theatre is presenting its third production of the year, and is playing to houses that are 97% sold.

Campus Activities - There has been an average of 8 to 10 events a day on campus, ranging from lectures to concerts to dances.

President's Club Lecture Series - Mr. Elvis Stahr, President of the National Audubon Society, will be the third speaker of the season in the President's Club Lecture Series on Thursday, December 1.

The Detroit News Weekly Column - The Detroit News recently invited the University to contribute a column a week on campus activities and short news items. Mr. James Llewellyn, Senior Editor and Director of News Services, has been preparing the column which appears in the Wednesday edition.

East Campus Water Project - The new project was started today and will bring much needed Detroit water from Adams Road to all of the buildings and facilities on the east side of the campus.

Accounting Firms - Mr. Robert W. Swanson is in the process of finalizing interviews with eight accounting firms to determine which company will be retained to perform the university's annual audit.

University Congress Election - Mr. Gary Foster was elected last week as president of the University Congress.

Review of Computer Hardware - Trustee Richard Headlee has been consulting with the Computer Hardware Committee regarding the university's computer needs. Presentations have been made by Burroughs, Honeywell, Digital Equipment, I. B. M. and Control Data. Specifications for formal bids are being processed. Proposals and cost information will be presented to the Board when available.

Mr. Schwartz inquired if the university had considered a grant of equipment rather than purchase. Mr. O'Dowd responded that none had been considered but such a possibility would be reviewed.

Payroll-Personnel Project - This computing project which the Board previously authorized has been progressing reasonably well and should be operating by July 1, 1978.

Alumni Fund Drive - The university has received 1,800 contributions to the Fund Drive bringing total gifts to more than \$25,000. Since December is expected to be a heavy month, a total participation of 25% of graduate and undergraduate degree holders is anticipated. This participant level should exceed that of the University of Michigan.

Mr. O'Dowd announced that a quorum was not present. However, in accordance with the resolution adopted at the January 22, 1975 meeting, the members present could take action on the agenda items. The actions are not legally binding until ratified by a quorum at the next regularly scheduled meeting. The actions would, however, permit the administration to process certain items rather than to delay them further.

Approval of Minutes of October 26, 1977

Mr. O'Dowd requested approval of the minutes for the meeting of October 26, 1977. Mrs. Adams offered a motion for approval of the minutes. Mr. Lewis seconded the motion, and the minutes were approved by the Board as distributed.

Report from the Department of Modern Languages and Literatures

Mr. O'Dowd stated that in keeping with the university's policy of asking various colleges, schools, and departments to report to the Board on their activities, Mr. Jack Moeller, Professor and Chairman of the Department of Modern Languages and Literatures, was present and would give a brief summary of the department survey submitted to the Board.

Mr. Moeller said that probably the department's most significant feature resides in the development of curriculum as national interest in foreign languages diminished. In the 60's there was a high interest in foreign languages, but as that interest dwindled, the department was required to change its traditional attitudes. The department was no longer preparing foreign language teachers. Mr. Moeller stated that the approach was for "alternative career" choices and courses were tailored in connection with Economics and Management, and in the area of language translation. Mr. Moeller stated that in his opinion the department was "in step with the national trend." He noted that national organizations are also interested in developing alternative careers for students interested in foreign languages. Mr. Moeller indicated a renewed interest in foreign languages currently. President Carter has appointed a commission to study the implications of foreign language study from a national security or economic need basis. The commission will examine need for hiring individuals with foreign language skills. Mr. Moeller concluded that "brighter days are ahead."

Mr. Moeller stated that his department has been involved in the bilingual program. He explained that a school district with a minimum of 20 children who have a native language other than English must provide a bilingual teacher for those students.

Mr. Moeller observed that the faculty of his department was versatile and taught in other areas such as music, art, linguistics, theatre, communications arts, area studies and learning skills.

Mrs. Adams inquired as to the language requirements for graduation.

Mr. Obear responded that there were no requirements other than in music and physics.

Mr. Schwartz noted that Mr. Moeller's report emphasized the needs of the language laboratory and he assumed that this was a central part of the teaching activity.

Mr. Moeller explained that since the late 50's foreign languages have been taught in a different manner. He noted that the oral approach to language is now emphasized and that the language laboratory is crucial. Mr. Moeller added that since the report was submitted to the Board the department has received increased financial support.

Mr. O'Dowd asked if Mr. Moeller had noted any change in the teaching of languages in the high schools.

Mr. Moeller expressed the opinion that the level of training in high school is not as high as five years ago. In the past, two years of a foreign language in high school was equivalent to one year of college training. Today, three years would be considered equal to one year of college experience.

Mr. O'Dowd stated that there was not much emphasis on foreign languages in the high schools.

Mr. Moeller agreed. He noted that many high school teachers allege that this drop in interest is due to the lack of language requirements for college admission. Mr. Moeller stated that there has been a trend to concentrate on the so-called "career" programs.

Mr. O'Dowd thanked Mr. Moeller for his report and presentation.

Approval of Personnel Actions

Mr. O'Dowd informed the Board that the 1976-79 Faculty Agreement requires that specific categories of faculty reemployment actions must be made by specific dates. The notification deadline for instructors is November 30, 1977 and December 5, 1977 is the date for assistant professors. Mr. O'Dowd requested Board approval of the following:

It is recommended that the following personnel actions, formulated by the Provost with the assistance of the appropriate academic deans, in accordance with the Tenure Review Process be approved:

Instructors eligible for employment to one-year probationary terms as instructors, effective August 15, 1978:

Nursing

Shirley R. Laffrey
Pamela G. Reed

Assistant Professor to be employed in rank for final probationary two-year term, effective August 15, 1978:

Arts and Sciences

Stanley W. Hollingsworth Music

Mr. Lewis moved that the personnel actions be approved. Mr. Schwartz seconded the motion which carried.

Mr. O'Dowd presented the following faculty personnel actions for the Board's approval:

Appointments

Grant, Ralph M., part-time, 10 month Adjunct
Professor of Engineering, effective August 15, 1977
through August 14, 1979

Martin, William L., Jr., part-time, 10 month Adjunct
Professor of Education, effective August 15, 1977
through August 14, 1979

Sweda, Barbara L., part-time, 10 month Adjunct
Clinical Instructor in Nursing, effective
October 15, 1977 through October 14, 1979

Trumpour, Donald J., part-time, 10 month Adjunct
Associate Professor of Education, effective
August 15, 1977 through August 14, 1979

Changes of Status

Payne, Robert G., from Associate Professor of Education
and Associate Dean of the School of Education to
Associate Professor of Education, effective
August 15, 1977

Witt, Howard R., from Professor of Engineering and
Associate Dean of the School of Engineering and
Acting Dean of the School of Engineering to
Professor of Engineering and Associate Dean of
the School of Engineering, effective January 1, 1978

Leave of Absence

Gregory, Karl D., Professor of Economics and Management,
sabbatical leave from January 1, 1978 through
April 27, 1978

Mrs. Adams moved that the personnel actions be approved. Mr.
Lewis seconded the motion which carried.

Mr. O'Dowd requested the Board's approval of the following recommen-
dations from the Employment Relations Department:

Academic Affairs

School of Education

Establish budget position #309, Administrative
Secretary/Manpower Director, salary grade C-7.

Source of funds: An externally funded grant which will
not commit general fund resources.

Campus and Student AffairsPublic Safety

Establish budget position #2, Lieutenant/
Uniform Operations, AP-VI, in lieu of
budget position #2, Chief Investigator, AP-V.

Source of funds: The establishment of this position
will result in no additional cost per annum.

Sports & Recreation Building & Intramural Activities

Reclassify budget position #6 from Director of
Intramurals and Building Supervisor, AP-III, to
Facilities Supervisor and Director of Intramurals, AP-IV.

Source of funds: A transfer of general fund budget
allocations within existing approved budget levels.
There will be no increase in the total budget allocation.

Continuing EducationContinuing Education/Course Department

Establish budget position #16, Assistant Director of
Specialized Programs, AP-IV.

Source of funds: Revenue generated by a self-supporting
operation which will not commit general fund resources.

Establish budget position #312, Secretary/Department of
Social Services, salary grade C-6.

Source of funds: An externally funded grant which will
not commit general fund resources.

Office of the President

Establish budget position #303, Assistant Secretary/
Office of the President, salary grade C-8.

Source of funds: This action would activate the third
secretarial position in the Office of the President.
Funding for position #303, Departmental Secretary
at grade level C-4 had been eliminated in the 1976-77
budget as part of the institution-wide budget reduction
effort.

Mr. Lewis moved that the personnel actions be approved. Mrs. Adams seconded the motion which passed.

Acceptance of Gifts and Grants

Mr. O'Dowd requested acceptance of the following gifts and grants:

- I. Gift in support of the General Scholarship Fund:

Bendix Corporation, Southfield	\$ 600.00
--------------------------------	-----------
- II. Gift in support of the Lee Grekin Memorial Scholarship Fund:

Grekin, Ms. Molly, Southfield	500.00
-------------------------------	--------
- III. Gifts in support of the Eric Pelzner Memorial Student Short Term Loan Fund:

Miscellaneous Donors	50.00
----------------------	-------
- IV. Gifts in support of the Gladys B. Rapoport Scholarship Fund:

Miscellaneous Donors	65.00
----------------------	-------
- V. Gifts in support of the Alumni Fund:

Chrysler Corporation Fund, Detroit (Matching gift)	295.00
Miscellaneous Donors	75.00
- VI. Gifts in support of the Athletic Department:

Dieters, Mr. Dirk I., Rochester	414.17
Miscellaneous Donors	140.00
- VII. Gifts in support of the Center for Health Sciences:

Miscellaneous Donors	25.00
Ortho Pharmaceutical Corporation, Raritan, New Jersey	300.00

VIII. Gifts in support of the Friends of Kresge Library:

Miscellaneous Donors	116.00
----------------------	--------

IX. Gifts in support of Meadow Brook Art Gallery:

Graham, Mrs. Graham J., Bloomfield Hills	500.00
Kanner, Mr. Richard L., Southfield	200.00

X. Gifts in support of Meadow Brook Hall - Gilders Development Fund:

Ayres, Mr. and Mrs. L. F., Beverly Hills, California	500.00
Eklund, Dr. and Mrs. Lowell, Bloomfield Hills	250.00
Karas, Mr. and Mrs. George, Rochester	150.00
Miscellaneous Donors	90.00
Williams, Richard, Charitable Trust, Grosse Pointe	700.00

XI. Gifts in support of Meadow Brook Music Festival/
Meadow Brook Theatre Fund Drive:

American Motors Corporation, Southfield (Matching gift)	100.00
Lerchen, E. H., Bloomfield Hills	150.00
Miscellaneous Donors	100.00
Slocum, George M. and Mable H., Foundation, Birmingham	600.00

XII. Gifts in support of the O.U. Foundation - President's Club:

Church, Mr. and Mrs. James H., Pontiac	1,000.00
Lamb, F. Joseph, Company, Warren	2,500.00
Mainland, W. L., Milford	200.00
McMath, Mr. Francis C., Pontiac	1,030.28*
Reef - Baker Corporation, Mt. Clemens	1,000.00
Wagner, Mrs. Richard, Birmingham	1,000.00

XIII. Gift in support of the O. U. Fund Drive:

Andreas, Ms. Rosalind E., Rochester	200.00
-------------------------------------	--------

XIV. Gifts in support of the President's Discretionary Fund:

Hamilton, Alexander, Life Insurance Co. of America, Farmington Hills	300.00
Miscellaneous Donors	10.00

*Stock Contribution

XV. Gifts in support of the Village - Students for Student Enterprises:

Miscellaneous Donors 35.00

XVI. Gift representing premium payment on \$10,000 Life Insurance Policy payable to and owned by Oakland University:

Norvell, Mr. Ralph T., Birmingham 190.00

XVII. Grants in support of Departments, Staff, Schools and Colleges:

Ford Motor Company, Dearborn, under the direction of Dr. Howard R. Witt of the School of Engineering, to be used in support of the program entitled, "Recruitment & Program Development." Period of Performance: November 1, 1977 to October 31, 1980. 15,000.00

Macomb County, Mt. Clemens, under the direction of Dr. Harvey Hohausser of the Urban Affairs Center, to be used in support of the program entitled, "Student Intern Program." Period of Performance: October 1, 1977 to September 30, 1978. 55,714.00

State of Michigan - Department of Social Services, Lansing, under the direction of Ms. Audrey Marriner of the Continuing Education Department, to be used in support of a program to train social workers and supervisors regarding the laws applicable to their profession. Period of Performance: September 15, 1977 to September 15, 1978. 169,723.00

State of Michigan - Neighborhood Education Authority, Lansing, under the direction of Dr. Wilma Bledsoe of the Urban Affairs Center, to be used as a supplement to the original award for the program entitled, "DDS Title XX." Period of Performance: April 1, 1976 to June 30, 1978. 5,128.50

National Institutes of Health, Bethesda, Maryland, under the direction of Dr. Paul M. Doherty of the Physics Department, to be used for indirect cost related to the program entitled, "Diffusion of Proteins in Intact Cataractous Lenses." Period of Performance: June 1, 1977 to May 31, 1978. 7,000.00

National Institutes of Health - National Eye Institute, Bethesda, Maryland, under the direction of Dr. John R. Reddan of the Department of Biological Sciences, to be used for indirect cost related to the program entitled, "Control of Cell Division in the Ocular Lens." Period of Performance: September 1, 1977 to August 31, 1978.	22,231.00
National Institutes of Health - National Eye Institute, Bethesda, Maryland, under the direction of Dr. John R. Reddan of the Department of Biological Sciences, to be used as a supplement to the original award for the program entitled, "Control of Cell Division in the Ocular Lens." Period of Performance: September 1, 1977 to August 31, 1978.	3,570.00
Public Health Service, Bethesda, Maryland, under the direction of Dr. Geraldene Felton of the School of Nursing, to be used in support of the program entitled, "Nursing Capitation Grant Program." Period of Performance: July 1, 1977 to June 30, 1978.	36,457.00
United States Office of Education, Washington, D. C., under the direction of Dr. George L. Gardiner of the Kresge Library, to be used in support of the program entitled, "Title II-College Library Resource Program." Period of Performance: October 1, 1977 to September 30, 1978.	3,855.00
XVIII. Gift of mounted slides on China and Macao to the Area Studies Department from Ms. Marion Bunt, Rochester. Estimated value:	116.00
XIX. Gift of a variety of equipment to the Center for Health Sciences from William Beaumont Hospital, Royal Oak. Estimated value:	18,425.00
XX. Gift of a variety of equipment to the Center for Health Sciences from Pontiac Medical Science Laboratories, Inc., Pontiac. Estimated value:	<u>21,122.00</u>
Total Gifts and Grants	\$371,726.95

REPORT ON STOCK TRANSACTION

Gift of 4 shares of IBM stock from Mr. Francis C. McMath for the O.U. Foundation - President's Club.
Date of gift, October 7, 1977.

	<u>Value</u>		<u>Comm. &</u>	<u>Net</u>
	<u>Date of Gift</u>	<u>Sale Price</u>	<u>Taxes</u>	<u>Proceeds</u>
Gift 10/07/77		\$1,030.28		
Sold by NBD (per request of donor)				\$1,021.61

Mr. O'Dowd said Oakland was very grateful for the gift to the President's Discretionary Fund from Mr. Headlee's firm, Alexander Hamilton Life Insurance Company of America.

Mr. O'Dowd noted that the grant to the Urban Affairs Center under the direction of Dr. Harvey Hohauser was for a program to employ students in positions with Macomb County using CETA funds. This program is similar to one started in Oakland County. Some of the Oakland County internship positions have led to permanent jobs. Mr. O'Dowd said he was very pleased with the work of Ms. Ray-Bledsoe and Mr. Hohauser in connection with this program.

Mr. Obear called attention to the grant from Ford Motor Company in support of "Recruitment and Program Development" in the School of Engineering. These funds are intended to provide assistance in the recruitment of minorities and women as students and faculty members.

Mr. Schwartz moved to accept the gifts and grants. Mr. Lewis seconded the motion which passed.

Approval of the Constitution of the School of Nursing

Mr. O'Dowd commented that the School of Nursing has formulated a constitution in order to present candidates for degrees and carry out other functions of the school. He noted that there were various review processes for the document prior to presentation to the Board. Mr. O'Dowd stated that the constitution has been examined by the University Senate and legal counsel. He therefore requested the Board's approval of the following recommendation:

RESOLVED, That the Board of Trustees approve the Constitution of the School of Nursing dated October 4, 1977.

Mr. Lewis moved that the constitution be approved. Mrs. Adams seconded the motion.

Mr. Lewis inquired if there was any material disagreement within the school or the senate or the university concerning this constitution.

Ms. Geraldene Felton, Dean of the School of Nursing, responded that there was no disagreement and the document was "perfected with the assistance of the University Senate."

The motion to approve the Constitution of the School of Nursing was voted on and passed.

(A copy of the Constitution of the School of Nursing as approved is on file in the Office of the Secretary to the Board of Trustees.)

Approval of the 1978-79 Operating Budget Request as Submitted to the State of Michigan

Mr. O'Dowd explained that the State of Michigan requires that a budget request document be submitted annually to the Bureau of Management and Budget. The document is presented to the Board for review and approval.

Mr. Schwartz inquired if there was a change in tuition in the anticipated revenues.

Mr. Swanson said that at this point in time there was no anticipation of a tuition increase. This decision is dependent on the ultimate legislative appropriation.

Mr. Schwartz asked if there was any effort to express within the budget request a productivity factor as a partial offset against inflation. He also stated that "conceptually it was not appropriate to apply a standard inflation factor."

Mr. O'Dowd responded that the budget does not allow for productivity which is controlled by contractual provisions.

Mr. Swanson added that the university does report savings such as position drops and energy cost reductions.

Mr. Lewis inquired if the projected 6% inflationary allowance would be adequate to cover reasonable financial aid needs. He expressed concern since he has noted in national journals that financial aid funds were inadequate.

Mr. Swanson responded that there is a need for financial aid resources that exceeds the inflationary factor. However, there are several alternative approaches since resources can be drawn from federal, state and student guaranteed loan programs as well as from student employment opportunities.

Mr. Lewis asked if the Audit Committee had any responsibility in the preparation of the budget requests.

Mr. O'Dowd responded that the final operating budget which is based on the state appropriation is taken to the Audit Committee.

Mr. Schwartz stated that the best procedure would be to review the specific budget items at subsequent Board meetings since the present request is a "living document" which will be studied "many times during the year."

Mr. O'Dowd requested approval of the 1978-79 Operating Budget Request totaling \$28,417,420 as submitted to the State of Michigan.

Mr. Lewis moved to approve the 1978-79 Operating Budget Request. Mr. Schwartz seconded the motion which passed. (The 1978-79 Operating Budget Request document is on file in the Office of the Secretary to the Board of Trustees.)

The agenda items were completed and Mr. O'Dowd inquired if there were any comments from the audience.

General Comments

Professor Robert Williamson said he wished to congratulate the University Congress for bringing Ms. Margaret Mead to Oakland's campus. He stated that it was unfortunate that her appearance had to be held at the Oakland Center which did not fully accommodate the audience. He was also concerned that no time was available during the week when speakers could be scheduled without conflicting with classes. Since many Oakland students commute, scheduling major speakers in the evening was not feasible.

Mr. Kenneth Coffman, Vice President for Campus and Student Affairs, noted that approximately 2,700 people could be accommodated in the gymnasium.

Mr. O'Dowd commented that many national speakers had not been brought to the campus because the consensus of opinion favored speakers on academic subjects and student related interests as more valuable. Cost was also another factor. Mr. O'Dowd added that past experience indicated that students generally did not attend presentations by people of national prominence in large numbers.

Mr. Wil Biddlingmeier, current President of the University Congress, commented that Ms. Mead's appearance was well received with good student cooperation and student interaction.

Mrs. Adams moved that the meeting be adjourned. Mr. Schwartz seconded the motion which passed. The meeting adjourned at 8:50 p.m.

Approved,

John De Carlo, Secretary
Board of Trustees

Alan E. Schwartz, Chairman
Board of Trustees

Date _____

JDeC/mp