

MINUTES OF THE MEETING
of the
MICHIGAN STATE UNIVERSITY
BOARD OF TRUSTEES
July 22-23, 1982

President Mackey called the meeting to order in Room 106, Kellogg Center, at 7:26 p.m., July 22.

Present: Trustees Bruff, Fletcher, Howe, Krolikowski (arrived at 8:31 p.m.), Lick, Reed and Sawyer; President Mackey, Provost Winder, Vice Presidents Breslin, Cantlon, Dickinson, Schonbein, Stewart and Thompson; Associate Vice President and Secretary Wilkinson, General Counsel Carr, Assistant to the President Carlisle, Faculty Liaison Group, and Student Liaison Group. Assistant Vice President Studer was also present.

Absent: Trustee Martin

1. Executive Session

President Mackey announced that an Executive Session under Section 8. c. of the Open Meetings Act was held this afternoon to discuss negotiation of collective bargaining agreements.

2. Approval of the Proposed Agenda

Trustee Bruff moved approval of the proposed agenda. Seconded by Trustee Howe. Approved by a vote of 6 to 0.

3. Approval of the June 25, 1982, Minutes

Trustee Reed moved approval of the June 25, 1982, Minutes. Seconded by Trustee Lick. Approved by a vote of 6 to 0.

4. Discussion of Budget and Financial Matters

Vice President Thompson briefed the Board on the current status of the implementation of the 1982-83 interim budget and related cash management plan.

Vice President Thompson also introduced the proposed 1982-83 tuition and fee rate schedule and answered several Trustee questions relating to this document.

Associate Vice President Wilkinson briefed the Board on the history of the University's Guaranteed Student Loan Program and the related action item appearing on the Board agenda.

President Mackey introduced the discussion on the proposed Course Fee Courtesy Policy and answered several Trustee questions relating to this employee matter. Provost Winder summarized the detailed proposal and the recommended groups to be included in this program.

Trustee Reed moved to recommend to the Board at its Action Session the expansion of this program to specialists in the Job Security System, the Cooperative Extension Service field staff in the Continuing Employment System, and the remaining nontenured executive management positions. Seconded by Trustee Sawyer. Approved by a vote of 6 to 1. Trustee Fletcher voted No.

5. Academic Program Review - Public Service

Provost Winder introduced the academic program review of the public service area and responded to several Trustee questions relating to the draft document.

6. Work Session - Board Policy Manual

Vice President Thompson introduced the discussion on the draft Board of Trustees Policy Manual. He stated that this draft represents a compilation of recorded Board policy and was a starting point in the review of policies by the Trustees. He suggested that the Trustees codify this document as an initial step and, at future dates, modify through additions, deletions, or changes. Trustee Bruff suggested that the Board commence a detailed review of this document. Following this suggestion, the Trustees reviewed the Preface, Prologue, and Policy 01-01-01 through Policy 01-01-04.

The Board recessed at 10:04 p.m.

continued - - -

A
B
A
C
C

Discussion of
Budget and
Financial
Matters

Academic
Program Review -
Public Service

Work Session -
Board Policy
Manual

The Board reconvened at 8:00 a.m. on Friday, July 23, in Room A-117 of the Clinical Center.

Present: Trustees Bruff, Fletcher, Howe, Krolikowski, Lick, Martin (arrived at 8:35 a.m.), Reed and Sawyer; President Mackey, Provost Winder, Vice Presidents Thompson and Schonbein; Associate Vice President and Secretary Wilkinson, and Assistant to the President Carlisle. Also present were: Dr. Carlos Caguiat, Director of the Clinical Center, and Deans Myron Magen, College of Osteopathic Medicine, and Donald Weston, College of Human Medicine.

Vice President Schonbein introduced Dr. Caguiat who gave a brief history of the Clinical Center. This was followed by a tour of the clinical facilities as conducted by Vice President Schonbein, Dr. Caguiat, and supporting staff.

The Board recessed for a Land and Physical Facilities Committee meeting at 9:58 a.m.

The Board reconvened at 10:12 a.m.

7. Discussion of the Bylaws of the Medical Staff of MSU

Vice President Schonbein reported on the process used in the development of these Bylaws and the urgency in adopting this document at this time due to the concerns relating to patient care and medical risks. Deans Magen and Weston participated in this discussion and responded to several Trustee questions relating to the proposed document.

Discussion of
the Bylaws of
the Medical
Staff of MSU

The Board recessed for an Audit Committee meeting at 10:47 a.m.

The Board reconvened for its Action Session at 1:40 p.m. in the Board Room, Administration Building.

Present: Trustee Bruff, Fletcher, Howe, Krolikowski, Lick, Martin, Reed and Sawyer; President Mackey, Provost Winder, Vice Presidents Breslin, Dickinson, Schonbein, Stewart and Thompson; Associate Vice President and Secretary Wilkinson, General Counsel Carr, Assistant to the President Carlisle, Faculty Liaison Group, and Student Liaison Group. Also present were: Assistant Vice President for Student Affairs Studer, and Assistant Vice President for Research Bredeck.

At the request of President Mackey, Assistant Vice President Studer introduced new members of the Student Liaison Group as follows: Ron Tempas, ASMSU, Ron Bradley, COGS, and Jim Grant, Student Council.

8. Public Comments

Public
Comments

Collette Moser, President of MSU-AAUP, read a statement to the Board regarding a "fundamental condition of faculty employment, campus safety." (A copy of her statement is on file in the Secretary's Office.)

Becky Hicks, President of MSUEA, expressed concern regarding the Course Fee Courtesy Policy, and safety on campus in view of the upcoming layoffs of officers of Public Safety. (A copy of her statement is on file in the Secretary's Office.)

Arthur Webb, President, Black United Front & Black Coalition for Organizational Unity, expressed concern regarding financial assistance for Blacks and other minorities in light of increasing cuts in Federal financial aid.

Ron Tempas, representative of ASMSU, Student Liaison Group, addressed the Board regarding tuition increases and the burden that would be placed on students because of it.

A. PERSONNEL CHANGES

Transfer and Changes in Assignments

Transfer and
Changes in
Assignments

1. Approved for Richard E. Sullivan, Professor, History, an additional assignment of Acting Associate Provost, Office of the Provost; change from AY basis to AN basis with a change in salary from \$47,450 per year to \$62,913 per year, effective September 1, 1982.

Promotion

Promotion

1. Change of title from Assistant Professor to Associate Professor, for Georg W. Schuttler, tenure awarded with promotion, effective July 1, 1982.

Appointments

Appointments

1. Jane H. Stolper, Professor and Chairperson, Human Environment and Design, with tenure, at a salary of \$43,000 per year on AN basis, effective September 1, 1982.

A. PERSONNEL CHANGES, cont.

July 22-23, 1982

Appointments, cont.

2. Sharon L. Zablotney, Professor, Microbiology and Public Health, and Pathology; Director, Medical Technology, with tenure, at a salary of \$42,000 per year on an AN basis, effective September 1, 1982.

Motion was made by Trustee Bruff, seconded by Trustee Krolikowski, to approve the Transfer and Changes in Assignment, Promotion, and Appointments. Approved by a vote of 7 to 1. Trustee Fletcher voted No.

B. GIFTS AND GRANTS

Gifts and Grants totaling \$4,244,455 were approved by a vote of 8 to 0 on motion by Trustee Lick, seconded by Trustee Reed.

C. OTHER ITEMS FOR ACTION1. 1982-83 Tuition and Fee Rates

Recommendations for 1982-83 tuition and fee rates and allocations for financial aid have been distributed with the agenda (a copy of the schedule is on file in the Secretary's Office).

RESOLVED that the 1982-83 tuition and fee schedules be approved as recommended effective fall term 1982 and that an additional \$250,000 be allocated to need-based financial aid programs. The 1982-83 authorized Total General Fund Expenditures and the Interim Budget are revised to \$223,130,174 and \$211,130,174 respectively in order to reflect this increased allocation to financial aid programs.

Approved by a vote of 7 to 1 on motion by Trustee Howe, seconded by Trustee Krolikowski. Trustee Martin voted No.

2. Bylaws of the Medical Staff of Michigan State University

Distributed with the agenda are proposed Bylaws of the Medical Staff and related memorandums from Provost Winder and Vice President Schonbein. It is recommended that the Board of Trustees approve these Bylaws with the understanding that interpretation will be in keeping with the accompanying memorandum and points of clarification included therein.

RESOLVED that the Board of Trustees approve the Bylaws of the Medical Staff of Michigan State University as recommended.

Approved by a vote of 8 to 0 on motion by Trustee Fletcher, seconded by Trustee Lick.

3. Course Fee Courtesy Policy: A Pilot Project

Distributed with the agenda is a proposed Course Fee Courtesy Policy for dependent children and spouses of designated faculty and staff. It is recommended that the Board of Trustees approve this Course Fee Courtesy Policy as a two-year pilot project.

RESOLVED that the Board of Trustees approve the Course Fee Courtesy Policy as recommended, effective fall term, 1982.

Approved by a vote of 7 to 1 on motion by Trustee Reed, seconded by Trustee Howe. Trustee Fletcher voted No.

4. Changes in MSU Ordinances

It has been recommended that the following additions to the MSU Ordinances be adopted:

I. Section 39.00 - Parking. Add new section 39.32.

39.32 - NO PERSON SHALL PARK ANY MOTOR VEHICLE IN A PARKING SPACE SIGNED AS RESERVED FOR A HANDICAPPER EXCEPT A MOTOR VEHICLE BEARING A STATE OR UNIVERSITY LICENSE PLATE, DECAL OR PERMIT LEGALLY ESTABLISHING THE DRIVER OR PASSENGER AS A HANDICAPPER.

II. Section 39.28 - Schedule of civil sanctions. Add the following new sub-section to section 39.28:

.28 - Schedule of civil sanctions:

\$20.00 CIVIL SANCTIONS:
Sub-section .32

RESOLVED that the changes in the MSU Ordinances be adopted as recommended.

Approved by a vote of 8 to 0 on motion by Trustee Reed, seconded by Trustee Lick.

Appointments,
cont.Gifts and
Grants1982-83 Tuition
and Fee RatesBylaws of the
Medical Staff
of Michigan
State University,
approvedCourse Fee
Courtesy
Policy: A
Pilot ProjectChanges in
MSU Ordinances

C. OTHER ITEMS FOR ACTION, cont.

July 22-23, 1982

5. Establishment of a Fund Functioning as an Endowment

It is recommended that the following fund functioning as an endowment be established and placed in the University's Common Investment Fund:

Michigan State University Journalism Fund - The purpose of this fund is to invest funds contributed for the benefit of the School of Journalism. The income will be used for the enrichment of the school's program.

RESOLVED that the establishment of the Michigan State University Journalism Fund functioning as an endowment be approved.

Approved by a vote of 8 to 0 on motion by Trustee Reed, seconded by Trustee Lick.

6. Proposed Amendments of the Interim Faculty Grievance Procedure

The following amendments to the Interim Faculty Grievance Procedure (IFGP) were approved by the Academic Council on June 1, 1982, following prior deliberations within the academic governance system as provided in the IFGP amendment procedure.

It is recommended that these amendments be approved by the Board of Trustees:

- 2.3.11. (Footnote) "References to days in this document mean calendar days."
- 2.3.13. Hearing Committee shall report their decisions in writing within 14 days of the completion of the hearing to the FGO, who shall forward them immediately to the grievant, to the respondent for consideration and action, and to the administrator who is the respondent's immediate superior.
- 3.4. All written requests for formal grievance procedures shall state the alleged violation, misinterpretation or misapplication of existing policies and legislation, the administrator(s) who is (are) alleged to have violated, misinterpreted or misapplied existing policies or legislation, the approximate date on which that alleged grievable action took place, and the redress sought.
- 3.6.1. The director or chairperson shall provide written notification to the grievant, to the FGO and to the respondent's immediate superior of his/her decision within 14 days of the completion of the procedure.
- 3.7.1. The dean shall provide written notification of his/her decision to the grievant, to the FGO and to the Provost within 14 days of the completion of the hearing.
- 3.8.1.1. A Hearing Board shall consist of 5 members, selected by lot from a panel of 12 members to be drawn by lot from the faculty. All drawing shall be conducted by the UCFA.
- 3.8.1.2. Change "seven" to "five".
- 3.8.2.4. If a University Hearing Board loses two of its members, the hearing shall be terminated and a new one shall be initiated according to the guidelines in this document.
- 3.8.7.1. Each college shall select two tenured faculty members for 3-year terms. The non-college tenured faculty will select four members for 3-year terms.

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Establishment
of a Fund
Functioning as
an Endowment

Proposed
Amendments of
the Interim
Faculty
Grievance
Procedure

C. OTHER ITEMS FOR ACTION, cont.

July 22-23, 1982

6. Proposed Amendments of the Interim Faculty Grievance Procedure, cont.

- 3.8.7.2 Each college shall select one non-tenured faculty member for a two-year term.
- 3.8.7.5. All hearings conducted by the Appeals Panels shall commence within 14 days of the appeal to the University Appeals Board. Hearings shall observe the guidelines set forth in 2.3.1. through 2.3.13. and the principles of due process outlined in Article 4. The members of an appeal panel shall designate one of their number to serve as chairperson with vote.
- 3.1.2. Change "recommend" to "determine."
- Wherever the committee is referred to as the "FAFCC", it be changed to the "UCFA".

RESOLVED that the amendments to the Interim Faculty Grievance Procedure be approved.

Approved by a vote of 8 to 0 on motion by Trustee Sawyer, seconded by Trustee Lick.

D. REPORTS TO THE BOARD1. Board Committee Reportsa. Land and Physical Facilities Committee

Trustee Lick reported that the Land and Physical Facilities Committee at its meeting agreed to extend the current option Mr. Carl Sams has for the purchase of the Jones property in Rochester, MI, for a period of six months effective August 1, 1982, through January 31, 1983.

Approved by a vote of 8 to 0 on motion by Trustee Lick, seconded by Trustee Howe.

b. Audit Committee

Trustee Sawyer reported that the Board Audit Committee discussed the reports of the Auditor General covering Health Programs for the period July 1, 1976, to May 31, 1981, and Enrollments for the period 1980-81.

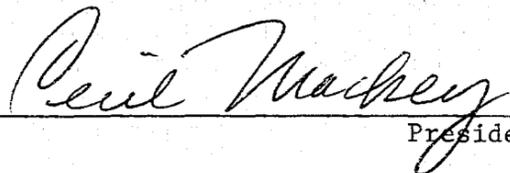
The Committee voted to recommend that the Board of Trustees delegate to the President the authority and responsibility to establish dates for counting student enrollments and student credit hours for each term and location in a manner that is consistent from term to term and from year to year and that meets the University's responsibility under applicable external laws, regulations and policies.

Approved by a vote of 8 to 0 on motion by Trustee Sawyer, seconded by Trustee Lick.

2. President's Report

President Mackey reported that the basic affirmative action responsibilities formerly assigned to Dr. Lou Anna Simon, in her position as Assistant to the President, have been reassigned to Dr. Ralph Bonner, Director of Human Relations. Other responsibilities for affirmative action, formerly handled by Dr. Simon, will be carried out by line administrators.

Adjourned at 2:49 p.m.



President



Secretary

Proposed
Amendments of
the Interim
Faculty
Grievance
Procedures, cont.

Reports to
the Board

Board
Committee
Reports

Land and
Physical
Facilities
Committee

Audit
Committee

President's
Report