EASTERN MICHIGAN UNIVERSITY
Board of Regents
201 Welch Hall
(734) 487-2410

Tuesday, January 15, 2002

8:00 a.m.  Student Affairs Committee Meeting
205 Welch Hall

8:00 a.m.  Faculty Affairs Committee Meeting
201 Welch Hall

9:00 a.m.  Educational Policies Committee Meeting
205 Welch Hall

10:30 a.m. Finance Committee Meeting
201 Welch Hall

12:00 p.m. Regular Board Meeting - Communication Section
201 Welch Hall

12:30 p.m. Lunch
204 Welch Hall

1:30 p.m.  Reconvene Regular Board Meeting
201 Welch Hall

AGENDA

Call to Order
Roll Call Attendance

Tab A Communications
Lunch

Reconvene Regular Board Meeting
Call to Order
Roll Call Attendance

Tab B Resolutions
Boaz Cheboiywo – NCAA Men’s Cross Country Champion
Men’s Cross Country Mid-American Conference Champions

Tab C Minutes of November 27, 2001, Regular Board Meeting

Tab D President’s Report
Tab E Executive Summary
CONSENT AGENDA

Section 1 REPORT: Treasurer’s Report (FC)
Section 2 REPORT: Internal Audit (FC)
Section 3 REPORT: Grants/Contracts (FC)
Section 4 REPORT: Construction Projects Progress (FC)
Section 5 REPORT: Accounts Receivable (FC)
Section 6 REPORT: Interim Budget Status (FC)
Section 7 REPORT: Technology Plan Implementation (FC)
Section 8 Staff Appointments (EPC)
Section 9 Separations/Retirements (EPC)
Section 10 Emeritus Faculty Status (EPC)

REGULAR AGENDA

Student Affairs Committee
Section 11 Monthly Report and Minutes (SAC)

Educational Policies Committee:
Section 12 Monthly Report and Minutes (EPC)
Section 13 Reissuance of Charter School – Great Lakes Academy (EPC)
Section 14 Reissuance of Charter School – Academy for Business and Technology (EPC)
Section 15 REPORT: General Education Reform (EPC)
Section 16 University Mission (EPC)

Faculty Affairs Committee:
Section 17 Monthly Report and Minutes (FAC)

Finance Committee:
Section 18 Monthly Report (FC)
Section 19 Amendment to Collective Bargaining Agreement Between EMU and The EMU Patrol Officers Chapter of the Police Officers’ Labor Council (FC)
Section 20 Amendment to Collective Bargaining Agreement Between EMU and UAW Local 1975 (Clerical/Secretarial bargaining unit)
Section 21 Amendment to Collective Bargaining Agreement Between EMU and UAW Local 1976 (Professional/Technical bargaining unit)

New Business:
Section 22 Election of Board Officers
RESOLUTION – Boaz Cheboiywu

WHEREAS, Eastern Michigan University’s Boaz Cheboiywu won the 2001 NCAA Men’s Cross Country Championship November 19, 2001, with a course record time of 28:47, seven seconds faster than the previous record for the 10-kilometer course; and

WHEREAS, Cheboiywu ran the fifth fastest time in NCAA cross country championship history since the race was extended to a 10-kilometer course in 1976; and

WHEREAS, Cheboiywu is the first Eastern Michigan University national champion in any sport at the Division I level and the first national champion in cross country; and

WHEREAS, Cheboiywu also won the NCAA Great Lakes Regional November 10, 2001, with a course record time of 29:52.0, nearly 45 seconds ahead of second place Alan Webb of the University of Michigan; and

WHEREAS, Cheboiywu also won the Mid-American Conference Championship October 27, 2001, by more than a minute with a time of 24:11.0; and

WHEREAS, Cheboiywu set five course records in the five races he competed in during 2001, including the Pre-National Invitational at Furman University October 13, 2001;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates and commends Boaz Cheboiywu for the honor and distinction he has brought himself and Eastern Michigan University.

January 15, 2002
RESOLUTION – Men’s Cross Country

WHEREAS, the Eastern Michigan University Men’s Cross Country Team won its tenth Mid-American Conference Championship October 27, 2001, with a score of 30 points, a Mid-American Conference record score; and

WHEREAS, EMU’s Boaz Cheboiywo was the overall winner with a time of 24:11.0, more than a minute faster than his nearest competitor, and EMU’s Jordan Desilets finished third (25:12.5), Ryan Desgrange was fourth (25:15.5) and Steve Crane was ninth (25:28.0); and

WHEREAS, EMU Head Coach Brad Fairchild was named Mid-American Conference Coach of the Year; Chiboiywo, Desilets and Desgrange were selected for Mid-American Conference first team honors and Crane earned MAC second team honors; and

WHEREAS, EMU runners were selected four times as Mid-American Conference Runners of the Week, including Matt Wehrman (October 19), Boaz Cheboiywo (October 3 and October 16) and Neil Kirk (October 9);

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates and commends the EMU Men’s Cross Country Team, Head Coach Brad Fairchild and athletes Boaz Cheboiywo, Jordan Desilets, Ryan Desgrange and Steve Crane for the honor and distinction they have brought themselves and Eastern Michigan University.

January 15, 2002
General Education Reform

Issues and Strategies

- Why change?
  - Curriculum and pedagogy
    - Lack of coherent curriculum for freshmen
      - Retention
      - Advising
    - Lack of common experiences
    - No lower division/upper division general education curriculum

- Why change?
  - Program size—half of an undergraduate degree
    - 48 hours of "general education"
    - 2 hours of PE & Health
    - 20 hours of minor
    - One source of "hours to degree" problem

- Why change?
  - Transfer issues
    - Course specific articulation
    - Graduation vs. general education requirements
    - Needs of transfer students different than freshmen
General Education Reform

• Strategies
  – Dual requirements
    • Recognize difference between “FTIAC” students and transfers
    • Create special program for four-year students
    • Enhance transfer services

• Strategies
  – Structured FTIAC degree
    • Focus on common freshman experience
    • Delay larger classes until sophomore/junior years
    • Incorporate out-of-class integrative experiences

General Education Reform

• Strategies
  – Modular approach for transfer students
    • Expanded equivalencies
    • More focus on articulation agreements
    • Model state systems
  – Upper-division general education
    • Minor vs. specific courses

• Processes
  – Committee charge
    • Delineation of program goals and objectives
    • Creation of program structure to meet goals and objectives
### General Education Reform

**Processes**
- Approval of courses that fit structure and meet goals and objectives
- Creation of implementation plan

**Processes**
- Proposed committee structure
  - Faculty leaders
  - Deans and department heads
  - Faculty selected by Faculty Council
  - Professional advisor, Student Affairs representative

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**Processes**
- Timeline
  - Review and approval by Faculty Council by April 1, 2003
  - Course approval begins April, 2003
  - Experiment with courses in 2003-2004
  - Full implementation, fall 2004
General Education Reform

• Issues
  - General Education and SCH
  - General Education and major recruitment
  - General Education and major requirements
  - General Education resource requirements

General Education Reform

• Issues
  - Quality control on transfer programs

General Education Reform

• Advantages
  - Curricular and pedagogical
    • More students with common academic experience
    • Able to build majors on general education
    • Better use of minor experience
    • Assessable program

General Education Reform

• Advantages
  - Marketing
    • FTIACs
      - Integrated program, small classes
      - Time to degree
    • Transfers
      - Easy articulation
      - Time to degree
General Education Reform

• Advantages
  - Institutional effectiveness
  • Improve retention
    - Special impact on minorities
  • Focus recruiting
  • Integrate academic program with other dimensions of student experience
The University Mission Statement

Donald M. Loppanow, Ph.D.
Assistant to the President for Strategic Planning
and Associate Vice President for Extended Programs
The Process of Revising the Mission Statement

- Revision process led by University Strategic Planning Committee
- Ideas developed by on-campus and off-campus focus groups of University stakeholders
- Reviewed current mission, other institutions’ mission statements, and Association of Governing Boards guidelines
- Campus-wide workshop re: University Mission Statement, Values and Guiding Principles
- Faculty Council input

Developing a University Mission Statement

Association of Governing Boards’ Guidelines:

1. What the institution is and strives to be (this suggests both current and forward-looking views);

2. Broad purpose;

3. Distinctiveness (competitive advantage);

4. Whom it primarily serves (key stakeholders).
EMU’s Current Mission Statement - 1990

Eastern Michigan University is committed to distinguishing itself as a comprehensive educational institution which prepares people and organizations to adapt readily to a changing world. Central to this mission are:

• Providing an exceptional learning environment;
• Applying new technologies to teaching, learning and research;
• Expanding knowledge and providing leadership through research, contract learning, and public service;
• Continuously interpreting and responding to a changing regional, national, and global society.

New Mission Statement - 2002

Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression. Building on a proud tradition of national leadership in the preparation of teachers, we maximize educational opportunities and personal and professional growth for students from diverse backgrounds through an array of baccalaureate, master’s and doctoral programs. We provide a student-focused learning environment that positively affects the lives of students and the community. We extend our commitment beyond the campus boundaries to the wider community through service initiatives and partnerships of mutual interest addressing local, regional, national and international opportunities and challenges.
Institutional Values

- Teaching and Learning
- Excellence
- Human Dignity and Respect
- Diversity
- Scholarship and Intellectual Freedom
- Public Engagement
- Leadership and Participatory Decision-Making
- Integrity

Guiding Principles

- Accessibility
- Relevancy
- Responsiveness to change
- Flexibility
- Quality
- Collaboration
- Accountability
- Affordability
TO: Student Affairs Committee

FROM: Teri L. Papp
Committee Secretary

DATE: January 3, 2002

SUBJECT: Student Affairs Committee Meeting
Tuesday, January 15, 2002; 8:00 a.m.
205 Welch Hall

This is to confirm that the Student Affairs Committee is scheduled to meet Tuesday,

The meeting will be held in Room 205 Welch Hall, beginning promptly at 8:00 a.m.

Enclosed for your review prior to the meeting are the minutes of the November 27, 2001
Student Affairs Committee meeting and the agenda for the January meeting.

/tlp

cc: Division Council Members
RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for January 15, 2002 and the Minutes of November 27, 2001 be received and placed on file.

STAFF SUMMARY

At its November 27, 2001 meeting the Student Affairs Committee heard position papers addressing Student Media Funding, Parking/Softball Fields and the Condition of Campus Sidewalks. Counseling Services Trends and Support and EMU Core Alcohol and Other Drug Data were also addressed.

The January 15, 2002 agenda includes a presentation of the Health Center Funding Position Paper, an addendum to the Parking/Softball Fields Position Paper, an update on Academic Advising, a preview of the MLK Day events as well as an update on the new Marketplace/Freshens dining venues.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

_________________________________________  December 19, 2001
University Executive Officer              Date
Eastern Michigan University
Board of Regents
Student Affairs Committee

Tuesday, January 15, 2002
8:00 a.m.  
Agenda

1. Approval of November 27, 2001 Meeting Minutes  
Regent Griffin

2. Health Center Funding Position Paper  
Denise Beauvais

3. Parking/Softball Fields Position Paper Addendum  
Adam Nekula/Neil Ripley

4. Academic Advising Update  
Allison Treppa/Adam Nekula

5. MLK Day Preview  
Glenna Frank Miller

6. Marketplace/Freshens Update  
Michael Crabb

7. Other
EASTERN MICHIGAN UNIVERSITY
Board of Regents
STUDENT AFFAIRS COMMITTEE
Minutes of November 27, 2001

MEMBERS PRESENT

Regents: Dr. Rosalind E. Griffin
Administration: Glenna Frank Miller, Greg Peoples, Jim Vick
Students: Denise Beauvais, Gloria Gallegos, Ron Honse, LaTina Jackson, Jackie Jones, Holly Justice, Adam Nekula, Neil Ripley, Mike Selby, Allison Treppa

GUESTS

Regents: Steven Gordon
Students: Jerome Barnes, Amy Burns, Alrita Prince, Kelly Sandor
Press (Echo): Kristina Smith

Vice President Vick convened the meeting at 8:00 a.m. for Regent Griffin who was delayed by traffic.

The minutes of the September 25, 2001 meeting were approved as presented.

Introduction of New Members

With recent changes in Student Government, Neil Ripley was introduced in his new role as Student Body President. Michael Selby, recently appointed Student Body Vice President and LaTina Jackson, newly elected president of the National Pan-Hellenic Council were also introduced.
Student Media Funding Position Paper

Neil Ripley presented a Student Media Funding Position Paper. The Eastern Echo operates as an auxiliary enterprise and has been solely supported by advertising revenues since the early 1980s. The present structure calls for the director's compensation to be provided by the Echo's advertising revenue. The Student Affairs Committee voted 10 to 2 in favor of supporting the Student Leader Group's recommendation that yearly funding be provided through the general fee to Student Media for the director's compensation, consistent with the practice at many other universities.

Parking/Softball Fields

Jackie Jones, Panhellenic Council president and Adam Nekula, Interfraternity Council president outlined the Student Leader Group's position on the new parking proposal. Because of the distance of the proposed fields from main campus and because the existing fields are the only flat, open green space where students can enjoy outdoor activities, the Student Leader Group voted 11-1 to support the proposal with the following three caveats:
1. That the new fields include four softball fields built to ASA standards large enough to include four football fields entirely in the grass of the outfield, two soccer fields, permanent restrooms and storage/concessions facilities;
2. That safe, well-lit, convenient access be provided to the new fields and that some form of transportation be made available;
3. That the fields be constructed in such a way that the intramural program maintains its current football, softball and soccer schedules.

EMU Core Alcohol and Other Drug Data Profile: Implications for Action

Mary Jo Desprez, health educator, offered an extended look at the EMU Core Alcohol and Other Drug Data and Implications for Action. The report outlined the University's highly collaborative prevention strategies and new initiatives, and examined trends from the core survey data.

Counseling Services Trends and Support

Dr. Rosalyn Barclay, associate director of University Health Services, provided the Committee with a report on Counseling Services trends and support. Dr. Barclay indicated that 71% of students say their problem affects their learning and 81% say counseling helped them stay at EMU. Problems include anxiety and stress, depression, relationships/family problems, academic problems and loss and grief.
Health Center Funding Position Paper (Progress Report)

Denise Beauvais, Residence Hall Association president, provided a brief update on the Health Center Funding Position Paper that will be advanced from the Student Leader Group to the Student Affairs Committee in January 2002. In part the proposal will call for an increase in the percentage of general fee support received by UHS.

Academic Advising (Progress Report)

Allison Treppa, Campus Life Council representative and Adam Nekula provided a brief report on Academic Advising, which remains a top priority for the Student Leader Group. They will continue to meet with key members of the University administration and will report their recommendations to the Student Affairs Committee at an upcoming meeting.

Condition of Campus Sidewalks

The Committee heard a report from the Students with Disabilities representative, Ron Honse, on the condition of campus sidewalks. The Committee voted unanimously to support the Student Leader Group’s recommendation that the University allocate an additional $2000 in the 2002-2003 budget to repair sidewalks and entrance ramps and to increase or maintain the allocation in subsequent budgets.

Regent Griffin adjourned the meeting at 8:55 a.m.

Respectfully submitted,

Teri L. Papp
COMMUNICATIONS SECTION
PRESIDENT'S REPORT
EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS' MEETING
January 15, 2002

As we embark on a new year at EMU and have many of our strategic planning and mission deliberations behind us, I want to focus on how our students, faculty and staff are advantaged by new services this winter; on recognitions of our excellence and personal accomplishments; and on our efforts to secure our future through public and private support.

New services, systems and facilities development are high priorities at EMU and they benefit all members of the University community. The University is responding to student concerns about academic advising. Through initiatives currently being implemented, we will nearly double our capacity to deliver professional academic advising to our students. Planning for the new Transfer Center in Pierce Hall also is underway. Renovations of the space are beginning and staff positions are being transferred and posted to provide one-stop service for prospective transfer students, ensuring quick access to all information needed to enroll at EMU. Our prospective students also are engaged electronically. Through the new GoalQuest targeted communication system, 3,000 high school students and other applicants are receiving regular electronic messages from EMU to help gauge their interest and encourage them to enroll. We are the first university in Michigan to use this targeted e-mail approach to admissions.

Our staff and faculty have new opportunities this semester to sharpen their skills, improve their benefits and participate in a streamlined employment process. EMU faculty and staff who serve in administrative positions are eligible to participate in an exciting new program that is part of our Human Resources transformation project—Leadership EMU. In February, and again in March, we will begin a professional development program for a cohort of academic professionals aimed at improving management skills and nurturing emerging talent at the University. Two groups of 30 participants will attend sessions one day per week for ten weeks as part of this new program.

Those throughout the campus involved in the hiring process also will be pleased to learn that we are implementing newly redesigned employment practices that are more efficient and decentralized, moving from over 100 steps with 24 approvals and 19 forms to a greatly simplified process.

We also are excited about the migration of almost 700 employees to the improved Community Blue PPO health care plan which allows us to reduce cost growth and develop wellness initiatives in addition to improving coverage for our staff. The agreements that have been approved by union members and considered by the Board today reflect the work of our collaborative Health Care Task Force. We remain concerned that not all employees are covered by this improved plan and that the changing health care landscape and reduced State support will make it much more difficult to provide this benefit for others in the future.
Facility projects that are not dependent upon State support are progressing rapidly. Proposals are due by the end of the month from firms interested in defining the program for the expansion of McKennly Union. Survey work for the parking expansion projects approved at the last Board meeting are underway, and we are nearing completion of our program statement for the modernization of Pray-Harrold, which we have asked the State to support. Dining Services has opened “Freshens” in the Union, which offers a dining menu that includes healthy food options, and the new College of Business computer lab and interactive classrooms, funded in part by a gift from Ford, have opened for students in classes at the start of the semester.

A new year is a time to celebrate institutional and individual accomplishments. The excellence of our people, programs and alumni is being recognized by diverse peers and organizations around the nation. EMU’s Office of Financial Aid has recently been honored by being designated as part of the Department of Education’s Quality Assurance Program. This is an honor that is afforded to only 5 percent of all US colleges and universities. It recognizes us for an outstanding audit record, financial procedures and efficiencies, and it rewards us by providing greater flexibility in administering federal aid programs and relaxing burdensome oversight regulations. It is an excellent example of our commitment to continuous improvement in a very demanding service area.

In addition to Board recognitions today for outstanding student achievements exemplified by our cross-country championships, our former students are being recognized in a variety of ways. I just returned from the annual meeting of the NCAA where the Association gave its prized Silver Anniversary Award for lifetime career achievement to alumnus Rodney Slater, an EMU Athletic Hall of Fame member and former US Secretary of Transportation. Steven Koponen, a 1993 graduate, has been named a recipient of the prestigious Milken Family Foundation “National Educator Award,” the twenty-second EMU graduate to earn this distinction. Also, at least 11 schools headed by EMU alumni received this year’s Golden Apple Award for heightened success on state achievement tests.

Members of the EMU faculty are consistently being recognized by their peers for excellence in teaching, research and creative activities. Bernie O’Connor, in the Political Science Department, was recently named 2001 Michigan Professor of the Year by the Carnegie Foundation for the Advancement of Teaching and the Council for Advancement and Support of Education; Tom Fleming, Special Assistant to the Provost, was one of 16 persons appointed to President Bush’s Commission on Excellence in Special Education; and Rebecca Martusewicz’s recent book, Seeking Passage: Post-Structuralism, Pedagogy, Ethics, received the Critic’s Award of the American Educational Studies Association.

We are doing well in our grant and contract activity and in private resource development. As we closed out the 2001 calendar year, there were 33 more grant proposals over the prior year, 39 more awards were received and the dollar value of grants increased over $1 million. Examples include $330,000 for the Law Enforcement, Fire and Emergency Management Technology program to provide training in forensics, cyber crime and management, and $75,000 from SBC-Ameritech to support Ellen Hoffman’s “New Teacher Resource Network,” which brings together expertise in technology and education to improve the quality of teaching as new teachers begin their careers.
As private support becomes increasingly important for achieving excellence, we recently celebrated one of the most significant gifts EMU has ever received—initial funding and a commitment of $1 million from Ernest and Jeanne Merlanti to fund a program in business ethics, the capstone of which is a senior seminar. This gift will have a broad impact on our students, faculty, programs and future business leaders.

Resource development issues obviously are important and continue to attract our attention. Our largest donor is still the State of Michigan and its slipping economy is impacting us in major ways. The good news is that enrollment this winter is up over last winter by 2 percent, an increasingly important factor as State support diminishes, and the State has spared us from the mid-year budget cuts that have been applied to State agencies. The bad news is that State revenues are down over $1 billion and many believe we would be fortunate to receive a level or slightly increased appropriation next fiscal year. We are working hard on these challenges through meetings with legislators and the governor, and we are growing in our innovative Alumni Legislative Connection, with a kick-off for this year’s initiative later this month.

Michigan public universities have an excellent story to tell and in the face of considerable political discussion about tuition increases we must, once again, sustain our ability to shape revenue streams if we are to survive a serious threat to institutional quality. A decade ago Michigan was behind 31 other states in funding per full-time students and ranked thirty-fifth in the percent of tax revenue dedicated to public higher education. This was a result of a general decline in State support over a 20-year period and the tough fiscal pressures the State was facing. Through sound policy decisions, Michigan is now among the top third in key funding indicators. We must all work hard to keep Michigan from slipping in this ranking, just as we also engage in cost savings and cost avoidance, which amounted to over $10 million in our universities last year.

We know that the ability to restrain tuition is directly linked to appropriation increases. When appropriations have gone down, tuition has gone up. This has preserved quality and actually increased access. State enrollments have increased the past seven years and we have used institutional resources to provide scholarships. Michigan universities disperse more direct student financial aid than any other state except New York and California. Indeed, Michigan public universities allocate over $240 million of general fund revenues per year for student financial aid.

Although Michigan’s economy is more diverse than in the past, it is still heavily subjected to cyclical forces. Our universities need the flexibility to adapt to the down cycles through enhanced revenue from other sources. If the State had not permitted this flexibility in prior stressful years, Michigan would have lost its reputation for quality. This will be an interesting spring in Lansing, and we will be there.

As we look ahead here in Ypsilanti, several significant events come to mind and I hope they are on your calendars. On January 21, EMU celebrates Martin Luther King Day with a full array of activities including workshops, presentations, the President’s Luncheon now in the Convocation Center, and an address by Lani Guinier. On January 23, we will formally dedicate the new
Psychology Clinic at 611 West Cross Street and have an open house beginning at 3:30 p.m., including a program at 4:00 p.m. Finally, as a first sign of spring, we are getting ready for Mardi Gras by celebrating one of our own and raising funds for WEMU on the evening of February 8, in the Convocation Center.

As this report suggests, many have been hard at work since the November Board meeting and our spirits have been replenished by the holiday break. We look forward to a spirited new year.
ORAL REPORT TO BE MADE BY THE PRESIDENT
EASTERN MICHIGAN UNIVERSITY

Board of Regents’ Meeting

The preliminary minutes of the November 27, 2001, Board of Regents Meeting.

The Regular Meeting of the Eastern Michigan University Board of Regents was called to order by Chair Incarnati at 12:02 p.m. in Room 201, Welch Hall, Ypsilanti, Michigan.

Chairman Incarnati asked Secretary Aymond for an attendance call.

The Board Members present were:
  Chairman Philip Incarnati
  Vice Chair Rosalind Griffin
  Regent Jan Brandon
  Regent Michael Morris
  Regent Karen Q. Valvo

The Board Members absent were:
  Regent Joseph Antonini
  Regent Robert DeMattia
  Regent Steven Gordon

Members of the Administration present were:
  President Samuel Kirkpatrick
  Vice President Paul Schollaert
  Vice President Patrick Doyle
  Vice President Courtney McAnuff
  Vice President Juanita Reid
  Vice President Jim Vick
  Vice President John Shorrock
Chairman Incarnati asked for a motion to take the agenda action items out of sequence in order to accommodate some travel plans by a regent. Regent Griffin so moved and Regent Valvo seconded the motion.

**Motion Carried.**

**COMMUNICATIONS TAB A**

Secretary Aymond announced there were three requests to address the Board, and, abiding by the Board guidelines, 10 minutes would be allowed for each speaker.

Adam Nekula, President of the Interfraternity Council, spoke in opposition to moving the Rec/Im softball fields in order to accommodate more parking.

Denise Beauvais, President of the Resident Hall Association, spoke about the parking issue and loss of green space on campus.

Gloria Gallegos and Alrita Prince, representing Students of Color and the BSU, urged the Board to support diversity at the University.

The Communications portion of the agenda concluded at 12:12 p.m.

The Board recessed for lunch.

The Regular Meeting of the Eastern Michigan University Board of Regents was reconvened at 1:31 p.m. and an attendance roll call was taken.

The Board Members present were:

- Chairman Philip Incarnati
- Vice Chair Rosalind Griffin
- Regent Jan Brandon
- Regent Michael Morris
- Regent Karen Q. Valvo

The Board Members absent were:

- Regent Joseph Antonini
- Regent Robert DeMattia
- Regent Steven Gordon
FINANCE COMMITTEE

Section 19

Regent Morris moved and Regent Griffin seconded that the Working Agenda for November 27, 2001 and the minutes for the September 25, 2001, Finance Committee meeting be received and placed on file.

Motion Carried.

FY 2003 APPROPRIATION REQUEST

Section 20

Regent Morris moved and Regent Griffin seconded that Board approve the FY2003 Appropriation Request to the Office of the State Budget.

Motion Carried.

2000-2001 EMU FOUNDATION ANNUAL REPORT

Section 21

Regent Morris moved and Regent Griffin seconded that the 2000-01 Eastern Michigan Foundation Annual Report be received and placed on file.

Motion Carried.

FY 2003 CAPITAL OUTLAY BUDGET REQUEST

Section 22

Regent Morris moved and Regent Griffin seconded that the Board approve the Modernization of Pray-Harrold as its number-one capital outlay priority.

Motion Carried.
NEW PARKING STRUCTURE, SURFACE LOTS & RELATED PROJECTS

Section 23

Regent Morris moved and Regent Griffin seconded the authorization to proceed with the construction of a new parking structure, two surface lots and related projects; and to enter into all necessary contracts to complete the projects.

Motion Carried.

BOND AUTHORIZATION RESOLUTION:
Resolution of the Board Authorizing the Issuance and Delivery Of General Revenue Bonds and Other Matters Relating Thereto

Section 24

Regent Morris moved and Regent Griffin seconded the recommendation that the Resolution authorizing the issuance of general revenue bonds and other matters relating thereto be approved to finance additional parking facilities and related projects.

Motion Carried.

AUTHORIZATION TO INCLUDE EMU FOUNDATION AND EAGLE CREST EMPLOYEES IN EMU’S MEDICAL BENEFITS PLAN

Section 25

Regent Morris moved and Regent Griffin approved the recommendation that the Board approve the inclusion and participation of employees of the EMU Foundation and Eagle Crest Management Corporation in EMU’s group medical benefits plan. The Board of Regents approval is subject to EMU’s Vice President for Business and Finance negotiating and finalizing an agreement for the inclusion and participation of EMU Foundation and/or Eagle Crest employees in the plan.

Motion Carried.
FY 2003 PARKING RATES

Section 26

Regent Morris moved and Regent Griffin seconded that the Board approve the recommended FY 2003 Parking Rates.

Motion Carried.

EDUCATIONAL POLICIES COMMITTEE

Section 12

Regent Valvo moved and Regent Griffin seconded that the agenda for November 27, 2001, and the Minutes of the September 25, 2001 meeting be received and placed on file.

Motion Carried.

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBER

Section 13

Regent Valvo moved and Regent Griffin seconded that Board appoint Kellie Childs to a three-year term on the Board of Directors of the Ann Arbor Learning Community.

Motion Carried.

2000-2001 CHARTER SCHOOLS ANNUAL REPORT

Section 14

Regent Valvo moved and Regent Griffin seconded that the Board receive and place on file the 2000-01 Charter Schools Annual Report.

Motion Carried.
2000 – 2001 AFFIRMATIVE ACTION AUDIT

Section 15

Regent Valvo moved and Regent Griffin seconded that the Board receive and place on file the 2000-2001 Affirmative Action Audit.

Motion Carried.

COMMENCEMENT SPEAKER

Section 16

Regent Valvo moved and Regent Griffin seconded that the Board approve Paul T. Schollaert, provost and vice president for academic affairs and professor of sociology at Eastern Michigan University, as the December 16, 2001 Commencement speaker.

Motion Carried.

POLICY: ENHANCED ACCESS TO PUBLIC RECORDS

Section 17

Regent Valvo moved and Regent Griffin seconded the recommendation that the Board amend the Administrative Organization and Authority Michigan Freedom of Information Act Procedures and Guidelines to adopt the attached policy on enhanced access to public records. The policy allows the University to offer enhanced access to certain types of records related to geographical information systems.
UNIVERSITY POLICY STATEMENT:

WHEREAS Public Act 462 of 1996, as amended, the Enhanced Access to Public Records Act, allows public bodies to provide enhanced access for the inspection, purchase, or copying of a public record that is not confidential or otherwise exempt from disclosure; and

WHEREAS the legislation further requires that a public body, who wishes to provide such enhanced access, must produce a policy, approved by the governing body, in compliance with P.A. 462.

NOW THEREFORE BE IT RESOLVED that Eastern Michigan University (“the University”) wishes to be in compliance with the aforementioned act and to participate in data sharing with regard to geographical information systems or output from a geographical information system (“GIS”), which is defined as an informational unit or network capable of producing customized maps based on a digital representation of geographical data; and

BE IT FURTHER RESOLVED that, with regard to any GIS or output from a GIS:

1. The University may provide enhanced access, which is defined as immediate availability for public inspection, purchase or copying, to a GIS or to public records, which contain output from a GIS that are not confidential or otherwise exempt, by law from disclosure.

2. In accordance with P.A. 462, the University may establish reasonable fees for providing enhanced access to a GIS or output from a GIS to recover only those operating expenses related to the provision of enhanced access.

3. University officials, employees or agents who are responsible for the creation, preparation, custody, control, maintenance, preservation, retention, possession or use of a GIS or a public record containing output from GIS shall select the information to be made available through enhanced access, with due regard for intellectual property ownership and confidentiality considerations.
4. Recipients of enhanced access pursuant to this policy receive all information at their own risk and without warranties of any kind or nature.

5. This policy shall not be construed to require Eastern Michigan University to provide enhanced access to any specific public record.

**RESPONSIBILITY FOR IMPLEMENTATION:**

The President of Eastern Michigan University is responsible for the overall implementation of this policy.

**SCOPE OF POLICY COVERAGE:**

This policy applies to all appeals of final determinations by the University’s Freedom of Information Officer in regard to requests made under the Michigan Freedom of Information Act.

**Motion Carried.**
TREASURER'S REPORT

Section 1

Regent Morris moved and Regent Valvo seconded that the Treasurer's Report for the month of September 2001, be received and placed on file.

Motion Carried.

INTERNAL AUDIT

Section 2

Regent Morris moved and Regent Valvo seconded that the Internal Audit report for the period October 2001 through November 2001 be received and placed on file.

Motion Carried.

GRANTS/CONTRACTS

Section 3

Regent Morris moved and Regent Valvo seconded that 61 grants and contracts totaling $3,438,005 for the period 9/1/01 through 10/31/01 be accepted.

Motion Carried.

CONSTRUCTION PROJECTS PROGRESS

Section 4

Regent Morris moved and Regent Valvo seconded that the Board receive and place on file the Construction Projects Progress Report for the period ending November 8, 2001.

Motion Carried.
ACCOUNTS RECEIVABLE

Section 5

Regent Morris moved and Regent Valvo seconded that the Student Accounts Receivables Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of October 31, 2001, be received and placed on file.

Motion Carried.

REPORT: Information and Communications Technology Initiatives

Section 6

Regent Morris moved and Regent Valvo seconded that the Board accept and place on file the ICT Initiatives progress report.

Motion Carried.

ACADEMIC AFFAIRS ADMINISTRATIVE AND PROFESSIONAL APPOINTMENTS

Section 7

Regent Morris moved and Regent Valvo seconded that the Board approve one Administrative/Professional appointment at the rank, salary, and effective date shown on the following listing.

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Race/Sex</th>
<th>Rank</th>
<th>Salary</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Press</td>
<td>Steven</td>
<td>W/M</td>
<td>AP10</td>
<td>$54,600</td>
<td>College of Education</td>
</tr>
</tbody>
</table>

Motion Carried.
STAFF APPOINTMENTS

Section 8

Regent Morris moved and Regent Valvo seconded that the Board of Regents approve the 28 staff appointments listed on the following pages.
<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Class Rank</th>
<th>Job Title</th>
<th>Effective Date</th>
<th>Base Salary</th>
<th>% APPT</th>
<th>Race</th>
<th>Sex</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pollock, E. Jill</td>
<td>Executive Director of Human Resources</td>
<td>AP-14</td>
<td>Executive Director Human Resources</td>
<td>11/26/01</td>
<td>$107,000</td>
<td>100</td>
<td>W</td>
<td>F</td>
<td>New Hire</td>
</tr>
<tr>
<td>Harris, Whitney</td>
<td>Office of Diversity</td>
<td>AP-12</td>
<td>Director of Diversity/Affirmative Action</td>
<td>09/17/01</td>
<td>$77,000</td>
<td>100</td>
<td>B</td>
<td>M</td>
<td>New Hire</td>
</tr>
<tr>
<td>Bogle, Margaret</td>
<td>Payroll</td>
<td>AP-10</td>
<td>Payroll Manager</td>
<td>11/16/01</td>
<td>$55,000</td>
<td>100</td>
<td>W</td>
<td>F</td>
<td>New Hire</td>
</tr>
<tr>
<td>Michalak, Connie</td>
<td>Information &amp; Communication Technologies</td>
<td>AP-09</td>
<td>Information &amp; Communications Technology (ICT) Human Resources Analyst</td>
<td>09/17/01</td>
<td>$50,000</td>
<td>100</td>
<td>W</td>
<td>F</td>
<td>New Hire</td>
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<tr>
<td>Joseph, Michael</td>
<td>Intercollegiate Athletics</td>
<td>AC-11</td>
<td>Assistant Coach Strength &amp; Conditioning</td>
<td>09/03/01</td>
<td>$27,000</td>
<td>100</td>
<td>W</td>
<td>M</td>
<td>New Hire</td>
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<tr>
<td>Davis-Cahimba, Elizabeth</td>
<td>Health Service Health Education</td>
<td>PT-08</td>
<td>Coordinator Health Education</td>
<td>10/01/01</td>
<td>$32,200</td>
<td>92</td>
<td>B</td>
<td>F</td>
<td>New Hire</td>
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<td>Clark-Johnson, Ruth</td>
<td>Foreign Student Affairs</td>
<td>PT-07</td>
<td>Foreign Student Advisor</td>
<td>10/29/01</td>
<td>$35,500</td>
<td>100</td>
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<td>F</td>
<td>New Hire</td>
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<td>Overton, Tamalon</td>
<td>Comer Schools</td>
<td>PT-07</td>
<td>Administrative Associate I</td>
<td>11/05/01</td>
<td>$31,150</td>
<td>100</td>
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<td>New Hire</td>
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<td>Richardson, Tina</td>
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<td>Financial Aid Advisor</td>
<td>10/01/01</td>
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<td>New Hire</td>
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<td>Sheehan, Michael</td>
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<td>Conservator</td>
<td>09/10/01</td>
<td>$32,500</td>
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<td>W</td>
<td>M</td>
<td>New Hire</td>
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<tr>
<td>NAME</td>
<td>DEPARTMENT</td>
<td>CLASS RANK</td>
<td>JOB TITLE</td>
<td>EFFECTIVE DATE</td>
<td>BASE SALARY</td>
<td>% APPT</td>
<td>RACE</td>
<td>SEX</td>
<td>REASON</td>
</tr>
<tr>
<td>---------------------</td>
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<td>Samoriski, Kathleen</td>
<td>Public Information</td>
<td>PT-06</td>
<td>Writer I</td>
<td>09/19/01</td>
<td>$15,358</td>
<td>50</td>
<td>W</td>
<td>F</td>
<td>New Hire</td>
</tr>
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<td>VanHoose, Lewis</td>
<td>Intercollegiate Athletics</td>
<td>PT-07</td>
<td>Supervisor, Athletic Equipment</td>
<td>09/21/01</td>
<td>$36,000</td>
<td>100</td>
<td>W</td>
<td>M</td>
<td>New Hire</td>
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<tr>
<td>Holmes, Andrew</td>
<td>Continuing Education</td>
<td>PT-05</td>
<td>Media Tech Services Assistant</td>
<td>09/24/01</td>
<td>$28,000</td>
<td>100</td>
<td>W</td>
<td>M</td>
<td>New Hire</td>
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<tr>
<td>Jennings, Jonathan</td>
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<td>PT-05</td>
<td>Operations Specialist I</td>
<td>10/15/01</td>
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<td>Student Accounting</td>
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<td>Collection Specialist</td>
<td>11/05/01</td>
<td>$25,113</td>
<td>100</td>
<td>W</td>
<td>F</td>
<td>New Hire</td>
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<tr>
<td>Delagarza, Julia</td>
<td>Financial Aid Office</td>
<td>CS-05</td>
<td>Financial Aid Processor</td>
<td>10/02/01</td>
<td>$25,113</td>
<td>100</td>
<td>H</td>
<td>F</td>
<td>New Hire</td>
</tr>
<tr>
<td>Harris, Maria</td>
<td>Small Business Development</td>
<td>CS-05</td>
<td>Senior Secretary</td>
<td>10/29/01</td>
<td>$25,113</td>
<td>100</td>
<td>B</td>
<td>F</td>
<td>New Hire</td>
</tr>
<tr>
<td>Henry, Patricia</td>
<td>Womens Studies</td>
<td>CS-05</td>
<td>Senior Secretary</td>
<td>10/08/01</td>
<td>$25,113</td>
<td>100</td>
<td>W</td>
<td>F</td>
<td>New Hire</td>
</tr>
<tr>
<td>Vandenburg, Karen</td>
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<td>CS-05</td>
<td>Customer Service Representative II</td>
<td>10/17/01</td>
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<td>100</td>
<td>W</td>
<td>F</td>
<td>New Hire</td>
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<tr>
<td>Graham, Nicholas</td>
<td>Physical Plant</td>
<td>FM-21</td>
<td>Carpenter</td>
<td>10/10/01</td>
<td>$42,016</td>
<td>100</td>
<td>I</td>
<td>M</td>
<td>New Hire</td>
</tr>
<tr>
<td>NAME</td>
<td>DEPARTMENT</td>
<td>CLASS RANK</td>
<td>JOB TITLE</td>
<td>EFFECTIVE DATE</td>
<td>BASE SALARY</td>
<td>% APPT</td>
<td>RACE</td>
<td>SEX</td>
<td>REASON</td>
</tr>
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<tr>
<td>Nareski, Matthew</td>
<td>Intercollegiate Athletics-Equipment Maintenance</td>
<td>FM-10</td>
<td>Laundry Operator</td>
<td>10/29/01</td>
<td>$18,450</td>
<td>100</td>
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<td>M</td>
<td>New Hire</td>
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<tr>
<td>Weisbrodt, Michael</td>
<td>Dining Commons #1</td>
<td>FM-06</td>
<td>Cook</td>
<td>11/01/01</td>
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<td>M</td>
<td>New Hire</td>
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<tr>
<td>Burgens, Ian</td>
<td>Eastern Eateries</td>
<td>FM-95</td>
<td>Fast Food Worker</td>
<td>09/12/01</td>
<td>$10,275</td>
<td>62.5</td>
<td>B</td>
<td>M</td>
<td>New Hire</td>
</tr>
<tr>
<td>Fletcher, Jeffery</td>
<td>Eastern Eateries</td>
<td>FM-95</td>
<td>Fast Food Worker</td>
<td>09/09/01</td>
<td>$10,275</td>
<td>62.5</td>
<td>W</td>
<td>M</td>
<td>New Hire</td>
</tr>
<tr>
<td>Lion, Jesus</td>
<td>Eastern Eateries</td>
<td>FM-95</td>
<td>Fast Food Worker</td>
<td>09/17/01</td>
<td>$10,275</td>
<td>62.5</td>
<td>H</td>
<td>M</td>
<td>New Hire</td>
</tr>
<tr>
<td>Patterson, Byron</td>
<td>Eastern Eateries</td>
<td>FM-95</td>
<td>Fast Food Worker</td>
<td>09/04/01</td>
<td>$10,275</td>
<td>62.5</td>
<td>B</td>
<td>M</td>
<td>New Hire</td>
</tr>
<tr>
<td>Patterson, Shondella</td>
<td>Eastern Eateries</td>
<td>FM-95</td>
<td>Fast Food Worker</td>
<td>10/10/01</td>
<td>$10,275</td>
<td>62.5</td>
<td>B</td>
<td>F</td>
<td>New Hire</td>
</tr>
<tr>
<td>Richardson, Charlotte</td>
<td>Eastern Eateries</td>
<td>FM-95</td>
<td>Fast Food Worker</td>
<td>09/27/01</td>
<td>$10,275</td>
<td>62.5</td>
<td>B</td>
<td>F</td>
<td>New Hire</td>
</tr>
</tbody>
</table>
SEPARATIONS/RETIREMENTS

Section 9

Regent Morris moved and Regent Valvo seconded that the Board approve 25 separations and retirements as shown on the following listings:
<table>
<thead>
<tr>
<th>NAME</th>
<th>DEPARTMENT</th>
<th>CLASS RANK</th>
<th>JOB TITLE</th>
<th>HIRE DATE</th>
<th>SEPARATION DATE</th>
<th>BASE SALARY</th>
<th>% APPT</th>
<th>RACE</th>
<th>SEX</th>
<th>REASON</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dahl, Carolyn</td>
<td>Cont Education Administration</td>
<td>AP-14A</td>
<td>Academic Dean-Continuing Education</td>
<td>08/01/98</td>
<td>10/11/01</td>
<td>$98,129</td>
<td>100</td>
<td>W</td>
<td>F</td>
<td>Other Job</td>
</tr>
<tr>
<td>Williams, Regina</td>
<td>Nursing</td>
<td>AP-13A</td>
<td>Academic Department Head</td>
<td>08/20/90</td>
<td>09/16/01</td>
<td>$95,365</td>
<td>100</td>
<td>B</td>
<td>F</td>
<td>Retired</td>
</tr>
<tr>
<td>Smart, Kevin</td>
<td>Employee Relations</td>
<td>AP-12</td>
<td>Director Employee Relations</td>
<td>03/15/01</td>
<td>10/20/01</td>
<td>$88,339</td>
<td>100</td>
<td>W</td>
<td>M</td>
<td>Other Job</td>
</tr>
<tr>
<td>Schultz, William</td>
<td>Alumni Relations Office</td>
<td>AP-08</td>
<td>Assistant Director Alumni Relations</td>
<td>11/15/99</td>
<td>10/04/01</td>
<td>$39,140</td>
<td>100</td>
<td>W</td>
<td>M</td>
<td>Leaving Area</td>
</tr>
<tr>
<td>Archbold, David</td>
<td>Foreign Student Services</td>
<td>PT-08</td>
<td>Student Services Associate</td>
<td>11/13/96</td>
<td>10/27/01</td>
<td>$36,218</td>
<td>100</td>
<td>W</td>
<td>M</td>
<td>Other Job</td>
</tr>
<tr>
<td>Raymond, Judy</td>
<td>UAW-GM Cadillac Hamtramck</td>
<td>PT-08</td>
<td>Workplace Education Specialist</td>
<td>07/31/00</td>
<td>09/20/01</td>
<td>$38,000</td>
<td>100</td>
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<td>F</td>
<td>Did Not Return From Leave</td>
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<tr>
<td>Reuter, Grace</td>
<td>UAW-GM Cadillac Skls</td>
<td>PT-08</td>
<td>Workplace Education Specialist</td>
<td>09/28/01</td>
<td>10/06/01</td>
<td>$40,560</td>
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<td>F</td>
<td>Other Job</td>
</tr>
<tr>
<td>Hill, Beth</td>
<td>COMER Schools &amp; Families Init.</td>
<td>PT-07</td>
<td>Administrative Associate I</td>
<td>07/02/01</td>
<td>09/20/01</td>
<td>$36,565</td>
<td>100</td>
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<td>F</td>
<td>Discharged</td>
</tr>
<tr>
<td>Perry, Barbara</td>
<td>Center for Organizational Risk Reduction</td>
<td>PT-07</td>
<td>Program Assistant II</td>
<td>12/03/91</td>
<td>10/26/01</td>
<td>$32,086</td>
<td>100</td>
<td>B</td>
<td>F</td>
<td>Discharged</td>
</tr>
<tr>
<td>Rutherford, Christopher</td>
<td>Upward Bound 99-00</td>
<td>PT-07</td>
<td>Associate Director Project Upward Bound</td>
<td>05/15/00</td>
<td>09/22/01</td>
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<td>100</td>
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<td>M</td>
<td>Other Job</td>
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<tr>
<td>Caudill, Patricia</td>
<td>VP Enrollment Services</td>
<td>CS-07</td>
<td>Executive Secretary</td>
<td>08/25/80</td>
<td>11/01/01</td>
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<td>100</td>
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<td>F</td>
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<tr>
<td>Name</td>
<td>Department</td>
<td>Class</td>
<td>Rank</td>
<td>Job Title</td>
<td>Hire Date</td>
<td>Separation Date</td>
<td>Base Salary</td>
<td>% APPT</td>
<td>Race</td>
<td>Sex</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------------------------------</td>
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<tr>
<td>Clark, Dawn</td>
<td>Arts &amp; Sciences-Office of the Dean</td>
<td>CS-06</td>
<td>Administrative Secretary</td>
<td>10/11/70</td>
<td>11/02/01</td>
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<td>F</td>
<td>Retired</td>
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<td>Arbo gast, Kathryn</td>
<td>Contract Services</td>
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<td>Account Specialist</td>
<td>12/08/75</td>
<td>09/29/01</td>
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<td>100</td>
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<td>F</td>
<td>Retired</td>
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<tr>
<td>Henes, Tina</td>
<td>Accounting</td>
<td>CS-05</td>
<td>Account Specialist</td>
<td>09/06/00</td>
<td>08/10/01</td>
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<td>Did Not Return From Leave</td>
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<tr>
<td>LeDuc, Carol</td>
<td>Graduate School-Office of the Dean</td>
<td>CS-05</td>
<td>Senior Secretary</td>
<td>07/31/00</td>
<td>10/31/01</td>
<td>$25,113</td>
<td>100</td>
<td>W</td>
<td>F</td>
<td>Did Not Return From Leave</td>
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<tr>
<td>Wails, Candace</td>
<td>Parking</td>
<td>CS-05</td>
<td>Police Dispatcher</td>
<td>08/12/01</td>
<td>12/03/01</td>
<td>$25,113</td>
<td>100</td>
<td>W</td>
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<td>Personal</td>
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<td>CS-05</td>
<td>Senior Secretary</td>
<td>10/13/76</td>
<td>09/28/01</td>
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<td>CS-04</td>
<td>Customer Service</td>
<td>07/23/01</td>
<td>10/09/01</td>
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<td>100</td>
<td>B</td>
<td>M</td>
<td>Personal</td>
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<td>Senior Clerk</td>
<td>07/25/00</td>
<td>07/26/01</td>
<td>$22,224</td>
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<td>W</td>
<td>F</td>
<td>Leaving Area</td>
</tr>
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<td>Holley, Sandra</td>
<td>Nursing</td>
<td>CS-04</td>
<td>Secretary II</td>
<td>05/01/01</td>
<td>09/26/01</td>
<td>$22,224</td>
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<td>F</td>
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<td>Wells, Diane</td>
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<td>07/30/01</td>
<td>09/14/01</td>
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<td>F</td>
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<td>McGowan, Geoffrey</td>
<td>Heating Plant</td>
<td>FM-23</td>
<td>Stationary Engineer</td>
<td>01/05/99</td>
<td>11/02/01</td>
<td>$46,155</td>
<td>100</td>
<td>W</td>
<td>M</td>
<td>Other Job</td>
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<td>NAME</td>
<td>DEPARTMENT</td>
<td>CLASS</td>
<td>RANK</td>
<td>JOB TITLE</td>
<td>HIRE DATE</td>
<td>SEPARATION DATE</td>
<td>BASE SALARY</td>
<td>% APPT</td>
<td>RACE</td>
<td>SEX</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------------</td>
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<td>-------------</td>
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</tr>
<tr>
<td>Becker, Jean</td>
<td>Dining Commons #1</td>
<td>FM-06</td>
<td>Cock</td>
<td></td>
<td>09/22/92</td>
<td>10/02/01</td>
<td>$28,556</td>
<td>100</td>
<td>W</td>
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<td>Cannon, Sharle</td>
<td>Dining Commons #1</td>
<td>FM-06</td>
<td>Cock</td>
<td></td>
<td>11/20/00</td>
<td>10/02/01</td>
<td>$28,556</td>
<td>100</td>
<td>W</td>
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<tr>
<td>Runyon, Nadine</td>
<td>Custodial Services</td>
<td>FM-06</td>
<td>Custodian</td>
<td></td>
<td>12/11/00</td>
<td>09/12/01</td>
<td>$21,133</td>
<td>100</td>
<td>W</td>
<td>F</td>
</tr>
</tbody>
</table>
EMERITUS STAFF STATUS

Section 10

Regent Morris moved and Regent Valvo seconded that the Board grant Emeritus Staff Status to George A. Johnston, executive director or University Planning, Budgeting and Analysis, who retired August 8, 2001.

Motion Carried.

STUDENT AFFAIRS COMMITTEE

Section 11

Regent Griffin moved and Regent Brandon seconded that the Agenda for November 27, 2001, and the Minutes of September 25, 2001, be received and placed on file.

Motion Carried.

FACULTY AFFAIRS COMMITTEE

Section 18

Regent Brandon moved and Regent Morris seconded that the Board approve the agenda for November 27, 2001, and the minutes of September 25, 2001.

Motion Carried.
TAB B

RESOLUTION: for Dr. Morell D. Boone

Regent Griffin moved and Regent Brandon seconded to support the Resolution for Dr. Boone.

WHEREAS, Dr. Morell D. Boone has served Eastern Michigan University as Dean of Learning Resources and Technologies and Professor of Interdisciplinary Technology in the College of Technology, was the academic dean responsible for leadership and administration, providing a program of services offered by both the resources and technologies components within Learning Resources and Technologies, as well as serving as a member of the Deans’ Advisory Council within the Division of Academic Affairs; and

WHEREAS, he took the lead in successfully conceiving, planning and developing the program of services to be offered in a new kind of learning environment—the “Cybrary” within and outside the walls of the Bruce T. Halle Library which opened in June 1998; and

WHEREAS, in the past several years, he has given over two dozen professional papers and presentations about the “Cybrary” and related topics at such places as the University of Southern California, Ferris State University, the University of Cape Town, the University of Limerick, University College London; and conferences held by the American Library Association, the Association of College and Research Libraries, CAUSE, EDUCOM, EDUCAUSE, and the Irish Library and Computing Center Directors Association; and

WHEREAS, he served as trustee and chairman of the Ypsilanti Educational Foundation, and currently serves as a member of the board and vice president of the Ypsilanti Meals on Wheels; and

WHEREAS, his biographical record has been included in every edition of the Marquis Who’s Who in America publication since 1986—“inclusion in which is limited to those individuals who have demonstrated outstanding achievement in their own fields of endeavor and who have, thereby, contributed significantly to the betterment of contemporary society”; and

WHEREAS, he was presented with a plaque from the Learning Resources and Technologies Faculty and Staff on August 29, 2000 which reads, “In recognition of and appreciation for 20 years dedicated service to EMU students, faculty, and staff and the realization of the “Cybrary”—1980-2000;

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents expresses its great appreciation to Dr. Morell D. Boone for his service as Dean of Learning Resources and Technologies, energies to teaching, research and service as Professor of Interdisciplinary Technology in the College of Technology, congratulates him on his many achievements in this position, and conveys best wishes for continued success.

Motion Carried.
MINUTES OF SEPTEMBER 25, 2001
REGULAR BOARD MEETING

Tab C

Regent Griffin moved and Regent Valvo seconded to approve the minutes of the September 25, 2001, Regular Board of Regents Meeting.

Motion Carried.

RECOGNITION FOR THE PRESIDENTIAL SCHOLARSHIP AWARD WINNERS FOR 2001-2002

Karin Armour Manchester, Michigan
Alison Bedingfield Cincinnati, Ohio
Daniel Byrne Livonia, Michigan
Evan Chall Westland, Michigan
Charles DeGryse Chelsea, Michigan
Benjamin Moy Troy, Michigan
Joshua Neuenschwander Dearborn, Michigan
Sara Vangieson Belleville, Michigan
Jason Vibbart Whitmore Lake, Michigan
Michael Wozniak Livonia, Michigan
Emily Zehnder Auburn Hills, Michigan
TAB D

PRESIDENT'S REPORT
EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS' MEETING
November 26, 2001

As the end of the fall semester rapidly approaches, I want to focus briefly on the commitment and accomplishments of EMU students, faculty and staff over the course of the past two months. Secondly, I want to look forward and provide a progress report on our institution-wide strategic planning and those key elements we will be implementing throughout the remainder of the fiscal year.

This fall the University has witnessed important acts of caring and generosity that are the hallmark of the EMU family. The campus United Way Campaign raised more than $126,000, with both record contributions and participation, up more than 10 percent over last year, and with the number of leadership givers more than doubling. Our first Walk for Women's Athletics was a big success, raising more than $20,000 and attracting several hundred people for a wellness fair, breakfast and fundraising walk for student scholarships. As indicated in the EMU Foundation Annual Report, we enjoyed another year of record giving, with just more than $12M in private support for EMU. And we are once again in the midst of our Faculty and Staff Campaign, celebrating its fifteenth anniversary, under the able leadership of Dr. Amelia Chan and John McAuliffe. The highest institutional priority this year is scholarships for students and we hope to increase the participation rate to support this and related institutional priorities.

We also have seen an outpouring of caring beyond that which I reported at the time of the last Board meeting in direct response to the tragic events of September 11. Our students have been especially active in Red Cross blood drives, in joining with the College of Education faculty and alumni to provide a truckload of educational supplies for New York school children, and through the Golden Key Honor Society's "America United" quilt flag project. Student involvement and programming have also grown during this period. Applicants for the Michigan National Guard Tuition Grant program have increased dramatically. Our Centers for Corporate Training will host a major public and private sector conference on terrorism in the homeland this week. And our students and faculty are using these events as a "teachable moment" in American History. Two examples both involve field trips to "ground zero"—the Eastern Echo student staff had a first-hand look at New York City, subsequently developing a series of stories in a special edition of the Echo, and a group of journalism students visited the site and later conducted additional interviews on campus with specialists in terrorism, psychology and history, to yield a series of reports to appear over time.

Indeed, there is no more important time for us to comprehend these events or for us to understand each other as global citizens in a diverse world. Just as we have advocated caution nationally in the development of barriers to our historic commitment to international student exchange and openness, we have taken opportunities on campus
to protect our international students and to use these events as an educational tool. During International Week in October, we highlighted more than 1,150 international students, faculty and staff during a week full of cultural, educational and entertainment activities. We also showcased our institutional commitment to diversity and our leadership in curriculum diversity by hosting a national conference featuring Harvard Professor Cornel West.

All of these activities I have mentioned involved teamwork and collaborative accomplishments, reflecting a spirit of generosity and cooperation that makes EMU so successful. Before moving on to future plans, however, I want to note just a few personal accomplishments.

During our successful homecoming ceremonies, the Alumni Association gratefully recognized faculty for their teaching excellence. The honorees included Jamin Eisenbach, Biology; Gary Evans, Communication and Theatre Arts; Thomas Hennings, English; Joe Braden, Marketing; Carol Haddad, Interdisciplinary Technology; Robert Kreger, Special Education; and Sandra Nelson, Nursing. Kudos also to two students, Corey Roepken, who won honorable mention in this year’s Associated Collegiate Press Story of the Year Competition, and Boaz Cheboiywo who led our cross country team to a MAC championship, won first place in the Midwest NCAA regionals, and most important, won the NCAA Men’s Cross Country National Championship.

I am also pleased to introduce to you our latest senior staff appointee, Jill Pollock, who just this week assumed responsibilities as Executive Director of Human Resources. Jill comes to us most immediately from a similar position at the University of Detroit Mercy, and has an extensive history of leadership and involvement in human resource and organizational management consulting activities, coupled with more than a decade of senior management experience at Ford Motor Company.

As we look ahead to the new year, we can expect many new developments that will further strengthen EMU and support its mission. Following a year-long, comprehensive strategic planning process and high involvement from all of our stakeholders, we are ready to move forward with our first phase of implementation and with a period of further study and evaluation to complement it. The University Strategic Planning Committee received a large number of worthy initiatives to support the six key strategic directions articulated at the outset of the year. After considerable deliberation it produced a detailed strategic planning document which has been generally endorsed by the Cabinet, resulting in a set of specific endorsements and funding approvals that will be relayed to responsible campus administrators shortly, followed by articles in Focus. With over 50 strategic initiatives receiving endorsement and often budgetary support for the remainder of the fiscal year, the list is obviously too large to report in detail today. However, I would like to touch upon key themes and more comprehensive initiatives linked to each of the directions.
The first key direction is that EMU will be recognized for its strong undergraduate programs, co-curricular activities, and student support systems. Indeed, this has emerged as a top priority and one most in need of stronger resource support. Over the course of the next year we will create collegiate academic advising centers; make freshman orientation mandatory; develop a first year experience mentorship program; expand supplemental instruction; produce a comprehensive student handbook; establish a commuter center and a transfer center; expand our community college articulation and transfer programs; proactively communicate with potential returning students; jump start a Summer Institute in Forensics, Media and Theatre; and engage in general education curriculum reform and planning for heightened honors program development.

Our second objective is to be recognized for the synergy of theory and practice as we build our graduate and research programs. To this end, we will continue to develop our new doctoral programs, faculty and library holdings in Clinical Psychology and Technology; identify our management and computer information systems degrees as a Center of Program Excellence in the College of Business; expand our capacity in geographic information systems by strengthening programs and creating an Institute for Geospatial Research and Education; seed the development of new graduate certificate programs; redesign our graduate assistant stipends; and develop a plan to enhance our graduate program marketing.

Eastern Michigan will also become a model for public engagement and linkages with the broader community. In support of this public engagement direction, we will continue to give high priority to our expanded development and alumni programs; a new and more aggressive presence in the Nation’s Capital; our marketing and visibility campaign; a more comprehensive academic program advisory committee system; new academic outreach programs in biology and writing; and a more integrative approach to academic program, research, and service in community building, civic engagement, academic service learning and non-profit leadership development.

As the University pursues direction four to become a model for the principles of diversity and inclusion, we will develop a comprehensive diversity, equity and inclusion action plan that flows from the Equal Opportunity and Affirmative Action Report, expand our Office for Access Services, regularize the leadership position for the Women’s Studies Program, and pilot a new Summer Institute on Diversity.

As part of our desire to become a University with stronger global and multicultural perspectives, we have expanded student support through additional staff in a re-named Foreign Student Affairs Office, funded international student recruitment initiatives, piloted an International Cultural Competence Institute for our faculty and endorsed the development of an integrated, collaborative approach to international programming.
Finally, in pursuit of enhanced institutional effectiveness and continuous improvement, we have recently funded a comprehensive, enterprise-wide information and communications technology initiative; feasibility studies for the modernization of Pray-Harrold, McKenny Union and expanded parking; an additional regional site for Continuing Education in Detroit at the newly renovated Northwest Activities Center; and human resources process redesign. New initiatives that have been endorsed include support for a web services team to professionally design our portal; a funded program in staff development to include supervisory, customer service and new employee training; a wellness program available to faculty and staff; expanded institutional research capacity; a classroom upgrade study and plan; disaster protection for student records; an endorsement of interdisciplinary program faculty development activities and a redesign of faculty development programs.

Our implementation plan for all of these strategic initiatives, with accompanying administrative responsibilities, evaluation measures and funding support, will be issued in the near future. Although the list is long and represents a significant investment in our future from a variety of sources—state appropriations, tuition, fees, grants and gifts—it is also both cautious and insufficient given our aspirations and historic underfunding. It prudently takes the State’s fiscal condition into account as we plan for a challenging fiscal year in 2002-2003 following limited infusions this year, accompanied by a well received “hold harmless” provision by the governor and legislature that has, so far, spared us from having to return appropriations through executive orders. The strategic plan has also been the primary source of our appropriation request for FY 2003 and the ability to sustain many of our initiatives will at least partially depend on our level of appropriations. Many of these themes are repeated in our appropriations strategy before the Board today, which identifies a needs budget increase of $13.9 M and further recognizes the State revenue downturn through a requested increase of only 5 percent. Central to the request and to building next year’s budget will be financial discipline and cost containment initiatives to ensure a balanced budget while continuing to provide exceptional services to students.

We all appreciate the time, energy and wisdom displayed by so many individuals participating in the strategic planning process. Our challenge is now to convert ideas to action, creating a better future for all of us.
MEETING ADJOURNED

Regent Incarnati moved and Regent Griffin seconded that the Regular Meeting of the Board of Regents be adjourned at 2:10 p.m. The next meeting of the Board of Regents will be January 15, 2002.

Respectfully Submitted,

Dana C. Aymond
Secretary to the Board of Regents
EXECUTIVE SUMMARY

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

DATE:
January 15, 2002

EXECUTIVE SUMMARY

SECTION 1 - REPORT:  TREASURER'S REPORT

It is recommended that the Treasurer's Report for the month of November 2001 be received and placed on file.

As of November 30, 2001, cash and investments totaled $54,035,768.23 and were invested to return a total annualized return of 6.77%. The short-term investment fund yield was 2.40% compared to the 3-month Treasury Bill at 2.37%. The intermediate-term investment fund total return is 3.98% (9.56% annualized) compared to the Merrill Lynch 1-3 year Treasury index at 3.75% (9.00% annualized). Cash and investments (excluding bond proceeds) as of November 30, 2001 increased by $16,040,814 compared to November 2000.

Fiscal Implications:  Investment income is expected to meet budget.

SECTION 2 - REPORT:  INTERNAL AUDIT

Report was not ready at the time of printing.
SECTION 3 - REPORT:  GRANTS/CONTRACTS

It is recommended that the Board accept 82 grants and contracts totaling $3,096,525 for the period 11/01/01 through 12/31/01.

One-hundred % sponsor-funded grants and contracts in the amount of $1,997,935 were awarded to the University during the above period. Grants/contracts that required EMU cost-sharing and/or in-kind contributions totaled $1,098,590.

Fiscal Implications: This action approves University matching funds in the amount of $82,194 as cash contributions for projects awarded in the above period for a fiscal year-to-date total of $182,466 against a base budget of $361,652.

SECTION 4 - REPORT:  CONSTRUCTION PROJECTS PROGRESS

It is recommended that the Board receive and place on file the Construction Projects Progress Report for the period ending December 10, 2001.

Preparation is underway for the upcoming parking expansion project. Hover renovation has begun. Relocating the softball fields to west campus is a priority with a goal not to miss a season of intramural sports activities.
The program statement for the modernization of Pray-Harrold is continuing.
Proposals for McKenny expansion are due in January.
The concrete foundation walls have been completed on the University House.

Fiscal Implications: Expenditures and contracted obligations entered into to date do not exceed the budgets of the approved projects.

SECTION 5 - REPORT:  ACCOUNTS RECEIVABLE

It is recommended that the Student Accounts Receivables Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of November 30, 2001 be received and placed on file.

The Student Accounts Receivable Ratio Analysis balance is $10,911,000 or 18.45% of revenue compared to $9,570,000 (18.63%) as of November 30, 2000. This is a .18% decrease. The report shows a decrease of 1.45% compared to the 5 year average of 19.90%.

Fiscal Implications: Receivables are on target to reach the established goal.
SECTION 6 – REPORT:  2000-01 GENERAL FUND BUDGET STATUS

It is recommended that the Board receive and place on file the 2001-02 General Fund Budget Status Report.

Summer and Fall 2000 enrollments have exceeded plan by 9,588 or 3.4 percent. Appropriations from the State continue to accumulate at planned levels. General Fund expenditures and transfers are accumulating according to plan at $68.9 million. Staff salary savings are exceeding plan but will be offset by increasing health care benefits in the second half of the fiscal year.

Fiscal Implications: It is anticipated that a balanced budget will be realized at year-end.

SECTION 7 – REPORT: INFORMATION AND COMMUNICATIONS TECHNOLOGY INITIATIVES

It is recommended that the Report on the progress of ICT Initiatives be accepted and placed on file.

Fiscal Implications: The ICT Initiatives are funded through a combination of the $28 million and the ICT General Fund Budget

SECTION 8 – STAFF APPOINTMENTS

It is recommended that the Board approve 29 staff appointments. 16 (55%) are female, 8 (28%) are African American, 2 (7%) are American Indian.

Fiscal Implications: The salaries are part of the 2001-2002 budget.

SECTION 9 - SEPARATIONS/RETIREMENTS

It is recommended that the Board approve 15 separations and retirements for the dates listed. Of the 15, 7 (47%) are female, 1 (7%) are African American, 1 (7%) is Asian.

Fiscal Implications: None.
SECTION 10 - EMERITUS FACULTY STATUS

It is recommended that the Board grant emeritus status to two former faculty members listed below.

Allen Cichanski - Associate Professor, Department of Geography and Geology
   From 1965 – 2002 (37 yrs.)

Mary D. Teal – Professor, Department of Music
   From 1969 – 2001 (32 yrs.)

Fiscal Implications: None.

SECTION 11 - STUDENT AFFAIRS COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Student Affairs Committee Agenda for January 15, 2002 and the Minutes of November 27, 2001 be received and placed on file.

Fiscal Implications: None.

SECTION 12 – EDUCATIONAL POLICIES COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the EPC agenda for January 15, 2002, and the minutes of November 27, 2001 be received and placed on file.

Fiscal Implications: None.

SECTION 13 – REISSUANCE OF CHARTER SCHOOL – GREAT LAKES ACADEMY

It is recommended that the Board reissue the charter with Great Lakes Academy with a contract to expire in 2007.

Fiscal Implications: None.
SECTION 14 – REISSUANCE OF CHARTER SCHOOL – ACADEMY FOR BUSINESS & TECHNOLOGY

It is recommended that the Board reissue the charter with the Academy for Business and Technology with a contract to expire in 2007.

Fiscal Implications: None.

SECTION 15 – REPORT: GENERAL EDUCATION REFORM

It is recommended that the General Education Reform report be received and placed on file.

Fiscal Implications: None.

SECTION 16 – UNIVERSITY MISSION STATEMENT

It is recommended that the Board approve the Mission Statement.

Fiscal Implications: None.

SECTION 17 – FACULTY AFFAIRS COMMITTEE

It is recommended that the FAC agenda for January 15, 2002, and the minutes of November 27, 2001, be received and placed on file.

Fiscal Implications: None.

SECTION 18 - FINANCE COMMITTEE MONTHLY REPORT AND MINUTES

It is recommended that the Working Agenda for January 15, 2002 and the minutes for the November 27, 2001 Finance Committee meeting be received and placed on file.

Fiscal Implications: The fiscal impact of the actions taken are in the appropriate sections and the Board minutes.
SECTION 19 – AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN EMU AND THE EMU PATROL OFFICERS’ CHAPTER OF THE POLICE OFFICERS’ LABOR COUNCIL

It is recommended that the Board approve the modifications to the health care provisions and that the administration be authorized to execute the Agreement.

Fiscal Implications: This action is projected to limit the increase in health care cost to 7.0% for 2002. This cost avoidance will be partially offset by a one-time $400 payment to employees.

SECTION 20 – AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT BETWEEN EMU AND UAW LOCAL 1975

It is recommended that the Board approve the modifications to the health care provisions and that the administration be authorized to execute the Agreement.

Fiscal Implications: This action is projected to limit the increase in health care costs to 7.0% for 2002. This cost avoidance will be partially offset by a one-time $400 payment to employees.

SECTION 21 – AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN EMU AND UAW LOCAL 1976

It is recommended that the Board approve the modifications to the health care provisions and that the administration be authorized to execute the Agreement.

Fiscal Implications: This action is projected to limit the increase in health care cost to 7.0% for 2002. This cost avoidance will be partially offset by a one-time $400 payment to employees.

SECTION 22 – ELECTION OF BOARD OFFICERS

It is recommended that the Board elect a Chair and Vice Chair for 2002 and appoint the Board Treasurer, Secretary to the Board, and the Internal Auditor.

Fiscal Implications: None.
RECOMMENDATION

REPORT: TREASURER'S

ACTION REQUESTED
It is recommended that the Treasurer's Report for the month of November 2001 be received and placed on file.

STAFF SUMMARY
As of November 30, 2001, Cash and Investments totaled $54,035,768.23 and were invested to return a total annualized return of 6.77%. As summarized below, Eastern's latest investment performance compared favorably to the established benchmarks.

- Short-Term Investment Fund Yield: 2.40%
- Benchmark: 3-month Treasury Bill: 2.37%
- Intermediate-Term Investment Fund Total Return: 3.98% (9.56% annualized)
- Benchmark: Merrill Lynch 1-3 Year Treasury Index: 3.75% (9.00% annualized)

Specifics as to the quality, duration, and other related features of the University's investment portfolio are itemized on page 4 of this report. In general:

- The portfolio has no investments in equities.
- The portfolio has no leveraged investments.
- The portfolio has no speculative derivatives.
- 100% of the portfolio is in fixed income obligations.
- 0% of the portfolio is in variable rate obligations.
- Average weighted credit quality of the portfolio is AA+.
- Average weighted maturity of the portfolio is approximately 107 days.

Cash and investments (excluding bond proceeds) as of November 30, 2001 increased by $16,040,814 when compared to November 2000.

FISCAL IMPLICATIONS
The investment income is expected to meet budget.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date


EASTERN MICHIGAN UNIVERSITY  
Cash and Investments  
November 30, 2001

**Cash**

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<thead>
<tr>
<th>Bank</th>
<th>Balance</th>
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<tr>
<td>Comerica Bank</td>
<td>$1,714,683.34</td>
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<td>FirStar Bank</td>
<td>$3,814.55</td>
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<tr>
<td><strong>Total Cash</strong></td>
<td><strong>$1,718,497.89</strong></td>
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**Eagle Crest Cash**

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<table>
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<tbody>
<tr>
<td>Conference Center</td>
<td>34,890.16</td>
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<tr>
<td>Golf Club</td>
<td>282,719.49</td>
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<tr>
<td>Maintenance Reserve</td>
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<td><strong>Total Cash</strong></td>
<td><strong>$706,651.49</strong></td>
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**Investments**

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<tr>
<th>Investments Type</th>
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<th>Date Maturing</th>
<th>Total Return YTD (Annualized)</th>
<th>Principal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short Term Investment Funds:</strong></td>
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</tr>
<tr>
<td>Dreyfus Institutional Preferred</td>
<td>Daily</td>
<td>Mutual Fund</td>
<td>2.380% *</td>
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<td>Dimensional Fund Advisors</td>
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<td>Mutual Fund</td>
<td>2.510% *</td>
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<td><strong>Intermediate Term Investment Funds:</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Vanguard Short Term Corporate</td>
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<td>8.750%</td>
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<tr>
<td>Federated US Government 2-5 Year</td>
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<td>Mutual Fund</td>
<td>12.600%</td>
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<tr>
<td><strong>Agencies:</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Federal Home Loan Mortgage Corp.</td>
<td>08/26/99</td>
<td>07/14/04</td>
<td>6.000%</td>
<td>3,000,000.00</td>
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<tr>
<td>Federal Home Loan Bank</td>
<td>09/10/99</td>
<td>09/10/04</td>
<td>5.750%</td>
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<tr>
<td><strong>Total Investments</strong></td>
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<td></td>
<td>51,610,618.85</td>
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<tr>
<td><strong>Subtotal Cash and Investments</strong></td>
<td></td>
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<td>$54,035,758.23</td>
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**General Revenue Bonds Investments**

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<tr>
<th>Investments Type</th>
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<th>Date Maturing</th>
<th>Total Return YTD (Annualized)</th>
<th>Principal</th>
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</thead>
<tbody>
<tr>
<td>Dimensional Fund Advisors</td>
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<td>Mutual Fund</td>
<td>2.510%</td>
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<tr>
<td>Dimensional Fund Advisors</td>
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<td>2.510%</td>
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<tr>
<td><strong>Subtotal General Revenue Bonds Investments</strong></td>
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</table>

**Grand Total: Cash, Investments**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Net Annualized Yield - Short Term</td>
<td>2.401%</td>
</tr>
<tr>
<td>Total Annualized Return - Total Investments</td>
<td>6.775%</td>
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</tbody>
</table>

* Figure represents net yield.
EASTERN MICHIGAN UNIVERSITY
Summary of Cash/Investments and Bond Investments by Institution
November 30, 2001

<table>
<thead>
<tr>
<th></th>
<th>Amount of EMU Cash/Investment</th>
<th>% of Total Cash/Investment</th>
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<tbody>
<tr>
<td>A. Book Cash Balance</td>
<td>1,718,497.89</td>
<td>3.18%</td>
</tr>
<tr>
<td>B. Eagle Crest Cash Balance</td>
<td>706,651.49</td>
<td>1.31%</td>
</tr>
<tr>
<td>C. Dreyfus Institutional Preferred</td>
<td>21,418,549.13</td>
<td>39.64%</td>
</tr>
<tr>
<td>D. Dimensional Fund Advisors</td>
<td>4,151,422.61</td>
<td>7.68%</td>
</tr>
<tr>
<td>E. Vanguard Short Term Corporate</td>
<td>10,061,632.50</td>
<td>18.62%</td>
</tr>
<tr>
<td>F. Federated US Government 2-5</td>
<td>9,979,014.61</td>
<td>18.47%</td>
</tr>
<tr>
<td>G. Federal Home Loan Bank</td>
<td>3,000,000.00</td>
<td>5.55%</td>
</tr>
<tr>
<td>H. Federal Home Loan Mortgage Corp.</td>
<td>3,000,000.00</td>
<td>5.55%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>54,035,768.23</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Amount of EMU Bond Investment</th>
<th>% of Total Bond Investment</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Dimensional Fund Advisors</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>J. Dimensional Fund Advisors</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

Notes:

C. The Dreyfus Institutional Preferred Money Market Fund invests in a diversified portfolio of high quality, short-term debt securities. The average maturity of the fund approximates 55 days and EMU has access to its funds on a daily basis.

D./L./J. The Dimensional Fund Advisors Fund invests in high quality corporate and bank debt obligations. The average weighted maturity of the fund is 339 days.

E. The Vanguard Short Term Corporate Fund invests in investment grade bonds and other fixed income securities. Not more than 30% of the fund assets may be invested in BBB grade securities. The average weighted maturity of the fund is 2.2 years.

F. The Federated US Government 2-5 Year Fund invests in US Treasury bills, notes and bonds. The average weighted maturity of the fund is 3.45 years.

<table>
<thead>
<tr>
<th></th>
<th>Dreyfus*</th>
<th>DFA</th>
<th>Vanguard</th>
<th>Federated US Govt. 2-5</th>
<th>Net University Holdings</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Fund Net Assets</strong></td>
<td>$9,147,650,232</td>
<td>$7,393,000,000</td>
<td>$7,393,598,166</td>
<td>$672,658,035</td>
<td>$8,425,149</td>
<td>$54,035,768</td>
</tr>
<tr>
<td><strong>EMU's Investment</strong></td>
<td>$21,418,549</td>
<td>$4,151,423</td>
<td>$10,061,633</td>
<td>$9,979,015</td>
<td></td>
<td></td>
</tr>
<tr>
<td>% of Total Fund</td>
<td>0.23%</td>
<td>0.06%</td>
<td>0.14%</td>
<td>1.48%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fund Inception Date</strong></td>
<td>11-Jun-97</td>
<td>27-Jul-83</td>
<td>29-Oct-82</td>
<td>1-Sep-91</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Date of Initial EMU Investment</strong></td>
<td>20-Jan-01</td>
<td>18-Jan-96</td>
<td>18-Jan-96</td>
<td>22-Jan-96</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Average Weighted Maturity</strong></td>
<td>54 days</td>
<td>341 days **</td>
<td>2.9 years</td>
<td>3.69 years</td>
<td>107 days</td>
<td></td>
</tr>
<tr>
<td><strong>Book NAV (7/1/00)</strong></td>
<td>1.00</td>
<td>10.15</td>
<td>10.46</td>
<td>10.39</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Market NAV (11/30/01)</strong></td>
<td>1.00</td>
<td>10.31</td>
<td>10.88</td>
<td>11.21</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Liquidity Option</strong></td>
<td>Same Day</td>
<td>Next Day</td>
<td>Next Day</td>
<td>Next Day</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Morningstar Rating</strong></td>
<td>N/A</td>
<td>5 stars</td>
<td>5 stars</td>
<td>4 stars</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>3 Year Average Annual Total Return</strong></td>
<td>5.24%</td>
<td>5.27%</td>
<td>6.72%</td>
<td>6.24%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>3 Year Benchmark</strong></td>
<td>4.96%</td>
<td>4.96%</td>
<td>6.54%</td>
<td>6.54%</td>
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<td></td>
</tr>
<tr>
<td><strong>Merrill Lynch 1-3 Yr Treasury</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Portfolio Mix</strong></td>
<td>Commercial Paper Notes</td>
<td>25.6%</td>
<td>Repos</td>
<td>Variables</td>
<td>Govt. Agency Mort. Backed Sec.</td>
<td>35.5%</td>
</tr>
<tr>
<td><strong>Federal Home Loan Mortgage Corp.</strong></td>
<td>$3,000,000</td>
<td>Federal Home Loan Bank</td>
<td>$3,000,000</td>
<td>Comerica Bank (sweep account)</td>
<td>$1,714,683</td>
<td>FirStar Bank</td>
</tr>
</tbody>
</table>

**Average Credit Quality Rating**

| AAA | AAA | A-1 | AAA | AAA | AA+ |

* Money Market Fund
** Average Duration
RECOMMENDATION

REPORT: INTERNAL AUDIT

ACTION REQUESTED
It is recommended that the Internal Auditor’s activity report for the period November 2001 through January 2002 be received and placed on file.

STAFF SUMMARY
The reports for the Payroll and Conflict of Interest internal audits have been issued. The Payroll report includes findings and corresponding recommendations to improve controls. The recommendations have been discussed with appropriate personnel. Management agrees with the recommendations and is proceeding with actions to implement the recommendations. Andrews Hooper & Pavlik is satisfied that management’s responses will satisfy the intent of the recommendations.

Follow-up by management of previous audit findings have been completed. There are no audit recommendations outstanding at this time.

Enclosed is the updated internal audit schedule for the period ending September 30, 2002.

FISCAL IMPLICATIONS
It is expected that fiscal year 2001-2002 expended resources will be within approved budget limitations.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board Approval.

______________________________  ________________________
University Executive Officer     Date
Date: December 18, 2001

To: Regent Philip A. Incarnati
   Chair, Board of Regents

From: Andrews, Hooper & Pavlik, P.L.C.
   Internal Audit

Re: CONFLICT OF INTEREST

We have completed our Conflict of Interest review in accordance with University Policies 1.6 Conflict of Interest: Board of Regents, 3.1.6 Conflict of Interest, and 3.1.7 Conflict of Interest: Senior Administrators. Our objective was to evaluate adherence to the policies based on disclosures received. The scope of our review included the University's Board of Regents, President, and Administrative Professionals (AP) ranked as AP10 and above.

We distributed a copy of the applicable University policy and a Disclosure Statement to each individual and requested they return the Disclosure Statement with their signature acknowledging their understanding and adherence to the policy. Any potential conflicts were to be documented on the Disclosure Statement by the individual. Four returned Disclosure Statements noted potential conflicts.

We independently evaluated the four Disclosure Statements and consulted with University counsel. We concluded that there does not appear to be any substantial or material conflicts of interest based on the information disclosed.

If you have any questions or comments or would like more details relative to this matter, please do not hesitate to call Jeff Fineis or Amy Brown at (517) 487-5000.

This report is intended for the information and use of the Eastern Michigan University Board of Regents and Management and is not intended to be and should not be used by anyone other than these specified users.

cc: Board of Regents
    President Samuel A. Kirkpatrick
    Vice President Patrick J. Doyle
Date: December 10, 2001

To: Mr. Patrick J. Doyle, Vice President for Business and Finance

From: Andrews, Hooper & Pavlik, P.L.C.
       Internal Audit

Re: PAYROLL AUDIT

Attached is the report for the internal audit review of the internal control process for Payroll. Revisions based on discussions with Mr. John Beaghan and Mr. Dan Cooper have been incorporated.

If you have any questions or comments or would like more details relative to this matter, please do not hesitate to call Jeff Fineis or Amy Brown at (517) 487-5000.

Your cooperation with this request and assistance and support provided during this audit is appreciated.

cc: Board of Regents
    President Samuel A. Kirkpatrick
AUDIT REPORT
HUMAN RESOURCES/PAYROLL AUDIT

Background

In January 1999, the new Human Resources Information System, HRrizon, was brought on-line. The payroll processing is done in four separate payroll cycles: Biweekly Staff, Biweekly Students and Graduate Assistants, Semi-Monthly Staff and Faculty, and Off Cycle Checks.

Biweekly Staff

The biweekly staff payroll is comprised of union employees, employee consultants and temporary employees. Union employees include food service employees, maintenance employees, professional/technical employees, clerical staff, and police. Certain employees are paid on the basis of positive hours and, therefore, must report all hours worked. The remaining employees are paid a salary and, therefore, only report exception time (i.e., sick) for the purpose of tracking these hours. The biweekly staff are paid approximately two weeks following the last day of the pay period.

For our testing of the biweekly staff payroll, we selected the payroll period ending 9/22/01 and paid on 10/4/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

Biweekly Students and Graduate Assistants

The biweekly students and graduate assistants payroll is substantially the same as the biweekly staff. They are paid alternating weeks with the biweekly staff.

For our testing of the biweekly students and graduate assistants payroll, we selected the payroll period ending 9/29/01 and paid on 10/11/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

Semi-Monthly Staff and Faculty

The semi-monthly payroll includes two separate payroll runs: faculty and staff. The staff payroll consists of administrative professionals, confidential clericals, employee consultants, and athletic coaches. They are paid on a delay basis (i.e., paid on the last day of the month for hours worked the 1st-15th of the month). The faculty payroll is comprised of faculty, temporary faculty, and lecturers. Faculty and lecturers are further divided into groups: faculty 16, faculty 24, lecturer 16, and lecturer 24. Faculty/lecturer 16 is used for faculty and lecturers choosing to be paid on an academic year basis (16 semi-monthly pay periods September through April). Faculty/lecturer 24 is used for faculty and lecturers choosing to be paid on a calendar year basis (24 semi-monthly pay periods). The faculty and lecturers are paid to date (i.e., paid on the 15th of the month for hours worked the 1st-15th of the month).
Semi-Monthly Staff and Faculty (continued)

For our testing of the semi-monthly staff, we selected the payroll period ending 9/30/01 and paid on 10/15/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

For our testing of the semi-monthly faculty, we selected the payroll period ending 9/30/01 and paid on 9/28/01 for 22 employees and performed procedures to assess the accuracy, validity and completeness of the human resources/payroll system.

Off Cycle Checks

On a periodic basis, the payroll department issues off cycle checks. Examples include an employee who is due back pay, voiding and replacement of an incorrect check, or some other emergency need. For our testing of off cycle checks we selected a haphazard sample of 28 checks from the period September 2000 to October 2001 and performed procedures to assess the accuracy, validity and completeness of the human resource/payroll system.

Objectives and Scope

Our objectives were to evaluate the adequacy of internal controls for human resources and payroll processing and review the efficiency related to this processing.

The scope of our review included reviewing transactions and procedures specific to human resources and payroll processing. Our procedures were designed to review the four payroll cycles selected for our tests. We also reviewed the payroll history of employees who have access to payroll system. The following areas were included in our internal audit testing:

- Authorization of new hires
- Verification of pay rates
- Reconciliation of departmental batch sheets, payroll time vouchers, and cost center reports
- Authorization of paychecks/EFT deposits
- Posting to Financial Records System

Per discussion with Dan Cooper, Director of Financial Services, the University is in the process of implementing a new payroll system, SCT Banner. The expected implementation date of this new system is January 1, 2004.

Conclusion

No significant findings were noted, however, we believe that certain controls could be improved to ensure that information is complete and accurate. In addition, the implementation of some of these controls may improve the efficiency in human resources and payroll processing.
The remainder of this report details work performed and criteria used in supporting our conclusions. We have included recommendations to management for improving the internal control process and increasing operating efficiency for human resource and payroll processing.

We completed our audit fieldwork on November 19, 2001.

This report is intended for the information and use of the Eastern Michigan University Board of Regents and Management and is not intended to be and should not be used by anyone other than these specified users.
Finding—Exception Payroll Reporting/Full Payroll Reporting

During our testing of payroll, we noted that there were some inconsistencies among the various departments in reporting time for exception reporting and full reporting on time cards and payroll time vouchers.

Recommendation:

We recommend that the University review and update the current policy to ensure that time reporting practices are designed to meet the University’s needs in an effective manner. We also recommend that each department review the payroll policy to ensure that time cards and payroll time vouchers for exception and full payroll reporting are being completed consistently among the departments.

Management’s Response:

We agree. Policies and procedures are being reviewed in preparation for the conversion to SCT Banner. We expect that the use of Banner’s electronic approvals, workflow and ongoing training will help to resolve the reporting inconsistencies.

Finding—Payroll Adjustments

We reviewed the payroll procedures with the University’s Payroll Coordinator. Based upon this review, we understand that periodic reviews of adjustments processed by the payroll department by someone outside of the payroll department are not performed.

Recommendation:

To ensure all payroll adjustments are properly documented and approved, we recommend that someone outside of the payroll department periodically review payroll adjustments. This is most critical for adjustments affecting payroll and human resource employees.

Management’s Response:

We agree. A procedure will be initiated where a periodic review of payroll adjustments is performed by an employee not associated with Payroll or Human Resources.

Finding – Record Retention:

During our testing, we noted that the payroll time report voucher and departmental batch sheet could not be found for one employee tested.
**Recommendation:**

We recommend that all documentation required by University policy for the recording and approval of payroll be retained for an appropriate period of time in support of the authorization and recording of payroll.

**Management’s Response:**

We agree. This was an isolated incident. We will reinforce the existing practice of retaining the payroll time report vouchers and departmental batch sheets.

**Finding – Payroll Authorization and Reconciliation of Payroll Hours:**

During our testing, we noted the following exceptions:

- For one department tested, eight hours of sick time was reported on the department’s cost center report but not on the departmental batch sheet or payroll time voucher for that department. The employee this sick time corresponded to worked for two departments and the sick time was reported on the payroll time voucher for the other department.
- For one student employee, total hours reported on the time card did not agree to the hours reported on the cost center report. The total hours for the related department’s batch sheet did not agree to the total hours reported on the cost center report.
- For two departments tested the departmental batch sheets did not contain an approval signature from the department.

**Recommendation:**

We recommend a periodic communication be sent to all departments noting the importance of reviewing their monthly account statements and labor distribution reports to help ensure that personnel charges are being properly reflected.

We also recommend that the University enhance procedures to ensure proper signatures are on the departmental batch sheets.

**Management’s Response:**

We agree. A formal communication will be developed and sent periodically noting the importance of reviewing monthly account statements and labor distribution reports. The existing procedure for obtaining approval signatures on departmental batch sheets will be reinforced with Payroll staff. With the implementation of Banner, the approval process will be done electronically.
Finding – Off-Cycle/Manual Checks Record Retention:

During our testing of off cycle/manual checks, we could not verify that the EMU logo was on the issued checks for two payroll checks tested, as the check stubs were not retained.

Recommendation:

We recommend that all off cycle/manual checks be copied and retained before issuance to support that the check issued has been properly completed, and to ensure proper authorization of payroll.

Management’s Response:

We agree. We will begin to photocopy the original check, rather than printing a copy of the check with the signature and logo missing.
## Eastern Michigan University Internal Audit Schedule
### Andrews Hooper & Pavlik
#### For Period Ending September 30, 2002

<table>
<thead>
<tr>
<th>Timing</th>
<th>Report</th>
<th>Budget Hours</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Various</td>
<td>Various</td>
<td>100</td>
<td>Planning, Risk Analysis &amp; Administrative Planning/Scheduling Audits, Board Meetings, Other Meetings, etc. Risk Assessment for following years</td>
</tr>
<tr>
<td>Completed</td>
<td>Jan-02</td>
<td>40</td>
<td>Conflict of Interest Statements Board of Regents, President &amp; Administrative Professionals 10 &amp; above</td>
</tr>
<tr>
<td>Completed</td>
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<td>Payroll</td>
</tr>
<tr>
<td>In Process</td>
<td>Mar-02</td>
<td>160</td>
<td>Information Systems</td>
</tr>
<tr>
<td>Jan-02</td>
<td>Mar-02</td>
<td>50</td>
<td>Football/Basketball Ticket Sales (including special events) Advance Sales At Game Sales</td>
</tr>
<tr>
<td>Jan-02</td>
<td>Jun-02</td>
<td>170</td>
<td>University Housing</td>
</tr>
<tr>
<td>Mar-02</td>
<td>Jun-02</td>
<td>80</td>
<td>Parking</td>
</tr>
<tr>
<td>Apr-02</td>
<td>Jun-02</td>
<td>100</td>
<td>Financial Aid Compliance Reconciliation</td>
</tr>
<tr>
<td>Jun-02</td>
<td>Sep-02</td>
<td>80</td>
<td>Student Government</td>
</tr>
<tr>
<td>Jul-02</td>
<td>Sep-02</td>
<td>80</td>
<td>Catering and Conferences</td>
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<tr>
<td>Jul-02</td>
<td>Sep-02</td>
<td>180</td>
<td>Cash Receipts</td>
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<tr>
<td>Various</td>
<td>Various</td>
<td>160</td>
<td>Special Projects</td>
</tr>
<tr>
<td>Various</td>
<td>Various</td>
<td>100</td>
<td>Contingencies</td>
</tr>
</tbody>
</table>

**Total:** 1,500
RECOMMENDATION

REPORT: GRANTS/CONTRACTS

ACTION REQUESTED

It is recommended that 82 grants and contracts totaling $3,096,525 for the period 11/01/01 through 12/31/01 be accepted.

SUMMARY

One-hundred percent sponsor-funded grants and contracts in the amount of $1,997,935 were awarded to the University during the period 11/01/01 through 12/31/01. Grants and contracts awarded to the University that required EMU cost-sharing and/or in-kind contributions totaled $1,098,590.

Summary of Grants and Contracts (pp. 2-7)
Grants & Contracts Progress Report (p. 8)
November 2001 Proposal Activity (pp. 9-15)
December 2001 Proposal Activity (pp. 16-21)

FISCAL IMPLICATIONS

This action approves allocating University matching funds in the amount of $82,194 as cash contributions for projects awarded during the period 11/01/01 through 12/31/01, for a fiscal year-to-date total of $182,466 against a base budget of $361,652.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer          Date
### Eastern Michigan University
#### Summary of Grants and Contracts

1/15/2002
(Reported for FY 2001)
100% Sponsored

<table>
<thead>
<tr>
<th>Title</th>
<th>Grantor/Contractor</th>
<th>Director</th>
<th>Administrator</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ford Health and Safety</td>
<td>Ford Motor Co.</td>
<td>Pamela Hill</td>
<td>Pamela Hill</td>
<td>$432,835</td>
</tr>
<tr>
<td>Ford Quality 2002</td>
<td>Ford Motor Co.</td>
<td>Barbara Hopkins</td>
<td>Barbara Hopkins</td>
<td>$352,983</td>
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<tr>
<td>Ford Motor Company Health and Safety Training—Excess Revenue</td>
<td>UAW-Chrysler National Skill Development &amp; Training Center</td>
<td>Pamela Hill</td>
<td>Ronald Kerrigan</td>
<td>$220,593</td>
</tr>
<tr>
<td>UAW-Chrysler N.T. C.—Excess Revenue</td>
<td>UAW-Chrysler National Skill Development &amp; Training Center</td>
<td>Pamela Hill</td>
<td>Ronald Kerrigan</td>
<td>$191,962</td>
</tr>
<tr>
<td>UAW-FORD NATIONAL JOINT COMMITTEE ON HEALTH AND SAFETY-CORE COMPETANCY II</td>
<td>UAW-Ford National Joint Committee Health &amp; Safety</td>
<td>Pamela Hill</td>
<td>Ronald Kerrigan</td>
<td>$74,021</td>
</tr>
<tr>
<td>Application of Wavefront Sensors to Study of PVC Plastisol Fusion Parameters</td>
<td>Armstrong World Industries, Inc.</td>
<td>Donald M. Snyder</td>
<td>Donald M. Snyder</td>
<td>$73,021</td>
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<tr>
<td>Coca-Cola Company Research Agreement</td>
<td>Coca Cola, USA</td>
<td>Frank Jones</td>
<td>Ted Provider</td>
<td>$51,840</td>
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<tr>
<td>Consultation Education and Training Grant FY2001-2002</td>
<td></td>
<td>Pamela Hill</td>
<td>Arlene Cook</td>
<td>$40,000</td>
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<tr>
<td>Michigan Department of Consumer and Industry Services</td>
<td></td>
<td>Pamela Hill</td>
<td>Ronald Kerrigan</td>
<td>$40,000</td>
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<td>DaimlerChrysler Corporation</td>
<td>Daimler/Chrysler Corporation</td>
<td>Pamela Hill</td>
<td>Ronald Kerrigan</td>
<td>$40,000</td>
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<tr>
<td>UAW-GM Center for Human Resources</td>
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<td>Pamela Hill</td>
<td>Pamela Hill</td>
<td>$34,500</td>
</tr>
<tr>
<td>UAW-Ford-National Joint Committee on health and Safety Certification Training Core Competency II—Task Two</td>
<td></td>
<td>Pamela Hill</td>
<td>Ronald Kerrigan</td>
<td>$34,185</td>
</tr>
<tr>
<td>UAW-Ford National Joint Committee Health &amp; Safety</td>
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<td>Pamela Hill</td>
<td>Ronald Kerrigan</td>
<td>$34,185</td>
</tr>
<tr>
<td>Executive Jet</td>
<td></td>
<td>Barbara Hopkins</td>
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<td>Charles Monsma</td>
<td>Charles Monsma</td>
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<td>Michigan Works Labor Market Information</td>
<td>Michigan Department of Career Development</td>
<td>Pamela Hill</td>
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<td>UAW-Ford National Joint Committee on Health and Safety Certification Training Core Competency II—Task One</td>
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<td>Ronald Kerrigan</td>
<td>$24,500</td>
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<td>UAW-Ford National Programs Center</td>
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<td>Ronald Kerrigan</td>
<td>$24,500</td>
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<td>Barbara Hopkins</td>
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<td>Charles M. Monsma</td>
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</tr>
<tr>
<td>Title</td>
<td>Grantor/Contractor</td>
<td>Director</td>
<td>Administrator</td>
<td>Amount</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>---------------------------------------------</td>
<td>----------------</td>
<td>--------------------</td>
<td>----------</td>
</tr>
<tr>
<td>Project Outreach</td>
<td>The Gill Foundation</td>
<td>Suzanne Hobson</td>
<td>David Clifford</td>
<td>$20,000</td>
</tr>
<tr>
<td>Yazaki, North America</td>
<td>Barbara Hopkins</td>
<td>Barbara Hopkins</td>
<td>Barbara Hopkins</td>
<td>$18,575</td>
</tr>
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<td>Yazaki North America</td>
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GRANTS AND CONTRACTS: AWARD REPORT FOR 1/15/2002
<table>
<thead>
<tr>
<th>Grantor/Contractor</th>
<th>Director</th>
<th>Administrator</th>
<th>Amount</th>
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<tbody>
<tr>
<td>The Andersons</td>
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<td>Jabil Circuit</td>
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<td>Pamela Hill</td>
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<td>La-Z-Boy</td>
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<td>Barbara Hopkins</td>
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<td>Various Sponsors—Excess Revenue</td>
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<td>Midway Products Group, Inc.</td>
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<td>Tsu-Yin Wu</td>
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<td>TDM Company Transportation, Design &amp; Manufacturing</td>
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<td>Julie Becker</td>
<td>Julie Becker</td>
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<tr>
<td>RCO Engineering, Inc, Roseville MI</td>
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<tr>
<td>Ypsilanti Downtown Development Authority Action Plan</td>
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<td>Pattern input, verification and generation of electronic marker file for Cessna of Wichita, Kansas</td>
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<tr>
<td>Pattern input, verification, and generation of marker plots for Universal Lettering of Wan Wert, Ohio</td>
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70 Grants and Contracts for a total of: $1,997,935
**Eastern Michigan University**  
**Summary of Grants and Contracts**  
**1/15/2002**  
(Reported for FY 2002)  
**Requiring EMU Matching Funds**

<table>
<thead>
<tr>
<th>Title</th>
<th>Funding Agency</th>
<th>Director</th>
<th>Administrator</th>
<th>EMU In-kind</th>
<th>EMU Cash</th>
<th>Sponsor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMU-Ypsilanti Community Outreach Partnership Center (COPC)</td>
<td></td>
<td>Elvia Krajewski-Jaime John Edgren</td>
<td>Susan C. Kattelus</td>
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<td>$75,230</td>
<td>$394,556</td>
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<tr>
<td>Michigan DECA</td>
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<td>Dave Wait</td>
<td>Dave Wait</td>
<td>$779,715</td>
<td>$65,500</td>
<td>$845,215</td>
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<tr>
<td>Michigan Department of Career Development</td>
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<td>Lynette Findley</td>
<td>Lynette Findley</td>
<td>$152,930</td>
<td>$149,640</td>
<td>$302,570</td>
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<td>Select Student Support Services (4S) Program - 2001/2002</td>
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<tr>
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<td>Georgea Langer</td>
<td>Alane Starko</td>
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<tr>
<td>Western Kentucky University</td>
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<td>Michigan Family, Career and Community Leaders of America</td>
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<td>Jose Vites</td>
<td>Jose Vites</td>
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<td>$74,631</td>
<td>$83,532</td>
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<td>Eisenhower: Focus on Assessment in CLIMB</td>
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<td>Carolyn Finch</td>
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<td>$53,716</td>
<td>$76,737</td>
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<td>Minority Achievement, Retention and Success (MARS): Morris Hood Educator Development Program</td>
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<td>Michigan Campus Compact</td>
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<td>Jessica Alexander</td>
<td>Jessica Alexander</td>
<td>$1,803</td>
<td>$1,952</td>
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**GRANTS AND CONTRACTS: AWARD REPORT FOR 1/15/2002**
<table>
<thead>
<tr>
<th>Title</th>
<th>Funding Agency</th>
<th>Director</th>
<th>Administrator</th>
<th>EMU In-kind</th>
<th>EMU Cash</th>
<th>Sponsor</th>
<th>Total</th>
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<td>12</td>
<td>Grants/Contracts for a total of:</td>
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GRANTS AND CONTRACTS: AWARD REPORT FOR 1/15/2002
**GRANTS AND CONTRACTS**  
**FY 2002 PROGRESS REPORT**  
January 15, 2002

### Table I  
Current Proposal/Award Activity and Prior Year Comparison

<table>
<thead>
<tr>
<th></th>
<th>FY00-01 Annual Plan</th>
<th>FY00-01 Plan To Date</th>
<th>FY00-01 Actual To Date</th>
<th>FY00-01 Actual Plan Variance</th>
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<tbody>
<tr>
<td>Number of Proposals</td>
<td></td>
<td>457</td>
<td>229</td>
<td>188</td>
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<tr>
<td>Number of Awards</td>
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<td>357</td>
<td>179</td>
<td>146</td>
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<table>
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<th></th>
<th>FY01-02 Annual Plan</th>
<th>FY01-02 Plan To Date</th>
<th>FY01-02 Actual To Date</th>
<th>FY01-02 Actual Plan Variance</th>
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<tr>
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<td></td>
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<td>221</td>
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<tr>
<td>Number of Awards</td>
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<table>
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<tr>
<th></th>
<th>FY01-02 Annual Plan</th>
<th>FY01-02 Plan To Date</th>
<th>FY01-02 Actual To Date</th>
<th>FY01-02 Actual Plan Variance</th>
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### Table II  
Future Budgetary Implications of FY01-02 Awards/Matching Funds

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<tr>
<th></th>
<th>Dollar Value</th>
<th>Budgeted Expenditures by Fiscal Year</th>
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<td>FY01-02</td>
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<td>FY03-04</td>
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<td>FY04-05</td>
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<td>FY01-02 Matching Funds to Date</td>
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<td>FY01-02</td>
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### Table III  
Grant and Contract Expenditures

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<td>Expenditures to Date as of November 30</td>
<td>$4,893,190</td>
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### Table IV  
Proposals Pending

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<th>FY01-02</th>
<th>FY00-01</th>
<th>FY01-02 vs FY00-01</th>
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## EASTERN MICHIGAN UNIVERSITY
OFFICE OF RESEARCH DEVELOPMENT

Report to the Board of Regents: 1/15/2002
Grant/Contract Activity for November 2001

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<tr>
<th>Proposal #</th>
<th>Funding Agency</th>
<th>EMU Unit</th>
<th>Award Status Date of Action</th>
<th>Amount Requested</th>
<th>Amount Awarded</th>
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<td>20020530</td>
<td>AVL North America, Inc.</td>
<td>Center for Organizational Risk Reduction</td>
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<td>20020505</td>
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<td>Awarded 11/28/2001</td>
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<td>City of Saline</td>
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<td>20020217</td>
<td>Coca Cola, USA</td>
<td>Coatings Research Institute</td>
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Sum of Awards: $656,850

Quantity of Pending: 81
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Quantity of Awards: 33
Sum of Awards: $2,439,675

Quantity of Pending: 96
Quantity of Denied: 2
REPORT: CONSTRUCTION PROJECTS PROGRESS

ACTION REQUESTED
It is requested that the Board of Regents receive and place on file the Construction Projects Progress Report for the period ending December 10, 2001.

STAFF SUMMARY
Preparation and planning is underway for the upcoming parking expansion project. The Hover renovation has begun with building clean up and abatement in progress. Code review is also under way. Soil investigation and borings have begun on all sites. Relocating the softball fields to west campus is a priority with a goal to not miss a season of intramural sports activities.

The program statement for the modernization of Pray-Harrold is continuing with the plan to present to the Board for approval in March 2002.

The Request for Proposals to develop a program statement for the Student Union (McKenny expansion) has been released. Proposals are due in January with the intention of starting the assessment in February 2002.

The design of the University House is substantially complete. All concrete foundation walls have been completed with framing to begin in January. Miscellaneous site work has commenced.

FISCAL IMPLICATIONS
Expenditures and contracted obligations to date do not exceed the budgets of the approved projects. No future implications are foreseen at this time which would cause project budgets to be exceeded.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date
I. PROJECTS IN PROGRESS

CREW TRAINING ROOM RENOVATIONS
Account No: 7-77835
Source of Funds: Facility Reserves
Project Manager: Staff
Status: Design documents in progress
Scheduled Completion: June 2002

HOUSING FIRE ALARM
Account No: 7-77799
Source of Funds: Housing Reserve
Design Consultant: Ghafari Associates
Project Manager: Staff
New fire alarm system for Hill completed and approved. Planning/Design for Wise, Best and Goddard is in progress.
Completion Date: September 2002

HOYT ELEVATOR MODERNIZATION
Account No: 7-77833
Source of Funds: Housing Reserves
Design Consultant: Staff
Project Manager: Staff
Status: Project awarded to Detroit Elevator Co.
Scheduled Completion: July 2002

HOYT EMPORIUM
Account No: 7-77824
Source of Funds: Housing and Dining Reserves
Design Consultant: Angelini & Associates
Project Manager: Staff
Schematic design in progress
Scheduled Completion: March 2002

MCKENNY "FRESHENS"
Account No. 7-77826
Source of Funds: Housing and Dining Reserves
Project Manager: Staff
Status: Demolition has been completed. New partitions are being constructed, and equipment being ordered.
Scheduled Completion: January 2002

MARK JEFFERSON ELEVATOR CONTROL REPAIR
Account No: 7-77817
Source of Funds: Asset Preservation Funds
Project Manager: Staff
Status: Project has begun with circuit control repairs estimated to be 25% complete
Scheduled Completion: June 2002

BUDGET

93,000

408,000

290,000

600,000

50,000

60,000
## I. PROJECTS IN PROGRESS

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<th>Project Description</th>
<th>Budget</th>
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<td>301 OWEN RENOVATION</td>
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<tr>
<td>Account No: 7-77818</td>
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<tr>
<td>Source of Funds: College of Business Funds</td>
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<td>Project Manager: Staff</td>
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<tr>
<td>Status: Project is substantially complete with technology wiring in progress.</td>
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<td>Scheduled Completion: December 2001</td>
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<td>PRAY HARROLD MODERNIZATION PROGRAM ASSESSMENT</td>
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<td>Account No: TBD</td>
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<td>Source of Funds: Facility Plan Funds</td>
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<td>Project Manager: Staff</td>
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<td>Status: Informational meetings have proceeded with use groups. Final program statement in progress.</td>
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<td>ROOSEVELT STAFF &amp; COMMAND</td>
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<td>Status: Project is 95% complete and interior finishes in progress.</td>
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<td>SOUTHEAST STAIR TOWER REPAIRS</td>
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<td>Account No: 7-77832</td>
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<td>Source of Funds: Parking and Paving Reserve</td>
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<td>Design Consultant: NTH Consultants</td>
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<td>Project Manager: NTH Consultants</td>
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<tr>
<td>Replacement of stair landings, stair section, and steps is complete with finishes in progress on the stair tower of Parking Structure. Project is substantially complete.</td>
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<td>SUBSTATION AND LOOP FEEDERS</td>
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<td>Account No.: 7-77635</td>
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<td>Source of Funds: University bond proceeds</td>
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<td>Design Consultant: Commonwealth Associates</td>
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<td>Loop 4- installation of neutral overhead pole line and demolition of old 4800 volt loop 4 in progress. Loop 3 - complete except section from DC3 to DC2 - funding required to complete. Coral Sub to Heating Plant tie line complete. Substation 2nd transformer installed/energized with relay and control work in progress.</td>
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I. PROJECTS IN PROGRESS

UNIVERSITY APARTMENT RENOVATION
Account No.: 4-42011; 4-42013; 4-42015; 4-43018
Source of funds: Housing and Dining reserves
Design Consultant: Staff
Project Manager: Staff
Ongoing upgrade and modernization of 40-50 apartments per year.
Status: Implementation upon vacancies throughout the year.
Scheduled Completion: Project is on-going

BUDGET
275,000

UNIVERSITY HOUSE
Account No: 7-77778
Source of Funds: royalties, gifts, debt refinancing, equity from Forest Ave. house and Stonebridge residence.
Design Consultant: David Schaff
Project Manager: Walt Menard/Staff
Status: Design is 100% complete. Excavation is complete and footings and foundation walls have begun. Misc. sitework is in progress.
Framing to commence in January.
Scheduled Completion: December 2002

BUDGET
3,500,000

TOTAL PROJECTS IN PROGRESS

BUDGET
$ 11,042,000

PROJECTS ON HOLD
Jones-Goddard Electrical Upgrades

BUDGET
$ 110,000

TOTAL PROJECTS ON HOLD

BUDGET
$ 110,000
REPORT: ACCOUNTS RECEIVABLE

ACTION REQUESTED
It is recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of November 30, 2001 be received and placed on file.

STAFF SUMMARY
The Student Accounts Receivable Ratio Analysis reflects that the November 30, 2001 net receivable balance is $10,911,000 or 18.45 percent of revenue as compared to $9,570,000 or 18.63 percent of revenue as of November 30, 2000, which is a .18 percent decrease. The report shows a decrease of 1.45 percent as compared to the five year average of 19.90% percent.

FISCAL IMPLICATIONS
University student receivables for the reporting periods are on target to reach the established goal of reducing uncollected student receivables to less than one percent of gross student revenue within two years.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date
## Student Accounts Receivable Ratio Analysis
### 2000-01, 2001-02
(Thousands of dollars)

<table>
<thead>
<tr>
<th></th>
<th>2000-01</th>
<th></th>
<th>2001-02</th>
<th></th>
<th></th>
<th>5 Year Average Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Revenue</td>
<td>Net Receivable</td>
<td>Percent</td>
<td>Revenue</td>
<td>Net Receivable</td>
<td>Percent</td>
</tr>
<tr>
<td>$34,859</td>
<td>$29,663</td>
<td>$29,663</td>
<td>85.09%</td>
<td>$55,113</td>
<td>$31,922</td>
<td>57.92%</td>
</tr>
<tr>
<td>49,850</td>
<td>23,682</td>
<td>23,682</td>
<td>47.51%</td>
<td>58,088</td>
<td>22,627</td>
<td>38.95%</td>
</tr>
<tr>
<td>50,210</td>
<td>16,598</td>
<td>16,598</td>
<td>33.06%</td>
<td>58,900</td>
<td>12,758</td>
<td>21.66%</td>
</tr>
<tr>
<td>51,379</td>
<td>10,924</td>
<td>10,924</td>
<td>21.25%</td>
<td>59,130</td>
<td>10,911</td>
<td>18.45%</td>
</tr>
<tr>
<td>90,906</td>
<td>12,524</td>
<td>12,524</td>
<td>13.78%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>94,724</td>
<td>14,592</td>
<td>14,592</td>
<td>15.40%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>95,492</td>
<td>9,677</td>
<td>9,677</td>
<td>10.13%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>95,847</td>
<td>6,767</td>
<td>6,767</td>
<td>7.06%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>103,982</td>
<td>11,701</td>
<td>11,701</td>
<td>11.25%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>104,747</td>
<td>7,261</td>
<td>7,261</td>
<td>6.93%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>104,822</td>
<td>4,571</td>
<td>4,571</td>
<td>4.36%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* No July bills due to planned delay in Fall assessment, pending final notification of the state appropriation and subsequent tuition and fee increases.
## Eastern Michigan University
### Student Accounts Receivable Reports
#### For Month Ended November 30, 2001

### Aging Report

<table>
<thead>
<tr>
<th></th>
<th>Current</th>
<th>60-120 Days</th>
<th>121-180 Days</th>
<th>181-360 Days</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Receivable</td>
<td>$4,085,499</td>
<td>$3,431,141</td>
<td>$2,859,760</td>
<td>$1,628,695</td>
<td>$12,005,095</td>
</tr>
<tr>
<td>Allowance</td>
<td>112,573</td>
<td>163,592</td>
<td>272,653</td>
<td>545,305</td>
<td>1,094,122</td>
</tr>
<tr>
<td>Net Receivable</td>
<td>$3,972,926</td>
<td>$3,267,549</td>
<td>$2,587,107</td>
<td>$1,083,390</td>
<td>$10,910,973</td>
</tr>
<tr>
<td>11/30/00 Balance</td>
<td>$3,349,955</td>
<td>$2,984,694</td>
<td>$2,066,773</td>
<td>$1,168,725</td>
<td>$9,570,147</td>
</tr>
</tbody>
</table>

### Revenue Summary

<table>
<thead>
<tr>
<th></th>
<th>Fiscal Year To Date</th>
<th>Prior Year To Date</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Fund Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition &amp; Required Fees</td>
<td>$46,066,257</td>
<td>$39,325,379</td>
<td>17.14%</td>
</tr>
<tr>
<td>Other Student Fees</td>
<td>1,597,661</td>
<td>1,422,463</td>
<td>12.32%</td>
</tr>
<tr>
<td>Total</td>
<td>47,663,918</td>
<td>40,747,842</td>
<td>16.97%</td>
</tr>
<tr>
<td><strong>Other Funds Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>10,313,777</td>
<td>9,556,744</td>
<td>7.92%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>1,152,390</td>
<td>1,074,584</td>
<td>7.24%</td>
</tr>
<tr>
<td>Total</td>
<td>11,466,168</td>
<td>10,631,328</td>
<td>7.85%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$59,130,085</td>
<td>$51,379,170</td>
<td>15.09%</td>
</tr>
<tr>
<td>Agency</td>
<td>Cumulative Inventory @ November 2001</td>
<td>Cumulative Inventory @ November 2000</td>
<td></td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------------------</td>
<td>-------------------------------------</td>
<td></td>
</tr>
<tr>
<td>AssetCare</td>
<td>$31,869</td>
<td>$36,591</td>
<td></td>
</tr>
<tr>
<td>Credit Bureau of Ypsilanti</td>
<td>1,950,522</td>
<td>1,874,623</td>
<td></td>
</tr>
<tr>
<td>Enterprise Recovery</td>
<td>2,404,074</td>
<td>2,150,417</td>
<td></td>
</tr>
<tr>
<td>General Revenue Corporation</td>
<td>1,563,073</td>
<td>1,132,431</td>
<td></td>
</tr>
<tr>
<td>H. W. Ketchum Collection</td>
<td>1,046,470</td>
<td>1,108,988</td>
<td></td>
</tr>
<tr>
<td>Immediate Credit Recovery</td>
<td>3,939</td>
<td>102,340</td>
<td></td>
</tr>
<tr>
<td>National Enterprise Systems</td>
<td>602,044</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>World Credit, Inc.</td>
<td>144,479</td>
<td>151,249</td>
<td></td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$7,746,471</strong></td>
<td><strong>$6,556,639</strong></td>
<td></td>
</tr>
<tr>
<td>Five Year Revenue</td>
<td>$489,125,578</td>
<td>$462,047,955</td>
<td></td>
</tr>
<tr>
<td>Five Year % of Revenue</td>
<td>1.58%</td>
<td>1.42%</td>
<td></td>
</tr>
</tbody>
</table>
Eastern Michigan University  
Collection Agency Comparison  

Net Assignments  

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AssetCare</td>
<td>-</td>
<td>(139,321)</td>
</tr>
<tr>
<td>Credit Bureau of Ypsilanti</td>
<td>40,818</td>
<td>125,088</td>
</tr>
<tr>
<td>Enterprise Recovery</td>
<td>160,445</td>
<td>72,121</td>
</tr>
<tr>
<td>General Revenue Corporation</td>
<td>445,953</td>
<td>(40,045)</td>
</tr>
<tr>
<td>H. W. Ketchum Collection</td>
<td>(59,474)</td>
<td>(1,182)</td>
</tr>
<tr>
<td>Immediate Credit Recovery</td>
<td>(79,135)</td>
<td>(310,734)</td>
</tr>
<tr>
<td>National Enterprise Systems</td>
<td>205,731</td>
<td>-</td>
</tr>
<tr>
<td>World Credit, Inc.</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$714,337</td>
<td>($294,073)</td>
</tr>
</tbody>
</table>

Recoveries  

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AssetCare</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Credit Bureau of Ypsilanti</td>
<td>53,553</td>
<td>66,729</td>
</tr>
<tr>
<td>Enterprise Recovery</td>
<td>127,757</td>
<td>101,116</td>
</tr>
<tr>
<td>General Revenue Corporation</td>
<td>98,515</td>
<td>107,991</td>
</tr>
<tr>
<td>H. W. Ketchum Collection</td>
<td>44,316</td>
<td>38,754</td>
</tr>
<tr>
<td>Immediate Credit Recovery</td>
<td>4,495</td>
<td>23,990</td>
</tr>
<tr>
<td>National Enterprise Systems</td>
<td>72,887</td>
<td>-</td>
</tr>
<tr>
<td>World Credit, Inc.</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$401,525</td>
<td>$338,579</td>
</tr>
</tbody>
</table>
### Collection Expense

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AssetCare</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Credit Bureau of Ypsilanti</td>
<td>24,779</td>
<td>30,466</td>
</tr>
<tr>
<td>Enterprise Recovery</td>
<td>40,441</td>
<td>31,526</td>
</tr>
<tr>
<td>General Revenue Corporation</td>
<td>28,746</td>
<td>34,369</td>
</tr>
<tr>
<td>H. W. Ketchum Collection</td>
<td>14,668</td>
<td>11,983</td>
</tr>
<tr>
<td>Immediate Credit Recovery</td>
<td>1,416</td>
<td>5,408</td>
</tr>
<tr>
<td>National Enterprise Systems</td>
<td>18,195</td>
<td>-</td>
</tr>
<tr>
<td>World Credit, Inc.</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$128,244</strong></td>
<td><strong>$113,752</strong></td>
</tr>
</tbody>
</table>
### Eastern Michigan University
Collection Agency Inventory Rollforward
2001-02

<table>
<thead>
<tr>
<th>Agency</th>
<th>Beginning Inventory October 2001</th>
<th>+November 2001 Assignments</th>
<th>-November 2001 Recoveries</th>
<th>=Ending Inventory November 2001</th>
</tr>
</thead>
<tbody>
<tr>
<td>AssetCare</td>
<td>31,869</td>
<td>$ -</td>
<td>$ -</td>
<td>31,869</td>
</tr>
<tr>
<td>Credit Bureau of Ypsilanti</td>
<td>1,943,300</td>
<td>17,872</td>
<td>$10,649</td>
<td>1,950,523</td>
</tr>
<tr>
<td>Enterprise Recovery</td>
<td>2,302,991</td>
<td>124,136</td>
<td>23,053</td>
<td>2,404,074</td>
</tr>
<tr>
<td>General Revenue Corporation</td>
<td>1,415,822</td>
<td>163,361</td>
<td>16,111</td>
<td>1,563,072</td>
</tr>
<tr>
<td>H. W. Ketchum Collection</td>
<td>1,054,490</td>
<td>($1,670)</td>
<td>6,349</td>
<td>1,048,471</td>
</tr>
<tr>
<td>Immediate Credit Recovery</td>
<td>3,939</td>
<td>-</td>
<td>-</td>
<td>3,939</td>
</tr>
<tr>
<td>National Enterprise Systems</td>
<td>535,378</td>
<td>78,968</td>
<td>12,300</td>
<td>602,046</td>
</tr>
<tr>
<td>World Credit, Inc.</td>
<td>144,479</td>
<td>-</td>
<td>-</td>
<td>144,479</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$7,432,269</td>
<td>$382,666</td>
<td>$68,462</td>
<td>$7,746,471</td>
</tr>
</tbody>
</table>

### 2000-01 (Prior Year)

<table>
<thead>
<tr>
<th>Agency</th>
<th>Beginning Inventory October 2000</th>
<th>+November 2000 Assignments</th>
<th>-November 2000 Recoveries</th>
<th>=Ending Inventory November 2000</th>
</tr>
</thead>
<tbody>
<tr>
<td>AssetCare</td>
<td>$96,764</td>
<td>($60,173)</td>
<td>$ -</td>
<td>$36,591</td>
</tr>
<tr>
<td>Credit Bureau of Ypsilanti</td>
<td>1,883,249</td>
<td>1,577</td>
<td>$10,203</td>
<td>1,874,623</td>
</tr>
<tr>
<td>Enterprise Recovery</td>
<td>2,113,917</td>
<td>51,410</td>
<td>14,909</td>
<td>2,150,418</td>
</tr>
<tr>
<td>General Revenue Corporation</td>
<td>1,118,962</td>
<td>32,267</td>
<td>18,797</td>
<td>1,132,432</td>
</tr>
<tr>
<td>H. W. Ketchum Collection</td>
<td>1,117,584</td>
<td>($2,188)</td>
<td>6,408</td>
<td>1,108,988</td>
</tr>
<tr>
<td>Immediate Credit Recovery</td>
<td>349,754</td>
<td>(244,036)</td>
<td>3,376</td>
<td>102,340</td>
</tr>
<tr>
<td>World Credit, Inc.</td>
<td>151,249</td>
<td>-</td>
<td>-</td>
<td>151,249</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$6,831,477</td>
<td>($221,143)</td>
<td>$53,695</td>
<td>$6,556,639</td>
</tr>
</tbody>
</table>
RECOMMENDATION

2001-02 GENERAL FUND BUDGET STATUS REPORT

ACTION REQUESTED
It is requested that the 2001-02 General Fund Budget Report as of November 30, 2001 be accepted and placed on file.

STAFF SUMMARY
This report overviews the year-to-date revenues and expenditures versus the operating plan as of November 30, 2001.

Combined official Summer and year-to-date Fall 2001 enrollments have exceeded plan by 9,588 student credit hours or 3.4 percent.

Appropriations from the State of Michigan continue to accumulate at planned levels.

General Fund expenditures and transfers are accumulating according to plan at $68.9 million. Salary and wages have been closely managed within budget. Staff salary savings are exceeding plan but will be offset by increasing health care benefit costs in the second half of the fiscal year.

FISCAL IMPLICATIONS
It is anticipated that a balanced budget will be realized at year-end.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer Date
2001-2002 GENERAL FUND BUDGET STATUS REPORT
July 1, 2001 through November 30, 2001

The General Fund budget status report evaluates budget to actual revenue and expenditure performance. The data contained within represents posted activity to the Financial Record System through November 30, 2001. Enrollments for summer are official record. The Fall enrollment reporting is unofficial.

REVENUES

In June of 2001, the Board of Regents approved the General Fund Revenue budget of $179,349,942.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Revenue Budget (6-19-01)</td>
<td>$179,349,942</td>
</tr>
<tr>
<td>Prior Year Carry forward Authorizations (9-25-01)</td>
<td>$5,387,673</td>
</tr>
<tr>
<td>Revised Revenue Budget (9-25-01)</td>
<td>$184,737,615</td>
</tr>
</tbody>
</table>

The carry-forward balance of $5,387,673 increased the total funding allocated to operations to $184,737,615.

Revenues received to date are ahead of the plan. Through the end of this reporting period, $67.8 million in current year has been recorded versus $66.2 in planned revenue. The variance of $1.5 million is a result of increased Summer and Fall enrollment.

Appropriation

The University's FY2001 appropriation from the State of Michigan totals $87,349,942.

Through this period $15.9 or 18% of the revised appropriation budget has been received. Planned revenues were forecast at $15.9 through the same period. Accumulations are within plan.

Enrollments/Tuition

The original Enrollment Plan included 542,688 student credit hours, which are forecast to generate $78,056,731 in tuition and fee revenue net of uncollectables.

Tuition collections for the year, to date, total $43.4 million on 280,257 SCH or 3.5% above planned tuition and fee collections of $41.4 million based upon 270,669 SCH.
Fall undergraduate credit hour enrollment is presently 7,668 hours or 3.6 percent above budget, while graduate credit hour enrollments are 2,062 hours, or 7.0 percent above budget. Overall, summer 2001 enrollments fell short of forecast by 151 credit hours.

Tuition, registration fees and official enrollments have been reviewed. No variances of significance have been identified for summer and fall semesters. Official enrollments will be reconciled when data is available.

**Other Revenues**

Indirect cost recovery from grants and contracts totals $346,400, 47% of the fiscal year plan vs. $251,000 or 46% a year-a-go.

Falling interest rates have reduced earnings on investment income to $293,000 short of plan by approximately $83,000 with 32% of budget reported. This shortfall is expected to be offset with gains that will be recognized at the end of the year.

Application fees continue strong with $200,000 collected to date. This exceeds the prior year accumulation of $122,500 by $77,500 through the same period.

Income from Program and Technology fees are accumulating at or above planned levels.

Other General Fund revenues are accumulating at normal rates.

**EXPENDITURES**

**Authorization**

The Board of Regents approved the 2001-2002 General Fund operating budget in June of 2001 totaling $179,327,565 including provision for uncollectable tuition. In September of 2001 the Board authorized carryforward authorizations from the prior year of $5,387,673. This increased the spending authority to $184,715,238. Uncollectable tuition and fees were established at $853,079.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Operating Budget</td>
<td>$178,474,486</td>
</tr>
<tr>
<td>Un-collectable Tuition and Fee Allowance</td>
<td>$853,079</td>
</tr>
<tr>
<td>Carry forward Authorizations</td>
<td>$5,387,673</td>
</tr>
<tr>
<td><strong>Total Spending Authority</strong></td>
<td><strong>$184,715,238</strong></td>
</tr>
</tbody>
</table>
General Fund expenditures and transfers, adjusted for faculty payroll deferrals, total $68.9 million or 37.3% of the total spending authorization. Planned expenditures through November totaled $69.5 and represented 37% of budget. This represents a positive variance to plan of $643,719 or .9%. Overall spending to date is consistent with the plan.

**Personal Services**

Personal service budgets and authorized positions are centrally controlled and closely monitored. Authorized positions and expenditures for faculty, staff and students are within plan. To-date total compensation totals $47.8 million versus the planned level of $48.1 million.

Gross staff salary savings from vacant positions are exceeding the plan. At the end of the November reporting period, 72.2 FTE were unfilled. Budgeted at $1.9 million, net staff salary recoupment including benefits is forecast to exceed budget.

**SS&M/Travel/Equipment**

Expenditures to date are consistent within normal parameters. These controllable expenditures are monitored routinely. We do not anticipate problems at this time.

**Financial Aid**

Financial aid expenditures total $5.4 million or 48% of the funding provided. The November planned spending through this period was $5.85 Million.

**Utilities**

Utilities expenditures to date total $1.5 million or 29.2% of budget. Planned Expenditures are running slightly below the planned level by $131,000.

**Central Operating Adjustments**

To-date, normal and usual program reallocations of $510,000 have been distributed. This compares to $284,000 last year.
Strategic Planning Initiatives

Strategic program initiatives in the amount of $1.1 million have been identified in the current fiscal year. Funding support was included in the FY 2002 spending authorization (operating budget).

CONCLUSION

After 5 months, subject to the exceptions previously identified, revenues and expenditures are generally consistent with the operating plan.
<table>
<thead>
<tr>
<th>Date</th>
<th>Institution</th>
<th>Report Title</th>
<th>Date Range</th>
<th>Revenues</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget 2000-2001</td>
<td>Actual 11/30/01 % of Avg 11/30/01 Variance</td>
<td>Budget Operating Plan From Plan</td>
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<td>Revenues</td>
<td>Appropriation</td>
<td>$87,637,200 $15,934,038 18.18% 18.17% 15,922,561 11,477</td>
<td>Total Revenue $179,349,942 $62,367,922 34.77% 32.71% 60,851,306 1,516,616</td>
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<tr>
<td></td>
<td>Tuition and Fees*</td>
<td>$84,635,532 $43,409,431 51.29% 48.97% 41,445,764 1,963,667</td>
<td>Carry-Forward Funding $5,387,673 $5,387,673 100.00% 100.00% 5,387,673 0</td>
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<tr>
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<td>Investment Income</td>
<td>$926,996 $293,029 31.61% 40.54% 375,825 82,796</td>
<td>Total Approved Funding $184,737,615 $67,755,595 35.68% 35.00% 66,238,979 1,516,616</td>
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<td>Other Revenue***</td>
<td>$6,150,214 $2,731,424 44.41% 50.52% 3,107,155 (375,731)</td>
<td>Supplemental Appropriation $0 $0 0.00% 100.00% 0 0</td>
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<td>Expenditures</td>
<td>Faculty Salaries</td>
<td>$55,980,532 $19,716,480 35.22% 34.61% 19,375,566 340,924</td>
<td>Sub-Total Compensation $132,448,590 $47,853,634 36.13% 36.32% 48,088,750 (235,116)</td>
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<td>Staff Salaries</td>
<td>$36,322,543 $14,162,686 36.86% 37.75% 14,466,253 (303,567)</td>
<td>SS&amp;M/Travel/Equipment $30,705,374 $10,930,876 35.60% 37.82% 11,613,321 (682,445)</td>
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<td>Other Personal Services</td>
<td>$1,607,245</td>
<td>$921,700 57.35% 61.59% 960,889 (68,109)</td>
<td>Utilities $5,274,820 $1,537,588 29.15% 31.64% 1,668,927 (131,339)</td>
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<td>Student Help</td>
<td>$5,902,855 $2,333,468 39.53% 39.55% 2,334,849 (1,381)</td>
<td>Financial Aid $11,253,045 $5,433,813 48.29% 51.99% 5,850,349 (416,536)</td>
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<td>Benefits</td>
<td>$30,635,415 $10,719,223 34.99% 35.65% 10,922,203 (202,983)</td>
<td>Distribution to EMU Foundation $1,563,000 $1,563,000 100.00% 37.02% 578,600 984,400</td>
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<td>Recharges</td>
<td>($1,488,012) ($525,867) 35.33% 40.86% (608,002) 82,315</td>
<td>Recharges ($204,694) ($593,520) 289.95% 105.87% (216,703) (376,817)</td>
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<td>General Fee Transfers</td>
<td>($5,163,115) $2,664,733 51.61% 49.06% 2,532,913 131,820</td>
<td>Other Transfers $5,163,115 $2,664,733 51.61% 49.06% 2,532,913 131,820</td>
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<td>Total Expenditures</td>
<td>$184,715,238 $66,864,437 37.26% 37.14% 69,508,156 (643,719)</td>
<td>Net Funding $22,377 ($1,108,842) (3,269,177) 2,160,335</td>
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* Tuition YTD revenues includes only Summer & Fall
** Total YTD Faculty payroll expense has been adjusted for payroll accounting changes thru 11/30/01 of $3,153,052
*** Athletic Revenues relocated to designated fund
Continuing Ed Winter Revenue excluded
RECOMMENDATION

REPORT: Information and Communications Technology Initiatives

ACTION REQUESTED
It is recommended that the Report on the progress of ICT Initiatives be accepted and placed on file.

STAFF SUMMARY
The attached Executive Overview provides a progress report for each of the six ICT Strategic Initiatives currently underway.

All initiatives are currently meeting schedule targets and budgets.

Margaret Cline, Chief Information Officer and Peter Masterson, Account Executive, SCT Corp. will present a detailed overview of the SCT Banner System at the Finance Committee meeting.

FISCAL IMPLICATIONS
The ICT initiatives are funded through a combination of the $28 million approved by the Board and the ICT General Fund budget.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date
ICT STRATEGIC INITIATIVES
PROGRESS REPORT

November 22, 2001 through December 21, 2001

ICT REORGANIZATION
- Consulting firm, Suzanne Forsyth Associates analyzing data collected in interviews.
- ICT Transition and Leadership teams have completed first draft of organization structure recommendations.

ENTERPRISE NETWORKING INFRASTRUCTURE
- Enterprise Backup and Storage Systems delivered. Implementation in progress.
- Computer Room modifications continuing to accommodate Banner, Campus Pipeline, Network Operating System Changeout.
- Banyan Printers replacement with new print servers completed.
- UPS hardware and media converters, received and being installed.

FACULTY, STAFF AND STUDENT LAB PC REFRESHMENT
- Faculty planning team completed first draft of Intel and Apple platform specifications.

APPLICATIONS LAYER REPLACEMENT/UPGRADE; PROCESS REINVENTION; and PORTAL, E-MAIL AND CALENDARING PLATFORM

SCT Business Process Review Events
- Human Resource Module
  o Review Prototype Information

SCT Training Events
- Finance
  o General Ledger Processing/ Chart of Accounts I – 12/3
  o General Ledger Processing/ Chart of Accounts I – 12/3
- Student Module
  o Navigation, General Person 12/3
  o Information Session for Faculty & Staff - 12/5, 12/6

Hardware/Software Events
- Banner Forms Server installed 12/10
- Installed Banner client software in training rooms and on authorized workstations

E-mail, Calendaring, and Portal Implementation
ASSESSMENT, TRAINING, AND PROFESSIONAL DEVELOPMENT IN ICT SKILLS AND USE

- Phase one of profile surveys for faculty, staff, and students completed. Preliminary results in progress.

EXTENSION OF STUDENT COMPUTER LAB ACCESS HOURS

- Halle computer labs opened 24 hours, beginning Wednesday, December 12 and continuing through midnight December 18. Average utilization between 2:00 a.m. and 7:00 a.m., 15 patrons; between 7:00 a.m. and midnight, 130 patrons; between midnight and 2:00 a.m., 15 patrons.
RECOMMENDATION

STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 29 staff appointments for the reporting period October 21, 2001 through January 3, 2002.

STAFF SUMMARY

Of the 29 appointments, 16 (55 percent) are female, eight (28 percent) are African American, and two (7 percent) are American Indian. There are no other minorities.

FISCAL IMPLICATIONS

The salaries are part of the University’s 2001-2002 budget as approved by the Board of Regents.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date
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RECOMMENDATION

SEPARATIONS/RETIREMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 15 separations and retirements for the reporting period October 13, 2001 through February 2, 2002.

STAFF SUMMARY

Of the 15 separations and retirements, seven (47 percent) are female, one (7 percent) is African American, and one (7 percent) is Asian. There are no other minorities.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

_________________________________________  _________________
University Executive Officer                      Date
<table>
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<tr>
<th>NAME</th>
<th>DEPARTMENT</th>
<th>CLASS</th>
<th>RANK</th>
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EMERITUS FACULTY STATUS

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Faculty Status to two (2) former faculty members listed in the attached report.

SUMMARY

The Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Chapter of the American Association of University Professors (AAUP) provides that a faculty member who has served the University for at least fifteen (15) years may be nominated for Emeritus Faculty Status upon retirement. The nominations for these individuals have received the support of their respective department heads, the deans of their colleges, and the Provost and Vice President for Academic Affairs.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Provost and Vice President for Academic Affairs

Date
EASTERN MICHIGAN UNIVERSITY
EMERITUS FACULTY STATUS RECOMMENDATION
January 15, 2002

Allen Cichanski

Assistant Professor, Department of Geography and Geology from 1965-2002
(37 years)

Doctoral Ohio State University, 1965
Baccalaureate Ohio State University, 1961

Mary D. Teal

Professor, Department of Music from 1969-2001
(32 years)

Doctoral University of Michigan
Masters University of Michigan
Baccalaureate Northwestern State University
EASTERN MICHIGAN UNIVERSITY
DIVISION OF ACADEMIC AFFAIRS

EMERITUS FACULTY STATUS
RECOMMENDATION

The Department of Geog/Geol recommends the awarding of Emeritus Faculty Status for the following retiring faculty member:

NAME OF FACULTY MEMBER: Allen Cichowski

STATUS/RANK: Assistant Professor

NUMBER OF YEARS AT EASTERN: 37 RETIREMENT DATE: June 3, 02

BRIEF STATEMENT OF SUPPORT: Al's interest in the natural environment requires that he utilize facilities that only Emeritus Faculty are awarded. He is most deserving, being one of our most respected faculty for over 30 years.

Recommended by (please print): Michael Kasenow

Recommendation supported by:

Department Head Date Dean Date

Provost Date Date Recommended to Board

4/93
MEMO
Department of Geography and Geology

TO: Dr. Nina Contis, Interim Dean, CAS

FROM: Michael Kasenow, Head, Geography and Geology

SUBJECT: Support for Al Cichanski as Emeritus Faculty

DATE: 11/19/01

Al Cichanski has taught geology and earth science courses at EMU for 37 years. He has been one of our excellent teachers, who I personally had the pleasure of being taught by when I was an undergraduate. Al simplified complex subjects, and by doing so, those of us who were intimidated by scientific concepts, were able to develop confidence, which allowed us to reach out into the scientific field, if we so desired. I did, and am grateful to Al for his attitude and demeanor, which was always student friendly. He is still the mentor and adviser of choice for many students.

Al taught mineralogy and other rock courses in both the Earth Science, and Geology Curriculums. He was one of the three initiators of the Geology Program, along with Drs Larry Ogden and Dan Turner. Al's keen insights and awareness of the natural environment, helped to promote the Geology Program as a systems science. He also supported and often lead further development of the Geology Program in the concentrations of Hydrogeology and Professional Geology.

For the eleven years that I have been at EMU, and I assume before that, Al was always ranked in the top three of credit hour production in our Department, and generally rated either at number one or two. This is a testament to his serving in introductory courses that are often avoided by others due to the novice minds that need special care with instruction.

Al often served as lab coordinator, and helped to develop many of the Earth Science labs. He was also a major adviser in the development of the Earth Science Lab Manual, which is still in use by our department.

Al's interest in the natural environment requires that he continue to utilize facilities that EMU Emeritus Faculty are awarded. He is most deserving, being one of our most respected faculty in Geography and Geology for the past 37 years.
Please complete the following information on the retiring faculty member for whom you have submitted a recommendation for the awarding of emeritus faculty status. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

NAME OF FACULTY MEMBER: Allen Ciechauski

HOME ADDRESS:

HOME PHONE:

DEGREES/COLLEGE: B.S. 1961 - Ohio State Univ.  
Ph.D. (ABD) 1965 Ohio State Univ.

DATE OF HIRE AT EMU: 9/10/65

DATE OF RETIREMENT: 1/3/02

DEPARTMENT: Geography/Geology

STATUS/RANK AT EMU: Assistant Professor

*NAME OF SPOUSE (IF KNOWN):

* The Emeritus Faculty Executive Committee requested this optional section be added. A list with spouses’ names will be distributed to members as general information.

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost’s Office. Please forward this completed form to:

Academic Affairs
106 Welch Hall
EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Music recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Mary D. Teal

Current Status/Rank at EMU: Professor

Date of Hire at EMU: Fall 1969       Retirement Date: September 10, 2001

Number of Years at EMU: 32        (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: ________________________________

Home Telephone: ________________________________ E-Mail Address: ________________________________

Name of Spouse: ________________________________

Degree(s)/Institutions/Year: Baccalaureate: B.S., Northwestern State University, 1945

Masters: M.Mus., University of Michigan, 1955

Doctoral: Ph.D., University of Michigan, 1964

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost’s Office.

Recommended by: ________________________________ (please print) Date ________________________________

Department Head: ________________________________ Date ________________________________ Dean ________________________________

Provost: ________________________________ Date ________________________________ Date Submitted to Board of Regents

Please forward this completed form to: Lori H. Ristau

Academic Affairs, 106 Welch Hall
Division of Academic Affairs  
106 Welch Hall  
Eastern Michigan University  
Ypsilanti, Michigan 48197  

Dear Board of Regents:

Please accept my nomination of Mary D. Teal, who retired on September 10, 2001, for Emeritus Faculty Status. As her colleague, I feel that it is my duty to see that this exceptional individual receives the commendation she so richly deserves. It is my sincere hope that Eastern Michigan University will choose to acknowledge her dedication, hard work, and exceptional accomplishments by awarding her Emeritus Status.

Dr. Teal exemplifies, in every respect, the qualities associated with the Emeritus designation. She was a faculty member in the Department of Music for thirty-two years. During that time, she served twenty years as a faculty advisor for both undergraduate and graduate students in Music Education, fifteen years as the Chairperson of the Music Personnel Committee, twelve years as the Chairperson of the General Music Education/Music Therapy Area, ten years as the Chairperson of the Music Graduate Committee, and ten years as the Coordinator of the undergraduate and graduate advising programs. She was also a member of the Music Graduate Committee from its inception through 1994 and gave many years of service on the Music Executive Committee—both as a voting member and as an ad hoc member.

Dr. Teal’s contributions were not limited to the Department of Music. Her service extended to University committees such as the Graduate Council, several graduate program review committees, the College of Education Task Force, the General Education Committee, a committee established by the Board of Regents to plan the inauguration of a past University president, and many others. She additionally served as the Music representative to the CAS Department Head meetings during the absence of a former department head.

Dr. Teal possessed the reputation of being one of the finest teachers in the Department of Music. I was continually amazed by her ability to carrying on significant amounts of University service while functioning successfully as an instructor and a scholar. She was an exemplary example to both colleagues and students. She was, not only a respected colleague, but a mentor and loyal friend. She is truly deserving of Emeritus Status.

Should further information for this nomination be required, I would be happy to provide necessary details. I may be reached by phone (487-1284) or email (marilyn.saker@emich.edu). Thank you for your consideration.

Sincerely,

Marilyn Saker, Ph.D.  
Associate Professor of Music
RECOMMENDATION

MONTHLY REPORT
STUDENT AFFAIRS COMMITTEE

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for January 15, 2002 and the Minutes of November 27, 2001 be received and placed on file.

STAFF SUMMARY

At its November 27, 2001 meeting the Student Affairs Committee heard position papers addressing Student Media Funding, Parking/Softball Fields and the Condition of Campus Sidewalks. Counseling Services Trends and Support and EMU Core Alcohol and Other Drug Data were also addressed.

The January 15, 2002 agenda includes a presentation of the Health Center Funding Position Paper, an addendum to the Parking/Softball Fields Position Paper, an update on Academic Advising, a preview of the MLK Day events as well as an update on the new Marketplace/Freshens dining venues.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

______________________________
University Executive Officer

______________________________
December 19, 2001
Date
Tuesday, January 15, 2002
8:00 a.m.

**Agenda**

1. Approval of November 27, 2001 Meeting Minutes
2. Health Center Funding Position Paper
3. Parking/Softball Fields Position Paper Addendum
4. Academic Advising Update
5. MLK Day Preview
6. Marketplace/Freshens Update
7. Other

Room 205
Welch Hall

Regent Griffin
Denise Beauvais
Adam Nekula/
Neil Ripley
Allison Treppa/
Adam Nekula
Glenna Frank Miller
Michael Crabb
EASTERN MICHIGAN UNIVERSITY  
Board of Regents  
STUDENT AFFAIRS COMMITTEE  
Minutes of November 27, 2001

MEMBERS PRESENT

Regents: Dr. Rosalind E. Griffin
Administration: Glenna Frank Miller, Greg Peoples, Jim Vick
Students: Denise Beauvais, Gloria Gallegos, Ron Honse, LaTina Jackson, Jackie Jones, Holly Justice, Adam Nekula, Neil Ripley, Mike Selby, Allison Treppa

GUESTS

Regents: Steven Gordon
Students: Jerome Barnes, Amy Burns, Alrita Prince, Kelly Sandor
Press (Echo): Kristina Smith

Vice President Vick convened the meeting at 8:00 a.m. for Regent Griffin who was delayed by traffic.

The minutes of the September 25, 2001 meeting were approved as presented.

Introduction of New Members

With recent changes in Student Government, Neil Ripley was introduced in his new role as Student Body President. Michael Selby, recently appointed Student Body Vice President and LaTina Jackson, newly elected president of the National Pan-Hellenic Council were also introduced.
Student Media Funding Position Paper

Neil Ripley presented a Student Media Funding Position Paper. The Eastern Echo operates as an auxiliary enterprise and has been solely supported by advertising revenues since the early 1980s. The present structure calls for the director’s compensation to be provided by the Echo’s advertising revenue. The Student Affairs Committee voted 10 to 2 in favor of supporting the Student Leader Group’s recommendation that yearly funding be provided through the general fee to Student Media for the director’s compensation, consistent with the practice at many other universities.

Parking/Softball Fields

Jackie Jones, Panhellenic Council president and Adam Nekula, Interfraternity Council president outlined the Student Leader Group’s position on the new parking proposal. Because of the distance of the proposed fields from main campus and because the existing fields are the only flat, open green space where students can enjoy outdoor activities, the Student Leader Group voted 11-1 to support the proposal with the following three caveats:
1. That the new fields include four softball fields built to ASA standards large enough to include four football fields entirely in the grass of the outfield, two soccer fields, permanent restrooms and storage/concessions facilities;
2. That safe, well-lit, convenient access be provided to the new fields and that some form of transportation be made available;
3. That the fields be constructed in such a way that the intramural program maintains its current football, softball and soccer schedules.

EMU Core Alcohol and Other Drug Data Profile: Implications for Action

Mary Jo Desprez, health educator, offered an extended look at the EMU Core Alcohol and Other Drug Data and Implications for Action. The report outlined the University’s highly collaborative prevention strategies and new initiatives, and examined trends from the core survey data.

Counseling Services Trends and Support

Dr. Rosalyn Barclay, associate director of University Health Services, provided the Committee with a report on Counseling Services trends and support. Dr. Barclay indicated that 71% of students say their problem affects their learning and 81% say counseling helped them stay at EMU. Problems include anxiety and stress, depression, relationships/family problems, academic problems and loss and grief.
Health Center Funding Position Paper (Progress Report)

Denise Beauvais, Residence Hall Association president, provided a brief update on the Health Center Funding Position Paper that will be advanced from the Student Leader Group to the Student Affairs Committee in January 2002. In part the proposal will call for an increase in the percentage of general fee support received by UHS.

Academic Advising (Progress Report)

Allison Treppa, Campus Life Council representative and Adam Nekula provided a brief report on Academic Advising, which remains a top priority for the Student Leader Group. They will continue to meet with key members of the University administration and will report their recommendations to the Student Affairs Committee at an upcoming meeting.

Condition of Campus Sidewalks

The Committee heard a report from the Students with Disabilities representative, Ron Honse, on the condition of campus sidewalks. The Committee voted unanimously to support the Student Leader Group’s recommendation that the University allocate an additional $2000 in the 2002-2003 budget to repair sidewalks and entrance ramps and to increase or maintain the allocation in subsequent budgets.

Regent Griffin adjourned the meeting at 8:55 a.m.

Respectfully submitted,

Teri L. Papp
RECOMMENDATION

MONTHLY REPORT
EDUCATIONAL POLICIES COMMITTEE

ACTION REQUESTED

It is requested that the Educational Policies Committee Agenda for January 15, 2002, and the Minutes of the November 27, 2001, meeting be received and placed on file.

SUMMARY

The primary items for the January 15, 2002, Educational Policies Committee meeting included: (1) Staff Appointments, (2) Separations/Retirements, (3) Emeritus Faculty Status, (4) Reissuance of Charter School – Great Lakes Academy, (5) Reissuance of Charter School – Academy for Business and Technology, (6) A status report on General Education was presented, (7) A status report on the University Mission was presented, and (8) A status report on Work Force Analysis was presented.

FISCAL IMPLICATIONS

The fiscal impact of the actions taken is listed in the appropriate sections and in the Board minutes.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Provost and Vice President for Academic Affairs

Date
EASTERN MICHIGAN UNIVERSITY
Board of Regents
Educational Policies Committee

January 15, 2002
9:00 – 10:30 a.m.
205 Welch Hall

AGENDA

Consent Agenda
Section 8  Staff Appointments (Jill Pollock)
Section 9  Separations/Retirements (Jill Pollock)
Section 10 Emeritus Faculty Status (David Tammany/Paul Schollaert)

Regular Agenda
Section 12  Monthly Report and Minutes (Regent Antonini)
Section 13  Reissuance of Charter School – (Great Lakes Academy) (Joe Pollack)
Section 14  Reissuance of Charter School – (Academy for Business and Technology) (Joe Pollack)

Status Report
Section 15  REPORT: Work Force Analysis (Jill Pollock)
Section 16  REPORT: General Education (Paul Schollaert)
Section 16  REPORT: University Mission (Donald Loppnow)
EDUCATIONAL POLICIES COMMITTEE MINUTES

November 27, 2001
205 Welch Hall

Attendees (seated at tables): Regent Valvo (Chair), Regent Brandon, Regent Griffin, Provost Schollaert, Susan Patalan, and Jill Pollock


Regent Valvo convened the meeting at 9:01 a.m. in 205 Welch Hall.

Regent Valvo welcomed Executive Director of Human Resources, Jill Pollock, to the meeting.

Academic Affairs Administrative/Professional Appointments (Section 7)
Provost Paul Schollaert recommended that the Board approve one (1) new Administrative Professional appointment, Mr. Steven Press, Director of the College of Education Clinics. Of the one (1) appointment, zero (0) are female (0%); one (1) male (100%), and zero (0) minorities (0%).

Regent Valvo accepted the report.

Staff Appointments (Section 8)
Executive Director of Human Resources, Jill Pollock, recommended that the Board approve 28 staff appointments. Of the 28 appointments, 15 (54%) are female and nine (32%) are African American, two (7%) are Hispanic, and one (4%) is American Indian. There were no other minorities.

Regent Valvo accepted the report.

Separations/Retirements (Section 9)
Jill Pollock recommended that the Board approve 25 separations and retirements. Of the 25 separations and retirements, 19 (76%) are female and six (24%) are African American and one (4%) is Multi-racial. There were no other minorities.

Regent Brandon asked if there was a regular scheduled exit interview for employees that leave the University?
Susan Patalan answered all employees are given exit interviews as an integral portion of their out processing by Human Resources Compensation and Benefits.

Regent Valvo accepted the report.

Emeritus Staff Status (Section 10)
Regent Valvo introduced Juanita Reid, Vice President of University Relations, who gave a brief introduction of George Johnston and listed his many successes, accomplishments and service through his 29 years as Executive Director of University Planning, Budgeting and Analysis. Juanita Reid recommended that the Board accept the report to grant Emeritus Staff Status to one former cabinet member:

- George A. Johnston (Emeritus Executive Director, University Planning, Budgeting and Analysis, 1972-2001) (29 years)

Regent Valvo accepted the report.

Monthly Report and Minutes (Section 12)
Regent Valvo recommended approval of the Educational Policies Committee Agenda for November 27, 2001, and the Minutes of the September 25, 2001, meeting be received and placed on file.

The recommendation was accepted.

Appointment of Charter School Board Members (Section 13)
Joseph Pollack, University Relations - Charter Schools, recommended the appointment of Kellie Childs to a three-year term on the Board of Directors of the Ann Arbor Learning Community.

The recommendation was accepted.

2000-2001 Charter Schools Annual Report (Section 14)
Joseph Pollack, University Relations - Charter Schools, reported on an overview on each of Eastern Michigan University’s Charter Schools covering founding information, base curriculum, specialized courses, class size, facilities, and major themes.

- Academy for Business and Technology (Grades 6-12) Dearborn Heights, MI
- Ann Arbor Learning Community (Grades K-8) Ann Arbor, MI
- Commonwealth Community Development Academy (Grades K-8) Detroit, MI
- Edison-Oakland Academy (Grades K-8) Ferndale, MI
- Gaudior Academy (Grades K-8) Inkster, MI
- Grand Blanc Academy (Grades K-8) Grand Blanc, MI
- Great Lakes Academy (Grades K-5) Pontiac, MI
- Hope Academy (Grades K-6) Detroit, MI

Regent Brandon asked about the general student population of each school?
Joseph Pollack stated that charters schools mostly draw from students who desire an alternative choice in schools and an innovative curriculum.

Regent Griffin asked about how each charter school chooses a name, and whether “Academy” is required?

Joseph Pollack stated each school has “Academy” officially in its name; the founding group selects the actual name.

Regent Brandon asked about how charter schools compare academically to their public and parochial neighbors?

Joseph Pollack stated two comparisons are provided to assess comparable results. The first is yearly testing comparing the results and improvements. The second is where each school primarily draws its students from: Detroit from local Detroit residents, Ann Arbor from a more diverse population.

Regent Brandon asked about how charter school students do compared to peers when they progress to high school?

Joseph Pollack stated that students do extremely well scholastically and are highly trained when they enter public or parochial high schools.

Joseph Pollack continued that the fiscal agents of these schools have processed 23 million dollars through the financial offices of Eastern Michigan University. The University charges a 3% handling fee, but returns this money back to the schools through grants. An increasing budget, the current fiscal year appears to show an increase in funding of 2 million dollars.

Regent Brandon asked when charters are renewed, how do schools compensate if they do not meet required state scores?

Joseph Pollack stated that each school provides a two-year plan, that step-by-step shows how this will be improved.

The recommendation was accepted.

2000-2001 Affirmative Action Report (Section 15)
Whitney Harris, Director, Office of Diversity, opened his report by stating that Eastern Michigan University has been selected as one of the most diverse universities in the country. This is a status and position that the University strives to maintain and improve upon. This report is the first step in preparing the Affirmative Action Program for 2001-2002. The 2000-2001 Affirmative Action Audit compares the percentage of female and minority administrators, staff, and faculty at Eastern Michigan University (EMU) with the availability pool of appropriate labor markets in Michigan and the United States. Included in the audit are the work force changes at EMU from 1993 to 2001 and a description of current workforce by job group and division. In
addition, the report reviews 2000-2001 progress towards Affirmative Action employment goals and presents a description of over 300 diversity initiatives instituted by EMU.

The recommendation was accepted.

Commencement Speaker (Section 16)
Rita Abent, Executive Director of University Marketing and Co-Chair of the Academic Ceremonies Committee, announced that Paul Schollaert, Provost and Vice President for Academic Affairs would be the keynote speaker for the Winter Commencement Ceremony to be held December 16, 2001 at the Convocation Center.

Regent Valvo accepted the report.

Enhanced Access to Public Records Policy (Section 17)
Brian Anderson, Director, Office of Research Development - opened his report by stating that the subsection identified as “Practice” be stricken, the entire report is to be treated as the policy. It was recommended that the Board of Regents amend the Administrative Organization and Authority Michigan Freedom of Information Act Procedures and Guidelines to adopt the attached policy on enhanced access to public records. The policy allows the university to offer enhanced access to certain types of records related to geographical information systems.

Regent Valvo asked how would someone use this information?

Brian Anderson stated any number of uses could be used from our data sets, from crime figures to weather information.

The recommendation was accepted.

Regent Valvo adjourned the meeting at 9:44 a.m.

Respectfully submitted,

John Longshore, Senior Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/EPC_1101)
RECOMMENDATION

REISSUANCE OF CHARTER – GREAT LAKES ACADEMY

ACTION REQUESTED
It is recommended that the Eastern Michigan University Board of Regents reissue the charter with the Great Lakes Academy and authorize the president of the University to execute a new contract to expire on June 30, 2007.

STAFF SUMMARY
Great Lakes Academy received its first charter in May of 1997 and began as a K-3 elementary school in 1997-98. Its initial enrollment was 192 students. With the addition of fourth and fifth grades, the enrollment now totals 326 students and the Academy has a budget of almost $3 million. At the end of the last school year, the Academy had a fund balance of approximately $580,000 or 10 percent of its budget. Great Lakes Academy has an extensive and excellent curriculum covering all competencies at each grade level and is working to improve student test results on the MEAP and Terra Nova assessments. In September 2001, Great Lakes Academy concluded the final purchase of its school facility. The University’s Charter Schools Review Committee has recommended a reissuance of the charter with Great Lakes Academy.

Accompanying this recommendation is a description of the activities of Great Lakes Academy.

FISCAL IMPLICATIONS
None.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer
GREAT LAKES ACADEMY

Great Lakes Academy is a public charter school located at 46312 Woodward Avenue in the city of Pontiac. Originally opened in 1997 with grades K-3, the school was managed by JCR and Associates. During the 1999-2000 school year, Beacon Education Management, Inc., of Massachusetts assumed managerial duties of the school following the purchase of JCR. The initial enrollment was 192 students. Currently, the school enrolls approximately 326 students in grades K-5.

According to its charter document, the general educational goals at Great Lakes Academy that deal with curricular and/or instructional issues are:

- To improve pupil achievement for all students by improving the learning environment.
- To stimulate innovative teaching methods.
- To create new professional opportunities for teachers in a new type of public school in which the school structure and educational program can be innovatively designed and managed by teachers at the school level site.
- To achieve school accountability for pupil education outcomes by placing full responsibility for performance at the school site level.

In reviewing these goals and aligning them with the practices currently being implemented at the school, it is evident that the school is making measurable progress toward the attainment of these goals.

Great Lakes Academy has an extensive written curriculum that encompasses all competency areas at each grade level. The goals and objectives for each competency area are well-written with clearly stated outcomes. Teachers are empowered and highly encouraged to help students meet these "exit skills" by using varied teaching strategies geared towards all learning styles. Each teacher is responsible for not only his or her students but also students throughout the learning environment. Collaboration among and between grade levels is highly stressed. Teachers and students are encouraged to become active participants within their educational environment.

Perhaps the most significant improvement at Great Lakes Academy during this school year is the addition of a state-of-the-art science lab. This lab, complete with science equipment and a certified science teacher, currently aids in the implementation of the school's extensive science curriculum.

Professional development has become a priority for the faculty and staff of Great Lakes Academy. The school has invited several speakers to the school to enhance the teaching practices and instructional programs already in place. In addition, teachers have attended
conferences and workshops on their own, reporting back to the faculty as a whole, as well as providing materials for the teachers’ section of the school library. The increased emphasis on professional development among the teachers has benefited not only the faculty and staff but the students of Great Lakes Academy as well.

The Great Lakes Academy School Board recently purchased the facility in which the school is located with a long-term loan from Comerica Bank. As a result, many improvements are planned. These include the interior painting of the building, new flooring in several classrooms, resurfacing of the parking lot and expansion of the school into a newly renovated portion of the building. This expansion will give the school additional classroom space and a large multi-purpose room.

Great Lakes Academy continues to improve its instructional program. This is apparent in the improved MEAP scores and high average of yearly improvement on the Terra Nova, a standardized test of basic skills. The commitment on the part of the faculty and staff is responsible for the increased accountability and improved environment at Great Lakes Academy.

Financial Resources

During the past five years, Great Lakes Academy’s annual budget has grown from $1.5 million in 1997-98 to $2.9 million during the last school year. The Academy has an excellent record of financial stability and has a current fund balance of approximately $580,000.

With the recent purchase of the building, the school board has begun to utilize a portion of its fund balance for building and equipment needs.
RECOMMENDATION

REISSUANCE OF CHARTER – ACADEMY FOR BUSINESS AND TECHNOLOGY

ACTION REQUESTED
It is recommended that the Eastern Michigan University Board of Regents reissue the charter with the Academy for Business and Technology and authorize the president of the University to execute a new contract to expire on June 30, 2007.

STAFF SUMMARY
The Academy for Business and Technology was the third public school academy to receive a charter from Eastern Michigan University, issued in January of 1997. The Academy began as a grade 7-10 secondary school with an initial enrollment of 127 students. Grades 6, 11 and 12 were added in subsequent years as the facilities were expanded. The present enrollment is 347 students. The Academy plans to add a K-5 elementary program when an appropriate facility is secured.

The Academy for Business and Technology has done an excellent job of maintaining a balanced budget by keeping instructional expenses as its highest priority while maintaining an appropriate fund balance. In the past year, the Academy for Business and Technology totally revised its curriculum to create better learning opportunities for its students. The University’s Charter Schools Review Committee has recommended a reissuance of the charter with the Academy for Business and Technology.

Accompanying this recommendation is a description of the activities of the Academy for Business and Technology.

FISCAL IMPLICATIONS
None.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date
The Academy for Business and Technology is a charter secondary school operating in the city of Dearborn Heights. Housed in a former parochial school building, it is located at 26104 Eton Drive. First granted a charter by Eastern Michigan University in January of 1997, the school began operating later that year. Formerly known as the Academy for Business and International Studies, the school changed its name and focus to better reflect its mission. The Leona Group, a management company in Lansing, operates the school under a contract with the school board.

The Academy has grown from a school of 127 in 1997-98 to an enrollment of 347 students in the current year. During the past two years, the Academy has had two senior graduating classes. A K-5 elementary school is currently in the planning stage for the 2002-03 school year.

The school has developed a positive learning environment that encourages students to concentrate on business interests and technological advances. The goal is to provide students the skills necessary to operate and run their own business by their graduation date. In order to do this, the school combines a strong course of study in basic academic subject areas along with the above-mentioned financial and technology classes.

The most recent improvement at the Academy for Business and Technology is the extensive overhaul of their written curriculum. During the summer, the entire faculty, working with an outside consultant, created a new, improved curriculum that provides the school with a document that outlines the entire educational program available to students attending the Academy. This curriculum provides a complete scope and sequence of educational opportunities directly aligned with the Michigan Department of Education Curriculum Benchmarks. The next step is to gather data from both the MEAP and Terra Nova tests and use it to determine the effectiveness of the written curriculum and its implementation.

Professional development has become a priority for the faculty and staff of the Academy for Business and Technology. The school has invited several speakers to the school to enhance teaching practices and instructional programs already in place and to provide new opportunities to faculty members. In addition, teachers have attended several conferences, workshops and college courses on their own, reporting back to the faculty as a whole, as well as providing materials for the teachers’ professional library. The increased emphasis on professional development among the teachers has benefited the staff and students of the Academy.
The Academy for Business and Technology has expanded its facilities thereby providing an improved physical environment in which their students may learn. By installing a large modular building, the school has added eight large classrooms, freeing up room within the main building for a library and additional office space.

The Academy for Business and Technology continues to improve its instructional program. This is apparent in the increased enrollment, high number of graduating students and high level of customer satisfaction. Hard work and a large time commitment on the part of the faculty and staff are responsible for the increased accountability and improved academic environment at the Academy for Business and Technology.

Although students generally show good results on the nationally standardized Terra Nova test, the Academy needs to improve the seventh and eighth grade MEAP results which are below the state averages.

Financial Resources

The Academy for Business and Technology’s budget has increased from $762,000 in its initial year to $2.5 million in 2000-01. Its year-end fund balance for the period ending June 30, 2001, was $340,000. If an appropriate facility is available in proximity to the current secondary school, the Academy plans to open a K-5 feeder program for the 2002-03 school year.
REPORT: GENERAL EDUCATION REFORM

ACTION REQUESTED

It is requested that the General Education Reform report be received and placed on file.

SUMMARY

Paul T. Schollaert, Provost and Vice President for Academic Affairs presented a report on General Education Reform.

FISCAL IMPLICATIONS

There is no fiscal impact.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Provost and Vice President for Academic Affairs
General Education Reform

Issues and Strategies

- Why change?
  - Curriculum and pedagogy
    - Lack of coherent curriculum for freshmen
      - Retention
      - Advising
    - Lack of common experiences
    - No lower division/upper division general education curriculum

- Why change?
  - Program size—half of an undergraduate degree
    - 48 hours of "general education"
    - 2 hours of PE & Health
    - 20 hours of minor
    - One source of "hours to degree" problem

- Why change?
  - Transfer issues
    - Course specific articulation
    - Graduation vs. general education requirements
    - Needs of transfer students different than freshmen
General Education Reform

- Strategies
  - Dual requirements
    - Recognize difference between “FTIAC” students and transfers
    - Create special program for four-year students
    - Enhance transfer services

- Strategies
  - Structured FTIAC degree
    - Focus on common freshman experience
    - Delay larger classes until sophomore/junior years
    - Incorporate out-of-class integrative experiences

- Strategies
  - Modular approach for transfer students
    - Expanded equivalencies
    - More focus on articulation agreements
    - Model state systems
  - Upper-division general education
    - Minor vs. specific courses

- Processes
  - Committee charge
    - Delineation of program goals and objectives
    - Creation of program structure to meet goals and objectives
General Education Reform

- Processes
  - Approval of courses that fit structure and meet goals and objectives
  - Creation of implementation plan

General Education Reform

- Processes
  - Proposed committee structure
    - Faculty leaders
    - Deans and department heads
    - Faculty selected by Faculty Council
    - Professional advisor, Student Affairs representative

General Education Reform

- Processes
  - Timeline
    - Goals and objectives by April 1, 2002
    - Review and approval by Faculty Council by May 1, 2002
    - Program structure by February 1, 2003

General Education Reform

- Timeline
  - Review and approval by Faculty Council by April 1, 2003
  - Course approval begins April, 2003
  - Experiment with courses in 2003-2004
  - Full implementation, fall 2004
**General Education Reform**

- **Issues**
  - General Education and SCH
  - General Education and major recruitment
  - General Education and major requirements
  - General Education resource requirements

- **Advantages**
  - Curricular and pedagogical
    - More students with common academic experience
    - Able to build majors on general education
    - Better use of minor experience
    - Assessable program

**General Education Reform**

- **Issues**
  - Quality control on transfer programs

- **Advantages**
  - Marketing
    - FTIACs
      - Integrated program, small classes
      - Time to degree
  - Transfers
    - Easy articulation
    - Time to degree
General Education Reform

- Advantages
  - Institutional effectiveness
    - Improve retention
      - Special impact on minorities
    - Focus recruiting
    - Integrate academic program with other dimensions of student experience
RECOMMENDATION

UNIVERSITY MISSION STATEMENT

ACTION REQUESTED

It is recommended that a revised University Mission Statement, Values and Guiding Principles be approved.

STAFF SUMMARY

The University Mission Statement has not been reviewed or updated since 1990. The University strategic planning process has resulted in a recommendation that the University Mission Statement, Values and Guiding Principles be revised to better reflect the current status of the University. Thorough study, deliberation and input took place during the past ten months, guided by the University Strategic Planning Committee. Numerous revisions evolved. The campus community and Faculty Council have provided extensive input. The Cabinet has reviewed the proposed mission statement.

In addition to comparing and contrasting the EMU mission with other institutions of higher education, an important benchmark is the Association of Governing Boards (AGB) Guidelines for Mission Statements. The AGB Guidelines include four key elements to be included in the mission statement: (1) What the institution is and strives to be (this suggests both current and forward-looking views); (2) The broad institutional purpose; (3) the institution's distinctiveness (competitive advantage); and (4) whom the institution primarily serves (key stakeholders).

The four sentences that make up the University Mission Statement meet the AGB guidelines as follows: "Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression" (Addresses guidelines 1 and 2). "Building on a proud tradition of national leadership in the preparation of teachers, we maximize educational opportunities and personal and professional growth for students from diverse backgrounds through an array of baccalaureate, master's and doctoral programs" (Addresses guidelines 2, 3 and 4). "We provide a student-focused learning environment that enhances the lives of students and positively affects the lives of students and the community" (Addresses guidelines 1, 3 and 4). "We extend our commitment beyond the
campus boundaries to the wider community through service initiatives and partnerships of mutual interest addressing local, regional, national and international opportunities and challenges” (Addresses guidelines 2, 3 and 4.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University President

January 2, 2002
Date
UNIVERSITY MISSION STATEMENT

Eastern Michigan University is committed to excellence in teaching, the extension of knowledge through basic and applied research, and creative and artistic expression. Building on a proud tradition of national leadership in the preparation of teachers, we maximize educational opportunities and personal and professional growth for students from diverse backgrounds through an array of baccalaureate, master’s and doctoral programs. We provide a student-focused learning environment that positively affects the lives of students and the community. We extend our commitment beyond the campus boundaries to the wider community through service initiatives and partnerships of mutual interest addressing local, regional, national and international opportunities and challenges.

INSTITUTIONAL VALUES AND GUIDING PRINCIPLES

Institutional Values

Eastern Michigan University’s mission and philosophy are built upon shared values that define and nourish the intellectual, ethical, and aesthetic environment. These values are:

Teaching and Learning -- We believe that teaching and learning are central to everything that we do. We recognize that we are a community of learners who discover, interpret, apply, and transmit knowledge.

Excellence -- We believe that the promotion of personal and academic excellence provides a foundation for institutional quality. We are committed to achieving the highest standards through ongoing assessment and continuous quality improvement.
Human Dignity and Respect -- We believe that wisdom, sound judgment, acceptance, and respect for other persons, cultures, and ideas are characteristics of an educated person. We seek to demonstrate, through all programs, activities, and services, an appreciation of human diversity and an atmosphere of mutual respect and support for individual differences.

Diversity -- We believe that cultural diversity enriches learning experiences and promotes respect and understanding. We welcome qualified learners of varying interests, abilities, backgrounds, and expectations and are committed to creating an inclusive educational environment that provides exceptional opportunities for all learners. We seek to attract, serve, and retain a highly qualified and diverse student body, faculty, and staff, and to make special effort to provide access to educational opportunities for non-traditional and under-represented populations.

Scholarship and Intellectual Freedom -- We believe that intellectual and creative freedom supports scholarship and advances the learning process. We promote, encourage, and support personal and academic freedom. We seek to provide an environment that fosters knowledge development and creative learning experiences through intellectual and cultural exchange.

Public Engagement -- We believe that the University should engage the public in mutually beneficial relationships to achieve the public good. We aspire to develop regional, national, and international partnerships that allow us to serve our stakeholders more effectively, while providing increased learning opportunities for our students, faculty, and staff.

Leadership and Participatory Decision-Making -- We believe that effective organizations are characterized by visionary leadership and participatory decision-making at all levels. We are committed to creating and supporting an environment that fosters open communication and innovative approaches to change.

Integrity -- We believe that integrity is critical to our continued success and institutional effectiveness. We expect and support the highest level of personal, intellectual, academic, financial, and operational integrity within the University community.
Guiding Principles

The following guiding principles provide standards the University seeks to achieve:

Accessibility -- An inclusive community of learners that provides educational opportunities to any qualified individual who wishes to participate.

Relevancy -- Programs designed to broaden perspectives, heighten awareness, deepen understanding, establish disciplined habits of thought, respond to changes in the workplace and society, and help develop individuals who are informed, responsible citizens.

Responsiveness to change -- A learning community that is responsive to economic, social, and political change. As an agent of change, the University explores new alternatives, recognizes constraints, and makes wise institutional choices.

Flexibility -- While recognizing that various constituencies have different needs, University programs, activities and services are flexible so that people have the opportunity to participate and to achieve their goals and purposes.

Quality -- All programs, activities, and services achieve the highest standards of quality.

Collaboration -- All University programs, activities, and services work collaboratively to solve problems, provide greater efficiencies, and expand learning opportunities. Collaboration extends beyond the University to colleagues, communities, and institutions.

Accountability -- The University has consistent policies and procedures to ensure accountability at all levels. All members of the University community are accountable for their actions and decisions.

Affordability -- Qualified individuals who desire to participate are not discouraged from doing so because of financial resources.
MONTHLY REPORT
FACULTY AFFAIRS COMMITTEE

ACTION REQUESTED

It is requested that the Faculty Affairs Committee Agenda for January 15, 2002, and the Minutes of the November 27, 2001, meeting be received and placed on file.

STAFF SUMMARY

The primary item for the January 15, 2002, Faculty Affairs Committee meeting was a presentation on “The Psychology Ph.D. Program and Clinic” by Paul T. Schollaert, Provost and Vice President for Academic Affairs, Michael Harris, Associate Provost, Kenneth Rusiniak, Head, Department of Psychology, Karen K. Downey, Clinic Director, EMU Psychology Clinic, Carol Freedman-Doan, Associate Professor, Department of Psychology, Dean Lauterbach, Associate Professor, Department of Psychology and David Richard, Associate Professor, Department of Psychology.

FISCAL IMPLICATIONS

There is no fiscal impact.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
Provost and Vice President for Academic Affairs                        Date
EASTERN MICHIGAN UNIVERSITY  
Board of Regents  
Faculty Affairs Committee  

January 15, 2002  
8:00 – 9:00 a.m.  
201 Welch Hall  

AGENDA  

Regular Agenda  

Section 17  
Monthly Report and Minutes (Regent Brandon)  

Status Report  

REPORT: “The Psychology Ph.D. Program and Clinic” by  

Paul T. Schollaert, Provost and Vice President for Academic Affairs  

Michael Harris, Associate Provost  
Kenneth Rusiniak, Head, Psychology  
Karen K. Downey, Clinic Director, EMU Psychology Clinic  
Carol Freedman-Doan, Associate Professor, Psychology  
Dean Lauterbach, Associate Professor, Psychology  
David Richard, Associate Professor, Psychology
EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

FACULTY AFFAIRS COMMITTEE MINUTES

November 27, 2001
8 a.m., 201 Welch Hall

Attendees (seated at tables): Regent Brandon (Chair), Regent Valvo, Provost Schollaert, M. Harris, R. Holkeboer, M. Lintner, D. Loppnow, S. McCracken, and S. Moeller


The meeting was convened at 8:02 a.m.

Monthly Report and Minutes (Section 18)
Regent Brandon recommended approval of the Faculty Affairs Committee Agenda for the November 27, 2001, and the Minutes of the September 25, 2001 be accepted and placed on file. The recommendation was accepted.

Status Report: Faculty Sponsored Research

Dr. Paul T. Schollaert, Provost and Vice President for Academic Affairs, stated that one of the most exciting programs underway in undergraduate education nationally is the utilization of undergraduate and graduate student sponsored research. One of the advantages is that students work one-on-one with faculty in a scholarly setting. Paul Schollaert then introduced Dr. Michael Harris, Associate Provost.

Dr. Harris introduced three faculty sponsors. David D. Reid, Professor of the Department of Physics and Astronomy, Barry Pyle of the Department of Political Science, and Kenneth Rusiniak, Head of the Department of Psychology.

David Reid introduced his undergraduate student Jason Alfonso Ruiz who presented his research The Feasibility of Interstellar Space Flight. Jason Ruiz opened by outlining his purpose: to investigate the feasibility of an interstellar space flight to the nearest star system using a combination of rocket propulsion systems. He states that the main reason to travel to other stars is scientific curiosity; this progresses from the study of interstellar medium, the investigation of other stars, a new perspective of our own solar system, exploration of other planets, and the possibility of contact with other life. Another reason to travel to other stars is long-term survival identifying the limited resources in the solar
system, the limited life of the sun and the many processes that could disrupt our ability to live in this solar system. Basically it's a hard problem, and we need to start now.

He went on to state that the vast distances between stars makes a single propulsion system impractical. This is demonstrated in that Voyager 2, traveling at 37,000 mph would take 80,000 years to reach the closest star. A combination of propulsion systems would be the best solution. These consist of Chemical, Nuclear Fission, Ion Jet, and Solar Sail and many other possibilities to investigate.

Jason Ruiz has been working on a computer simulation that has had dramatic results. Originally projected first runs of new technology showed 60,000-year travel times between stars, with experimentation we are now down to 500 years. This shows much work remains to do. Jason Ruiz has received a special grant from the Michigan Space Grant Consortium.

Regent Brandon asked what are your plans after this?

Jason Ruiz replied with his B.S. in Physics he is planning to continue his education in Physics and hopefully continue working in the aerospace field.

Barry Pyle introduced his undergraduate student Kaitlin A. L. Clark who presented her research Electoral College: To Abolish or Not to Abolish. Kaitlin A. L. Clark began her presentation with some basic facts and history of the Electoral College. The Great Compromise, Constitutional Foundations, Size and Makeup and the Electors. The Electoral College progressed through five historical changes; Dissolution of Free Votes, Emergence of Political Parties, Political Elections vs. Congressional Elections, the Winner-Takes-All System, and finally the 12th Amendment. She then outlined four election outcome possibilities.

Kaitlin A. L. Clark presented arguments against the Electoral College consist of contradictory election results threaten legitimacy, small states are ignored for large states and “swing states”, and the solution is a Direct-Voting System. Arguments for the Electoral College consist of prevention of tedious ballot recounting, effective governing is independent election mode, state representation, and the nature of a Constitutional Republic vs a Democracy. As to how and what changes should be made to the Electoral College she stated they must be made as Proposals for Change, the Requirement for Amending the Constitution and the system allowing for slow, evolving change.

Regent Brandon asked what do you think should be done?

Kaitlin A. L. Clark replied that one of the great advantages of the system is that any improvements/changes to the system will happen at a slow determined pace. Changes can and will take place, but they need to be implemented at this slower and more thoughtful pace.
Kenneth Rusiniak introduced his graduate student Wanda Heinz who presented her research *Coping with Severe Marital Stressors*. Wanda Heinz outlined her previous research citing where Cano and O'Leary (2000) examined the effects of a humiliating event (HME: husbands infidelity, threats of marital dissolution) on women to determine whether an HME precipitates depression beyond the effects of marital discord. Their study controlled for marital discord, familial and lifetime histories of depression. Results showed that the HME group experienced significantly more major depressive episodes and more nonspecific symptoms of depression than the control group. Wanda Heinz identified the problem as (a.) Women who experience an HME also experience more major depressive episodes and more non-specific depressive symptoms and (b.) little research has been done to examine the coping strategies used by women who have experienced an HME and the effectiveness of these strategies.

Moos (1993) has identified four categories to classify coping: Cognitive Approach, Behavior Approach, Cognitive Avoidance and Behavioral Avoidance. The goals of the study were to examine the most common coping strategies used by women who have experienced HME, and to explore whether depression is related to the type of strategy used. The participants were recruited through community newspapers and direct mail flyers. The HME group consisted of 25 maritally discordant women who experienced a humiliating marital event within 2 months of the initial phone contact. The Control Group consisted of 25 maritally discordant women who did not experience a humiliating marital event within the two months of the initial phone contact.

Wanda Heinz concluded that both groups used the Approach and Avoidance coping strategies. The HME group experienced significantly more depressive symptoms. Correlations between coping and initial depressive symptoms revealed a significant relationship between Approach and anhedonic depression for the HME group, and for the Avoidance and nonspecific depression for the Control group. General discussion results show that women who experienced a severe marital stressor are just as likely to use Approach coping, as they are to use Avoidance coping. Further, Approach was a significant coping strategy for women who experienced anhedonic depression. Women who used Approach coping experienced a significant decline in anhedonic symptoms in a short period of time. This is an important finding because previous research <Clements & Sawhney, 2000> has shown that women who experience severe non-marital stress are more likely to use Avoidance coping. The correlation between Approach coping and the reduction on anhedonic depression may be event specific. That is, the correlation between the coping strategy and depressive symptoms may be due to the nature or trauma of a humiliating marital event. Women who experience an HME would best benefit from therapeutic intervention immediately following the event.

Regent Brandon asked how she accumulated her data and if her research would include similar responses with men?
Wanda Heinz replied that Annmarie Cano accumulated the data over a five-year period in New York, collecting divergent data, to include male, etc. is one of my future goals.

Regent Brandon adjourned the meeting at 8:44.

Respectfully submitted,

John Longshore, Senior Secretary
Academic Affairs

(E:/Ristau/BoardReg/Minutes/FAC_1101)
The Psychology Ph.D. Program and Clinic: 2001

- Kenneth W. Rusiniak, Head, Psychology Department
- Karen K. Downey, Director, Psychology Clinic
- Carol Freedman-Doon, Associate Professor of Psychology
- Dean Lauterbach, Associate Professor of Psychology
- David Richard, Associate Professor of Psychology

Program Milestones

- Faculty Recruitment and Hiring
- The First Cohort-Student Recruitment and program start-up
- The Psychology Clinic
- The Clinic and Program in Action- Responding to 9-11

Faculty Recruitment and Hiring

- New Faculty Hires
  - Karen K. Downey, Ph.D (1993, Wayne State)
  - Dean Lauterbach, Ph.D. (1995, Purdue)
  - David C.S. Richard, Ph.D (1999, Hawaii)
- 2 Searches underway

Features of training program

- Creates training model to address needs of mental health profession
- Emphasizes market-relevant skills
- Integrates M.S. and Ph.D. level work
- Provides tracks for two orientations
- Community and applied research focus
- Trains mental healthcare specialists

Admission statistics for Ph.D. Clinical Psychology Programs in Michigan

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<th>GPA</th>
<th>SAT</th>
<th>MCAT</th>
<th>GRE</th>
<th>GPAX</th>
<th>Overall</th>
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<td>59</td>
<td>850</td>
<td>21/42</td>
<td>21/42</td>
<td>Admit</td>
</tr>
</tbody>
</table>

Applicant pool - 2001

- Number of applicants: 36
- Location of applicants: Michigan, Ohio, South Dakota, Minnesota, Missouri, Massachusetts, Mississippi, Alaska, Wisconsin, Ontario, and Leipzig, Germany
- Undergraduate GPA range: 2.67 - 3.91
- Total GRE range: 630 - 1430
- Minority candidates: 3
Class of 2001

- Age range of students accepted: 23 - 47 years
- Gender of students accepted: 3 males, 7 females
- 3 Masters-level students; 7 Bachelors-level
- GPA range: 3.60 - 3.91
- GRE range: 990 - 1300
- Professional experiences and aspirations compatible with program goals and faculty

Psychology Clinic
Location, Hours, Contact Info

611 W. Cross Street
(734) 487-4987
8:30 a.m. - 5:00 p.m. Mon, Wed, Fri
8:30 a.m. - 7:00 p.m. Tues, Thurs
Operates 12 months per year
Sliding Scale Fees

Psychology Clinic
Map

A Work in Progress

A Deserved Break
Therapy Room

Play Therapy Area

Play Therapy Area

Conference Room

Psychology Clinic
Staffing
- Graduate students provide direct care
- Licensed faculty provide supervision
- Tia Moody, Clinic Secretary
- Karen Downey, Clinic Director

Psychology Clinic
Procedures
- Telephone screening
- Case assignment
- Intake Evaluation
- Treatment Planning
- Consultation and coordination with other treatment providers
Psychology Clinic Services

- Psychological Assessments
  > Learning Disabilities (IQ/Achievement)
  > ADHD
  > Personality
  > Psychosocial functioning
  > Diagnosis
  > Substance Abuse

Psychology Clinic Services

- Psychological Treatment
  > Relationship problems (incl. Couples and Family therapy)
  > Depression
  > Anxiety (including PTSD)
  > Anger management
  > Stress management
  > Developmental Disabilities
  > Behavioral and emotional problems of childhood
  > Behavioral medicine (compliance, chronic pain)
  > Groups: Substance Abuse, Coping, Speech Anxiety

Client Demographics to Date

- 36 referrals received, 21 active clients
- 70% female
- Average age = 29
- Half are single, most others divorced/separated
- 83% Caucasian
- 25% EMU students

Community Outreach

- Community Mental Health
- Washtenaw Intermediate School District
- Christian Ministry Center
- SOS Community Services
- Neighborhood Health Clinic
- Help Source
- Catholic Social Services
- U of M Psychiatry

Psychology Clinic Marketing & Public Relations

- Consultation with EMU Marketing and Public Information
- Meetings and telephone contacts with agency directors
- Mass mailing of Clinic brochures to area mental health agencies, medical clinics, schools, and churches
- Open House, January 23, 3:30-6:30
- Web page under development

Responsive to the needs of our community – in tune with the nation

- As a consequence of the events of September 11th, a critical need was identified for training therapists to provide clinical services
- Utilizing local experts to provide comprehensive training
  - Outline of training schedule
    - General overview of terrorism, disaster management, and coping strategies (Richard, Lecherbal, & Kay)
    - Assessment and diagnosis of Posttraumatic Stress Disorder: Overview (Lecherbal & Richard)
    - Identifying and Treating Acute Stress Disorder and PTSD in Children and Adolescents (Lecherbal & Kay)
    - Critical Incident Stress Debriefing and Critical Incident Stress Management (Lecherbal)
    - Relaxation Training and Systematic Desensitization (Bowen)
    - Exposure Therapy, Research and Practice issues (Richard)
Planning for the Future

- Conference planned for next year – keynote speakers to include:
  - Presenter(s) from the National Center for PTSD who provided services at "ground zero"
  - Presenter(s) from the National Center for PTSD to discuss program review under crisis – a case example of the assessment of emergency response units following the September 11th terrorist acts
  - Presentations from local clinicians/researchers on the continuing impact of the September 11th acts

Publicity Materials

- Psychology Clinic Brochure
- Casenotes, CAS Newsletter, Fall 2001
- EMU Focus, Dec 11, 2001
- EMU Echo, Dec 12, 2001
- Clinic preview for Board of Regents, Jan 15, 2001
- Clinic Open House, Jan 23, 2001
Kenneth W. Rusiniak
Department of Psychology
Eastern Michigan University
Tel. 734.487.1155
E-mail: ken.rusiniak@emich.edu

Curriculum Vitae

Education
- Ph.D. Physiological Psychology
- M.A. Physiological Psychology
- B.S. Biology/Chemistry

University of California Los Angeles 1976
University of California Los Angeles 1974
Northern Illinois University 1971

Professional Experience
Eastern Michigan University
- 1989-99, 2000-present, Professor and Head, Department of Psychology
- 1999-2000, Interim Associate Vice President of Academic Affairs
- 1981-1989, Assistant/Associate Professor of Psychology
University of California Los Angeles
- 1976-1981, Postdoctoral Fellow/Assistant Research Psychologist
Recent Research Consultant/Adjunct Professor
- 1995, Zoo Atlanta/World Wildlife Federation/South Africa National Parks
- 1998, Warner Lambert-Parker Davis Company
- 1986-88, Michigan State University (Ph. D. Dissertation Supervision)

Professional Honors/Awards
- Phi Kappa Phi
- Graduate Teaching/Research Fellow, UCLA, University of Utah, SUNY Stony Brook
- Illinois State Scholarship

Professional Activity (selected)
- American Psychological Association, American Psychological Society, Midwestern Psychological Association, Council of Graduate Departments of Psychology/Council of Applied Masters Programs of Psychology
- Editorial Consultant, Neuroscience Research Methods, MIT Press, Behavioral Neuroscience

Professional Publications and Presentations (selected)
Karen K. Downey  
Department of Psychology  
Eastern Michigan University  
Tel. 734.487.4987  
E-mail: kdowney@online.emich.edu  

Curriculum Vitae

Education  
Ph.D. Clinical Psychology  Wayne State University  1993  
M.A. Clinical Psychology  Wayne State University  1991  
B.A. Psychology  Colby College  1986

Professional Experience  
1992-1993  Lecturer, Wayne State University Department of Psychology  
1993-1995  Post-Doctoral Fellow, University of Michigan, Dept. of Psychiatry  
1995-2001  Assistant Professor, Wayne State University School of Medicine  
Department of Psychiatry and Behavioral Neurosciences  
1995-97, 00-01  Clinical Director, FBPMP (Psychiatry and Behavioral Medicine Professionals)  
UPC Jefferson Avenue Research Program  
2001-present  Associate Professor and Clinic Director, Eastern Michigan University,  
Dept. of Psychology

Licensure  
State of Michigan License in Psychology, License #6301008453

Professional Honors/Awards  
Phi Kappa Phi (1985)  
American Psychological Association Science Directorate Student Travel Award (1993)  
EMU Provost’s Research Support Award for New Faculty (2002)

Professional Activity (selected)  
American Psychological Association (member); College on Problems of Drug Dependence (member, and  
chair of the Underrepresented Populations Committee); Society of Research on Nicotine & Tobacco  
(member); Association of Directors of Psychology Training Clinics (member and Executive Board  
Member-at-Large), NIH SBIR Grant Review Study Section member

Professional Publications and Presentations (selected)  
Pomerleau, CS, Downey, KK Snedecor, SM, Mehringer, AM, Marks, JL, & Pomerleau, OF. (in press).  
Smoking patterns and abstinence effects in smokers with no ADHD, childhood ADHD, and adult  
ADHD symptomatology. Addictive Behaviors.

Schuh, LM, Stamat, H, Downey, KK, Schuh, KS. (2001). Subjective and discriminative stimulus effects of  
two de-nicotinized cigarettes with different tar contents. Nicotine & Tobacco Research, 3, 71-77.

Ledgerwood, D & Downey, KK (in press). Relationship between problem gambling substance abuse, and  
psychiatric comorbidity in a methadone maintenance treatment population. Addictive Behaviors.

reported cocaine withdrawal symptoms and history of mood disorder. Addiction, 26, 461-467.

Downey, KK, Helmus, T, & Schuster, CR. (2000). Treatment of heroin dependent poly-drug abusers with  

Downey, KK, Helmus, T, & Schuster, CR. (2000). Contingency management for accurate predictions of  
urinalysis test results and lack of correspondence with self-reported drug use among poly-drug  

motivation to quit smoking in psychiatric inpatients. Journal of Addictive Diseases, 17,1-8.

Downey, K.K., Pomerleau, C.S., & Pomerleau, O.F. Personality differences related to smoking and adult  
Carol R. Freedman-Doan  
Department of Psychology  
Eastern Michigan University  
Tel. 734.487.0134  
E-mail: psy.ketl@online.emich.edu 

Curriculum Vitae

Education
Ph.D. Clinical Psychology Wayne State University 1994  
M.A. Clinical Psychology Wayne State University 1990  
B.S. Special Education Kent State University 1977  

Professional Experience
Eastern Michigan University
• 1995-present, Assistant/Associate Professor of Psychology
University of Michigan
• 1996-2001, Adjunct Research Scientist, Institute for Social Research
Clinical Psychology Experiences
• 1995-present, Private practice
• 1994-1995, Intern, Hawthorn Children’s Center
• 1988-1989, Intern, Michigan Osteopathic Medical Center
Teaching Experiences
1977-1986, Teacher for Severely Behavior Disordered Children

Professional Honors/Awards
Graduate Professional Scholarship, Wayne State University, 1986 - 1994
Federal Teacher's Training Grant, University of Michigan, 1984 - 1985

Professional Activity (selected)
• American Psychological Association, Society for Research in Child Development, Society for Research in Adolescence
• Editorial Consultant- Merrill-Palmer Quarterly, J of Adolescent Research, J of Research on Adolescence
• Fully licensed Clinical Psychologist in Michigan, 2000

Professional Publications and Presentations (selected)
Dean Lauterbach  
Department of Psychology  
Eastern Michigan University  
Tel. 734.487.1785  
E-mail: DeanLaut@online.emich.edu

Curriculum Vitae

Education
Ph.D. Clinical Psychology Purdue University 1994
M.A. Clinical Psychology Purdue University 1988
B.S. Psychology University of Wisconsin-Madison 1984

Professional Experience
Eastern Michigan University
- 2001-present, Associate Professor of Psychology
Northwestern State University
- 1995-2001, Assistant Professor of Psychology

Professional Activity (selected)
- American Psychological Association, American Psychological Association-Division 12, American Psychological Society, Midwestern Psychological Association, International Society for Traumatic Stress Studies

Professional Publications (selected)

Grants (selected)
David C. S. Richard  
Department of Psychology, Eastern Michigan University  
Tel. 734-487-3228  
E-mail: drichard@online.emich.edu

Curriculum Vitae

Education
Ph.D. Clinical Psychology  University of Hawaii  
M.A. Clinical Psychology  University of Hawaii  
M.Ed. Counseling and Consulting Psychology  Harvard University  
B.A. Political Science and Psychology  University of California at San Diego

Professional Experience
- Eastern Michigan University (2001-present). Associate Professor of Psychology  
- Southwest Missouri State University (1996-2001). Assistant Professor of Psychology

Professional Activity (selected)
- Member, Association for the Advancement of Behavior Therapy (AABT)  
- Member, Midwestern Psychological Association  
- Periodic Reviewer, Psychological Assessment

Selected Professional Publications (chronologically ordered)

Grants (selected)
Funded External Grants
- Richard, D., & Minke, K. (1992). Received a $5000.00 grant from the Straub Pacific Health Foundation to conduct a developmental research project on automated psychological assessment.

Internal Grants and Fellowships
- Received a $1400 internal grant designed to improve the clinical psychology web site at Southwest Missouri State University (1999).  
- Schartz, H., Schartz, K., & Richard, D. (1996). Taking the psychology department into the twenty-first century: PRISM (Psychology Research and Instructional Support Medium). $29,000 grant from the vice-president’s office to fund a multimedia development computer and research/teaching lab.
RECOMMENDATION

MONTHLY REPORT - FINANCE COMMITTEE

ACTION REQUESTED
It is recommended that the Working Agenda for January 15, 2002 and the minutes for the November 27, 2001 Finance Committee meeting be received and placed on file.

STAFF SUMMARY

FISCAL IMPLICATIONS
The fiscal impact of the actions taken are listed in the appropriate sections and are included in the Board minutes.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board Approval.

University Executive Officer ___________________ Date ___
REGULAR AGENDA

Section 18: Finance Committee Monthly Report
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

Section 19: Amendment to Collective Bargaining Agreement Between Eastern Michigan University and the Eastern Michigan University Patrol Officers' Chapter of the Police Officers' Labor Council
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

Section 20: Amendment to Collective Bargaining Agreement Between Eastern Michigan University and UAW Local 1975 (Clerical/Secretarial bargaining unit)
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

Section 21: Amendment to Collective Bargaining Agreement Between Eastern Michigan University and UAW Local 1976 (Professional/Technical bargaining unit)
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

CONSENT AGENDA

Section 1: REPORT: Treasurer's
Patrick J. Doyle, V.P. for Business and Finance and Treasurer to the Board of Regents

Section 2: REPORT: Internal Audit
Jeff Fineis of Andrews, Hooper and Pavlik P.L.C.

Section 3: REPORT: Grants/Contracts
Brian Anderson, Director, Office of Research Development

Section 4: REPORT: Construction Projects Progress
Anthony Catmer, Executive Director, Physical Plant

Section 5: REPORT: Accounts Receivable
John Beagham, University Controller

Section 6: REPORT: Interim Budget Status
Al Leveit, Director, Budget Management

Section 7: REPORT: Technology Plan Implementation
Margaret Cline, Chief Information Officer and Executive Director of Information and Communications Technology
Present: Regents Morris, Brandon, Griffith, Valvo, Incarnati; and Vice President Doyle. Regent DeMattia was absent. Regent Morris presided over the Finance Committee meeting.

MONTHLY REPORT
Patrick Doyle, Vice President for Business and Finance, recommended that the working agenda for the November 27, 2001 Finance Committee and the minutes for the September 25, 2001 Finance Committee meeting be received and placed on file. There were no questions.

FY 2002-03 APPROPRIATION REQUEST
Patrick Doyle recommended that the Board approve the FY 2003 Appropriation Request to the Office of the State Budget. Doyle reported that 2002-03 general fund operating expenditures are projected to be $192.38 million, an increase of $13.9 million or 7.8 percent over the current year budget, which was approved on June 21, 2000. The University is requesting an appropriation of $92.0 million. This represents an increase of $4.4 million or 5.0 percent of the FY 2002 appropriation. If enacted, it is anticipated that resident undergraduate tuition rate increases can be limited to no more than 7.7 percent. No supplemental appropriation was requested due to lower than projected state revenues.

Doyle reported that the University has experienced a three percent increase in enrollment this fall as a result of enrollment strategies, and enrollment is expected to increase by two to three percent next year. Increased enrollments bring associated costs in order for the University to provide the level of service students expect. Doyle stated that tuition and fee revenue provides approximately 50 percent of the cost to deliver programs and services. Doyle reported that increases in current fixed costs continue to increase: 88 percent of employees are in bargained-for groups, most under multi-year contracts; investments in technology and maintaining those systems will increase the demand for electricity; the University will experience a full year under the new gas rates; financial aid continues to grow; instructional instrumentation has been under funded in past years. Doyle reported that program enhancements and strategic planning initiatives ready for implementation include student access and success programs, a freshman program, transfer and non-traditional student programs, undergraduate research, graduate program development, public engagement and outreach and continuous improvement, and a Ph.D. in Technology program. The total of associated fixed costs, program enhancements, and the doctorate in technology program amounts to $13.9 million. Doyle stated that these costs would require an appropriation increase of over 15 percent if the state was able to provide funding. No funding from the state would require a 12.2 percent increase in tuition and mandatory fees if the University was to fund all of the costs as identified. Doyle stated that the University is developing contingency plans in case the five percent appropriation request does not materialize, and is focusing on cost containment measures and process efficiencies. Regent Morris asked if the other state universities were equally frugal in their requests to the state. Doyle responded that the requests are yet unknown. Morris asked what will become of some of the initiatives if they are not funded. Don Loppnow responded that the President would prioritize initiatives and funding in the absence of state
support. There were no further questions.

**2000-01 EASTERN MICHIGAN UNIVERSITY FOUNDATION ANNUAL REPORT**

John Shorrock requested that the Board of Regents receive and place on file the report of the Eastern Michigan University Foundation for the fiscal year ending June 30, 2001. Laura Wilbanks presented the Foundation’s financial profile. Wilbanks reported that total net consolidated assets reported at year-end were $35,789,318, representing a 15.3 percent decrease from the value at fiscal year-end 2000. Contributions during 2000-01 totaled $12,044,350 of which $3,138,701 was cash and $8,905,649 was gifts-in-kind received by the University. In addition, funding provided from endowed scholarships and other endowments totaled $750,490 which is a 28 percent increase over the previous year. Wilbanks reported that the market value of the endowment fell from $39.9 million to $33.6 million due to unforeseen market conditions. Wilbanks stated that strategies are being developed to enhance the funding of the endowment. Regent Morris asked what the fund-raising goal was prior to receiving the Oracle gift. Wilbanks answered the goal was approximately $4.3 million. Morris asked if the Foundation established a goal for the number of contributors. Shorrock responded that the Foundation’s objective is to increase the number of alumni contributions as well as the contributions of individual friends, corporations and foundations. Shorrock reported that alumni gifts accounted for 6.2 percent of the total contributed during the fiscal year, which is below the national average. Regent Brandon asked what the fund-raising goal is for the next fiscal year. Shorrock responded that it has not been set yet. Regent Morris commented that broadening the fund-raising base to increase alumni contributions would be good for the University.

**FY 2003 CAPITAL OUTLAY BUDGET REQUEST**

Patrick Doyle recommended that the Board approve the modernization of Pray-Harrold as the University’s number-one capital outlay priority. Doyle reported that upgrading Pray-Harrold, the largest classroom building, would benefit and positively affect more students than any other capital project. The estimated cost to modernize Pray-Harrold is $37,800,000 with a University cost share of $9,450,000. Doyle stated that the University will continue to pursue using insurance proceeds in the range of $8.5 million as part of the matching requirement. The remaining match, or to the extent insurance proceeds are not allowed, may require bond indebtedness. Regent Morris asked if the insurance proceeds have been received. Doyle responded that they have been received. Regent Morris commented that enrollment statistics for the period 1997 through 2001 show fewer high school students who have been accepted for admission at EMU are actually enrolling for classes. In 1997, 43.9 percent of the students the University accepted eventually enrolled. The number dropped to 40.3 percent in 2001. Morris recommended that the University prepare an analysis and report to the Board at some time in the future.

**NEW PARKING STRUCTURE, SURFACE lots AND RELATED PROJECTS**

Patrick Doyle recommended that the Board authorize the administration to proceed with the construction of a new parking structure, two surface lots and related projects; and to enter into all necessary contracts to complete the projects. Doyle reported that in June the Board authorized the
administration to proceed with identifying the site, cost and possible privatization of a new parking structure. With authorization to proceed, Rich and Associates, Parking Consultants, Architects, Engineers and Planners were engaged to assist in identifying a site for a new parking structure. Four sites were identified as possibilities: Pease Auditorium – south side, where the Business and Finance Building is located, and north side, on the existing Pease surface parking lot; the existing Ford parking lot; the green-space and pedestrian thoroughfare immediately north of Porter and west of Pray-Harrold; and the existing Bowman/Roosevelt surface parking lots located between Pray-Harrold, Roosevelt, Porter, Marshall, King and Jones/Goddard. Doyle reported that further evaluation revealed that building a structure on existing surface lots would be cost prohibitive. The committee recognized that building a parking deck on the Pray-Harrold green space would negatively impact pedestrian traffic and destroy the natural beauty and character of the space. Doyle reported that a table-top parking deck on the south side of Pease would be easily accessed, help reduce the parking shortage in that area and provide parking for Pease events, and enhance the Cross Street area but would not alone measurably improve parking capacity. Therefore, two additional surface parking sites were identified – a 72-space lot east of the Alexander Music Building and a 1,031-space surface lot on the land currently occupied by four softball fields north of Phelps-Sellers. The softball fields would be relocated to west campus and bus service to west campus would be terminated. The lots and deck would increase available parking by 1,363 spaces or 25 percent. The Business and Finance building will need to be removed to make room for the structure and staff will be relocated to a renewed Hover building. Doyle reported that the capital cost for the proposal is $6.6 million, and recommends funding with bond proceeds. Operating costs are estimated to be $655,000 annually (includes debt service, operations and maintenance reserves). Regent Brandon asked about the bus service to west campus and the impact to students if it’s terminated. Doyle said that the University has been unsuccessful in encouraging students to park in the west campus Ryneason lot and ride the bus to main campus. Doyle reported that rider-ship data indicates a maximum of 500 people parking in the west lot during the week. Regent Griffin asked if there will be additional expense for security in the new lots. Doyle responded that he does not expect any additional security costs and that the cost of lighting and security cameras are included in the project cost. Regent Incarnati asked if the operating cost of $655,000 includes depreciation. Doyle responded no, only debt service, operational costs and maintenance reserves. Regent Morris emphasized the importance of relocating the softball fields as soon as possible and hopes that they can be relocated before next fall semester. Doyle responded that relocating the fields will be one of the first steps of the project in order to avoid disrupting any recreation/intramural activity. There were no further questions.

**BOND AUTHORIZATION RESOLUTION: ISSUANCE AND DELIVERY OF GENERAL REVENUE BONDS AND OTHER MATTERS RELATING THERETO**

Patrick Doyle recommended that the Board approve a Resolution of the Board of Regents of Eastern Michigan University authorizing the issuance of general revenue bonds to finance additional parking facilities and related projects. The resolution authorizes the administration to finance the capital cost of the project in an amount not to exceed $7.5 million. This action will increase the University’s annual debt service by approximately $520,000. Annual debt service funding will be provided for through increased parking rates, new structure access fees, and a budget reallocation of the west
FINANCE COMMITTEE  
MINUTES OF MEETING  
November 27, 2001  

appreciation to include EMU Foundation and Eagle Crest Employees  
IN THE UNIVERSITY’S MEDICAL BENEFITS PLAN

Ken McKanders recommended that the Board approve the inclusion and participation of employees of The Eastern Michigan University Foundation and Eagle Crest Management Corporation in EMU’s group medical benefits plan. McKanders noted that the Board’s approval is subject to the Vice President for Business and Finance (Patrick Doyle) negotiating and finalizing an agreement for the inclusion and participation of EMU Foundation and/or Eagle Crest employees in the plan. McKanders reported that the Foundation and Eagle Crest believe that this action will enhance the level of health care benefits provided to their employees, assist in attracting and retaining qualified staff, and provide an economy of scale that should result in reduced medical benefits costs to the Foundation and Eagle Crest. McKanders reported that Vice President Doyle has been in discussion with John Shorrock of the Foundation, and if approved by the Board, plans to immediately proceed with the inclusion of Foundation employees in the University’s medical benefits plan. Proceeding with the inclusion of Eagle Crest employees will occur at a later date when appropriate and time allows. It is anticipated that Foundation and Eagle Crest employees will participate in the Blue Cross and Blue Shield Community Blue Preferred Provider Organization (PPO) plan. McKanders reported that the Foundation and Eagle Crest would be required to pay the full cost (at actuarially determined illustrative rates) of their employees’ participation in EMU’s group medical benefits plan. There were no questions.

FY 2003 PARKING RATES

Patrick Doyle recommended that the Board approve increasing the parking decal rates from $50 per term to $65 per term, effective Fall 2002. Doyle reported that this action would generate projected revenues of $350,000 that will be used to fund operating costs of the proposed parking expansion program. In addition, premium reserved parking spaces may be sold to faculty, staff and students at a price expected to range from $200 to $800 annually per space. Doyle stated that the sale of premium reserved parking spaces is expected to generate $100,000 in revenue. There were no questions.

TREASURER’S REPORT

Patrick Doyle recommended that the Treasurer’s Report for the month of September 2001 be received and placed on file. Doyle reported that cash and investments as of September 30, 2001 totaled $60,012,946.49 and were invested to return a total annualized yield of 9.11 percent. Cash and investments (excluding bond proceeds) as of September 30, 2001 increased by $13,795,332 when compared to September 2000. There were no questions.
FINANCE COMMITTEE
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INTERNAL AUDIT REPORT
Jeff Fineis and Amy Brown of Andrews, Hooper and Pavlik recommended that the Internal Auditor’s activity report for the period October 2001 through November 2001 be received and placed on file. Fineis reported that the reports for the Conflict of Interest and Payroll audits are in process and will be presented at the January 2002 board meeting as scheduled. The internal audit schedule for the period ending September 30, 2002 was also included in the materials. Fineis reported that the status report on recommendations made from the previous Children's Institute, University Apartments, Tuition and Vending Operations audits completed in July 2001 was prepared by University management and is included. Recommendations that were made from these audits are either fully implemented or substantially implemented as of the date they were verified by University management. There were no questions.

GRANTS AND CONTRACTS REPORT
Brian Anderson recommended that 61 grants and contracts totaling $3,438,005 for the period September 1 through October 31, 2001 be accepted. Of those awards, 100 percent sponsored funded grants and contracts in the amount of $1,717,643 were awarded. Anderson reported that grants and contracts that require EMU cost sharing and/or inkind contributions totaled $1,720,362. The cash contributions to those awards were $8600 for a fiscal year to date total of $100,272 against a base budget of $361,652. From the progress report, Anderson noted that 158 proposals were processed through October 31, which is minus two from the plan; awards received was 110, which is minus seven from the plan; the dollar value of awards received was $5,704,298, which is plus $204,000 from the plan; and matching funds allocated were $100,272 which is under $20,279 from the plan. In comparing current fiscal year-to-date to previous fiscal year-to-date totals, Anderson reported that the University processed 33 more proposals; received 13 additional awards, and the dollar value of awards received is up $1,088,348; and matching funds committed are down $74,431 from last fiscal year. There were no questions.

CONSTRUCTION PROJECTS PROGRESS REPORT
Tony Catner and Aaron Preston requested that the Board receive and place on file the Construction Projects Progress Report for the period ending November 8, 2001. Preston reported that expenditures and contract obligations to date do not exceed the budgets of approved projects. Catner reported that immediate focus will be placed on relocation of the softball fields to west campus in order to avoid missing a season of intramural sports activities. A request for services to develop a program statement for the expansion of McKenny Union has been released. Catner reported that the design of the University House is 90 percent complete and the basement has been dug and poured. There were no questions.

ACCOUNTS RECEIVABLE
Patrick Doyle recommended that the Student Accounts Receivable Ratio Analysis, the Student Accounts Receivable Reports, and the Collection Agency Inventory as of October 31, 2001 be received and placed on file. Doyle reported that the October 31, 2001 net receivable balance is $12,758,000 or 21.66 percent of revenue as compared to $10,924,000; or 21.25 percent of revenue as of October 31,
2000, which is a .41 percent increase. The report shows an increase of 1.12 percent as compared to the five year average of 20.54% percent. Regent Valvo asked if recoveries are reflected as gross or net of recoveries. Doyle responded that they represent gross recoveries.

**ICT INITIATIVES**

Margaret Cline recommended that the progress report for ICT initiatives for the period September 25, 2001 through November 9, 2001 be received and placed on file. Cline reported that all initiatives are currently on schedule and within budget. An on-line survey is in progress to profile faculty, staff and student ICT skills and needs. There were no questions.

Regent Morris adjourned the Finance Committee meeting at 11:35 a.m..

Respectfully submitted,
Susan Brazin
January 15, 2002
RECOMMENDATION

AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND THE EASTERN MICHIGAN UNIVERSITY PATROL OFFICERS’ CHAPTER OF THE POLICE OFFICERS’ LABOR COUNCIL

ACTION REQUESTED
It is recommended that the Board of Regents approve modifications to the health care provisions of the existing Collective Bargaining Agreement between Eastern Michigan University and the Police Officers Labor Council (Officers) and that the administration be authorized to execute the Agreement on behalf of the Board of Regents.

STAFF SUMMARY
This recommendation is based upon health care negotiations with the Police Officers Labor Council (Officers) following the completion of a Health Care Task Force report. The proposed changes to the health care plan allows the University to better control the rising cost of providing health care to employees. In addition to managing health care cost increases, the University is able to offer a new health care plan that, in many respects, improves the benefit levels available to each employee. A summary of the negotiated changes are reflected on the following page.

FISCAL IMPLICATIONS
This action is projected to limit the increase in health care cost to 7.0 percent (down from 12.6 percent if no actions were taken) for the calendar year 2002. This cost avoidance will be partially offset by a one-time $400 payment to employees.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer ___________________ Date ___________________
### Summary of Negotiated Changes to the Collective Bargaining Agreement between Eastern Michigan University and POLC (Officers)

<table>
<thead>
<tr>
<th>Article</th>
<th>Description of Change</th>
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<tbody>
<tr>
<td>XXIV</td>
<td><strong>Group Benefits and Insurance, ¶A (1) – Group Medical Benefits</strong> – The University will provide health care plan participation in the BC/BS Community Blue PPO plan. This plan will provide prescription drugs at $10/generic, $20/brand name with a mail order prescription drug program.</td>
</tr>
<tr>
<td></td>
<td><strong>Group Benefits and Insurance, ¶A (1) (a) – Group Medical Benefits</strong> – A $75/month opt-out provision is provided for employees who have health care coverage available through a spouse and waive coverage and the University.</td>
</tr>
<tr>
<td></td>
<td><strong>Group Benefits and Insurance, ¶A (1) (b) – Group Medical Benefits</strong> – Effective after bargaining unit and University Board of Regents approval, all bargaining unit members on the active payroll as of such approval date will receive a $400 non-base lump sum bonus.</td>
</tr>
<tr>
<td>Appendix D</td>
<td><strong>Flexible Spending Account</strong> – The University will allow employee participation in a pre-tax flexible spending account to provide tax benefits for medical care expenses.</td>
</tr>
<tr>
<td>Appendix E</td>
<td><strong>Domestic Partner Benefits</strong> – The University will provide Domestic Partner benefits to qualified employees.</td>
</tr>
<tr>
<td></td>
<td><strong>Memorandum of Understanding</strong> – Limited to current health care negotiations between the University and select bargaining units before June 30, 2002, the University will increase the $400 non-base lump sum bonus should an agreement be reached to provide a higher bonus amount to other select bargaining units.</td>
</tr>
<tr>
<td></td>
<td><strong>Memorandum of Understanding</strong> – Since the bargaining unit’s current labor contract expires during 2002, the University and the bargaining unit consider this agreement on health care benefits to extend through the term of the next contract.</td>
</tr>
</tbody>
</table>
RECOMMENDATION

AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND UAW LOCAL 1975

ACTION REQUESTED
It is recommended that the Board of Regents approve modifications to the health care provisions of the existing Collective Bargaining Agreement between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Local 1975 (UAW Local 1975 – Clerical/Secretarial) and that the administration be authorized to execute the Agreement on behalf of the Board of Regents.

STAFF SUMMARY
This recommendation is based upon health care negotiations with the UAW Local 1975 following the completion of a Health Care Task Force report. The proposed changes to the health care plan allows the University to better control the rising cost of providing health care to employees. In addition to managing health care cost increases, the University is able to offer a new health care plan that, in many respects, improves the benefit levels available to each employee. A summary of the negotiated changes are reflected on the following page.

FISCAL IMPLICATIONS
This action is projected to limit the increase in health care cost to 7.0 percent (down from 12.6 percent if no actions were taken) for the calendar year 2002. This cost avoidance will be partially offset by a one-time $400 payment to employees.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date
Summary of Negotiated Changes to the Collective Bargaining Agreement between Eastern Michigan University and UAW Local 1975

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<td>XXVI</td>
<td><strong>Compensation, ¶D (1) – Group Medical Benefits</strong> – The University will provide health care plan participation in the BC/BS Community Blue PPO plan. This plan will provide prescription drugs at $10/generic, $20/brand name with a mail order prescription drug program.</td>
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<td><strong>Compensation, ¶D (1) (a) – Group Medical Benefits</strong> – Effective after bargaining unit and University Board of Regents approval, all bargaining unit members on the active payroll as of such approval date will receive a $400 non-base lump sum bonus.</td>
</tr>
<tr>
<td></td>
<td><strong>Compensation, ¶D (1) (b) – Group Medical Benefits</strong> – The effective date of the $10/generic, $20/brand name prescription drug program will be 1/1/04. Prior to this effective date, the plan will provide prescription drugs at $7/generic, $15/brand name.</td>
</tr>
<tr>
<td>Appendix N</td>
<td><strong>Flexible Spending Account</strong> – The University will allow employee participation in a pre-tax flexible spending account to provide tax benefits for medical care expenses.</td>
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<td>Appendix O</td>
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RECOMMENDATION

AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN EASTERN MICHIGAN UNIVERSITY AND UAW LOCAL 1976

ACTION REQUESTED
It is recommended that the Board of Regents approve modifications to the health care provisions of the existing Collective Bargaining Agreement between Eastern Michigan University and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, Local 1976 (UAW Local 1976 – Professional/Technical) and that the administration be authorized to execute the Agreement on behalf of the Board of Regents.

STAFF SUMMARY
This recommendation is based upon health care negotiations with UAW Local 1976 following the completion of a Health Care Task Force report. The proposed changes to the health care plan allows the University to better control the rising cost of providing health care to employees. In addition to managing health care cost increases, the University is able to offer a new health care plan that, in many respects, improves the benefit levels available to each employee. A summary of the negotiated changes are reflected on the following page.

FISCAL IMPLICATIONS
This action is projected to limit the increase in health care cost to 7.0 percent (down from 12.6 percent if no actions were taken) for the calendar year 2002. This cost avoidance will be partially offset by a one-time $400 payment to employees.

ADMINISTRATIVE RECOMMENDATION
The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer ........................................ Date

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Summary of Negotiated Changes to the Collective Bargaining Agreement
between Eastern Michigan University and UAW Local 1976

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<tr>
<td></td>
<td><strong>Compensation, ¶D (1) (b) – Group Medical Benefits</strong> – The effective date of the $10/generic, $20/brand name prescription drug program will be 7/1/03. Prior to this effective date, the plan will provide prescription drugs at $7/generic, $15/brand name.</td>
</tr>
<tr>
<td>Appendix L</td>
<td><strong>Flexible Spending Account</strong> – The University will allow employee participation in a pre-tax flexible spending account to provide tax benefits for medical care expenses.</td>
</tr>
<tr>
<td></td>
<td><strong>Memorandum of Understanding</strong> – Limited to current health care negotiations between the University and select bargaining units before June 30, 2002, the University will increase the $400 non-base lump sum bonus should an agreement be reached to provide a higher bonus amount to other select bargaining units.</td>
</tr>
<tr>
<td></td>
<td><strong>Memorandum of Understanding</strong> – Since the bargaining unit’s current labor contract expires during 2002, the University and the bargaining unit consider this agreement on health care benefits to extend through the term of the next contract.</td>
</tr>
</tbody>
</table>
RECOMMENDATION

ELECTION OF BOARD OFFICERS

ACTIONS REQUESTED

ELECTION OF CHAIR

In accordance with the Board of Regents By-Laws, Article IV, Section 4.01, it is recommended that the Board of Regents elect ____________________________ as Chair of the Board of Regents.

ELECTION OF VICE CHAIR

In accordance with the Board of Regents By-Laws, Article IV, Section 4.02, it is recommended that the Board of Regents elect ____________________________ Vice Chair of the Board of Regents.

APPOINTMENT OF BOARD TREASURER

In accordance with the Board of Regents By-Laws, Article IV, Section 4.07, it is recommended that the Board of Regents appoint ____________________________ as Treasurer to the Board of Regents.

APPOINTMENT OF THE SECRETARY OF THE BOARD

In accordance with the Board of Regents By-Laws, Article IV, Section 4.05, it is recommended that the Board of Regents appoint ____________________________ as Secretary of the Board of Regents.

APPOINTMENT OF THE INTERNAL AUDITOR

In accordance with the Board of Regents By-Laws, Article IV, Section 4.12, it is recommended that the Board of Regents appoint ____________________________ as Internal Auditor.