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Oct. 18, 1972

Minutes of the Meeting
of the
Oakland University
Board of Trustees
October 18, 1972

The meeting was called to order at 8:05 p.m. on October 18, 1972, in Varner Hall by President Donald D. O'Dowd.

Present: Chairman Smith, Trustees Katke, Kyes, Lewis and Saltzman

Absent: Trustees Carr, Morris and Schwartz

Approval of Minutes of September 13, 1972

On a motion by Mr. Katke, seconded by Mrs. Kyes, the minutes of the September 13, 1972, Board meeting were approved as distributed.

Approval of Personnel Actions

President O'Dowd recommended approval of the following personnel action

Appointments

Cash, Ralph, 10-month Adjunct Assistant Professor of Behavioral Sciences (Pediatrics), effective August 15, 1972 through August 14, 1974

Rubenfire, Melvyn, 10-month Adjunct Associate Professor of Behavioral Sciences (Cardiology), effective August 15, 1972 through August 14, 1974

Changes of Status

DeMont, Billie, from Director, Curriculum Development, Urban Affairs, A-P 7 to Dean of the Evening Program and Acting Dean of Spring and Summer Sessions, Office of the Provost, A-P 10, effective October 1, 1972

Dow, James W., from Instructor in Anthropology to Assistant Professor of Anthropology, effective November 1, 1972

Easterly, Jean E., from Instructor in Education to Assistant Professor of Education, effective November 1, 1972

Recommendations from Office of Employment Relations

Academic Affairs

Establish position #5, Dean of the Evening Program and Acting Dean of Spring and Summer Sessions, APX. The Dean of the Evening College will be the chief administrator for all aspects of the development of this program.

Admissions

Establish position #8, Admission Advisor, AP-IV. This newly created position requires responsibility for extensive out-state activity.

Art Department

Reclassify position #301, Assistant Curator in Art, CT-G to Slide Librarian, S-17. As the result of a comparison with other schools, it was determined that this position was under-classified.

College of Arts & Sciences

Reclassify position #302, Editorial Assistant, AT-2 to Editorial Assistant, AP-I. This action is in recognition of the employee's special academic and foreign language abilities. Other like positions within the University carry AP ratings.

Business Office

Reclassify position #301, Administrative Secretary, AT-IV to Administrative Assistant to the Vice President for Business Affairs, AP-I. This reclassification is required to recognize the scope of administrative duties which includes responsibility for the faculty subdivision and other professional Business Office functions.

Reclassify position #303, Senior Accounting Assistant, AT-IV to Accounting Supervisor, AP-III. This position is that of a department head for the general accounting office within Business Affairs. Reclassification is necessary to bring it in line with other department heads within that area.

Reclassify position #306, Senior Department Secretary, CT-F to Executive Secretary, S-16. The employee in this position has assumed the duties of personal secretary to the Assistant Vice President for Business Affairs plus additional specialized accounting responsibilities.

It is recommended that a Career Development Leave be approved for Mr. Ray T. Harris, Budget Director, University Business Office. Mr. Harris has been accepted as a participant in Michigan State University's Advanced Management Program which leads to a Master of Business Administration degree after successful completion of the program. This leave will provide time off at a rate of one day per week

while Mr. Harris is attending the required classes, which meet two nights per week. The time thus granted will be the equivalent of a three month leave at full pay, which is the more conventional leave pattern.

Computing & Data Processing Center

Reclassify position #8 Senior Systems Analyst, APVI, to Senior Programmer Analyst, APVIII. The unique qualifications and responsibilities associated with this position dictates a revision in the classification. The range of activity encompasses both administrative and academic services.

Reclassify position #303, Senior Department Secretary, CT-F to Executive Secretary, S-16. Incumbent handles responsibilities for the entire CDPC staff in addition to being personal secretary to the Director.

Continuing Education

Reclassify position #302, Department Secretary, CT-D to Senior Department Secretary, S-15. This action is in recognition of the total increased responsibilities of the only full-time employee of the Conference Department.

Reclassify position #306, Clerk-Steno, CT-B to Department Secretary, S-13. This action will accommodate the transfer of a bi-weekly employee to a salary status and requires no additional money.

Office of Cultural Affairs

Establish position #301, Executive Secretary, S-16. This is a newly established department requiring a private secretary to the Director.

Economics

Reclassify position #303, Department Secretary, CT-D to Senior Department Secretary, S-15. This action is taken in recognition of the increased technical responsibilities.

Education

Establish position #40, Administrative Assistant, AP-I. This position is being established in support of the Early

Childhood Education project. The responsibilities of the position will include the operation and administration of the Toddler Center on the campus.

Employment Relations

Reclassify position #301, Personnel Assistant, AT-III to Personnel Assistant, API. This action is in recognition of the complete administrative function performed by the incumbent.

Graham Health Center

Reclassify position #303, Head Nurse to APIII. This action is in recognition of the supervisory responsibility for the other R.N.s in the Infirmary.

Reclassify positions #305, 306, and 307, Staff Nurse to API. All are registered nurses and professional by definition.

Reclassify position #308, Lab Technician to API. This is a professional position by definition.

Learning Skills

Establish position #301, Senior Department Secretary, S-15. This is a newly established department and the level of responsibility is consistent with other departments of like size.

Physical Education

Establish position #6, Assistant in Physical Education, APIII. The incumbent will coordinate the Women's Intramural Program.

Residence Halls

Reclassify position #5, Coordinator, APIV to Coordinator, APV. This action is in recognition of increased responsibilities.

Student Life

Reclassify position #7, Director, Student Organizations, API to Director, Student Organizations, APV. Position functions are comparable to those of other APs at that level within the division.

Reclassify position #304, Department Secretary, CT-D to Senior Department Secretary, S-15. This position encompasses senior secretarial duties for the department and personal secretarial duties for the Director of Student Organizations.

Student Services

Reclassify position #301, Administrative Assistant, ATIV to Administrative Assistant, API. This action is in recognition of the administrative responsibilities within the division for admission, readmission and counseling.

Reclassify position #308, Department Secretary, CT-D to Senior Department Secretary, S-15. Due to realignment of duties this position encompasses the responsibilities of senior secretary in the Placement Office.

University Services

Reclassify position #302, Mail Room Supervisor, CT-F to Mail Room Supervisor, S-16. This action establishes an equitable differential between the supervisor and the mail clerks in addition to recognizing specialized knowledge of U. S. Mail regulations necessary to run the mail operation.

Reclassify position #303, Reproduction Center Supervisor, ATI to Reproduction Center Supervisor, S-18. Elevation of this position establishes an equitable differential between this supervisor and his workers.

Reclassify position #304, Senior Reproduction Machine Operator, CT-F to Senior Reproduction Machine Operator, S-16. This action adjusts the pay grade in conformity with other like institutions utilizing this classification.

Reclassify position #305, Reproduction Machine Operator, CT-E, to Senior Reproduction Machine Operator, S-16. This action adjusts the pay grade in conformity with other like institutions utilizing this classification.

It was moved by Mr. Lewis, seconded by Mr. Smith that all of the personnel actions be approved. Motion carried.

Acceptance of Gifts and Grants to the University

Mr. Smith made a motion extending appreciation to all the contributors and recommended acceptance of the following gifts and grants. The motion was seconded by Mr. Katke and adopted.

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| I. | Grant in support of the Piety Hill Chapter of DAR Revolving Short Term Loan Program: Piety Hill Chapter, Daughters of the American Revolution of Birmingham | \$ 275.00 |
| II. | Grants in support of the Friends of the Oakland University Art Gallery: | |
| | Aronoff, Mr. Arnold Y., Birmingham | 500.00 |
| | Barron, Mr. S. Brooks, Detroit | 1,000.00 |
| | Oakland University Gallery Associates, Detroit | 900.00 |
| III. | Grant in support of the Kellogg Foundation Continuum Center for Women: | |
| | W.K. Kellogg Foundation, Battle Creek | 2,134.00 |
| IV. | Grants in support of Meadow Brook Hall: | |
| | Lossing, Mr. and Mrs. Robert, Bloomfield Hills | 500.00 |
| | Mitchell, Mr. and Mrs. William L., Bloomfield Hills | 150.00 |
| | Patrons of the Virgil Boyd Surprise Party, Birmingham | 236.00 |
| | Pearce, Dr. and Mrs. Richard, Birmingham | 25.00 |
| V. | Grant in support of the Meadow Brook Hall Conversion: The Matilda R. Wilson Fund, Detroit | 61,904.20 |
| VI. | Grant in support of Meadow Brook Hall maintenance and operations: The Matilda R. Wilson Fund, Detroit | 21,543.03 |
| VII. | Grants in support of the Meadow Brook Music Festival: | |
| | Ford Fund Educational Aid Program, Dearborn | 25.00 |
| | Kornegay, Francis A., Detroit | 100.00 |
| | Ross Roy, Inc., Detroit | 100.00 |
| VIII. | Grant in support of the Meadow Brook Theatre: Kaine, Dr. and Mrs. Henry, Franklin | 10.00 |
| IX. | Grant in support of the Meadow Brook Music Festival and the Meadow Brook Theatre: Ledwidge, Mr. Patrick J., Birmingham | 25.00 |
| X. | Grant in support of the Meadow Brook Theatre Five-Year Fund: The Bugas Fund, Southfield | 5,000.00 |

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| XI. | Grant in support of the President's Club: Barker, Dr. Howard B., Bloomfield Hills | \$ 2,160.00 |
| XII. | Grant in support of the William G. Shaw Charitable Trust: The William G. Shaw Charitable Trust, Southfield | 100.00 |
| XIII. | Grants in support of Departments, Staff, Schools and Colleges: | |
| | Bendix Corporation, Southfield, under the direction of John Gibson, Engineering, an additional award to be used for research in the Thermal Sciences | 2,500.00 |
| | The Department of Health, Education, and Welfare, Washington, D. C., to be used for the College Work-Study Program, (A Financial Aid Program) grant period is July 1, 1972 through June 30, 1973 | 193,011.00 |
| | The Department of Health, Education and Welfare, Washington, D. C., to be used for the Educational Opportunity Grant Program to make awards to initial and renewal year recipient, (A Financial Aid Program) grant period is July 1, 1972 through June 30, 1973 | 304,151.00 |
| | The Department of Health, Education, and Welfare, Washington, D. C., to be used for the purpose of granting National Direct Student Loans to students, (A Financial Aid Program) grant period is July 1, 1972 through June 30, 1973 | 283,240.00 |
| | International Research and Exchanges Board, New York, N. Y., under the direction of Dr. Michael Wozny, School of Engineering, to cover expenses for an exchange scholar | 4,225.00 |
| | Michigan Council for the Arts, Detroit, Michigan, under the direction of Jane Mosher, Meadow Brook Theatre, to provide opportunities for adult education students in Pontiac, Waterford, Hazel Park, and Royal Oak to attend Meadow Brook Theatre and Music Festival performances | 8,700.00 |
| | National Institutes of Health, Bethesda, Maryland, under the direction of Arun K. Roy, Biological Sciences, to be used in the study of Hormonal Control of 2U Globulin Synthesis in Liver | 21,938.00 |

National Science Foundation, Washington, D. C. , under the direction of Gilbert L. Wedekind, Engineering, for support of the project entitled, "Mixture-Vapor Transition Point Oscillations in Two-Phase Flow" \$70,300.00

United States Atomic Energy Commission, Argonne, Illinois, under the direction of Clifford V. Harding, Biological Sciences, for research entitled Cellular Regeneration and Proliferation Following Tissue Damage 31,000.00

XIV. Gifts from Mr. Carl F. Barnes, Jr., to the Department of Art and Art History of 96 color slides entitled, "The Crusades" valued at 96.00

XV. Gifts from General Motors Research Laboratories of miscellaneous research equipment now being used in the Kettering Magnetics Laboratory at Oakland University, no value has been established

XVI. Gift from Gerald C. Persha to the Physics Department of an 8-inch Newtonian-Cassegrain telescope to be used by interested members of the University community to promote interest in and advance knowledge of astronomy at Oakland University valued at 2,500.00

Authorization to Sell Securities

President O'Dowd informed the Board that included in the list of gifts to the University is a gift of 30 shares of Pontiac State Bank stock by Dr. Howard B. Barker. The stock was valued at \$2,170 on October 6, 1972, the date of the gift. He recommended that the Board of Trustees authorize by the following resolution the sale of the stock certificate:

"RESOLVED,

That Mr. Robert W. Swanson, Vice President for Business Affairs and Treasurer of the Board, has the authority to sell 30 shares of Pontiac State Bank stock which was a gift from Dr. Howard B. Barker and that the proceeds be used for the President's Club."

It was moved by Mr. Katke, seconded by Mr. Saltzman that the resolution be approved. The motion carried.

Approval of Oakland University Alumni Association

President O'Dowd recommended the establishment of the Oakland University Alumni Association and Board approval of the following resolution:

'RESOLVED,

That the Board of Trustees recognizes the Oakland University Alumni Association as an organization to assist the Office of Alumni Relations and to promote and preserve the well-being of the University. The Alumni Association shall be organized and shall function in accordance with such articles of organization as may be approved or amended by resolution of the Board of Trustees."

Moved by Mrs. Kyes, seconded by Mr. Lewis, the resolution was adopted.

President O'Dowd also requested approval of the Oakland University Alumni Association Bylaws set forth below:

Oakland University Alumni Association Bylaws

Article I - Purpose

The purpose of this organization shall be to assist the Office of Alumni Relations, to promote and preserve the well-being of Oakland University.

Article II - Membership

Membership in this organization shall be open to anyone who contributes \$5.00 or more annually to the Alumni Fund and who meets one of the following requirements.

- a. Receives a degree from Oakland University
- b. Honorary members as determined by the Association
- c. Others as may be designated from time to time by the Board of Directors

Article III - Directors

The Association shall have an eighteen (18) member Board of Directors. The term of office shall be three (3) years. They shall

serve staggered terms with six members being elected each year. No more than six members at one time may be regular employees of Oakland University.

Article IV - Officers

The Board of Directors shall elect annually a President, three Vice Presidents, Secretary and Treasurer. An officer can only succeed himself once in office. The duties of the President are to preside over all Board meetings and serve as spokesman for the Board. The Vice Presidents duties are to perform as assistants to the President and coordinate all Board actions with the Office of Alumni Relations and the Association. The duties of the Secretary are to record all board meeting minutes and to initiate other correspondence as required. The duties of the Treasurer are to maintain a financial account of the Association coordinated through the Office of Alumni Relations.

There shall be an Executive Committee consisting of the aforementioned six officers. Serving ex officio on the Executive Committee and the Board shall be the President of the University or his designee and the Director of Alumni Relations.

Article V - Elections

The Board of Directors is to be elected at the annual meeting from a slate of candidates as determined by a nominating committee appointed by the Board, the President of the University or his designee, and the Director of Alumni Relations.

Officers are to be elected by the Board of Directors membership at the annual meeting.

Article VI - Board Meetings

The Board of Directors shall have an annual meeting in September and such other meetings necessary to fulfill the purpose of the Association. A written notice shall be given in advance of all such meetings. To pass or adopt business a majority of those present is required.

Nine members shall constitute a quorum of the Board of Directors. Four members shall constitute a quorum of the Executive Committee.

Article VII - Membership Meeting

The membership shall have a regular annual meeting in September of each year, or such alternate date as the Board of Directors shall designate.

Article VIII - Relationship with the University

The Association will serve as an advisory group to the Office of Alumni Relations and may support University sponsored activities and fund-raising programs in conjunction with that office. All funds raised will be University funds and will be used for general University purposes. The Board of Directors may make recommendations on the use of the funds raised by the group.

Article IX - Proxies

Written proxies will be accepted at meetings of the Executive Committee and the Board of Directors. Proxies will not be counted toward a quorum. Written ballots will be accepted for the election of the Board of Directors prior to the annual meeting.

Article X - Amendments

These Bylaws may be amended by a two-thirds (2/3) vote of the Board of Directors. Written notice of proposed changes shall be given three weeks in advance.

The approval was moved by Mr. Lewis and seconded by Mr. Saltzman. Motion carried.

Approval of Candidates Receiving B.A., B.S., M.A., M.A.T. and M.S. Degrees Effective June 23, 1972

President O'Dowd requested Board approval of the candidates for the degrees of B.A., B.S., M.A., M.A.T. and M.S. The list of candidates is on file in the Office of the Secretary.

Moved by Mr. Smith, seconded by Mr. Katke, that the degrees be awarded to these candidates effective June 23, 1972. Motion carried.

President O'Dowd stated that the various academic and administrative reviews required delays forwarding the list to the Board at an earlier date. A study is underway to determine if the procedure can be expedited.

Approval of Fee Collection Process for Public Interest Research Group in Michigan (PIRGIM)

President O'Dowd stated that for several months the Board has been discussing a request from the Public Interest Research Group in Michigan (PIRGIM) that Oakland University collect a student fee at registration to support the organization's program. At the July meeting he recommended for Board approval the conditions set forth below establishing a system for the collection of fees at registration by approved student groups:

- "1. The group must be a registered Oakland University Student organization.
2. The group must obtain approval from the University Congress or whatever student organization is governing at the time.
3. A majority of the student body must sign a petition requesting the fee collection. Undergraduate and graduate students will be considered separate groups for the purpose of fee collection. Separate petitions will be required for both levels of students.
4. The group must be non-partisan.
5. The group must be able to demonstrate direct educational benefits in which all students at the University have an opportunity to participate.
6. The group must have support from the administration.
7. Fee collection for any group may not exceed \$2 per semester.
8. The organization must reimburse the University for all expenses incurred by the fee collection.
9. The group must submit to an annual audit by an independent accountant. The findings must be made available to the University.

In addition, I recommend that the fee collection be wholly on a voluntary basis. A student will be given an opportunity to elect to contribute to the group in the fee collection process and the procedure should not bias the student's choice. The fee collection procedure will be determined

by the appropriate officers of the University. If the group does not receive voluntary support from at least 33 1/3 per cent of the students in the target population in two consecutive semesters (excluding spring and summer), the fee collection will be discontinued.

The PIRGIM organization has not obtained support from a majority of the undergraduate student body. However, since these rules are being formulated after the date PIRGIM completed its petition drive, I believe the University should collect fees in the amount of \$1.50 per semester on behalf of PIRGIM, subject to the other conditions listed."

Mr. Lewis moved the adoption of the president's guidelines. Mr. Smith supported the motion.

Mr. Saltzman asked for recognition and stated that as a follow up to Mr. Schwartz' comments at previous Board meetings, he would move to delete Item 9 on the basis that the University should not be implicitly or explicitly responsible for the auditing of the expenditure of the funds collected. In addition, he expressed some concern that the University should retain authority to refuse approval to some groups even if they were to meet the recommended guidelines.

President O'Dowd stated that Item 6 provided the University with authority to approve all requests and that he had no objection to deleting Item 9.

Mr. Saltzman moved to amend the recommendations to delete Item 9. The amended motion was seconded by Mr. Katke and carried. The main motion to approve the president's recommendation with the exception of Item 9 was unanimously passed by the Board.

There was an extensive public discussion about the implementation of the PIRGIM program. Mr. Don Johnson, representing PIRGIM, indicated that he wished to reduce the organization's expenses and would prefer a fee card system in order that they would have a record of payment. Members of the administration stated that there were some problems with this recommendation

Mr. Saltzman moved that the administration design an acceptable fee collection system for the PIRGIM program with a positive check off procedure granting the University the right to collect the fee. In addition, no organization should be listed on the regular registration card or official registration form. The motion was seconded by Mrs. Kyes.

Mr. Smith stated that any group wishing to collect fees should have sufficient support to voluntarily attract members. If the University becomes the collecting agency there is confusion at registration and sometimes implied coercion. Mr. Smith further stated that he was not enthusiastic about the guidelines since he felt that such programs should be self-promoting, however, when all of the circumstances were considered he felt that he should second the motion.

Mr. Saltzman's motion was unanimously approved.

Report on the Uses of the Graham Health Center

President O'Dowd called upon Mr. James R. Appleton to report on the discontinuance of the infirmary operation at the Graham Health Center. Mr. Appleton stated that he regretted the decision to close the infirmary but was of the opinion that the decision was sound considering its limited use and high cost. During the past 3 1/2 months fewer than four students per night utilized the infirmary. The closing of this operation will save the University approximately \$26,000. The decision to discontinue the infirmary was supported by the data he could gather and in view of the need for funding of higher priority items at the University. Mr. Appleton recommended that the general fund support be limited to the basic out-patient program and that the University review the possibility of charging a fee for infirmary use as well as other possible sources of outside income. In addition, he stated that the Student Affairs staff has developed close relationships with Crittenton Hospital, Pontiac General and St. Joseph Hospital to assure the admission of students needing bed care.

Mr. James Brazier requested that students be involved in the formulation of health service policies and advised in advance of any changes due to financial difficulties. Mr. Appleton affirmed that students would be involved in future programs regarding health services and hopefully a comprehensive report on this subject will be developed by next fall.

President O'Dowd stated that the decision to close the infirmary due to a lack of funds was made in August when students were not on campus.

Mr. Brazier inquired about the appointment of a night nurse at the Center. Mr. Appleton stated that the original intention was to appoint a practical nurse. However, since the infirmary is closed, it was determined that a registered nurse should be employed from 5 p.m. to 12 midnight, five nights per week. As of this date a qualified person has not been located.

Mr. Pete Dudley, chairman of the ad hoc committee for student government, asked for recognition. He stated that there has been a violation by the University administration of the Inter Hall Council Constitution authority regarding the allocation of student fees. Mr. Dudley's premise was that the Inter Hall Council Constitution provides for student input on the distribution of student fees. He further stated that since the Board of Trustees approved the Student Congress Constitution which latter document recognizes the Inter Hall Council, it follows that the Board recognizes the Inter Hall Constitution. He, therefore, requested an opinion from the Board on the status of the Inter Hall Council Constitution.

President O'Dowd called upon Mr. Appleton who stated that he was unaware of the issue and questioned the rationale of authority to the Inter Hall Council.

Mr. Smith recommended that Mr. Appleton confer with Mr. Howlett, University Counsel, and report to the Board at the next meeting.

President O'Dowd stated that this would be the last meeting for Mr. James R. Appleton since he has accepted the position of Vice President for Student Affairs at the University of Southern California. He thanked Mr. Appleton for his great leadership during the past two years and wished him well.

Mr. Smith asked for recognition and stated that Mrs. Kyes may be attending her last Board meeting since she has asked the Governor to accept her resignation from the Board due to the press of her personal and out-of-state schedule. (Mrs. Kyes will serve until a replacement is appointed by the Governor.) Mr. Smith suggested that Mrs. Kyes be granted the status of Trustee Emeritus and invited to all University functions when she is in the state and that she be retained on the University mailing list. This recommendation was concurred in by all of the Board members present.

Mrs. Kyes stated that she was honored to serve as a member of the charter Board and deeply saddened to be attending her last meeting. She has been involved in University activities since 1957 and cherished the relationship. She further stated that her deep interest in Oakland would continue. President O'Dowd stated that Mrs. Kyes' relationship with the University went back to its origins and he was deeply appreciative of her interest, loyalty and help.

Mr. Smith stated that Trustees Lewis and Schwartz were reappointed to eight-year terms by the Governor and that the appointments have been confirmed by the Senate. In addition, he thanked Mr. Katke for his past service as chairman of the Board of Trustees during its first two years of existence.

Mr. Smith moved for adjournment at 9:15 p.m. Mr. Katke seconded the motion and the Board¹ concurred.

Respectfully submitted,

John De Carlo, Secretary
Board of Trustees

JDeC/ag