Minutes of the
Informal Meeting of the Board of Trustees in the Absence of a Quorum
Oakland University
January 23, 1980

The meeting was called to order by Interim President George T. Matthews at 7:35 p.m. in Lounge II of the Oakland Center.

Present: Chairman David Lewis, Trustees David Handleman, Richard Headlee and Arthur Saltzman

Absent: Trustees Ruth Adams, Marvin Katke, Alex Mair and Ken Morris

Mr. Matthews announced with deep regret that Mr. Meredith L. Nelson had passed away after a protracted illness. Mr. Meredith received an honorary degree from Oakland University in 1973 and was President of the Matilda R. Wilson Trust Fund. He was a friend of Oakland University since the institution's inception.

Mr. Lewis expressed the Board's deep sorrow to Mr. Meredith's family and moved that a resolution of tribute be prepared for adoption at the next meeting.

Mr. Headlee seconded the motion which was approved by all of the Trustees present.

Information Items

Mr. Matthews reported on the following campus activities:

Enrollment - The winter enrollment continues the upward progress set in the fall with approximately 10,821 registered students. If the trend continues in the spring enrollment, the university would have approximately 9,300 fiscal year equated students (FYES). The 1980-81 year could produce 9,500 FYES. Mr. Matthews stated that a descent is expected throughout the decade of the 80's due to the drop in the number of college age students. Special concern was expressed for the continued "erosion" of majors in the College of Arts and Sciences. While the movement of students into the professional and vocational areas is welcomed, it is essential that the decline in enrollments in "art through zoology" be stopped since this reduction has an impact on the whole institution.

Appropriations - Governor William G. Milliken recommended in his budget to the Legislature an extremely generous appropriation for institutions of higher education. The increase is approximately 8.4 percent higher than last year compared to an overall State budget increase of 5.6 percent. An 8.6 percent increase (approximately $1,700,000) was recommended for Oakland University. It was noted that due to budgetary constraints, the Legislature may reduce these recommendations. The increase for public colleges and universities ranged from a high of 9.5 percent for the University of Michigan at Ann Arbor to 6.8 percent for Wayne State University.

Grants - Grant activities remain very high. For the first six months of this fiscal year, grants totaled $1,914,711, an increase of $140,000 over the same period last year. Mr. Lewis Pino, Director of Research and Instructional Services, predicts the university will reach the $4 million mark this year. While some of this increase can be attributed to inflation, the effort of faculty is a very strong factor.

At this time, Mr. Matthews noted that the Board did not have a quorum present and therefore the meeting would proceed under the procedures adopted by the Board at its January 22, 1975 meeting. He commented that actions taken by the Board at meetings where a quorum is not present are instructive to the administration in that actions which are approved can be implemented. He commented that the Board actions are not binding, but do express the intent of the Board members present at the meeting. He noted that ratification of the items approved this evening is required at the next regularly scheduled Board meeting.

Approval of Minutes of November 28, 1979

Mr. Matthews requested approval of the minutes for the meeting of the Board of Trustees for November 28, 1979. Mr. Headlee offered a motion for approval of the minutes which was seconded by Mr. Saltzman. The motion was approved by all of the Trustees present.

Acceptance of Gifts and Grants

Mr. Matthews recommended acceptance of the following gifts and grants:

I. Gift in support of the Isaac Jones Scholarship:

Ray-Bledsoe, Ms. Wilma, Highland Park	$ 100.00

II. Gifts in support of the Warren Tope Memorial:

Miscellaneous Donors	35.00

III. Gifts in support of the Alumni Association:

Coopers & Lybrand Foundation, New York, New York (Matching Gift)	100.00
Miscellaneous Donors	50.00

IV. Gifts in support of the Athletic Department:

Albrecht, Mr. Al, West Bloomfield	375.00
Firestone Tire & Rubber Company, Akron, Ohio (Matching Gift)	500.00
Gebo, Mr. John, Bloomfield Hills	375.00
Henneghan, Mr. and Mrs. William, Warren	375.00
Knapp, Mr. Roger L., Rochester	375.00
Miscellaneous Donors	700.00
Sloan, Mr. David C., Troy	375.00

V. Gifts in support of the Chemistry Department - Restore Program:

Miscellaneous Donors	75.00

VI. Gifts in support of the Communication Arts Department:

Miscellaneous Donors	20.00

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

Miscellaneous Donors	25.00

VIII. Gifts in support of the Institute of Biological Sciences - The V. Everett Kinsey Memorial:

Cogan, Dr. David G., Bethesda, Maryland	100.00
Reddy, Dr. V. N., Bloomfield Hills	100.00

IX. Gifts in support of Meadow Brook Art Gallery - Picnic on the Grass VII:

Barron, Mr. S. Brooks, Southfield	$ 108.00
Bird, Mrs. Norman, Grosse Pointe Farms	180.00
Goldman, Mr. Martin R., Southfield	144.00
Handleman, Mr. and Mrs. David, Bloomfield Hills	144.00
Miscellaneous Donors	1,656.00
Rollins, Mr. and Mrs. Michael E., Grosse Pointe Farms	180.00

X. Gifts in support of Meadow Brook Hall:

Mirabito, Ms. Virginia W., Birmingham	100.00
Mitchell, Mr. William, Birmingham	100.00

XI. Gifts in support of Meadow Brook Hall - Paul Engstrom Tribute Fund:

JCB Corporation, Detroit	200.00
Miscellaneous Donors	50.00
Nobes, Mr. and Mrs. Norman E., Birmingham	100.00

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

Apex Broach & Machine Company, Detroit	200.00
Bates, Mr. and Mrs. John C., Jr., Birmingham	100.00
Bidwell, Mr. and Mrs. Joseph B., Troy	100.00
Boensch, Lawrence B., Company, Oxford	200.00
Borgeson, Mr. and Mrs. Donald R., Birmingham	100.00
Brown, Mr. and Mrs. Walter F., Birmingham	100.00
Cline, Mrs. Amelia V., Southfield	500.00
Crockett, Mr. and Mrs. C. V., Bloomfield Hills	100.00
Darnton, Mr. and Mrs. Thomas E., Bloomfield Hills	100.00
Eklund, Dr. and Mrs. Lowell, Bloomfield Hills	250.00
Fauber, Mr. and Mrs. Bernard M., Bloomfield Hills	500.00
Hansen, Mr. and Mrs. Donald L.R., Rochester	100.00
Heath, Mr. and Mrs. Larry E., Rochester	100.00
Karas, Mr. and Mrs. George, Rochester	150.00
Kehrl, Mr. and Mrs. Howard H., Bloomfield Hills	500.00
Kinsey, Mrs. V. Everett, Troy	200.00
Miscellaneous Donors	562.50
Williams, Mr. Richard E., Grosse Pointe	500.00

XIII. Gifts in support of Meadow Brook Hall - Patron's Party:

Allen, Mr. Douglas R., Detroit	$ 100.00
Arrow Overall Supply Company, Detroit	150.00
Barnhart, Mr. W. E., Birmingham	200.00
Beauchamp, Mr. C. E., Grosse Ile	100.00
Bentley, Mrs. Arvella D., Owosso	100.00
Blackmon, Mr. Albert W., Grand Blanc	100.00
Boensch, Lawrence B., Company, Oxford	300.00
Brown, Mr. Walter F., Birmingham	100.00
Brownell, Mr. and Mrs. John E., Troy	100.00
Carey, Mr. Walter F., Bloomfield Hills	200.00
Cody, Mr. Frederick K., St. Clair Shores	150.00
Craig, Mr. Garry, Rochester	250.00
Dawson, Dr. Howard A., Bloomfield Hills	100.00
Deer Lake Racquet Club, Clarkston	100.00
Delaney, Mr. and Mrs. William, Grand Blanc	100.00
Eaton Corporation, Southfield	150.00
Fabricated Materials, Inc., Bloomfield Hills	100.00
Fauber, Mr. and Mrs. B. M., Bloomfield Hills	150.00
Geist, Mr. Wood M., Detroit	150.00
General Electric, Detroit	400.00
Gornick, Mr. Alan L., Bloomfield Hills	350.00
Gustafson, Mr. and Mrs. Robert, Orchard Lake	100.00
Holmes, Mr. Richard, Orchard Lake	100.00
Hyslop, Mr. and Mrs. James R. Rochester	100.00
International Business Machines Corporation, Southfield	600.00
Judy, Mr. William E., Southfield	100.00
Kann, Mr. George D., Jr., Birmingham	100.00
Lerchen, Ms. Joan M., Bloomfield Hills	100.00
Liberty Tool & Engineering, Walled Lake	150.00
Livesay, Dr. Jackson E., Flint	150.00
Menke, Mr. Paul E., Waterford	100.00
Miscellaneous Donors	6,450.00
O'Donnell, Ms. Cindy D., Rochester	150.00
Osann, Mr. F., Jr., Birmingham	150.00
Padula, Mr. Robert M., Port Austin	100.00
Powerline Inc., Troy	100.00
Romanelli, Mrs. Paul, Bloomfield Hills	150.00
Rye, Mr. R. K., Warren	450.00
Schatten, Dr. Ivan, Detroit	125.00
Schneider, Mr. and Mrs. Germano, Pleasant Ridge	150.00
Snyder, Mr. Dale R., Rochester	100.00
Spring, Ms. Isabelle, West Bloomfield	125.00
Stange, Mr. H. J., Rochester	100.00
Sutton, Mr. Rodman, Flint	100.00

XIII. Gifts in support of Meadow Brook Hall - Patron's Party (Continued):

Truesdell, R. E., Company, Rochester	$ 150.00
Trumbull, Mrs. George T., Bloomfield Hills	100.00
Tweddle Litho Company, St. Clair Shores	150.00
VanGenechten, Mr. M. D., Roseville	200.00
Vorhes, Mr. James G., Birmingham	100.00
White, Jay, Sales & Engineering Inc., Bloomfield Hills	100.00
White, Mr. Larry C., Romeo	100.00
Wilson-Crissman Cadillac, Inc., Birmingham	200.00

XIV. Gifts in support of Meadow Brook Music Festival/ Meadow Brook Theatre:

Esse, Mr. and Mrs. Earl T., Bloomfield Hills	100.00
Miscellaneous Donors	125.00
Mosher, Mr. W. E., Jr., Birmingham	400.00

XV. Gifts in support of Meadow Brook Theatre:

Miscellaneous Donors	25.00

XVI. Gifts in support of the Music Department - Memorials for Jennifer Scott:

Miscellaneous Donors	396.00
Sullivan, William, & Son Funeral Home, Inc., Royal Oak	200.00

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

Baker Division, Reef-Baker Corporation, Marine City	1,000.00
Deloitte Haskins & Sells Foundation, New York, New York (Matching Gift)	500.00
Gerstenberg, Mr. and Mrs. R. C., Bloomfield Hills	600.00
Gossett, Ms. Elizabeth H., Birmingham	1,000.00
Hartmann, Mr. and Mrs. E. J., Birmingham	1,000.00
Howlett, Mr. James L., Bloomfield Hills	10,078.13*
Hubert Distributors, Inc., Pontiac	2,000.00
Kent, Mr. Bernard, Southfield	100.00
Levy, Edward C., Company, Detroit	1,000.00
Markwardt, Mr. and Mrs. M. W., Rochester	1,000.00
Mercier Corporation, Birmingham	1,000.00
Monks, Mr. and Mrs. Douglas E., Rochester	1,000.00
Mullen, Mr. and Mrs. William L., Bloomfield Hills	1,000.00

*Stock Contribution

XVII. Gifts in support of the O.U. Foundation - President's Club (Continued):

Pixley, Mr. and Mrs. Donald G., Rochester	$1,000.00
Poos, Mr. and Mrs. John A., Bloomfield Hills	1,000.00
Portnoy, Dr. Harold D., Bloomfield Hills	1,000.00
Rowston, Mr. and Mrs. Philip, Birmingham	1,000.00
Shelton, Mr. Clarence M., Rochester	900.00
Stange, Mr. and Mrs. H. J., Rochester	1,000.00
Stoops, Mr. and Mrs. John, Bloomfield Hills	1,000.00
Wagner, Mrs. Richard, Birmingham	1,000.00
Wallich, Mr. and Mrs. Edward F., Bloomfield Hills	1,000.00
Wood, Mr. Richard E., Rochester	1,000.00
Yntema, Mr. and Mrs. Theodore O., Bloomfield Hills	19,350.00*

XVIII. Gifts in support of Repolitik:

Miscellaneous Donors	173.41
U.S. Padding Corporation, Detroit	200.00

XIX. Gifts in support of the Slavic Folk Ensemble:

Miscellaneous Donors	220.00

XX. Gifts in support of the Tribute Fund - Memorials for Louis C. Goad:

Buesser, Mr. and Mrs. Anthony C., Bloomfield Hills	100.00
Gerstenberg, Mr. R. C., Bloomfield Hills	100.00
Johnson, Mr. and Mrs. Henry C., Bloomfield Hills	100.00
Miscellaneous Donors	795.00

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

Ford Motor Company - Ford Fund, Dearborn, under the direction of Dr. M. S. Ghausi of the School of Engineering, to be used as a supplement to the original award for the program entitled, "Ford Motor Company - Ford Fund." Period of Performance: December 1, 1978 to November 30, 1979.	50,000.00

*Stock Contribution

XXI. Grants in support of Departments, Staff, Schools and Colleges (Continued):

Michigan Council for the Arts, Detroit, under the direction of Mr. Robert Dearth of the Meadow Brook Performing Arts Corporation, to be used in support of the program entitled, "Operational Support/Meadow Brook Theatre and Meadow Brook Music Festival." Period of Performance: October 1, 1979 to September 30, 1980.	$95,550.00
Michigan Council for the Arts, Detroit, under the direction of Mr. Terence Kilburn of the Meadow Brook Theatre, to be used in support of the project entitled, "Arts Outreach." Period of Performance: October 1, 1979 to September 30, 1980.	121,940.00
Michigan, State of, Department of Transportation, Lansing, under the direction of Dr. Richard Stamps of the Sociology/Anthropology Department, to be used in support of the program entitled, "Survey M-53." Period of Performance: July 1, 1979 to January 1, 1980.	59,311.00
National Institutes of Health, Bethesda, Maryland, under the direction of Dr. Virinder K. Moudgil of the Department of Biological Science, to be used in support of the program entitled, "Interaction of Nucleotides and Steroid Receptors." Period of Performance: December 1, 1979 to November 30, 1980.	30,771.00
National Institutes of Health, Bethesda, Maryland, under the direction of Dr. Virinder K. Moudgil of the Department of Biological Science, to be used for indirect cost related to the program entitled, "Interaction of Nucleotides and Steroid Receptors." Period of Performance: December 1, 1979 to November 30, 1980.	11,684.00
National Institutes of Health, Bethesda, Maryland, under the direction of Dr. Venkat Reddy of the Institute of Biological Sciences, to be used for indirect cost related to the program entitled, "Intraocular Fluid Dynamics." Period of Performance: September 1, 1979 to August 31, 1980.	1,623.00

XXI. Grants in support of Departments, Staff, Schools and Colleges (Continued):

Oakland, County of, Pontiac, under the direction of Dr. Harvey Hohauser of the Urban Affairs Department, to be used in support of the program entitled, "C.E.T.A. Student Internship." Period of Performance: October 1, 1979 to September 30, 1980.	$190,000.00
U.S. Navy, Office of Naval Research, Arlington, Virginia, under the direction of Dr. A. J. Durelli of the School of Engineering, to be used as a supplement to the original award for the program entitled, "Development and Application of Methods of Experimental Mechanics." Period of Performance: December 1, 1978 to November 30, 1980.	28,200.00
Wayne State University, Detroit, under the direction of Mr. G. Don Stevens of the Continuing Education Department, to be used in support of the program entitled, "Oakland University Minorities/Women Training Budget." Period of Performance: October 1, 1979 to September 30, 1980.	32,000.00
XXII. A gift to the Athletic Department of six enlarged color photos, mounted and framed, of golf course scenes, from the Reverend C. George Widdifield, West Bloomfield. Appraised value:	343.00
Total Gifts and Grants	$700,289.04

REPORT ON STOCK TRANSACTIONS

	Value Date of Gift	Sale Price	Comm. & Taxes	Net Proceeds
Mr. James L. Howlett Energy Reserves Group, Inc. 1250 Shares				
Date of Gift 12/04/79	$10,078.13			
Date of Sale 12/04/79		$10,078.13	$258.29	$ 9,819.84
Mr. and Mrs. Theodore O. Yntema Mission Insurance Group, Inc. 600 Shares				
Date of Gift 11/28/79	$19,350.00			
Date of Sale 11/28/79		$19,350.00	$309.65	$19,040.35

It was moved by Mr. Handleman and seconded by Mr. Saltzman that the gifts and grants be accepted with appreciation. The motion was approved by all of the Trustees present.

Approval of Personnel Actions

Mr. Matthews presented the following personnel actions for the Board's approval:

Appointments

Beck, Ronald R., Adjunct Assistant Professor of Engineering, effective January 1, 1980, through December 31, 1981

Wileden, Paul M., Adjunct Professor of Political Science, effective January 1, 1980, through August 14, 1981

Changes of Status

Eberwein, Robert T., from Associate Professor of English to Associate Professor of English and Acting Chair, Department of English, effective January 3, 1980 through April 24, 1980

Harmon, Kenneth M., from Professor of Chemistry to Professor of Chemistry and Acting Chair, Department of Chemistry, effective January 3, 1980 through April 24, 1980

Leave of Absence

Hunter, R. Douglas, Associate Professor of Biological Sciences, sabbatical leave from August 15, 1980 through December 16, 1980

Recommendations from Employment Relations Department

Academic Affairs

Financial Aid Department
Establish budget position #300524, Financial Aids Officer, salary grade AP-IV.

Source of funds: An increase in the general fund budget allocation as supported by student tuition and the State appropriation.

Department of Mathematical Sciences

Establish budget position #400505, Clerk-Typist, salary grade C-3.

Source of funds: An increase in the general fund budget allocation as supported by student tuition and the State appropriation.

Psychology Department

Establish budget position #400506, Clerk II, salary grade C-4.

Source of funds: An increase in the general fund budget allocation as supported by student tuition and the State appropriation.

Mr. Headlee moved that the recommendations be approved. Mr. Handleman seconded the motion which was approved by all of the Trustees present.

Mr. Matthews called upon Mr. Frederick W. Obear, Provost and Vice President for Academic Affairs, for his comments on the recommendations on faculty personnel.

Mr. Obear noted that the 1979-82 Faculty Agreement requires that specific categories of faculty reemployment actions be taken prior to January 30 so that written notification may be sent by the dean to each individual. The recommendations under consideration were initiated by deans or department chairpersons following discussions among appropriate academic unit faculty members. The recommendations were also reviewed by the college or school committees on appointment and promotion and by the Provost's Personnel Committee. The contract also provides an option for seeking advice from the Faculty Reemployment and Promotion Committee. Mr. Obear noted that a sizable body of evidence was gathered and considered on the performance and promise of each faculty member eligible for appointment review. The departmental, college and school committees, the deans, as well as Mr. Obear carefully considered the role of each person as a teacher, scholar and colleague. In each case the recommendation represents an effort to strengthen the faculty and insure the present and future well-being of the university. The proposed recommendations were also discussed with the Board's Personnel Policy Committtee. As a result of these reviews, Mr. Obear then recommended for approval the following personnel actions in accordance with the tenure review process:

Assistant Professors to be employed in rank for final two-year terms, effective August 15, 1980:

<u>Arts and Sciences</u>

Mary H. Delton Chemistry

<u>Economics and Management</u>

Frederic B. Shipley, II

Mr. Saltzman moved that the recommendations be approved. Mr. Headlee seconded the motion which was approved by all members present.

<u>Status of the Oakland University Police Officers Association Employment Contract</u>

Mr. Matthews requested that Ms. Wilma Ray-Bledsoe, Assistant to the President and Director of Urban Affairs, report on the status of the Police Officers Association employment contract.

Ms. Ray-Bledsoe noted that the university reached tentative agreement with the Police Officers Association on December 6, 1979, but on January 8, 1980 by a vote of 5 to 4 the contact was not ratified by the officers. Ms. Ray-Bledsoe stated that her office was prepared to resume bargaining.

<u>Report from the Audit and Finance Committee</u>

Mr. Matthews called upon Mr. Robert W. Swanson, Vice President for Business Affairs, to report on the Audit and Finance Committee meeting.

Mr. Swanson stated that in the absence of Trustees Marvin Katke and Ken Morris, who comprise the Audit and Finance Committee, he was pleased to bring to the Board's attention the action taken at the committee meeting on December 19, 1979. The audit reports and management letter were presented and reviewed with Ernst & Whinney, independent auditors serving for the year ended June 30, 1979. Trustees Katke and Morris had an opportunity to review these materials with the university Business Office staff and with the representatives of Ernst & Whinney who were responsible for conducting this audit. Messrs. John Haga and Thomas Burton of Ernst & Whinney, in addition to Mr. Robert McGarry, university Controller, Mr. Richard Light, Assistant Vice President for Business Affairs, and Mr. Thomas Evans, Senior Internal Auditor, were in attendance at the meeting to review the financial statements and to answer questions. Mr. Swanson stated that the Audit and Finance Committee report included in the Board agenda materials was as follows:

"January 9, 1980

"TO: Members of the Board of Trustees

Mrs. Ruth H. Adams, Mr. David Handleman,
Mr. Richard H. Headlee, Mr. David B. Lewis,
Mr. Alex C. Mair, Mr. Arthur W. Saltzman

"FROM: Mr. Marvin L. Katke, Trustee
Mr. Ken Morris, Trustee

"SUBJECT: Report of the Audit and Finance Committee of the Board of its Meeting of December 19, 1979.

"The Audit and Finance Committee of the Board of Trustees (Trustees Katke and Morris) met on December 19, 1979 with Interim President Matthews, Vice Presidents De Carlo and Swanson, members of the Business Office staff and with representatives of Ernst & Whinney.

"The following items were given consideration and are to be included in the agenda of the January meeting of the Board of Trustees.

1. Review of the audit reports and management letter prepared by Ernst & Whinney for the year ended June 30, 1979:

   a. Audited Financial Statements and Other Financial Information-Oakland University.

   b. Audited Financial Statements and Other Financial Information-Residences and Other Facilities with Pledged Income - Oakland University.

   c. Audited Financial Statements - Oakland University Foundation.

   d. Management Letter of November 20, 1979, from Ernst & Whinney to Audit Committee, together with Oakland University response.

"The reports and management letter were reviewed with representatives of Ernst & Whinney and with members of the university Business Office. The independent auditors described the financial affairs of the university to be in good order and that there were no serious problems or areas of concern discovered in the course of their audit review.

"It is the recommendation of the Audit and Finance Committee that the Board of Trustees accept the audited financial statements and the management letter prepared by Ernst & Whinney for the year ended June 30, 1979 together with the university's response to the recommendations contained in the management letter.

2. Request for supplemental expenditure authorization.

   Interim President Matthews reviewed with the committee the priority needs of the university which are at this time without funding source. The total of needs reviewed is $1,118,000 and Interim President Matthews recommended that only the needs as described in Schedule 1 totaling $351,362 be approved at this time. It was felt that the uncertainties over State funding levels for 1980-81 make it unwise to commit additional resources at this time.

   It is the recommendation of the Audit and Finance Committee that the Board of Trustees approve the request for supplemental expenditure authorization totaling $351,362. The funding source will be the investment income account in the Designated Fund.

3. Request for approval of resolution authorizing the establishment of a bank account with the Michigan National Bank-Oakland.

   Vice President Swanson described the need and advisability for establishing a bank account as a depository separate from the bank on which university accounts payable checks are written.

   It is the recommendation of the Audit and Finance Committee that the Board of Trustees approve the resolution authorizing the establishment of a bank account with the Michigan National Bank-Oakland.

4. Proposed timetable for Board of Trustees review of the 1981-82 Budget Request document prior to submission to the Department of Management and Budget, Executive Office of the Governor.

   At the November 28, 1979 meeting of the Board of Trustees the Board gave its approval to the 1980-81 operating budget request which had been submitted to the Department of Management and Budget on November 1 conditional on subsequent approval by the Board. Following that meeting, and at the request of the Board, the Budget Office developed a timetable for the review of the 1981-82 Budget Request document by the Audit and Finance Committee and by the Board of Trustees prior to submission to the Department of Management and Budget.

   The proposed timetable was accepted by the Audit and Finance Committee and the administration was directed to inform the Board of its development."

Mr. Lewis asked if the Audit and Finance Committee reviewed the audited financial statements, the management letter and the university response and recommended acceptance of these items.

Mr. Swanson replied that was correct. He added that as was the custom Trustees Katke and Morris met privately with the representatives from the audit firm. Mr. Swanson then introduced Mr. John Haga, a partner in the Ernst & Whinney accounting firm.

Mr. Haga noted that his company had completed the audit and met independently with the Audit and Finance Committee to review the management letter. He stated no material weaknesses had been found in the internal audit. He assured the Board that if there had been any reservations, he would have brought them to the attention of the Audit and Finance Committee and to the Board.

Mr. Headlee inquired about the report of the loan that had been made to a student who previously had a loan in default. He asked if this problem was corrected.

Mr. Haga stated that this action was a very unusual circumstance. He added that the problem was noted and discussed at length at the Audit and Finance Committee meeting. Procedures to resolve this problem were under consideration.

Mr. Headlee then moved that the Board approve the following recommendations which had been submitted by the Audit and Finance Committee:

RESOLVED, That the Board of Trustees approve the university request for supplemental expenditure authorization totaling $351,362 as follows:

Identification	Amount	Total
ACADEMIC AFFAIRS		
a. Instructional Equipment Fund		
Final installment of a three year commitment made by President D. D. O'Dowd in the fall of 1977 to provide $100,000 per year for three years; 1979-80 amount is the final commitment.	$100,000	
b. Matching Funds		
Incremental CAUSE grant matching for year two, 1979-80	27,862	
Grant matching research funds for School of Engineering	15,000	
c. Administrative Allocations		
Funds for acting deanship in School of Human and Educational Services	16,400	
Secondary Education Management in Arts and Sciences		

The university has been instructed by the education accreditation association to correct managerial deficiencies in secondary teacher-education programs in the College of Arts and Sciences. We propose to assign a faculty member to the management of this program,

Identification	Amount	Total
requiring released time. The cost is $10,000 per year of which $10,000 is being requested for the remainder of the 1979-80 year.	$ 10,000	
Accreditation Costs	6,000	
d. Library		
Library Acquisitions for new program	21,600	
Replacement for library acquisitions from gift funds	18,400	
e. Performing Arts		
Varner Recital Hall, track and curtain system	3,000	
Studio Theatre, additional seating	3,600	
Studio Theatre, track and curtain system	3,000	
f. Office of Institutional Research		
Terminal facility for OIR	2,500	
Microfilm Reader (printer for OIR)	11,000	
Total - Academic Affairs		$238,362
PHYSICAL PLANT SERVICES		
a. Elevator for handicapped in Oakland Center	30,000	
b. Repair project, Hannah Hall	15,000	
c. Accoustical treatment, 190 Hannah Hall	5,000	

Identification	Amount	Total
d. Renovation of 363 and 425 Dodge Hall	$ 8,000	
e. Siliconing Varner, Dodge, and Hannah Halls	20,000	
f. Repair heating systems in the Child Care Center		
The underground pipes leading from boiler (new last year) to three buidlings at the center have disintegrated. In order to assure completion of repairs and new installation by January 1, 1980, the interim president authorized the use of emergency procedures committing the funds needed.	15,000	
Total - Physical Plant		$ 93,000
COMPUTER CENTER		
a. Additional Computer terminals	20,000	
Total - Computer Center		20,000
TOTAL REQUEST		$351,362

RESOLVED, That the Board of Trustees accept the audited financial statements, audit reports and management letter, with the accompanying university response, for the year ended June 30, 1979.

RESOLVED, That the Board of Trustees adopt the following resolution:

1. That the Michigan National Bank-Oakland, Southfield, Michigan (hereinafter referred to as the bank) be and it hereby is designated as a depository of the university, and that the bank be and it hereby is authorized to accept in accordance with the rules and regulations of the bank for credit to the account of the university and/or for

collections, any and all checks, drafts, and other negotiable instruments when endorsed in the name of the university, in writing, by rubber stamp, or otherwise, with or without a designation of the party making such endorsement.

2. That any and all funds standing to the credit of the university with the bank in said account or accounts may be paid out or withdrawn upon checks, drafts, orders or other instruments for the payment of money, when signed in the name of the university by Robert W. Swanson, Treasurer, whose signature shall be duly certified to the bank, and the bank hereby is authorized to honor and pay any and all checks, drafts, and orders so signed, without inquiry as to the circumstances of issue or the disposition of the proceeds thereof, whether drawn to the individual order, or tendered in payment of individual obligations, or for deposit to the individual account, of the officer above named or other officers of the university, or otherwise.

3. That these resolutions and the authority hereby conferred shall remain in full force and effect until notice to the contrary in writing shall be received by the bank and that the Secretary of the Board of Trustees of Oakland University is directed and authorized hereby to certify these resolutions to the bank under the seal of the university, or without such seal, and with like effect in either case.

RESOLVED, That the Board of Trustees accept the Audit and Finance Committee's proposed timetable for the preparation of the university budget as set forth below:

<u>June 15, 1980</u>

Letter from President to Divisional Officers requesting Preliminary Program Revision Requests (PRRs).

<u>August 1, 1980</u>

Preliminary PRRs due Budget Office from Divisions (late responses cannot be tolerated).

August 4, 1980

Preliminary Budget package from Budget Office to President and Vice President for Business Affairs.

1. Outline of requirements and concerns.

2. Summary of Preliminary PRRs.

3. Copies of Preliminary PRRs.

August 11, 1980 (Approximately)

Meeting of President, Vice President for Business Affairs, Budget Director, and any other appropriate officers, to develop Preliminary Budget Request.

1. Percentage request for compensation and inflation.

2. PRRs to be developed.

3. Other requests or guidelines.

4. Total amount of request.

August 18, 1980 (Approximately)

Meet with Audit and Finance Committee of the Board of Trustees to review Preliminary Budget Request.

August 19, 1980 (Approximately)

Inform Divisions of Preliminary PRRs to be developed into PRRs.

September 15, 1980

Fully developed PRRs with all supporting material due Budget Office from Divisions.

October 1, 1980*

Preliminary Program Crosswalk transmitted to Department of Management and Budget (DMB).

*Exact due dates will be established by the DMB.

One Week Prior to October, 1980 Board of Trustees Meeting**

Program Summary Statement (narrative) and Summary Financial Schedules transmitted to Board of Trustees.

October 17, 1980*

1979-80 Actual Data and Cost Study transmitted to DMB.

October, 1980 Board Meeting**

Board of Trustees acts on operating Budget Request.

October 31, 1980*

Transmit to DMB:

1. 1980-81 Budget Data

2. 1981-82 Request Data

3. Crosswalk and Financial Reconciliation

February 1, 1981*

Transmit 1980-81 Full-Time Faculty Data to DMB.

Mr. Handleman seconded the motion.

Professor Robert M. Williamson asked if the supplemental expenditure item was for next year.

Mr. Matthews replied that the supplemental expenditure request was for this current year.

Mr. Obear added that these were "one-time" expenditure items.

Mr. Lewis inquired if the State of Michigan Manual is the standard generally accepted throughout the United States for auditing records of institutions of higher learning.

Mr. Haga replied that the manual was accepted as the standard accounting procedure.

*Exact due dates will be established by the DMB.
**Exact date not yet established.

Mr. Lewis inquired about the fact that depreciation for physical facilities was not reflected in the report. He inquired if the recognition of the utilization of physical plant properties would not provide a more accurate accounting report.

Mr. Haga commented that this practice of not showing depreciation of physical plant properties is common among institutions of higher education and is at variance with the private sector such as a manufacturing plant. The rationale for this practice is that the properties are not indicative of the cost of education and such facilities are funded through the State.

The motion to approve the above recommendations of the Audit and Finance Committee was approved by all of the Trustees present.

<u>Affirmation of the University's Support of an Educational Outreach Project under Consideration by the W. K. Kellogg Foundation</u>

Mr. Matthews called upon Ms. Audrey I. Marriner, Director, Conference Department, Continuing Education, to comment on the recommendation which would be presented to the Board.

Ms. Marriner stated that the W. K. Kellogg Foundation has responded positively to a prospectus for a 26-month pilot demonstration project, "Michigan 'Meet-Me' Teleconferencing for Adult and Continuing Education," but has denied funding at this time on the basis that the "central administration of the university is in transition." The university would be the organizational, administrative, and fiscal entity for the project which would provide an interactive system to deliver credit and noncredit programming to up to 20 geographic locations in Michigan simultaneously. The Foundation has indicated it might reconsider its position if it had assurance that the project would have full administrative support during the demonstration period and afterwards when the system should be self-supported by usage fees paid by program sponsors.

Mr. Headlee moved that the following resolution be approved:

RESOLUTION BY THE OAKLAND UNIVERSITY BOARD OF TRUSTEES AFFIRMING THE UNIVERSITY'S SUPPORT OF AN EDUCATIONAL OUTREACH PROJECT UNDER CONSIDERATION BY THE W. K. KELLOGG FOUNDATION

WHEREAS, Oakland University has assumed the lead role in the attempt to establish an energy conserving educational teleconferencing system to serve citizens and communities in Michigan, and

WHEREAS, the university was one of 13 sites in North America for the first 'Meet-Me' Seminar on Instructional Teleconferencing from the University of Wisconsin Extension for educators to learn about interactive teleconferencing as a delivery system for credit and noncredit programming, and

WHEREAS, the Division of Continuing Education has been the catalyst in bringing the instructional, community and human service potential of 'Meet-Me' to the attention of personnel at educational institutions and State agencies, and

WHEREAS, the proposed statewide project will link learners with many providers of education and training resources by using recent advances in interactive telephone technology, and

WHEREAS, individuals, groups, and communities will be able to relay their education and training requests to the university as the administrative, coordination and fiscal entity for the project; it is therefore

RESOLVED, That the Board of Trustees of Oakland University and the Interim President affirm their support for the pilot demonstration project, "Michigan 'Meet-Me' Teleconferencing for Adult and Continuing Education," which is being considered for funding by the W. K. Kellogg Foundation.

Mr. Saltzman seconded the motion which was approved by all of the Trustees present.

Mr. Saltzman observed that this was a very fine project and he hoped that funding would be received. He said that as the project develops, he would like to learn more about the program. He added that congratulations were in order to the staff for researching and proposing the project.

Ms. Marriner answered that there would be a report.

Report on Status of Married Student Housing Project

Mr. Matthews stated that the original bids on the Married Student Housing project were considerably higher than the budgeted cost of $2,200,000. The university administration was directed by the Board to work with the architect and reduce costs while still preserving the overall aesthetics of the project. Mr. Matthews said he felt the administration met this mandate and that the principal architectural and structural differences are that the exterior brick has been changed to cedar siding; the arched windows have been replaced by standard windows; the outside concrete storage units have been eliminated and the heating line connection with the central heating plant was eliminated by placing individual heating units in each apartment. Mr. Matthews said he hoped these changes would bring the cost down to the stipulated limit since this project was "sorely needed" to serve married students. Mr. Matthews added that bid requests will be received on February 7, 1980. A report will be made to the Board at the February 20 meeting.

Mr. Matthews then displayed some sketches showing the proposed changes.

Resolution of Tribute to Mary Sue Rogers

Mr. Matthews noted that at the November 28, 1979 meeting of the Oakland University Board of Trustees Mr. Richard Headlee requested a resolution in honor of Mary Sue Rogers for her service as President of the University Congress. Mr. Matthews requested adoption of the resolution set forth below which was prepared by Mr. Jack Wilson, Dean, Student Life, and Ms. Rosalind Andreas, Director, Campus Information Programs:

A RESOLUTION OF TRIBUTE TO
MARY SUE ROGERS

WHEREAS Ms. Mary Sue Rogers entered Oakland University in the fall of 1976 as an Anibal Burgum Scholar from Traverse City Senior High School; and

WHEREAS Ms. Rogers, in addition to maintaining high scholarship, has performed an active role in four years as a student leader, including serving as a member of the University Senate, The Oakland Sail Board of Directors, the Area Hall Council, University Transportation Committee, the Student Leadership Retreat Planning Committees, and the Clinton Valley Explorer's Post-Career Development Program; and

WHEREAS Ms. Rogers, as a University Congress member, Executive Assistant to the University Congress President, and President of the Congress for 1979, has led the student government to support annual student leadership retreats, and the student body to approve funding for library reference materials, student performing arts, and student media in order to improve the quality of campus life; and

WHEREAS Ms. Rogers, as University Congress President, has brought about a greater degree of accountability in student government and has increased the stature of that body in the Oakland University community so that more students are now seeking to serve on that body; therefore be it

RESOLVED, That the Board of Trustees expresses its appreciation to Ms. Rogers for the dedication she displayed in her role as President of the University Congress and for her careful preparation in the presentation of student issues and concerns to the Board of Trustees; and be it further

RESOLVED, That the Board commends Ms. Rogers for the quality of her leadership and scholarship.

Mr. Headlee stated that it was a very appropriate resolution and moved that it be adopted. Mr. Lewis seconded the motion "with enthusiasm."

The resolution was approved by all of the Trustees present.

The meeting was adjourned at 8:15 p.m.

Approved,

John De Carlo, Secretary
Board of Trustees

David B. Lewis, Chairman
Board of Trustees

Date ____________________