

Minutes of the Meeting
of the
Oakland University
Board of Trustees
August 14, 1974

The meeting was called to order by President O'Dowd at 5:10 p.m. in Lounge II of the Oakland Center.

Present: Chairman Smith and Trustees Adams, Carr, Katke, Lewis, Saltzman and Schwartz

Approval of Minutes of June 26, 1974

It was moved by Mr. Carr, seconded by Mr. Katke, that the minutes of the meeting of June 26, 1974, be approved. The motion was carried.

Approval of Personnel Actions

President O'Dowd recommended approval of the following personnel actions:

Appointments

Anctil, Donald Edward, full-time 10-month Assistant Professor of Education effective August 15, 1974

Appleman, Herbert, full-time 10-month Associate Professor of English, effective August 15, 1974

Atkins, Donna Apt, full-time 12-month Instructor in the Library, effective August 15, 1974

Avery, Bonny A., full-time 12-month Visiting Instructor in the Library, effective June 19, 1974 through August 14, 1974

Callewaert, Denis M., full-time 10-month Assistant Professor of Chemistry effective August 15, 1974

Cole, David R., full-time 10-month Instructor in Classics, effective August 15, 1974

Connellan, William W., part-time 12-month Adjunct Assistant Professor of Speech Communication, effective August 15, 1974 through August 14, 1976

Coyer, Brian Wilson, full-time 10-month Instructor in Political Science, effective August 15, 1974

Doherty, Paul Michael, full-time 10-month Assistant Professor of Physics, effective August 15, 1974

Ellens, J. Harold, full-time 10-month Assistant Professor of Speech Communication, effective August 15, 1974

Fink, Robert S., full-time 10-month Assistant Professor of Psychology, effective August 15, 1974

Furnas, Paul L., full-time 10-month Instructor in Music, effective August 15, 1974

Henry, Egbert W., full-time 10-month Assistant Professor of Biological Sciences, effective August 15, 1974

Hight, Mary Etta, full-time 10-month Visiting Assistant Professor of Biological Sciences, effective August 15, 1974 through August 14, 1975

Houtz, M. Patricia, part-time 12-month Adjunct Associate Professor of Education, effective August 15, 1974 through August 14, 1976

Hung, Yau Yan, full-time 10-month Assistant Professor of Engineering effective August 15, 1974 through August 14, 1976

Hutchins, Arthur Michael, full-time 10-month Visiting Assistant Professor of Education, effective August 15, 1974 through August 14, 1975

Jones, William H., part-time 12-month Adjunct Assistant Professor of Education, effective August 15, 1974 through August 14, 1976

Kok, John, full-time 12-month Assistant Professor in the Library, effective August 15, 1974

Liang, Cho Ying, full-time 10-month Assistant Professor of Engineering effective August 15, 1974

Lindemann, Charles Benard, full-time 10-month Assistant Professor of Biological Sciences, effective August 15, 1974

Mallow, Jeffry V., full-time 10-month Assistant Professor of Physics, effective August 15, 1974

Mayala, Jacob Arthur, full-time 10-month Instructor in Education, effective August 15, 1975

Minor, Billy Joe, full-time 10-month Instructor in Education, effective August 15, 1974

Minor, JoAnne, full-time 10-month Instructor in Education, effective August 15, 1974

Moberg, Kenneth B., full-time 10-month Assistant Professor of Economics and Management, effective August 15, 1974

Molnar, Richard Kevin, full-time 10-month Assistant Professor of Mathematics, effective August 15, 1974

Pollack, Neuman F., full-time 10-month Assistant Professor of Political Science, effective August 15, 1974

Purcell, Dean G., full-time 10-month Assistant Professor of Psychology, effective August 15, 1974

Ruscio, Alfred, full-time 12-month Associate Professor of Theatre Arts and Artistic Director, Academy of Dramatic Art, effective August 15, 1974

Spector, Amos, full-time 10-month Assistant Professor of Psychology, effective August 15, 1974

Stone, Daniel A., full-time 10-month Visiting Assistant Professor of Education, effective August 15, 1974 through August 14, 1975

Stonner, David M., full-time 10-month Assistant Professor of Psychology, effective August 15, 1974

Vazquez, Nancy, full-time 10-month Assistant Professor of Education, effective August 15, 1974

Weinbaum, Robert Courier, part-time 10-month Adjunct Associate Professor of Education, effective August 15, 1974 through August 14, 1976

Wyckoff, Delores, full-time 10-month Assistant Professor of Education, effective August 15, 1974

Changes of Status

Allvin, Raynold, from Associate Professor of Music to Associate Professor of Music and Acting Chairman of the Department of Music, effective August 15, 1974 through August 14, 1975

Arnold, Harvey J., Professor of Mathematics, change in leave of absence dates from August 29, 1974 through December 18, 1974 to January 2, 1975 through April 22, 1975

Barnard, John, from Professor of History to Professor of History and Chairman of the Department of History, effective August 15, 1974 through August 14, 1977

Blockovich, Robert N., Assistant Professor of Psychology, change in date of termination from August 14, 1974 to August 14, 1975

Cherno, Melvin, from Professor of History and Chairman of the Department of History to Professor of History, effective August 15, 1974

Kilburn, Terence E., from Associate Professor and Artistic Director of the Meadow Brook Theatre to Adjunct Professor of Theatre and Artistic Director of the Meadow Brook Theatre, AP 10, effective August 15, 1974

Krompart, Robert James, Assistant Professor of History, change in date of termination from August 14, 1974 to August 14, 1975

Marz, Roger H., from Professor of Political Science to Professor of Political Science and Acting Chairman of the Department of Political Science, effective August 15, 1974 through August 14, 1975

Moeller, Jack R., from Professor of Modern Languages and Literatures to Professor of Modern Languages and Literatures and Chairman of the Department of Modern Languages and Literatures, effective August 15, 1974

Nachman, Louis J., Assistant Professor of Mathematics, change in date of termination from August 14, 1974 to August 14, 1975

Shantz, David W., Associate Professor of Psychology, consulting 6 to 8 hours per week for Community Living Centers, Inc., and the Macomb Oakland Residential Center, effective June 1, 1974 through May 31, 1975

Susskind, Norman, from Professor of Modern Languages and Literatures and Chairman of the Department of Modern Languages and Literatures to Professor of Modern Languages and Literatures, effective August 15, 1974

- Taylor, Margaret D., Department of Employment Relations, additional compensation for new responsibilities to coordinate university benefit programs, effective August 1, 1974 through March 31, 1975
- Tower, John E., from a 10-month Associate Professor of Economics and Management to a 12-month Associate Professor of Economics and Management and Assistant Dean of the School of Economics and Management, effective August 15, 1974
- Unakar, Nalin, from Associate Professor of Biological Sciences and Acting Chairman of the Department of Biological Sciences to Professor of Biological Sciences and Chairman of the Department of Biological Sciences, effective August 15, 1974

Leaves of Absence

- Bugg, Louise M., Assistant Professor of the Library, study leave from January 2, 1975 through March 31, 1975, with full pay (Librarian Professional Leave)
- Cowlshaw, John, Assistant Professor of Biological Sciences, sabbatical leave from January 2, 1975 through April 22, 1975, with full pay
- Cross, Jennie B., Assistant Professor of the Library, sabbatical leave from January 1, 1975 through June 30, 1975, with full pay
- Hildum, Donald C., Professor and Acting Chairman of Speech Communication, sabbatical leave from January 2, 1975 through April 22, 1975, with full pay
- Jordan, Melbourne, Assistant Professor of the Library, professional development leave from April 7, 1975 through June 20, 1975 with full pay
- Kok, John, Assistant Professor of the Library, professional development leave from September 3, 1974 through December 18, 1974, with full pay
- Pettengill, Richard L., Assistant Professor of the Library, professional development leave from August 29, 1974 through December 18, 1974, with full pay
- Schochetman, Irwin, Assistant Professor of Mathematics, sabbatical leave from January 2, 1975 through April 22, 1975, with full pay
- Tipler, Suzanne M., Assistant Professor of the Library, professional development leave from August 29, 1974 through December 18, 1974, with full pay
- Titus, Elizabeth A., Instructor in the Library, professional development leave from January 3, 1975 through April 22, 1975, with full pay
- Williams, Kathleen M., Instructor in Physical Education, personal leave from August 15, 1974 through August 14, 1975, with no pay

Resignations

- Casady, Robert, Assistant Professor of Mathematics, effective August 14, 1974
- Westerbeck, Kent, Assistant Professor of Mathematics, effective August 14 1974
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Employment Relations Recommendations

Business Office

Establish position #321, Vehicle Registrar, S-14, to register vehicles for control of their use and parking on the University campus.

Office of Computer Services

Establish position #312, Computer Shift Leader, S-16. This position will provide computer services and informal supervisory responsibilities for one shift of computer operations.

Continuing Education

Establish position #309, Departmental Secretary, S-13, to provide clerical assistance to support the operations of the Conferences and Institutes Department.

School of Economics and Management

Establish position #25, Assistant to the Dean, AP-VII, in the School of Economics and Management. The position will provide administrative support to the Dean relating to graduate admissions, and to the Vice President for Academic Affairs and Provost regarding faculty compensation and background analysis for AAUP negotiations.

Institute of Biological Sciences

Establish position #8, Research Associate, AP-VI, in the Institute of Biological Sciences. The incumbent will conduct research in ophthalmic biochemistry at the post doctoral level.

Student Services

Establish position #310, Departmental Secretary, S-13, for the Upward Bound Fine Arts Department. The position will provide clerical and secretarial support for the Fine Arts program in Student Services.

It was moved by Mr. Saltzman, seconded by Mr. Smith, that all of the personnel actions be approved. The motion was carried.

Mr. Lewis inquired about the status of the University's proposal for implementing affirmative action practices regarding women and minority groups. Mr. Obear explained that guidelines are being prepared for increasing the number of minority members on the faculty. He also stated that the University-wide plan has not been completed but that open recruiting and advertising was a matter of policy for each vacant position.

Approval of 1974-75 General Fund Budget

President O'Dowd requested approval of the 1974-75 general fund budget in the amount of \$18,935,986 as set forth below:

1974-75 General Fund Budget

	<u>1973-74</u> <u>Actual</u>	<u>1974-75</u> <u>Proposed</u>	<u>Change</u>	
			<u>Amount</u>	<u>Percent</u>
<u>Available Funds</u>				
Appropriation:				
Base	\$11,406,000	\$12,706,500	\$ 1,300,500	
Contingency(1)	744,200	-0-	(744,200)	
	<u>\$12,150,200</u>	<u>\$12,706,500</u>	<u>\$ 556,300</u>	<u>4.6%</u>
Tuition:				
Current Rates	4,839,151	4,875,000	35,849	
Increase in Rates	-	405,000	405,000	
	<u>4,839,151</u>	<u>5,280,000</u>	<u>440,849</u>	<u>9.1%</u>
Fees	50,331	55,000	4,669	9.2%
Indirect Cost Recovery	227,424	240,000	12,576	5.5%
Miscellaneous Income	313,344	350,500	37,156	11.8%
Total Revenue	<u>\$17,580,450</u>	<u>\$18,632,000</u>	<u>\$ 1,051,550</u>	<u>6.0%</u>
Fund Balances at June 30:				
Encumbered	142,235	212,065	69,830	
Unencumbered	2,792	91,921	89,129	
Total	<u>\$ 145,027</u>	<u>\$ 303,986</u>	<u>\$ 158,959</u>	<u>109.6%</u>
Total Available Funds	<u>\$17,725,477</u>	<u>\$18,935,986</u>	<u>\$ 1,210,509</u>	<u>6.8%</u>
<u>Allocation of Funds</u>				
Expenditures per Attached Schedule	\$17,421,491	\$18,250,086	\$ 828,595	4.8%
6.21% Economic Adjustment(2)	-	685,900	685,900	
Total Allocation(3)	<u>\$17,421,491</u>	<u>\$18,935,986</u>	<u>\$ 1,514,495</u>	<u>8.7%</u>
Enrollment (FYES):				
As in Proposed Budget	8,126	8,120	(6)	-
As Funded in Leg. Approp.	8,126	7,903	(223)	(2.7%)
Per FYES:				
Appropriation	\$ 1,495	\$ 1,565	\$ 70	4.7%
Tuition	596	650	54	9.1%
Gross Budget	2,181	2,332	151	6.9%

(1) For '73-'74 enrollment growth from 7320 to 8126 FYES.

(2) As appropriated by Legislature.

(3) Funds and enrollment for off-campus instructional programs are not included in this presentation inasmuch as the Legislative appropriation does not support off-campus instruction. The off-campus activity is, therefore, self-supporting and the Revenues and Expenditures will be recorded in the General Fund at year end.

Mr. Katke asked if the increased budget covered fringe benefits. Mr. Swanson stated that retirement and anticipated increases in insurance coverage programs were included in the new budget. He stated that the total fringe benefit costs to the University would be approximately \$1,500,000.

Mr. O'Dowd added that the budget included a request for a tuition increase which would be discussed separately.

Mr. Carr moved for approval of the budget. He stated that taking into consideration the impact of inflation, the budget is modest but realistic. The motion was seconded by Mr. Schwartz.

The motion was carried with six affirmative votes. Mr. Lewis voted no on the matter.

Approval of Tuition and Fee Schedule for 1974-75

President O'Dowd requested approval of the following changes in the tuition and fee schedule for 1974-75 due to rising costs:

	<u>1973-74 Rate</u>	<u>Proposed Changes</u>	<u>Proposed 1974-75 Rate</u>	<u>Percent Increase</u>
<u>Tuition per semester credit hour:</u>				
a. Michigan residents				
Undergraduate	\$ 19.00	\$ 1.50	\$ 20.50	7.9
Graduate	24.00	4.00	28.00	16.7
b. Non-residents	51.00	7.00	58.00	13.7
c. Competency Credit Exam Fee:				
Undergraduate	12.00	-	12.00	-
Graduate	15.00	-	15.00	-
Non-resident	33.00	-	33.00	-
d. Off-Campus:				
Undergraduate	25.00	1.50	26.50	6.0
Graduate	25.00	10.00	35.00	40.0

	<u>1973-74 Rate</u>	<u>Proposed Changes</u>	<u>Proposed 1974-75 Rate</u>	<u>Percent Increase</u>
<u>Summary Comparison of On-Campus Tuition and Fee Costs (exclusive of special course fees):</u>				
a. Undergraduate Michigan resident student taking a 31 credit hour load for two semesters:				
Tuition	\$ 589.00	\$ 46.50	\$ 635.50	7.9
Special Fees	32.00	-	32.00	-
Total	<u>\$ 621.00</u>	<u>\$ 46.50</u>	<u>\$ 667.50</u>	<u>7.5</u>
b. Graduate Michigan resident student taking a 24 credit hour load for two semesters:				
Tuition	\$ 576.00	\$ 96.00	\$ 672.00	16.7
Special Fees	22.00	-	22.00	-
Total	<u>\$ 598.00</u>	<u>\$ 96.00</u>	<u>\$ 694.00</u>	<u>16.1</u>
c. Non-resident student taking a 31 credit hour load for two semesters:				
Tuition	\$1,581.00	\$217.00	\$1,798.00	13.7
Special Fees	32.00	-	32.00	-
Total	<u>\$1,613.00</u>	<u>\$217.00</u>	<u>\$1,830.00</u>	<u>13.4</u>

Mr. Katke moved for approval of the increase in tuition, with reluctance. The motion was seconded by Mrs. Adams. The motion was carried with six affirmative votes. Mr. Lewis cast a negative vote.

Approval of Contract Awards for Construction of Public Safety and Service Building

President O'Dowd stated that construction bids were opened on August 1, 1974, for the Public Safety and Service Building and he called upon Mr. Brown for an explanation of the status of the project.

Mr. Brown stated that the specifications in the bid document called for three separate bids: architectural trades, mechanical trades, and electrical trades. It was determined that the low bidder for architectural trades should be designated the general contractor. An agreement has been reached with the mechanical trades low bidder, Laya Plumbing & Heating, and electrical trades

low bidder, Electrical Maintenance Service, to work under the low bid architectural trades contractor, F. W. Fordon Company of Farmington. The total project budget amounts to \$920,000 with the construction budget amounting to \$810,490. Since the \$810,490 exceeds the appropriation estimate for construction (\$802,000) it will be necessary to request approval from Lansing to reduce the furnishings and supervision accounts to compensate for the additional costs for construction. Mr. Brown requested Board approval of the contracts contingent upon authorization by the Bureau of the Budget of the changes in costs for furnishings and supervision.

Mr. Smith asked to have the name of the architect designated in the request for approval. Mr. Brown stated that the architectural firm of Denyes and Freeman had been previously approved by the Board but that it would be appropriate to have them included in the motion.

It was moved by Mr. Smith that contracts for the Public Safety and Service Building be awarded to the low bidders, F. W. Fordon Company, architectural trades; Laya Plumbing & Heating, mechanical trades; and Electrical Maintenance Service for electrical trades. He also moved that F. W. Fordon Company serve as general contractor and as previously approved by the Board of Trustees that Denyes and Freeman serve as architect.

Mr. Smith further moved that the approval of the contracts are contingent upon authorization from the appropriate state authorities.

The motion was seconded by Mr. Katke.

Mr. Carr noted approval of the practice of requesting separate bids and subsequently assigning a general contractor. Mr. Brown stated that by receiving separate bids, the University can make cuts if costs in certain areas exceeded the budget.

Mr. Lewis inquired about the increase in costs since the plans were first started for the building in 1967. Mr. Brown stated that it was difficult to compare costs because of program changes in the structure. In addition, the building site was changed and the size of the structure was reduced. The original cost estimate was \$500,000 and the current cost will be approximately \$920,000.

The motion was voted upon and carried.

Part-Time Student Activity Fee

Mr. Saltzman stated that on May 22, 1974, a motion came before the Board to levy a student activity fee for part-time students. The proposal provided for

assessing a fee of \$3.50 per semester to any student enrolled for less than 10 credits. During spring and summer, a student enrolled for less than 5 credits would be assessed \$1.75. Mr. Saltzman stated that at the May meeting only 5 Board members were present and only 4 voted for approval of the fee schedule for part-time students. He had voted against the proposal. He stated that he wished to reintroduce the motion for a discussion by the full Board since he did not wish to have one member frustrate the objectives of the Board. Mrs. Adams seconded the motion to reintroduce the proposal.

Mr. Smith asked for a discussion by the members of the Board.

Mr. Saltzman stated that it was his opinion that a great many part-time students do not use the facilities funded by the student activities fee and would therefore be taxed for services they do not use.

The motion was carried with six affirmative votes. Mr. Saltzman cast a dissenting vote.

Mr. Schwartz moved to adjourn the meeting. The motion was seconded by Mr. Lewis and the meeting adjourned at 5:55 p.m.

John De Carlo, Secretary
Board of Trustees

Approved,

Otis M. Smith, Chairman
Board of Trustees

Date

JDeC:rm