

Minutes of the Meeting
of the
Oakland University
Board of Trustees
March 30, 1974

The meeting was called to order by President O'Dowd at 3 p.m. in Lounge II of the Oakland Center.

Present: Trustees Adams, Carr, Katke, Saltzman and Schwartz.

Approval of Minutes of February 27, 1974

On a motion by Mr. Carr, seconded by Mr. Katke, the minutes of the meeting of February 27, 1974 were approved.

Approval of Personnel Actions

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

Appointments

Grossman, Jerrold Wayne, full-time 10-month Assistant Professor of Mathematics, effective August 15, 1974

Jackson, George A., part-time 10-month Adjunct Assistant Professor of Learning Skills, effective August 15, 1974, through August 14, 1976

Changes of Status

Farr, Paul, from Supervisor of Academic Services, Computer Services to Manager of Information Center, Computer Services effective April 1, 1974 with a change in salary

Schillace, Ralph J., from Associate Professor of Psychology to Associate Professor of Psychology and Assistant Dean of Spring & Summer Sessions, effective May 1, 1974

Leaves of Absence

Appleton, Sheldon Lee, Professor of Political Science, sabbatical leave effective January 2, 1975, through April 22, 1975, with full pay

Brown, Maurice F., Professor of English, sabbatical leave effective August 29, 1974, through December 18, 1974, with full pay

Cherno, Melvin, Professor of History and Chairman of the Department of History, sabbatical leave effective August 29, 1974, through December 18, 1974, with full pay

Dykes, De Witt S., Associate Professor of History, sabbatical leave effective August 29, 1974, through December 18, 1974, with half pay

Heubel, Edward J., Professor of Political Science and Chairman of the Department of Political Science, sabbatical leave effective January 2, 1975, through April 22, 1975, with full pay

Hoyle, James F., Associate Professor of English, sabbatical leave effective August 29, 1974, through December 18, 1974, with full pay

Kotynek, Roy A., Assistant Professor of History, sabbatical leave effective August 29, 1974, through December 18, 1974, with full pay

Pogany, Ann M., Assistant Professor of the Library, maternity and child care leave effective August 15, 1974, through August 14, 1975, with no pay

Rue, John E., Professor of Political Science, sabbatical leave effective August 29, 1974, through December 18, 1974, with full pay

Smith, Harvey A., Professor of Mathematics, sabbatical leave effective August 29, 1974, through December 18, 1974, with full pay

Resignations

Conrad, Richard, Special Instructor in Music, effective August 14, 1974

Morris, William D., Instructor in Political Science, effective August 14, 1974

Orton, Marion, Assistant Professor of Mathematics, effective August 14, 1974

Terminations

Cron, William R., Assistant Professor of Economics and Management, effective August 14, 1974

Fairbanks, Douglas C., Assistant Professor of Education, effective August 14, 1974

Govila, Ratan K., Assistant Professor of Engineering, effective August 14, 1974

Huner, John B., Instructor in Anthropology, effective August 14, 1974

Olofson, Harold, Instructor in Anthropology, effective August 14, 1974

Weitzenfeld, Julian, Instructor in Philosophy, effective August 14, 1974

Williams, Calvin, Jr., Instructor in Education, effective August 14, 1974

Employment Relations Recommendations

Employment Relations Department

Reclassify position #303, Personnel Clerk, S-13, to Employment Interviewer, S-16. This reclassification results from a reorganization of the functions of the department.

Student Life

Establish position #5, Director of Student Organizations and Activities, AP-7, to direct the three functional activities of advising student organizations, programming cultural campus events and organizing concerts and lectures.

Establish position #12, Assistant for Concert and Lecture Programs, AP-3, in the Office of Student Organizations and Activities, to be responsible for designing and implementing a major university concert and lecture program.

Establish position #305, Departmental Secretary, S-13, to provide secretarial services to the Director of Student Organizations and Activities and the subordinate staff.

President O'Dowd requested that the Board review another personnel matter involving the Tenure and Appointment Policy Committee decision regarding Professor Madison B. Cole, Jr. Professor Cole has alleged procedural irregularities regarding the decision on his nonreappointment. President O'Dowd stated that the Tenure and Appointment Policy Committee, the Provost, and his office have reviewed this matter and the decision for nonreappointment has been reaffirmed. He called upon Mr. Obear to give a brief explanation of the issues.

Mr. Obear explained that the faculty member began his initial appointment on August 15, 1968 with a six-month leave of absence. In making their unanimous decision, the Tenure and Appointment Policy Committee agreed that because the six-month leave was granted simultaneously with the initial appointment and all subsequent appointments for this individual had an August 15 starting date, which the faculty member accepted throughout the period, he had in fact agreed that the first six months were a part of the initial two year appointment. Therefore, the faculty member should not be entitled to a six-month extension beyond the August 14 date.

A second question involved the procedure for notification. The faculty member was notified by the dean of the college regarding his nonreappointment. According to tenure rules, notification should come from the department chairman unless provision to the contrary is designated. In the initial appointment letter, the faculty member was informed that notification would come from the dean rather than the department chairman. The Tenure and Appointment Policy Committee agreed that the intent of this section of the rules is to allow early notification to the faculty member and that this had been accomplished.

President O'Dowd stated that he concurred in Mr. Obear's recommendations and those of the Tenure and Appointment Policy Committee that no exception should be made in Professor Cole's case.

Mr. Carr inquired if the Tenure Committee had ascertained that the rights of the faculty member had not been violated. Mr. Obear responded affirmatively.

It was moved by Mr. Carr, seconded by Mrs. Adams, that all of the personnel actions and the decision of the Tenure and Appointment Policy Committee be approved. Motion carried.

Acceptance of Gifts and Grants to the University

President O'Dowd recommended acceptance of the following gifts and grants:

I. Grant in support of the General Scholarship Fund:	
Grekin, Mrs. Molly, Southfield	\$ 500.00
II. Grants in support of Friends of Teruko Yamasaki Fund:	
Borus, Mr. and Mrs. Edward T., Mt. Clemens	25.00
Charnov, Dr. and Mrs. Arthur, Bloomfield Hills	25.00
DiChiera, Ms. Karen V., Bloomfield Hills	50.00
Varani, Mr. Flavio, Rochester	25.00
III. Grant in support of the Lathrup Village Women's Club Loan Fund:	
Lathrup Women's Club, Lathrup Village	50.00
IV. Grants in support of the Alumni Fund:	
Miscellaneous Donors	5,627.00
V. Grants in support of the Friends of the Kresge Library, Memorials:	
Gibson, Mr. and Mrs. Robert W., Jr., Birmingham	5.00
Hirschfeld-Medalia, Ms. Adeline, Rochester	10.00
Lewis, Mr. and Mrs. Leonard, Bloomfield Hills	10.00
London, Mr. and Mrs. Jack, Pontiac	5.00
Norvell, Mr. and Mrs. Ralph T., Birmingham	5.00
VI. Grants in support of the Friends of the Kresge Library, Operation Books:	
Miscellaneous Donors	557.00
VII. Grants in support of the Friends of the Kresge Library, Peter Serkin Concert:	
Miscellaneous Donors	117.25
VIII. Grants in support of the Graduate Reading Room Fund:	
Barlow, Mrs. Christiane, Brimingham	35.00
Klopsic, Mr. Carl, Troy	50.00
Klopsic, Mr. Clarence, Detroit	25.00
IX. Grant in support of Meadow Brook Hall:	
Yntema, Mr. and Mrs. Theodore O., Bloomfield Hills	20.00
X. Grant in support of the Meadow Brook Music Festival:	
The Lyon Foundation, Inc., Bloomfield Hills	1,000.00
XI. Grant in support of the Oakland University Foundation:	
The Lyon Foundation, Inc., Bloomfield Hills	1,000.00

- XII. Grant in support of the William G. Shaw Charitable Trust:
The William G. Shaw Charitable Trust, Southfield \$ 140.00
- XIII. Grant in support of the Institute in Tuscan Archaeology:
Piccone, Dr. Louisa I., Detroit 20.00
- XIV. Grant in support of Departments, Staff, Schools, and Colleges:
National Institutes of Health, Bethesda, Maryland, under the
direction of Frederick W. Obeare, Provost, to be used as
additional support of the Biomedical Sciences 23,561.00

It was moved by Mr. Katke, seconded by Mr. Schwartz, that the gifts and grants be accepted. Motion carried.

Acceptance of 1973 Audit Report and "Memorandum on Accounting Procedures and Internal Controls" by Arthur Andersen & Co. and Appointment of Auditor for June 30, 1974 Audit

Mr. Schwartz reported that he and Mr. Katke met as members of the Board of Trustees Audit Committee with Mr. Swanson and representatives of Arthur Andersen & Co. The Audit Committee was assured that the University's accounts have been well maintained and that the audit conducted by Arthur Andersen & Co. proceeded with the cooperation of the University administration. He also informed the Board that all of the recommendations from Arthur Andersen have been reviewed by the University administration and have been complied with, with the exception of the issue of converting interest expense, vacation and sick leave, and interest income accounts from a cash to an accrual basis. The Audit Committee was assured that the cash accounting method is the system used by most universities for these accounts. In addition, the University Attorney has informed the Board that the cash system is legally permissible. Mr. Schwartz stated that the Audit Committee concluded that since the management of the University wished to remain on a cash basis for certain accounts and since there was no legal impediment, the Committee would agree to this procedure.

Mr. Schwartz moved to accept the audit report for the period ending June 30, 1973. Seconded by Mr. Saltzman, the motion carried.

Mr. Schwartz moved to accept the "Memorandum on Accounting Procedures and Internal Controls" dated October, 1973, with the exception of the provision requiring the accrual method for all accounts. Seconded by Mr. Carr, the motion carried.

Mr. Schwartz moved to appoint Arthur Andersen & Co. to perform the University audit for the fiscal year ending June 30, 1974. Seconded by Mr. Katke, the motion carried.

Approval of Revised Enrollment Status and Authorization for Increase in 1973-74 General Fund Budget Revenues and Expenditures

President O'Dowd informed the Board that the University enrollment exceeds the originally estimated 7700 FYES and the total is now estimated to be 8064. In order to meet the increased enrollment needs the previously approved budget of \$17,029,027 must be increased to \$17,689,027. The funds to meet the new budget will be derived from the tuition increase plus an expected supplemental appropriation from the Legislature out of a contingency fund established this year to meet increased enrollments.

Mr. Carr stated that the requested action in effect affirms our budget based on current enrollment figures and he, therefore, moved the adoption of the amended University budget in the amount of \$17,689,027. The motion was seconded by Mr. Schwartz and carried.

Approval of New Room and Board Rate for Spring and Summer of 1974 and the 1974-75 Academic Year

President O'Dowd recommended the following change in the room and board rate for this year's spring and summer sessions and for the academic year of 1974-75:

	<u>Spring or Summer 1974</u>	<u>1974-75 Academic Year</u>
Room and Board	\$379	\$1,342
Student Government Fee	<u>1</u>	<u>8</u>
Total	<u>\$380</u>	<u>\$1,350</u>
Single room premium	65	250
Anibal House Coop.	-	680
Room only option		842

President O'Dowd explained that this represents an increase of \$49 for either spring or summer and an increase of \$60 for the two-semester academic

year starting in the fall of 1974. The percent of increase for the spring and summer sessions is higher because there are fewer resident students on campus than during the fall and winter semesters.

Mr. Coffman explained that the major portion of the increase will pay for higher food costs.

Mr. Carr stated that it is always distressing to approve a rate increase but the Board had no other option.

It was moved by Mr. Saltzman, seconded by Mrs. Adams that the new room and board rates be approved. Motion carried.

Easement for Michigan Bell Telephone Company

President O'Dowd called on Mr. Glen Brown to report on the agenda item. Mr. Brown explained that information had just recently been received from Mr. Howlett indicating that some changes should be made in the wording of the agreement letter with Michigan Bell. Mr. Brown therefore recommended that these changes be made and that the request for approval be brought back for Board action at the next meeting.

Approval of an Ordinance for Authority to Impound Vehicles

President O'Dowd requested approval of an ordinance giving the Public Safety Department authority to impound vehicles. He called on Mr. Kenneth Coffman for additional information. Mr. Coffman stated that occasionally it becomes necessary for Public Safety to remove a vehicle from a fire lane or other critical area on campus. This ordinance will assure the department's legal authority to impound vehicles. Mr. Howlett stated that he believes this ordinance will empower the Public Safety Department to act in a legal manner.

It was moved by Mr. Carr, seconded by Mr. Katke, that the following ordinance be approved:

6.11 Authority to Impound Vehicles. The Director of Public Safety and all Public Safety Officers are authorized to remove a vehicle from a street or any other location on campus to a garage, pound, or other place of safety under the following circumstances: (a) When any vehicle is left unattended at a location where it constitutes an obstruction to traffic; (b) When the driver of a vehicle is incapacitated to such an extent as to be unable to provide for its

custody or removal; (c) When any vehicle is left unattended and parked illegally; (d) When any vehicle is being driven upon the streets in an unsafe or illegal mechanical condition; (e) When any vehicle is left unattended upon any street continuously for more than 48 hours; (f) When the driver of any vehicle is taken into custody by the Department of Public Safety under circumstances which would leave his vehicle unattended; (f) When the removal of the vehicle is necessary in the interest of public safety because of fire, storm, riot, or other emergency. Whenever a vehicle is impounded as authorized by this Section, the Public Safety Department shall immediately give or cause to be given notice in writing to the registered owner of the vehicle of such removal and the reasons therefor and of the place to which such vehicle has been removed. Any impounded vehicle shall be released to its owner upon payment of the reasonable cost of its impoundment and storage.

The motion carried.

Mr. Carr moved to adjourn the meeting. Seconded by Mr. Saltzman, the meeting adjourned at 3:30 p. m.

John De Carlo, Secretary
Board of Trustees

Approved,

Arthur W. Saltzman, Vice Chairman
Board of Trustees

Date _____

JDeC/ag