Minutes of the Meeting
of the
Oakland University Board of Trustees
August 6, 1998

Present:	Chairman Rex E. Schlaybaugh, Jr.; Trustees David J. Doyle, David T. Fischer, Louis Grech-Cumbo, and Dennis K. Pawley
Absent:	Trustees Henry Baskin, Ann V. Nicholson, and James A. Sharp, Jr.
Also Present:	President Gary D. Russi; Ms. Susan M. Aldrich, Mr. David S. Disend, Ms. LaShanda Evans, Ms. Susan Gerrits, Ms. Linda Hickmott, Ms. Rhonda G. Saunders, and Dr. Mary Beth Snyder

I. Call to Order

Chairman Rex E. Schlaybaugh, Jr. called the meeting to order at 2:04 p.m. in the Gold Rooms of the Oakland Center. He stated that the agenda would be modified to take action items first, since he would be leaving the meeting at 4:00 p.m. due to a prior commitment.

II. Roll Call

Ms. Susan Gerrits, General Counsel and Secretary to the Board of Trustees, conducted a roll call vote. All Board members were present except Trustees Henry Baskin, Ann V. Nicholson, and James A. Sharp, Jr.

III. President's Report

President Gary D. Russi reported the following information:

- The new Student Liaisons, Ms. LaShanda Evans and Ms. Linda Hickmott, were recognized and welcomed at the meeting.
- Ms. Louann Stewart was recognized as the July Employee of the Month.
- The Summer 1998 official headcount is 4,338, up almost 7 percent over last year. Total credits also increased by 7 percent to 17,599 and FYES are 625. The undergraduate and graduate admissions staff, in consultation with the deans and department chairs, were commended for their outstanding efforts in reaching those goals.

IV. Action Items

A. Consent Agenda

Chairman Schlaybaugh presented the following recommendations:

1. **Approval of the Minutes of the Meeting of June 4, 1998**

2. **Approval of the Minutes of the Closed Meeting of June 4, 1998**

3. **Approval of Degree Candidates List Dated June 26, 1998**

4. **Meadow Brook Subdivision Financing Guarantee**

5. **Recommendation to Accept Gifts and Grants to Oakland University and the Oakland University Foundation for the Periods of April 1 through April 30, 1998, May 1 through May 31, 1998, and June 1 through June 30, 1998**

Trustee David J. Doyle, seconded by Trustee David T. Fischer, moved approval of the consent agenda. The motion was unanimously approved by those present.

B. Approval of Honorary Degree for Mr. Howard Birndorf

President Russi stated that in accordance with Article IX of the Board of Trustees Bylaws, honorary degrees may be awarded by the Board of Trustees in recognition of distinguished accomplishment and service within the scope of the arts, letters, sciences, professions, and public service as recognized and supported by the university. In order to be eligible, the honoree must not be an officer, faculty member, or employee of the university. Oakland University has not awarded an honorary degree since 1986. Prior to conferring any degrees, the Board seeks recommendations in consultation with the university community through the Honorary Degree Screening Committee, the Senate Steering Committee, and the President.

President Russi noted that Mr. Howard Birndorf received a Bachelor of Science in Biology from Oakland University in 1971, and a Master of Science in Biochemistry from Wayne State University in 1974. He is a biotech entrepreneur who has been very successful in a blending of science and business, initiating seven new biotech firms, including everything from DNA fingerprinting to monoclonal antibody technology. Mr. Birndorf is currently Chairman, Chief Executive Officer, and Co-Founder of Nanogen, Inc., based in San Diego, California. President Russi recommended awarding an honorary degree to Mr. Birndorf.

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

RESOLVED, that the Board of Trustees authorizes the awarding of the honorary degree of Doctor of Science to Mr. Howard Birndorf.

Trustee Fisher, seconded by Trustee Doyle, moved approval of the recommendation. The motion was unanimously approved by those present. Chairman Schlaybaugh commented that he had an opportunity to meet Mr. Birndorf, who is a great representative for Oakland University. Chairman Schlaybaugh asked when the honorary degree will be conferred upon Mr. Birndorf, and President Russi replied that it will probably occur in September of 1999.

C. Approval of Revision of Official Enrollment Count Date

Ms. Susan M. Aldrich, Interim Vice President for Finance and Administration, stated that this item revises language in the Board policy on when the university actually counts enrollment for state reporting purposes. The revision is in response to the requirements of the Office of the Auditor General for consistency with the Department of Management and Budget guidelines. By linking the official enrollment count date to a set number of class meeting days, concerns about the impact of the timing of final registration, weekends, holidays, snow days, etc. are eliminated. The proposed language regarding extensions in late registrations and add periods allows the flexibility to schedule the official count at the end of the add period in special situations.

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

RESOLVED, that official enrollments are to be counted on the fifteenth class meeting day of each semester for the fall and winter terms and on the thirteenth class meeting day of each session for the spring and summer terms, excluding Saturdays. In those cases where special circumstances necessitate the extension of the registration and/or add periods beyond the normal count date, the count date may be similarly adjusted.

Trustee Dennis K. Pawley, seconded by Trustee Doyle, moved approval of the recommendation. The motion was unanimously approved by those present.

D. Authorization to Contract for Office Supplies

Ms. Aldrich stated that this item seeks Board approval to enter into a contract for the purchase of office supplies. The previous agreement for office supplies was authorized by the Board on August 31, 1992, and has expired. As a result, a new Request for Proposal (RFP) was issued to the major office suppliers in the

area, and Office Depot was the lowest bidder based on unit prices for a representative group of standard items specified in the RFP.

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

RESOLVED, that the Vice President for Finance and Administration be authorized to execute a four year (with a fifth year option) contract with Office Depot for provision and delivery of office supplies based on the unit prices quoted; and, be it further

RESOLVED, that the contract shall be reviewed by the Office of General Counsel prior to execution and shall conform to all university policies.

Trustee Doyle, seconded by Trustee Fischer, moved approval of the recommendation. Chairman Schlaybaugh questioned whether the fifth year option will be at the same unit price as the first four years of the contract, and Ms. Aldrich confirmed that it will be the same.

The motion was unanimously approved by those present.

E. University Personnel Actions

President Russi submitted the following university personnel actions for Board approval:

Reappointments (with Tenure)

Assistant Professors eligible for promotion to the rank of associate professor, effective August 15, 1998:

Sandra Alber	Human Development and Child Studies	Reemploy and Promote
Mukesh Bhargava	Marketing	Reemploy and Promote

Eugene B. Fliedner	Production & Operations Management	Remploy and Promote
Nathan F. Longan	Russian	Reemploy and Promote
Nivedita Mukherji	Economics	Reemploy and Promote
Seigo Nakao	Japanese	Reemploy and Promote
Cynthia J. Schellenbach	Psychology	Reemploy and Promote
Martha T. Zingo	Political Science	Reemploy and Promote

Associate Professor eligible for early reemployment with tenure, effective August 15, 1998:

Jane S. Goodman	Counseling	Reemploy

Associate Professor eligible for reemployment with tenure, effective August 15, 1998:

John O. Bello-Ogunu	Communication	Reemploy

<u>Reappointments (Probationary)</u> - Effective August 15, 1999, through August 14, 2001:

Assistant Professors eligible for reemployment to second, two-year probationary terms as assistant professor:

Rhonda Blackwell-Flanagan	Curriculum, Instruction and Leadership	Reemploy
Patrick Dessert	Electrical and Systems Engineering	Reemploy
Mary Eberly	Psychology	Reemploy

James T. Hansen	Counseling	Reemploy
Anna Kirova-Petrova	Human Development and Child Studies	Reemploy
Kerro Knox	Theatre	Reemploy
June E. Miller	Nursing	Reemploy
Christina L. Sieloff	Nursing	Reemploy
Mark Simon	Management	Reemploy
Mary Ann Weller	Medical Laboratory Sciences	Reemploy
Barbara Joyce Wiencek	Reading and Language Arts	Reemploy

Assistant Professors eligible for reemployment to final, two-year probationary terms as assistant professor:

James F. Cipielewski	Reading and Language Arts	Reemploy
William A. Hoerr	Curriculum, Instruction and Leadership	Reemploy
Mary Shannan McNair	Human Development and Child Studies	Reemploy
Frances I. Meuser	Spanish	Reemploy
Dale K. Nesbary	Political Science	Reemploy
Guohua Pan	Mathematical Sciences	Reemploy
Robert A. Wiggins	Curriculum, Instruction and Leadership	Reemploy
Yang Xia	Physics	Reemploy

Instructor eligible for reemployment to a second, two-year probationary term as assistant professor:

Paul Fu	Human Resource Development	Do Not Reemploy*

Special Instructor eligible for reemployment to a final, two-year probationary term as special instructor:

Sandra McClurg	Human Resource Development	Reemploy

New Appointments

Bhargava, Ambika, Assistant Professor of Education, effective August 15, 1998 ($40,000) (New appointment filling a vacant authorized position)

Cseh, Maria, Assistant Professor of Education, effective August 15, 1998 ($41,196) (New appointment filling a vacant authorized position)

Dentcheva, Darinka M., Assistant Professor of Mathematical Sciences, effective August 15, 1998 ($52,000) (New appointment filling a vacant authorized position)

Early, Margaret R., Assistant Professor of Nursing, effective August 15, 1998 ($48,000) (New appointment filling a vacant authorized position)

Greer, Bertie Marie, Assistant Professor of Education, effective August 15, 1998 ($48,000) (New appointment filling a vacant authorized position)

Kidger, David Michael, Instructor in Music, effective August 15, 1998 ($37,500) (New appointment filling a vacant authorized position)

Kridli, Suha, Assistant Professor of Nursing, effective January 1, 1999 ($48,000) (New appointment filling a vacant authorized position)

Maines, David R., Associate Professor of Sociology with tenure, effective August 15, 1998 ($55,000) (New appointment filling a vacant authorized position)

*Termination effective August 14, 1999

Mitchell, Michael A., Instructor in Music, effective August 15, 1998 ($37,500) (New appointment filling a vacant authorized position)

Oakley, Barbara, Assistant Professor of Engineering, effective August 15, 1998 ($58,000) (New appointment filling a vacant authorized position)

Orbuch, Terri L., Assistant Professor of Sociology, effective August 15, 1998 ($46,000) (New appointment filling a vacant authorized position)

Patterson, Shawn Virginia, Assistant Professor, University Library, effective August 15, 1998 ($40,000) (New appointment filling a vacant authorized position)

Roth, Bradley John, Associate Professor of Physics, effective August 15, 1998 ($53,000) (New appointment filling a vacant authorized position)

Savage, Arline A., Instructor in Accounting, effective August 15, 1998 ($75,000) (New appointment filling a vacant authorized position)

Thompson, Teresa, Assistant Professor of Nursing, effective August 15, 1998 ($52,000) (New appointment filling a vacant authorized position)

Travis, Dennis B., Assistant Professor of Education, effective August 15, 1998 ($41,774) (New appointment filling a vacant authorized position)

Administrative Appointments

Department Chairs - Effective August 15, 1998, through August 14, 2001 except where noted:

Department	Chair	Term
Computer Science and Engineering	Christian C. Wagner	Acting (one year)
Counseling	Luellen Ramey	3rd
Curriculum, Instruction and and Leadership	Eric J. Follo	2nd
Decision and Information Sciences	Kieran D. Mathieson	1^{st}

Economics	Anandi P. Sahu	Acting (one year)
Human Resource Development	Billie Joe Minor	2nd
Linguistics	Peter J. Binkert	4th
Music, Theatre and Dance	Carol E. Halsted	2nd

Emerita Appointment

Frankie, Suzanne O., Professor Emerita, University Library, effective September 4, 1998

Change of Status

David, Indra M., from Professor, University Library and Associate Dean, University Library, to Professor, University Library, Associate Dean, University Library, and Interim Dean, University Library, effective September 3, 1998 ($99,850)

Trustee Fischer, seconded by Trustee Louis Grech-Cumbo, moved approval of the university personnel actions. The motion was unanimously approved by those present.

1. Appointment of a Vice President for Finance and Administration and Treasurer to the Board of Trustees

President Russi stated that he is pleased to recommend the appointment of Ms. Lynne C. Schaefer to the position of Vice President for Finance and Administration and Treasurer to the Board of Trustees. He noted that Ms. Schaefer is currently the Assistant to the President, Special Projects at the Karmonas Cancer Institute. She has also served as Vice President of Administrative Services at Wayne State University, where she oversaw the administrative activities in the areas of human resources, facilities planning and management, labor relations, public safety, and business services; directed over 600 employees; managed the annual operating budget of $80,000,000 and the $200,000,000 capital improvement plan; and served as Director of the University Budget Office.

President Russi stated that a national search was conducted with 156 applications received. A pool of 12 top tier candidates were brought together with Ms. Schaefer ranked as number one by all parties involved in the search. Two candidates were brought to campus, and it is a consensus of the directors, deans, vice presidents, faculty, staff, and the president that Ms. Schaefer be recommended to serve in this capacity.

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

RESOLVED, that upon the recommendation of the President, the Board of Trustees appoints Ms. Lynne C. Schaefer to the position of Vice President for Finance and Administration and Treasurer to the Board of Trustees effective September 14, 1998, at an annual salary of $132,500 and in accordance with the terms and conditions of Ms. Schaefer's appointment which are set forth in the Agreement between Ms. Lynne C. Schaefer and Oakland University.

(A copy of the Agreement is filed in the Board of Trustees office.)

Trustee Doyle, seconded by Trustee Fischer, moved approval of the recommendation.

Chairman Schlaybaugh asked President Russi to outline the terms of the agreement between Ms. Schaefer and Oakland University. President Russi stated that it is the identical agreement as the one entered into with Mr. Paul Bissonnette (former Vice President for Finance and Administration) and the other executive officers of the university, with the exception of salary and relocation expenses. He added that the position is "at will."

There was a brief discussion regarding executive relocation expenses. Although the Board approved the relocation expenses for Ms. Schaefer, a request was made by Trustee Pawley to review the university's policy on that issue and consider adding a mileage requirement.

The motion was unanimously approved by those present.

2. Appointment of Interim Vice President for Academic Affairs and Provost and Interim Dean, College of Arts and Sciences

President Russi stated that with the recent vacancy in the position of Vice President for Academic Affairs and Provost, the appointment of an Interim Vice President for Academic Affairs and Provost is recommended to assume a number of the duties normally handled by that position. The

President recommended Dr. David J. Downing, Dean of the College of Arts and Sciences, for the position, and Dr. William A. Macauley, Associate Dean of the College of Arts and Sciences, for the position of Interim Dean of the College of Arts and Sciences.

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

WHEREAS, Dr. Russi wishes to appoint an Interim Vice President for Academic Affairs and Provost and an Interim Dean of the College of Arts and Sciences; now, therefore, be it

RESOLVED, that the Board of Trustees approve the appointment of Dr. David J. Downing as Interim Vice President for Academic Affairs and Provost effective September 1, 1998, with a monthly stipend of $1,500; and, be it further

RESOLVED, that Dr. Downing shall serve in the role of Interim Vice President for Academic Affairs and Provost at the pleasure of the President and the Board of Trustees; and, be it further

RESOLVED, that the Board of Trustees approve the appointment of Dr. William A. Macauley as Interim Dean of the College of Arts and Sciences, effective September 1, 1998, with a monthly stipend of $1,250; and, be it further

RESOLVED, that Dr. Macauley shall serve in the role of Interim Dean of the College of Arts and Sciences at the pleasure of the President and the Board of Trustees.

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

Chairman Schlaybaugh asked President Russi for the status of the search for this position. President Russi responded that proposals are being solicited from outside search firms for consulting purposes. A search committee is being created, in consultation with the Senate Steering Committee and other faculty groups, and the job description has been updated for posting.

F. Closed Session to Consider a Periodic Personnel Evaluation

Trustee Fischer, seconded by Trustee Grech-Cumbo, moved to recess into closed session to consider the periodic personnel evaluation of the President.

Ms. Gerrits stated that approval of a closed meeting is requested to consider a periodic personnel evaluation. Section 8 (a) of the Open Meetings Act (OMA) provides that a public body may meet in a closed session for this purpose. Section 7 of the OMA provides that a roll call vote of members elected or appointed and serving shall be required to call a closed session. Ms. Gerrits added that it is expected that the Board will return to open session. Ms. Gerrits conducted a roll call vote as follows:

David J. Doyle	Yes
David T. Fischer	Yes
Louis Grech-Cumbo	Yes
Dennis K. Pawley	Yes
Rex E. Schlaybaugh, Jr.	Yes

Ms. Gerrits stated that the motion carries.

Chairman Schlaybaugh asked Ms. Gerrits and Ms. Aldrich to join the Board in closed session. The Board recessed into closed session at 2:30 p.m., and reconvened into open session at 3:09 p.m.

Annual Salary Increase and Bonus for President

Chairman Schlaybaugh stated that pursuant to arrangements with President Russi, the Board of Trustees annually reviews his performance. He noted that the past year has been an extremely pleasurable and active year for the institution. Chairman Schlaybaugh extended the Board's sincere appreciation to President Russi for his loyal dedicated work and diligent efforts to make Oakland University a truly outstanding university. Chairman Schlaybaugh moved approval of the following recommendation:

> RESOLVED, that the Board of Trustees approves a 1998-99 salary adjustment for President Gary D. Russi effective July 1, 1998, consistent with the 3.2% pool increase approved for other members of Group I, Executives and Deans; and, be it further
>
> RESOLVED, that the Board of Trustees approves an additional one-time discretionary cash bonus of $20,000 for the President, but that this bonus shall not be considered as part of the President's base salary or considered in calculating any other employment benefits based on salary, including retirement contributions.

Trustee Pawley seconded the motion for approval of the recommendation. The motion was unanimously approved by those present.

G. Report of the Ad Hoc Nominating Committee and Selection of the Chairman and Vice Chairman of the Board of Trustees

Chairman Schlaybaugh stated that he had appointed Trustees Fischer and Sharp to serve on the Ad Hoc Nominating Committee for the Selection of the 1998-99 Chairman and Vice Chairman of the Board of Trustees. He called on Trustee Fischer to present that committee's report. Trustee Fischer reported that the committee wishes to nominate Trustee David J. Doyle as Chairman and Trustee Ann V. Nicholson as Vice Chairman for a one-year term. Trustee Fischer, seconded by Trustee Grech-Cumbo, moved approval of the recommendation. The motion was unanimously approved by those present.

Chairman Schlaybaugh commented that it has been a pleasure for him to chair the Board for the past two years and he thanked the university community for its continued support.

V. Reports

A. Report on Status of Enrollment

President Russi reported that the Oakland University First Time in Any College (FTIAC) student applied numbers for 1998 are over 3,900. He noted that the university continues to track on projection and expects to meet the fall targets.

B. Status Report on Incentive Programs

Chairman Schlaybaugh stated that this report was requested by the trustees for a better understanding of the way in which the university supports the off-campus incentive programs. He encouraged the Board to ask questions as part of the continuing review of this area of the university's operations.

Dr. Awbrey reported that incentive programs are complete degree programs that are delivered at a location other than the main campus to reach new markets of students. The programs are offered to the general public and targeted audiences. They offer the opportunity to experiment with new modes of educational delivery, such as interactive video courses, and with new time frames, such as intensive or weekend courses. Dr. Awbrey's power point presentation included incentive program guidelines, required budget elements, profit distribution matrix, examples of current programs, and benefits.

One guideline that Dr. Awbrey stressed is that a final report is produced annually showing the actual performance of the program against the projected budget. The report is due in August for the previous academic year ending June 30. The final report is reviewed by the Provost and the Budget Manager for Academic Affairs, and serves as the basis for the program profit distribution. Once reviewed and approved, the profit available for distribution is allocated at 25 percent to the General Fund and 75 percent split between Academic Affairs and the sponsoring unit. Dr. Awbrey stated that how well a program actually performs compared to performance predictions determines how much of the profit the unit will receive. If there is no profit, or the program actually loses money, a serious discussion ensues about whether the sponsoring unit expects the program to build and to become self-supporting. If the Provost is not convinced that the program will become self-supporting within one year, the program is terminated and the enrollments are closed. Dr. Awbrey added that in practice, if a program loses money, and the unit has other incentive programs that are profitable, funds from those programs will be taken to cover the loss. If the unit has no other incentive programs, it covers the loss from within the unit. To protect the on-campus programs, the President reserves the right to not allow the academic units to share in any incentive profit distribution if the university's regular fall winter FYES target is not achieved. (A copy of Dr. Awbrey's power point presentation is filed in the Board of Trustees office.)

Trustee Grech-Cumbo asked if the incentive programs are being measured to insure that the quality of education and the mission matches that offered on campus. Dr. Awbrey replied that the deans monitor this very closely so that the incentive programs succeed. Trustee Grech-Cumbo also asked if the programs are included in the university's auditing process, and Ms. Aldrich stated that some of the programs are slated for audit review this year. President Russi added that the incentive programs are audited through an operational audit within the Academic Affairs division and that in accordance with the guidelines a judgment is made whether the program is continued the following year.

Chairman Schlaybaugh stated that since 80 to 90 percent of the incentive programs are graduate programs, the university needs to make certain that there are no financial biases in incentives that deter the university from maintaining its mission on campus. He also asked why the program profits flow into the Vice President for Academic Affairs office instead of going back to the General Fund for the normal budgeting process. President Russi stated that the Vice President uses that money much like the deans do, to enrich programs, add support, and provide flexibility.

Trustee Grech-Cumbo requested an annual report on incentive programs to assist in giving general direction to the university and to show, for instance, how the programs tie into distance learning.

Chairman Schlaybaugh commented that he believed there must be further discussions on this topic to fully address the Board's fiduciary responsibilities for the incentive programs, particularly when monies of up to $3 million are involved.

The Board thanked Dr. Awbrey for her report.

C. Status Report on Administrative Computing Implementation and Technology Performance

Dr. William W. Connellan, Vice Provost, reported that last year the Board approved the Administrative Systems project, including the network and the Banner implementation, and that President Russi asked him to serve as project director while searching for a Vice Provost for Information Technology.

Dr. Connellan noted that Mr. Ronald Cigna was hired on July 1, 1998, to fill that position, and that he is prepared to update the Board on that project.

Mr. Cigna made a power point presentation on the campus network upgrade and Banner Administrative Suite implementation to include the project objectives, OUNet/Banner goals, student service improvement goals, and accomplishments to date. He noted that the project is on schedule and on target. (A copy of the power point presentation is filed in the Board of Trustees office.)

The Board thanked Mr. Cigna for his report.

D. Cost per Student and State Appropriations Reports

Prior to reporting on the cost per student and state appropriations, Ms. Aldrich updated the Board on the financing status of the Recreation and Athletic Center. She noted that with the project nearing completion, the swap income is running approximately $400,000 over what it would have been without the swap agreement. In addition, the cash flow draws are slower than anticipated creating higher interest earnings. Both items were needed to keep the project whole and on target. Ms. Aldrich invited the Board to the Recreation Center opening on September 9, 1998.

Ms. Aldrich made a power point presentation based on questions raised by the Board regarding costs per student for service provision by the university. She noted that the same question is being raised by trustees across the country. Recently a nationwide commission on that issue released a report that highlighted some of the distinctions between the costs to educate a student and the price, which includes tuition, fees, and housing. Ms. Aldrich reported on Oakland University's costs in the context of the nation and state. She noted that

Oakland ranked below the state and nation based on appropriations per FTE (FYES) and appropriations per FTE (FYES) as a percent of total revenue; ranked close to the state and above the nation based on tuition and fees per FTE (FYES); and ranked slightly above the nation and below the state based on total appropriations and tuition per FTE (FYES). Ms. Aldrich stated that for fiscal year 1996-97 Oakland University ranked twelfth out of 15 state universities for appropriation per FYES and eleventh for expenditures per FYES.

Chairman Schlaybaugh asked if the report could be provided to the Board based on percentages or the compound annual percentage increase for the last 10 years, and Ms. Aldrich replied that the balance of the presentation may address those percentages.

Ms. Aldrich stated that Oakland falls lower than the state, but a little higher than the nationwide average, in total appropriations and tuition and total expenditure per student. The cost of doing business tends to be slightly higher in Michigan than on average for the nation as a whole. In comparison with 15 sister Michigan institutions, appropriation and expenditures per FYES shows Oakland ranked at the lower end of the institutions. Ms. Aldrich added that in comparison with Grand Valley State University, Eastern Michigan University, and Western Michigan University, Oakland falls well below Western and slightly above the other universities.

Ms. Aldrich reported that in direct student expenditures (instruction, academic support, and student services) as a percent of total for fiscal year 1996-97, Oakland ranked third among Michigan universities at 67.18 percent; with 47.45 percent allocated for instruction. She also noted that there has been very little non-inflationary increase since 1986. (A copy of this power point presentation is filed in the Board of Trustees office.)

The Board questioned whether higher education benchmarks expenditures to FYES per school or department. Mr. Patrick C. Nicosia, Director of Budget and Financial Planning, responded that it varies both by discipline and by level. For example, a doctoral level in Engineering costs a lot more than one in English. Mr. Nicosia noted that the benchmark data is available from the State of Michigan. Ms. Laura A. Schartman, Director of Institutional Research and Assessment, added that the university started participating two or three years ago in a national study conducted by the University of Delaware, and that her department is working on creating such an analysis.

The Board thanked Ms. Aldrich for her report.

E. Report on Status of Student Apartment Project

Ms. Aldrich reported that in May of 1997, an information item on student apartment housing was presented to the University Affairs Advisory Committee. There was a general feeling at that time that the administration should proceed and explore this concept. A small committee was created, an RFP was developed, and a consultant was hired to conduct a market study and consider financial feasibility for the project. Ms. Aldrich stated that the motivation to develop student apartments would be for on-campus population growth and increased residence halls occupancy. It has been determined that there is a very strong market in the area for campus apartment-style housing and that the financials are very strong to support such a project. Ms. Aldrich reported that the administration will return to the Board for approval to proceed with the project with a fall 2000 target.

President Russi called on Dr. Mary Beth Snyder, Vice President for Student Affairs, to comment on the fall residence halls picture. Dr. Snyder stated that the university is currently 19 contracts ahead of the same contract period last year, for a total of 1,085 contracts out of a budgeted 1,080 contracts. Every room will be filled with 340 of them being offered as single rooms that were formerly double rooms.

The Board thanked Ms. Aldrich for her report.

VI. Other Items that May Come Before the Board

There were no other items to bring before the Board.

VII. Adjournment

Trustee Fischer, seconded by Trustee Pawley, moved adjournment of the meeting. The motion was unanimously approved by those present. The meeting adjourned at 4:05 p.m.

Submitted,

Susan Gerrits

Susan Gerrits
General Counsel and
Secretary to the Board of Trustees

Approved,

Rex E. Schlaybaugh, Jr.
Chairman