Minutes of the Meeting
of the
Oakland University
Board of Trustees
November 17, 1982

The meeting was called to order at 7:40 p.m. by Chairman Ken Morris in Lounge II of the Oakland Center.

Present: Chairman Ken Morris, Trustees David Handleman, Patricia B. Hartmann, Richard H. Headlee, Wallace D. Riley, Arthur W. Saltzman and Howard F. Sims

Absent: Trustee Alex C. Mair

Chairman Ken Morris announced that unless the Board objected, the order of agenda items would be changed so that the presentation of the Writing Excellence Awards would be the second item after the approval of the minutes. There were no objections.

Approval of Minutes of September 22, 1982

Chairman Morris requested approval of the minutes of the Board meeting of September 22, 1982 as submitted.

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

Presentation of Writing Excellence Awards

Chairman Morris called upon Mr. Keith R. Kleckner, Senior Vice President for University Affairs and Provost, for his comments on the Writing Excellence Awards.

Mr. Kleckner noted that in 1981 the faculty of the Department of Rhetoric, Communications and Journalism determined that it wished to support through contributions the sponsorship of a series of writing excellence awards which would recognize students who had done outstanding work in the area of writing at the University in their first two years of study. About a year ago the first awards were made at a Board meeting and those involved in the program would like to continue this practice. Mr. Kleckner then introduced Professor Donald E. Morse, Chair, Department of Rhetoric, Communications and Journalism to announce and present the 1982 Writing Excellence Awards.

Professor Morse said he was delighted to be able to present the awards, which as Mr. Kleckner mentioned, were begun about a year ago. The faculty had put together a small fund to recognize student writing skills. It was felt that if recognition of writing excellence was given in a different and tangible form, some motivation might be provided to students. Professor Morse said that this year not only has his department's faculty contributed to the awards, but other faculty, staff, and administrators have participated as well.

Professor Morse said he was delighted that this year's winners come from various departments and programs of the University. The two categories for the awards are (1) the Exposition and Persuasion Category, which many believe is the function of all writing; and (2) the Research Category since research is emphasized in all programs. Professor Morse said he was very proud of this year's winners who were selected from the writers of 90 essays. Competition was very keen and the decisions on the winners were very difficult. The panel of judges was made up of three faculty from his department: Ann Becker, a part-time Instructor in the Department of Rhetoric, Communications and Journalism; Jerry Mulderig, who is no longer at Oakland University; and Professor Morse. He said the commitment to excllence in the papers was very much in evidence. Professor Morse then presented the certificates and checks to the following winners and returned their papers to them:

Exposition and Persuasion Category

Second Prize: $25
Renee A. Ettinger - "Chiropractic: Fact or Fake?"
RHT 101, Composition II, - Written for Professor Wilma Garcia

First Prize: $50
Sandra Schleibaum - "My Loss, God's Gain"
RHT 101, Composition II, - Written for Dr. Anne Becker

Research Category

Honorable Mention: $10
Susan Fagan - "Malcolm X: An Opposing View to the Black Muslim Movement"
RHT 101, Composition II, - Written for Dr. Ronald Sudol

Honorable Mention: $10
Joseph Conte - "In Defense of Hell's Angels"
RHT 101, Composition II, - Written for Dr. Ronald Sudol

Research Category

Second Prize - $25
Janice Summers - "Leaving You Breathless: Asthma"
RHT 101, Composition II, - Written for Dr. Donald E. Morse

First Prize - $50
Susan Fagan - "In Vitro Fertilization (Test-Tube Babies)"
HC 204, The Biology of Reproduction, - Written for Dr. Charles Lindeman

Professor Morse thanked the Board for the opportunity of presenting the awards. He added that if others wished to contribute to these awards, they could do so through the Faculty Fund.

Chairman Morris extended congratulations to the recipients on behalf of the Board of Trustees. He said the Board took great pride in this kind of activity.

Acceptance of Gifts and Grants

Chairman Morris requested the Board's acceptance of the gifts and grants totaling $719,849.96. (Copies of the complete lists of the gifts and grants are on file in the Office of the Secretary to the Board of Trustees and the Office of the Vice President for Developmental Affairs.) Chairman Morris requested that Mr. Robert W. Swanson, Vice President for Developmental Affairs, comment on this month's gifts and grants.

Mr. Swanson called the Board's attention to the Alumni Association item, noting that currently the Annual Telefund Campaign was under way. Approximately 8,000 alumni members will be contacted during the course of this drive. The goal is $70,000. Through the first 12 nights pledges amounting to $50,000 were obtained. Two additional President's Club members were recruited bringing the membership to 472. Mr. Swanson also noted the $18,875 in contributions to the Friends of the Kresge Library as a result of the Glyndebourne Picnic. Mr. Swanson then suggested that Mr. Kleckner might wish to comment on some of the grants to the academic areas.

Mr. Kleckner noted that the first installment of $20,000 had been received from General Motors Corporation in support of its $100,000 commitment to the University's robotics program. He then called attention to the grants from the

National Institutes of Health which amounted to approximately $310,000; he also acknowledged approximately $130,000 in grants in support of the cooperative and internship programs.

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

Approval of Personnel Actions

Chairman Morris requested approval of the following faculty personnel actions as distributed:

Appointments

Assenzo, Joseph R., Adjunct Professor of Mathematical Sciences, effective August 15, 1982 through August 14, 1984

Bonder, Seth, Adjunct Professor of Mathematical Sciences, effective August 15, 1982, through August 14, 1984

Connellan, William W., Adjunct Assistant Professor of Journalism, effective August 15, 1982 through August 14, 1984

Horwitz, Norman H., Adjunct Associate Professor of Physics, effective August 15, 1982 through August 14, 1984

Kerfoot, Edward J., Adjunct Associate Professor of Chemistry, effective August 15, 1982 through August 14, 1984

Kottler, Jeffrey A., Adjunct Associate Professor of Education, effective August 15, 1982 through August 14, 1984

Llewellyn, James, Adjunct Instructor in Journalism, effective August 15, 1982 through August 14, 1984

McDonald, Gary C., Adjunct Professor of Mathematical Sciences, effective August 15, 1982 through August 14, 1984

Morton, Charles E., Adjunct Professor of Philosophy, effective August 15, 1982 through August 14, 1983

Appointments (Continued)

Moylan, Edward F., Adjunct Professor of Mathematical Sciences, effective August 15, 1982, through August 14, 1984

Pillow, Christine, Special Instructor in Physical Therapy, effective August 15, 1982

Waters, Elinor B., Adjunct Associate Professor of Education, effective August 15, 1982 through August 14, 1984

Changes of Status

Feeman, George F., from Professor of Mathematical Sciences and Acting Associate Provost to Professor of Mathematical Sciences, Vice Provost, and Dean of the Graduate School, effective November 1, 1982

Gerulaitis, Leonardas, to continue as Associate Professor of History and Co-Chair of New Charter College, effective April 29, 1982 through June 28, 1982

Pino, Lewis N., from Professor of Chemistry, Director of Research Services, and Acting Dean of the Graduate School to Professor of Chemistry and Director of Research and Academic Development, effective November 1, 1982

Shichi, Hitoshi, from Professor of Biomedical Sciences and Acting Assistant Director of the Institute for Biological Sciences to Professor of Biomedical Sciences and Assistant Director of the Institute for Biological Sciences, effective October 20, 1982

Tepley, Norman, to continue as Professor of Physics and Acting Chair, Department of Physics, effective September 1, 1982, through August 18, 1983

Leaves of Absence

Jones, William H., Associate Professor of Education, sabbatical leave from January 3, 1983 through April 23, 1983

Leaves of Absence (Continued)

Monahan, Melodie, Assistant Professor of English, sick leave from September 2, 1982 through February 28, 1983

In response to Chairman Morris' request for comments, Mr. Kleckner called particular attention to the new combined position of Vice Provost and Dean of the Graduate School for Mr. George Feeman. This is the last major appointment in the reorganization process. He added that a change of title for Mr. Lewis Pino was being sought to indicate the expanded thrust in this activity.

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

Mr. Riley inquired about the status of the Physical Therapy Program.

Mr. Kleckner responded that the program was functioning normally with a full faculty complement. Currently the position of Director is being handled by an Acting Director. However, a candidate has been identified and negotiations are under way to obtain a full-time Director.

Approval of Candidates Recommended to Receive Bachelor's and Master's Degrees as of August 19, 1982

Chairman Morris recommended approval of the candidates for bachelor's and master's degrees as of August 19, 1982. (The list of candidates is on file in the Office of the Secretary to the Board of Trustees.)

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

Approval of Revised Constitution of School of Human and Educational Services

Chairman Morris requested that Mr. Kleckner comment on the revised constitution of the School of Human and Educational Services.

Mr. Kleckner stated that each of the organized faculties of the University has a constitution for conducting academic business, and that from time to time changes are required. Mr. Kleckner said that the University Senate had approved the revised constitution. He noted that Dean Gerald Pine was present to answer questions.

Mrs. Hartmann asked if it was not unusual for a school or college of a university to have a constitution. She thought that the University Senate had a constitution and that was adequate.

Mr. Kleckner responded that college and school constitutions were not the customary practice nationally although it was not unknown. However, at Oakland University there has been a tradition for separate faculty constitutions.

Mr. Riley inquired as to where this constitution had been between February 28 when it was approved by the School of Human and Educational Services and now.

President Champagne said that the document has been under extensive review and for a large portion of that time it had been in his office, noting that he wanted to make sure that the language was sufficiently clear not only for now, but for the future. He conducted a series of meetings on the terms of the document and he has had clarification of several items by Mr. Kleckner.

Chairman Morris requested approval of the following recommendation:

> That the Board approve the revised constitution of the School of Human and Educational Services dated February 22, 1982.

Mr. Headlee moved that the revised constitution of the School of Human and Educational Services be approved. Mr. Handleman seconded the motion.

Mr. Saltzman asked which would prevail if there was a conflict between this revised constitution and the Senate constitution.

President Champagne replied that the Senate constitution would prevail.

President Champagne announced that every item on the agenda this evening had been discussed and reviewed by the appropriate Board committee. He said the committee structure is functioning well.

The motion to approve the revised constitution of the School of Human and Educational Services was approved by all of the Trustees present.

Approval of 1983-84 Budget Request

Chairman Morris called upon Mr. Robert J. McGarry, Vice President for Finance and Administration and Treasurer to the Board of Trustees, to present the item on the 1983-84 Operating Budget Request.

Mr. McGarry stated that each fall the University is asked by the Governor's Office to submit its operating budget request for the ensuing year. Mr. McGarry stated that the 1983-84 Operating Budget Request is realistic and covers the basic needs of the institution and assumes no tuition increase. On the expenditure side, the University is requesting $3,000,000 for economic and non-programmatic needs, $2,500,000 of which would be for inflation and employee compensation, both factors being estimated at 8 percent, with $500,000 to cover anticipated increased utility costs. In terms of program requests, the University is asking for $2,000,000, approximately half of which would go for computer and scientific equipment. Mr. McGarry stated that the Audit and Finance Committee had reviewed and approved this operating budget request.

Mr. Morris presented the following recommendation for the Board's approval:

> RESOLVED, That the Board of Trustees approve the 1983-84 Operating Budget Request totaling $40,067,000 as described in detail in the budget request material dated November 1, 1982. (The budget request is on file in the Office of the Board of Trustees and the Office of the Vice President for Finance and Administration.)

Mr. Sims moved that the recommendation be approved; Mrs. Hartmann seconded the motion which was voted on and approved by all of the Trustees present.

Purchase of an Administrative Computer System and Development Software

President Champagne announced that this item was being withdrawn from the agenda, in anticipation of a presentation at the December Board meeting.

Meadow Brook Subdivision Mortgage Financing Guarantee

President Champagne announced that this item on the Meadow Brook Subdivision mortgage financing guarantee was also being withdrawn from the agenda pending further study on the entire Meadow Brook Subdivision issue. He noted that a report would be presented to the Board in the future which would be concerned with all of the financing aspects related to the Meadow Brook Subdivision.

Approval of Extension of and Addendum to Agreement between Oakland University and the UAW/CT Local 1925

Chairman Morris called upon Mr. Willard C. Kendall, Jr., Director of Employee Relations, to present the item on the extension of the Agreement.

Mr. Kendall stated that in July of 1981 the Board approved a two-year agreement with the UAW/CT Local 1925 which had a one-year wage settlement with a re-opener on salaries for this year. Negotiations have been completed on the economic settlement for this year including the extension of the contract for a third year. The economic package is a three percent increase in salaries retroactive to July 1, 1982, with the possibility that there could be additional salary payments to the employees based upon an indexed increase in the University's revenue beyond what it received last year. The maximum amount of the indexed agreement would be an additional four percent. This formula was discussed with the Personnel Policy Committee and meets the Board's guidelines. Mr. Kendall then presented the following resolution for the Board's approval:

> RESOLVED, That the Board of Trustees approve the recently negotiated Addendum to the Agreement between Oakland University and the UAW/CT Local 1925 (July 1, 1981-June 30, 1982), which extends the Agreement through June 30, 1984, and provides for salary adjustments as described in the document entitled "Summary of Changes and Costing of Tentative Agreement Between Oakland University and UAW/CT Local 1925 on an Addendum to the Current Agreement." (Copies of these documents are on file in the Office of the Board of Trustees and the Employee Relations Department.)

Mrs. Hartmann moved that the recommendation be approved. Mr. Saltzman seconded the motion.

Mr. Riley asked Mr. Kendall to explain the basis for the four percent increment based on revenues.

Mr. Kendall noted that if the University's revenue for 1982-83 exceeds its revenue for 1981-82 by more than two percent, then the institution will share any increase in revenue above two percent with these employees on a percentage basis up to a maximum increase of four percent. The amount will not be known until next year when Oakland University closes its fiscal year.

Mr. Riley asked if this increase was related to revenue from other sources.

Mr. Kendall replied that this factor applied to General Fund revenue which included tuition and State aid which are the two main sources of income; it does not include any carryover fund balances.

The motion to approve the recommendation was voted on and approved by Trustees Handleman, Hartmann, Headlee, Riley, Saltzman, and Sims. Chairman Morris abstained. The motion passed.

Approval of 1982-83 Salary Adjustments to Administrative-Professional Employees

Chairman Morris requested that Mr. Kendall present the item on 1982-83 salary adjustments for Administrative-Professional (AP) employees.

Mr. Kendall noted that in July of each year the University provides salary adjustments for the Administrative-Professional (AP) employees. This action was deferred this year until after negotiations with the faculty were concluded. In spite of the rejection by the faculty of the proposed agreement, the administration felt it necessary to make adjustments for the APs. The same approach as the CT agreement is proposed, that is, a three percent salary increase retroactive to July 1 with the potential of additional payments next year based upon a formula which is basically the same as that approved by the Board in the tentative agreement with the faculty.

Chairman Morris presented the following recommendation for the Board's approval:

RESOLVED, That the Board of Trustees approve 1982-83 compensation adjustments for Administrative-Professional employees, retroactive to July 1, 1982, as described in the document entitled "Summary of AP Compensation Adjustments for 1982-83 and Costing Analysis." (The document is on file in the Office of the Board of Trustees and in the Office of the Director of Employee Relations.)

Mrs. Hartmann moved that the recommendation be approved. Mr. Saltzman seconded the motion which was voted on and approved by all of the Trustees present.

Approval of Revision of Administrative-Professional Employment Policy

Chairman Morris requested that Mr. Kendall present the item on the revision of the Administrative-Professional Employment Policy.

Mr. Kendall stated that in April, 1980 the Board approved an Administrative-Professional Employment Policy. (Copies of the policy were distributed to the Board for this meeting.) He said that the administration wished to amend the policy in order to allow the President some flexibility at the time when he must decide whether or not to award an Administrative-Professional employee a continuing contract. Currently the President must decide to give the continuing contract or terminate the employee. The proposed recommendation would give the President the flexibility of deferring this decision in instances where an employee has changed his(her) job to another position where responsibilities are quite different. If there is still a question as to the employee's abilities to perform the new duties, the President would have the option of extending the review period prior to the final decision on appointment or termination. Mr. Kendall presented the following recommendation for the Board's approval:

RESOLVED, That the "Implementation" section of the "Administrative-Professional Employment Policy" be revised to incorporate this statement:

> Where an employee is being considered for a continuing contract review, and such employee has assumed a position with responsibilities substantially different from his or her previous position during the two years prior to the date of review, the President may extend

the third two-year contract for six months to one year so that an adequate evaluation of the employee in the new position may be made. In such case, the President will institute, with the involvement of the respective Vice President and the supervisor of the employee, a program of activities for the employee to assist in the review of the employee's abilities to handle his or her new position responsibilities. Periodic reviews of the employee's performance and professional growth will be conducted during the extension period by the supervisor who shall make written reports to the Vice President. At the end of the extended review period, the President, after consulting with the Vice President and the employee's supervisor, shall determine whether a continuing contract should be awarded or the employee should be terminated or if an additional review period should be established.

Mr. Headlee moved that the recommendation be approved. Mrs. Hartmann seconded the motion which was voted on and approved by all of the Trustees present.

Approval of Statement of Conditions of Employment and 1982-83 Salary Ranges for Confidential Clerical-Technical Employees Excluded from the Bargaining Unit

Chairman Morris asked Mr. Kendall to present the item on the statement of conditions of employment for Excluded Confidential Clerical-Technical employees.

Mr. Kendall stated that currently there is no Board approved document which describes conditions of employment for the clerical-technical employees excluded from the bargaining unit of the UAW/CT Local #1925. He added that the statement that was provided to the Board members intended to correct that condition. Mr. Kendall presented the following recommendation for the Board's approval:

RESOLVED, That the Board of Trustees approve the statement of "Conditions of Employment for Confidential Clerical-Technical Employees Excluded from the Bargaining Unit", subject to the approval by the Board of Trustees personnel committee of clarifications concerning dates of service.* (See attachment to minutes which sets forth statement of employment conditions.)

Mr. Headlee moved that the recommendation be approved. Mrs. Hartmann seconded the motion which was voted on and approved by all of the Trustees present.

Approval of 1982-83 Compensation Adjustments for Excluded Clerical-Technical Employees

Chairman Morris asked Mr. Kendall to present the item on compensation adjustments for Excluded Clerical-Technical employees.

Mr. Kendall stated that the recommendation for the Excluded Clerical-Technical employees followed the pattern of the other employee groups and was within the general Board guidelines, that is, a retroactive adjustment of three percent plus the indexed formula of additional compensation if the University's revenues reach certain levels. Mr. Kendall requested the Board's approval of the following resolution:

> RESOLVED, That the Board of Trustees approve 1982-83 compensation adjustments for Excluded Clerical-Technical employees, retroactive to July 1, 1982, as described in the document entitled "Summary of 1982-83 Compensation Adjustments for Excluded Clerical-Technical Employees and Costing Analysis." (The "Summary" document is on file in the Office of the Board of Trustees and the Office of the Director of Employee Relations.)

Mr. Sims moved that the recommendation be approved. Mrs. Hartmann seconded the motion which was voted on and approved by all of the Trustees present.

*The reference to "clarifications concerning dates of service" by the Board of Trustees Personnel Policy Committee relates to the applicability of benefits and probationary status for service of employees transferring into a Confidential Clerical-Technical employee position.

Report on Request for Paving of Squirrel Road and Grading of University Property

Chairman Morris asked Mr. John De Carlo, Secretary to the Board of Trustees and Vice President for Governmental Affairs and General Counsel, to present the report on the request for paving of Squirrel Road.

Mr. De Carlo stated that this item resulted from a request by Pontiac Township for permission to pave and grade an additional 1600 feet of Squirrel Road. The University's approval to grade some of the institution's land is required. Mr. De Carlo said that the agenda for the University and Development Committee was so lengthy that a site visit and discussion of this item was deferred until a later date. Mr. De Carlo stated that the Township had been advised of this possible action, and the officials indicated their understanding of the problem. The Township is not contemplating any paving at this time due to the weather.

Mr. Riley asked what disposition was to be made of the item.

President Champagne requested that the item be withdrawn from the agenda at this time to be presented to the Board at a future date.

The matter was withdrawn.

President's Report

Chairman Morris called upon President Champagne for his report at this time in response to Mr. Headlee's suggestion that it be moved to this position in the agenda.

President Champagne announced that the University had retained the fund-raising consulting firm of Brakeley, John Price Jones Inc. of Stamford, Connecticut. He noted that this is an extremely prestigious fund-raising firm which has handled accounts of such major universities as Harvard, Stanford, and UCLA. President Champagne said the administration felt quite confident of the quality of work this firm would be performing for the University between now and next May. The consultants will conduct an audit of the University's ability to raise money, and to sustain a capital campaign. A review of the University's priorities is also involved. The Brakeley firm will review these priorities in the community on a sampling basis by June 1, 1983 to obtain a general impression of the fund-raising potential. The administration will then know the position of the University in the "market" to raise effective amounts of money. If its position appears to be favorable at that time, the University will proceed with a capital campaign.

President Champagne added that before entering the marketplace there is a great deal of homework that needs to be done. He noted that during the last year and a half much of the internal work has been accomplished through the Committee on Academic Mission and Priorities (CAMP) and the Committee on Student and Urban Affairs (SUAMP) reports. "We are taking a look at ourselves" and getting the "homework" done so that a unified fund-raising approach can be presented to the community to raise funds. President Champagne said he was confident that academically and programatically, the University was in a position to say that the administration has looked at every aspect of the institution, and that priorities have been set.

The funding for this consulting process is being provided by the Oakland University Foundation. This process will take about eight or nine months of intensive analysis which will prepare the University to launch a capital campaign next fall.

Approval of Closed Meeting of the Board of Trustees

Chairman Morris called upon Mr. De Carlo to present the motion for a closed meeting.

Mr. De Carlo stated that there were two items that the Board wished to discuss in closed session:

1. Strategy connected with the negotiation of a collective bargaining agreement with the American Association of University Professors, Oakland Chapter, (AAUP), and

2. Purchase or lease of real property.

Mr. De Carlo said that the Open Meetings Act provides for and authorizes closed sessions for the above purposes. However, to consider the purchase or lease of real property, approval of two-thirds of the full Board is necessary. Therefore, the motion to close the meeting for collective bargaining purposes and to consider the purchase or lease of real property may be accomplished with one action if there is two-thirds approval by the members of the Board.

Mrs. Hartmann moved to take a roll call vote for the purpose of conducting a closed session for negotiations and the purchase or lease of real property. Mr. Handleman seconded the motion. Mr. De Carlo called the roll as follows:

Trustee Handleman	Yes
Trustee Hartmann	Yes
Trustee Headlee	Yes
Trustee Morris	Yes
Trustee Riley	Yes
Trustee Saltzman	Yes
Trustee Sims	Yes

Mr. De Carlo announced that seven affirmative votes were cast, and the motion to hold a closed session was adopted.

The meeting was temporarily adjourned at 8:30 p.m. to reconvene at the end of the closed session.

The meeting reconvened at 9:45 p.m.

Authorization Relating to Interim Operating Rules for Faculty

Chairman Morris called upon Mr. Kleckner to present the item on interim operating rules for faculty.

Mr. Kleckner stated that as the Board knew, a tentative employment agreement was negotiated between Oakland University and the American Association of University Professors, Oakland Chapter, (AAUP) bargaining teams. The tentative agreement was ratified by the Board of Trustees on September 22, 1982 subject to ratification by the Union. Unfortunately the AAUP membership did not ratify the agreement and the parties must return to the bargaining table. In the interim period in the absence of a contract there were no formal rules governing personnel and other component matters with the faculty. Therefore, the Board was asked to adopt procedures which would put into place rules of employment during the interim period until a collective bargaining agreement is approved by both parties. Mr. Kleckner presented the following recommendation for the Board's approval:

> The Board of Trustees delegates to the Personnel Policy Committee the authority to approve interim operating rules for bargaining unit faculty, and to approve modifications to such rules, as necessary. The Board directs the Personnel Policy Committee to place interim operating rules into effect at the earliest possible date. These rules shall remain effective until superseded by a fully-ratified collective bargaining agreement between the University and the American Association of University Professors, Oakland Chapter, or until modified or revoked by the Personnel Policy Committee or the Board of Trustees.

The interim operating rules shall generally comport with the employee/employer relationships set forth in the recently expired "Faculty Agreement".

The Personnel Policy Committee shall inform the Board of Trustees at the next regularly scheduled meeting regarding the rules and any changes.

Mr. Headlee moved that the recommendation be approved. Mrs. Hartmann seconded the motion.

Chairman Morris recognized Mr. William G. Hammerle, Professor of Engineering, and President of the AAUP, Oakland Chapter.

Mr. Hammerle said that in the past it has been the practice of Oakland University to extend the previous contract. This has been done at Eastern Michigan University, and he understood, at certain of the motor car companies. He asked the reason why Oakland chose to change the procedure.

Chairman Morris asked Mr. Hammerle to clarify his comment about certain auto companies.

Mr. Hammerle said he referred to Chrysler not having a contract and not having operating rules, adding that Oakland University has not had operating rules in the past and continued with the contract that expired as the operating rules. Mr. Hammerle asked, "Is there any reason why Oakland University should pursue a different course?"

Chairman Morris said that he would clarify the issue about auto companies and Chrysler specifically. "When that contract was rejected, a meeting took place between the bargaining agent (the UAW), and the Chrysler Corporation, and they did agree as to how they would operate in the ensuing period." The fact does remain that they are carrying out the overall understanding of the parties. Chairman Morris said he believed that the Chrysler facts were different than those at the University.

President Champagne said the matter that was being discussed here was the rules and procedures of employment for faculty in the absence of a collective bargaining agreement. The proposal to the Board of Trustees was that the interim operating rules follow the general elements of the recently expired collective bargaining agreement; however, the Personnel Policy Committee will be given the authority to modify the rules if circumstances warrant a change. President Champagne said the administration will be presenting recommended rules of employment to the bargaining team at the Friday bargaining session, but the intent of the University was that the relationships that existed between employer and employee in the expired faculty agreement were generally what will be followed in the interim period of time. He added that there was no radical departure from any of the provisions of the relationship that existed prior to this particular point in time. President Champagne said he wished to point out that this was not an extension of the previous agreement but the rules of the previously negotiated contract which expired will be generally followed.

Chairman Morris recognized Mr. James McKay, Professor of Mathematics.

Mr. McKay asked for further clarification. He said the Chairman of the Board pointed out that the "UAW and the auto company got together" and resolved the matter. He said he did not understand what the University was proposing this evening. He inquired if the administration and the Board were implementing something without dealing with the bargaining unit.

President Champagne replied that no one made that statement.

Mr. McKay asked if some policies were being eliminated.

President Champagne replied that the presentation would be made at the next bargaining session.

Mr. McKay asked if the Board was implementing some policies this evening.

President Champagne replied that the Board has been asked to delegate to the Personnel Policy Committee the authority to develop interim operating rules, which will be presented at the next bargaining session.

Mr. Headlee added that the Board was not making a unilateral decision on the interim rules. The Board was delegating authority to a Board committee for negotiating purposes, and will go forward from there. This smaller group will then be in a flexible position to take further action should circumstances require that.

Chairman Morris said it seemed to him that what needed to take place was a meeting of the parties to work out their differences. He noted that all the Board had done was to take a "good look at where we are" and so far as the University was concerned, the obligation was certainly clear. The Board has been asked to give authority to the representatives of the University "to sit down, negotiate with you, and talk with you about those matters that you may be concerned about."

The move to approve the recommendation was voted on and approved by all of the Trustees present.

There being no further business, Mrs. Hartmann moved that the meeting be adjourned. Mr. Saltzman seconded the motion which was voted on and approved by all of the Trustees present. The meeting was adjourned at 10 p.m.

Approved,

John De Carlo, Secretary
Board of Trustees

Ken Morris, Chairman
Board of Trustees

Date ____________________

CONDITIONS OF EMPLOYMENT FOR CONFIDENTIAL CLERICAL-TECHNICAL EMPLOYEES EXCLUDED FROM THE BARGAINING UNIT

I. Employment: After successfully completing a three-month probationary period, the employee's service shall be terminated only for just cause, for deficient work performance, or if the position is eliminated through reorganization or as a result of financial cutbacks.

II. Salary Rates: Each excluded clerical-technical employee shall be paid in accordance with the salary range established for their position on 7/1/81. The salaries of individual excluded clerical-technical employees shall normally be increased annually and these increases shall be implemented in such a manner that salary increases for excluded employees shall not be less favorable than those granted to bargaining unit employees. (See the current salary ranges attached to this statement of benefits.)

III. Longevity Pay: Longevity payments to excluded clerical-technical employees will be made on the following schedule based on their continuous service to the university and a percentage of twelve thousand dollars ($12,000) of their annual salary:

Continuous Service	Annual Longevity Pay
6 or more and less than 10 years	2%
10 or more and less than 14 years	3%
14 or more and less than 18 years	4%
18 or more and less than 22 years	5%
22 or more and less than 26 years	6%

No longevity payment as shown in the above schedule will be made for that portion of the excluded employee's salary which is in excess of twelve thousand dollars ($12,000).

Payments to employees who become eligible by October 1st of any year will be paid on the hourly payroll that is closest to December 1st.

A pro-rated longevity payment will be made to employees who retire under the university retirement plan prior to October 1 of any year. The prorated payment will also be made to employees who separate after having attained sixty-five (65) years of age but do not meet the terms of the university's retirement plan. In the event of death, the pro-rated payment will be made to the designated beneficiary or estate. Pro-rated payments referred to above will be based on the number of calendar months of full-time employment credited to the employee from the preceding October 1 to the date of termination, resignation, retirement, or death.

IV. Vacation Leave Accumulation: Vacation leave is accrued based on an excluded clerical-technical employee's length of continuous service. For the purpose of this section, length of continuous service shall mean uninterrupted time with the university since the employee's most recent date of hire. In the event the employee takes a leave of absence without pay for a period of three months or more, the entire period of such leave shall be deducted from the length of continuous service as determined above. All regular, full-time employees shall accrue vacation according to the following schedule:

Length of Continuous Service	Vacation Hours Earned Per Month
0.0 to 4.5 years	8.67
4.5 to 9.5 years	11.33
9.5 to 14.5 years	12.67
14.5 years and over	15.33

Part-time employees shall accrue vacation leave based on the proportion which her/his regular, part-time work bears to forty (40) hours of work.

Probationary employees shall not accrue vacation leave provided, however, following successful completion of the three-month probationary period, the employee shall be credited with the number of hours which she/he would have accrued during said period had she/he not been on probation.

V. Sick Leave Accrual: A full-time excluded clerical-technical employee shall be entitled to sick leave with pay credited at the rate of 8.67 hours per month. A regular, part-time employee shall be entitled to sick leave with pay credited on the basis of the proportion which her/his work schedule bears to full-time employment. The maximum amount of sick leave accumulation shall be 1040 hours. Sick leave with pay may be authorized for the same reasons as those authorized for bargaining unit clerical-technical employees.

Salary continuation after all sick leave and other forms of paid time has been exhausted shall be on the same basis as provided for clerical-technical bargaining unit employees. Sick leave time beyond accruals will be granted administratively by the university for this purpose. In no event shall salary continuation extend beyond the first of the month following six consecutive months of total disability.

VI. Personal Leave Days: Three (3) personal leave days with pay will be granted annually to each full-time employee on July 1st of each year and may be used as described in the bargaining unit Agreement for bargaining unit clerical-technical employees.

Personal leave hours are credited as follows:

If Employed	Hours Granted
July through September	24
October through December	18
January through March	12
April through May	6
June	0

A permanent, part-time employee who works a weekly schedule of twenty (20) or more hours shall be credited with personal leave days based on the proportion of her/his work schedule to full-time employment.

VII. Insured Benefits: The university shall provide the same coverage to excluded clerical-technical employees as those provided to bargaining unit clerical-technical employees: health, dental, life, major medical, long-term disability, TIAA-CREF, Supplemental Retirement Annuities, Accidental Death and Dismemberment, Group Travel Accident Insurance and any other insured benefits that may be granted to bargaining unit clerical-technical employees.

VIII. Other Benefits: The university shall provide these employees all other benefits granted to bargaining unit clerical-technical employees in the same manner as provided in the bargaining unit agreement.

IX. Job Security: In the event an excluded clerical-technical position is eliminated because of reorganization or consolidation of university functions or as a result of financial cut-backs, a determined effort will be made to place the employee in a comparable position which causes the least disruption to university functions. If no comparable position is found, the employee will be scheduled for layoff.

X. Dispute Resolution: In the event an excluded clerical-technical employee has a complaint or dispute about working conditions, the employee should first discuss the matter with her/his immediate supervisor and attempt to resolve the complaint or dispute. If the complaint or dispute is not resolved to the employee's satisfaction during the discussion meeting, the employee may meet with the Director of Employee Relations to pursue the complaint further.

XI. Changes to this Statement of Benefits. As university needs and resources change and as the occasion for updating this "Conditions of Employment" statement arises, the statement may be revised accordingly. The university reserves the right to add to, delete or otherwise alter the provisions described above at any time. This document supersedes any prior documents relating to conditions of employment for excluded clerical-technical employees.

11/82
Doc. #0326P