

MINUTES OF THE MEETING
of the
MICHIGAN STATE UNIVERSITY
BOARD OF TRUSTEES
July 23-24, 1981

Present: Trustees Bruff, Fletcher, Krolikowski (arrived at 7:56 p.m.), Lick and Martin (arrived at 7:32 p.m.), President Mackey, Provost Winder, Vice Presidents Breslin, Cantlon, Dickinson, Schonbein, Stewart, Thompson and Turner; Associate Vice President and Acting Secretary Wilkinson, General Counsel Carr, Assistant to the President Simon, Faculty Liaison Group, and Student Liaison Group.

Absent: Trustees Howe, Reed and Sawyer.

The Trustees met in Room 105, Kellogg Center, at 7:21 p.m. on July 23.

1. Work Session

During the work session, Vice President Thompson reviewed the budget guidelines which were approved by the Board of Trustees at its May 21-22 meeting. He discussed revenue projections and the prospects of receiving a reduction in the State appropriation due to an Executive Order. He outlined possible plans to meet such a reduction, including the deferment of special maintenance projects, enforcement of the position management plan, and possible tuition adjustments. Vice President Thompson also discussed the establishment of the liability for the employee incentive plan relating to the modified coordinated proposal.

President Mackey stated that the University Committee on Faculty Affairs recommended a 9.5% average faculty wage adjustment, which is 1% greater than recommended in the budget guidelines. He stated that this proposal was reviewed by the Administration and the Council of Deans, and it is the unanimous recommendation of the Deans, due to the fiscal uncertainty within the State, that the 9.5% recommendation not be incorporated in the budget as of this time. President Mackey indicated that it would be possible to adjust the budget to accommodate this adjustment at a future date if economic conditions were favorable.

Dr. Norman Abeles, Chairperson of the University Committee on Faculty Affairs, summarized the Committee's recommendation on the budget. (Copies of this material are on file in the Secretary's Office.)

Associate Vice President Roger Wilkinson, Assistant Vice President Stephen Terry, and Director of University Services John Lewis discussed the University's procurement program and affirmative action efforts in this area. (A copy of their summary document is on file in the Secretary's Office.)

The Board reconvened at 8:48 a.m., Room 106, Kellogg Center, on July 24. Trustees Reed and Martin were absent. President Mackey called the meeting to order.

2. Approval of Proposed Agenda

Trustee Fletcher moved approval of the proposed agenda, seconded by Trustee Sawyer. Approved by a vote of 6 to 0.

3. Approval of June 25-26, 1981, Minutes

Moved by Trustee Bruff, seconded by Trustee Howe, to approve the minutes of the June 25-26, 1981, Board meeting. Approved by a vote of 6 to 0.

The Board then recessed. During the recess there were meetings of the Board Committees on Investment, and Land and Physical Facilities.

4. Work Session

The Trustees reconvened for a work session at 11:13 a.m. Trustee Reed was absent.

Vice President Jack Breslin commented on the recommendation of not to proceed at this time to construct a parking ramp adjacent to the Performing Arts Center. (A copy of Mr. Breslin's remarks are on file in the Secretary's Office.)

President Mackey, Vice President Thompson, and Associate Vice President Wilkinson commented on the financial factors relating to this recommendation. Dr. Frederick Horne, Chairperson of the Performing Arts Advisory Committee, addressed the Board concerning this matter, and stated that there will be two major problems incurred if the Trustees decided not to proceed with this project. First,

continued ---

4. Work Session, cont.

he stated that, in his opinion, it would take substantial modifications to the east side of the Center for accessibility purposes and aesthetics. Also, the delay on the parking ramp project will result in the lack of construction of the proposed Scene Shop. President Mackey indicated that there were alternatives to the parking ramp which will be reviewed by the Administration.

The Board then reviewed the document on proposed delegation of Board actions. This matter was considered at the action session by the Board of Trustees following the work session.

The Board recessed at 11:45 a.m.

The Board reconvened at 1:40 p.m., Board Room, Administration Building. Trustee Reed was absent; Trustee Howe arrived at 1:42 p.m.

5. Public Comments

Bret Waller, Chairperson of ASMSU, commended the Board for delegation of some of the Board's authority. He then expressed his concern that materials presented to the Board each month (personnel changes; gifts and grants) be available to the public, continuing with the current practice.

The ASMSU Board expressed displeasure of last month's action regarding salary increases for administrators, considering MSU's current financial condition.

A. PERSONNEL CHANGESResignations and Terminations

1. John J. Baer Jr., Extension Agricultural Agent, Eaton County, effective September 30, 1981, accepted other employment.
2. James D. Humphreys, District Extension Marine Agent, Upper Peninsula, effective July 31, 1981, to accept position in the State of Washington.
3. Edward L. Fink, Assistant Professor, Communication, effective August 31, 1981, accepted other employment.
4. James D. Brogan, Assistant Professor, Civil and Sanitary Engineering, effective August 31, 1981, to accept position at the University of New Mexico.
5. J. Fletcher Murphy, Associate Professor, Medicine, effective July 31, 1981, accepted another position.
6. Irene A. Gennick, Assistant Professor, Chemistry, effective August 31, 1981, accepted a position with Lubrizol Chemical Company in Ohio.
7. M. Keith Kennedy, Assistant Professor, Entomology, effective July 31, 1981, accepted employment at Chemlawn Corporation in Columbus, Ohio.
8. Helen E. Benedict, Assistant Professor, Psychology, effective August 31, 1981, accepted position at Baylor University.
9. Alison K. Hubbard, Specialist, Continuing Education Service, effective August 4, 1981, moving out of state.
10. Peter Spiegel, Acting Administrator, A-P 19, Clinical Center, effective July 24, 1981.

Leaves--Sabbatical

1. Melvin C. O'Connor, Professor, Accounting, with full pay, effective September 1, 1981 through December 31, 1981, to study in East Lansing.
2. Carl V. Page, Professor, Computer Science, with full pay, effective September 1, 1981 through December 31, 1981, to study at University of Michigan and in East Lansing.
3. Ann G. Olmsted, Professor, Medical Education Research and Development; Teacher Education, with half pay, effective July 1, 1981 through June 30, 1982, to study in East Lansing and Lansing.

Public
CommentsResignations
and
TerminationsSabbatical
Leaves

A. PERSONNEL CHANGES, cont.

July 23-24, 1981

Leaves--Sabbatical, cont.Sabbatical
Leaves

4. Carl L. Foiles, Professor, Physics, with half pay, effective September 1, 1981 through December 31, 1981 and May 1, 1982 through June 30, 1982, to study and research at McGill University, Montreal, Quebec, Canada; Kamerlingh Onnes Laboratorium, Leiden, The Netherlands.
5. Thomas A. Kaplan, Professor, Physics, with half pay, effective September 1, 1981 through August 30, 1982, Max-Planck Inst. für Festkörperforschung, Stuttgart, Germany; Kernforschungsanlage, Jülich, Jülich, Germany.
6. Lester M. Hyman, Associate Professor and Associate Chairperson, Psychology, with full pay, effective April 1, 1982 through September 15, 1982, to study in East Lansing.
7. Ralph L. Levine, Professor, Psychology; Park and Recreation Resources, with half pay, effective October 1, 1981 through March 31, 1982, to study in East Lansing.
8. Hans E. Lee, Associate Professor, Sociology; Computer Science, with full pay, effective September 1, 1981 through December 31, 1981, to study in East Lansing; Okemos; Stanford and Berkeley, California; Athens, Ohio.
9. Roger E. Hamlin, Associate Professor, Urban Planning and Landscape Architecture, with full pay, effective September 1, 1981 through December 31, 1981, to study in East Lansing; possibly brief travel elsewhere in United States.

Leaves--OtherOther
Leaves

1. Kathleen R. Bufton, Extension Home Economist, Wayne County, without pay, effective July 1, 1981 through December 31, 1981, to study in Detroit area.
2. Wilma M. Miller, Program Coordinator, Family Living Education, without pay, effective July 15, 1981 through August 15, 1981.
3. Christine R. Birdwell, Specialist, American Thought and Language, without pay, effective September 1, 1981 through December 31, 1981, to study in East Lansing.
4. Richard White, Associate Professor, History, without pay, effective September 1, 1981 through August 31, 1982, to study in Chicago; Los Angeles; Granville, Ohio; Madison; Bloomington; Ottawa, Canada.
5. Felipe Korzeny, Assistant Professor, Communication, without pay, effective September 1, 1981 through August 31, 1982, research activities in Mexico City, Comunicologia Aplicada de Mexico.
6. Bang-Yen Chen, Professor, Mathematics, without pay, effective September 1, 1981 through December 31, 1981, to study and research at University of Notre Dame, Indiana.
7. Robert G.H. Robertson, Professor, Physics, without pay, effective September 1, 1981 through August 31, 1982 to study at Los Alamos National Laboratory.
8. Otto A. Gansow, Associate Professor, Chemistry, without pay, effective September 1, 1981 through December 31, 1981, to study at National Institutes of Health, Washington, DC.
9. Allen W. Jacobs, Associate Professor, Anatomy, without pay, effective July 1, 1981 through June 30, 1982, to study at Texas College.
10. Harry Perlstadt, Associate Professor, Sociology, without pay, effective September 1, 1981 through August 31, 1982, to study at University of Oklahoma Health Science Center.
11. Jack H. Knott, Assistant Professor, Political Science, without pay, effective September 1, 1981 through August 31, 1982, to study at Russell Sage Foundation, New York, New York.
12. Henry C. Koch, Librarian IV; Associate Director, Libraries, without pay, effective August 10, 1981 through September 9, 1981, to travel in East Lansing and United States.
13. Robert E. Runser, Librarian IV, Libraries, without pay, effective September 10, 1981 through October 9, 1981, to study and travel in England and France.
14. Clarice C. Rosa, Librarian III, Libraries, without pay, effective July 15, 1981 through August 14, 1981.

A. PERSONNEL CHANGES, cont.

July 23-24, 1981

Medical
LeavesLeaves--Medical

1. Harold E. Spink, County Extension Director, Jackson County, with full pay, effective April 20, 1981 through June 15, 1981.
2. Sue Ann M. Thomas, Extension Home Economist, Dickinson and Iron Counties, with full pay, effective April 16, 1981 through May 28, 1981.
3. Eric A. Gentile, Specialist; Assistant Director, Programs for Handicapper Students, with full pay, effective May 18, 1981 through August 1, 1981.
4. Hans G. Bock, Specialist, National Superconducting Cyclotron Laboratory, with full pay, effective June 1, 1981 through August 31, 1981.

Transfers and
Changes in
AssignmentTransfers and Changes in AssignmentPeggy J.
HouckSue Ann M.
Thomas

Mary B. Ferres

Diana G.
HelselKenneth G.
BloomquistMartin P.
BlockLeslie J.
KeithThomas S.
GunningsTeresa M.
CochranRobert G.
BridghamRichard W.
HillLeonard G.
RobbinsLoren R.
SnyderJames J.
RechtienJohn E.
UpledgerShirley M.
Bordinat

1. Approved a change for Peggy J. Houck, from an Extension Home Economist, Sanilac and Tuscola Counties, at a salary of \$17,961 per year, to an Extension Home Economist, St. Clair County, at a salary of \$19,461 per year on an AN basis, effective July 1, 1981.
2. Approved for Sue Ann M. Thomas, Extension Home Economist, Dickinson and Iron Counties, a change from 100% time to 65% time, at a salary of \$17,366 per year on an AN basis, effective July 1, 1981.
3. Approved for Mary B. Ferres, Specialist, Agricultural Economics, the continuation of 90% time, at a salary of \$17,381 per year on an AN basis, effective October 1, 1981.
4. Approved for Diana G. Helsel, Assistant Professor, Horticulture, a change in termination date from June 30, 1981 to June 15, 1981.
5. Approved a change in sabbatical leave dates for Kenneth G. Bloomquist, Professor and Chairperson, Music, from June 15, 1981 through December 14, 1981, to with full pay, effective July 1, 1981 through December 31, 1981.
6. Approved for Martin P. Block, Associate Professor, Advertising, a change in title from Acting Chairperson to Chairperson, Advertising, effective July 1, 1981.
7. Approved for Leslie J. Keith, Specialist, a change of assignment from the Dean's Office, College of Engineering to Engineering Research, effective July 1, 1981.
8. Approved for Thomas S. Gunnings, Professor, Psychiatry; Adjunct Professor, Psychology, the discontinuation of assignment in Urban and Metropolitan Studies, effective July 1, 1981.
9. Approved for Teresa M. Cochran, Assistant Professor, Surgery, the continuation of 50% time, at a salary of \$27,020 per year on an AN basis, effective July 1, 1981 through August 31, 1981.
10. Approved for Robert G. Bridgham, Associate Professor, Medical Education Research and Development, a change from College of Osteopathic Medicine to College of Human Medicine, effective April 1, 1981.
11. Approved for Richard W. Hill, Associate Professor, Zoology; Curator, Museum, a change in assignment from College of Osteopathic Medicine to College of Natural Science, effective July 1, 1981.
12. Approved for Leonard G. Robbins, Associate Professor, Zoology, a change in assignment from College of Osteopathic Medicine to College of Natural Science, effective September 1, 1981.
13. Approved for Loren R. Snyder, Professor, Microbiology and Public Health, a change from an AN basis to an AY basis, effective June 1, 1981.
14. Approved for James J. Rechtien, Associate Professor, Biomechanics, an additional assignment to Family Medicine, effective July 1, 1981.
15. Approved for John E. Upledger, Professor, Biomechanics, an additional assignment to Family Medicine, effective July 1, 1981.
16. Approved for Shirley M. Bordinat, Professor, Family Medicine, an additional assignment as Associate Chairperson, Family Medicine, with an increase in salary to \$34,005 per year on an AN basis, effective July 1, 1981.

A. PERSONNEL CHANGES, cont.

July 23-24, 1981

Transfers and Changes in Assignment, cont.

17. Approved for Steven R. Heidemann, Assistant Professor, Physiology, the discontinuation of assignment to Physiology, College of Natural Science and Dean's Offices College of Natural Science and College of Osteopathic Medicine, effective July 1, 1981.
18. Approved changes for Robert C. Trojanowicz, Professor, Criminal Justice, as follows:
 - a. Change title from Acting Director, Criminal Justice to Director, Criminal Justice, effective July 1, 1981.
 - b. Increase salary to \$44,753 per year on an AN basis, effective October 1, 1981.
19. Approved for Betty L. Giuliani, Professor, Lifelong Education Programs; Director, Operations Research and Analytical Studies, an additional assignment to the Dean's Office, Lifelong Education Programs, effective July 1, 1981.
20. Approved for Howard Brighton, Professor, Lifelong Education Programs; Regional Director, Off-Campus Credit Programs, the discontinuation of assignment to Office of University Extension, effective July 1, 1981.
21. Approved for Charles A. McKee, Professor, Lifelong Education Programs; Director, Evening College; Adjunct Professor, Administration and Higher Education, an additional assignment to the Dean's Office, Lifelong Education Programs, effective July 1, 1981.
22. Approved a change in effective date of appointment for Robert E. Worsham, Specialist, National Superconducting Cyclotron Laboratory, from July 1, 1981 to August 1, 1981.
23. Approved for Isabelle K. Payne, Professor, College of Nursing, the discontinuation of assignment as Dean, College of Nursing, effective September 1, 1981.
24. Approved a promotion for Marsha K.S. Heil, from Development Officer A-P 13, Development Fund, at a salary of \$22,345 per year, to Senior Development Officer A-P 15, Development Fund, at a salary of \$24,345 per year on an AN basis, effective July 1, 1981.
25. Approved changes for Lou Anna Kimsey Simon, Associate Professor, Planning and Budgets, ~~Assoc. Adj. Professor, Administration and Curriculum,~~ effective September 1, 1981, as follows:
 - a. Change title from Assistant to the President to Assistant Provost for General Academic Administration, Office of the Provost.
 - b. Increase salary to \$45,000 per year on an AN basis.
26. Approved for E. Fred Carlisle, Professor, English, a change in title from Chairperson, English, to Assistant to the President, Office of the President, at a salary of \$43,615 per year on an AN basis, effective September 1, 1981.

Transfers and
Changes in
Assignment,
cont.Steven R.
HeidemannRobert C.
TrojanowiczBetty L.
GiulianiHoward
BrightonCharles A.
McKeeRobert E.
WorshamIsabelle K.
PayneMarsha K.S.
HeilLou Anna
SimonE. Fred
CarlisleSalary Changes

1. Increase in salary for George W. Robb, County Extension Director, Mason County, to \$24,000 per year on an AN basis, effective July 1, 1981.
2. Increase in salary for Linda C. Wagner, Professor, English; Associate Dean, College of Arts and Letters, to \$51,275 per year on an AN basis, effective July 1, 1981.
3. Increase in salary for Maurice R. Cullen Jr., Professor, Journalism, to \$33,100 per year on an AY basis, effective October 1, 1981.
4. Increase in salary for James E. Trosko, Professor, Pediatrics and Human Development, to \$46,000 per year on an AN basis, effective October 1, 1981.
5. Increase in salary for Douglas J. Hoekstra, Associate Professor, James Madison College, to \$23,975 per year on an AY basis, effective October 1, 1981.
6. Increase in salary for Ruth A. Worthington, Assistant Professor, Pediatrics, to \$41,535 per year on an AN basis, effective October 1, 1981.

Salary
ChangesAppointments

1. Raymond J. Clark, County Extension Director, Houghton and Keweenaw Counties, at a salary of \$19,750 per year on an AN basis, effective August 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.

Appointments

A. PERSONNEL CHANGES, cont.

July 23-24, 1981

Appointments, cont.Appointments,
cont.

2. Lee R. Crail, Extension 4-H Youth Agent, Jackson County, at a salary of \$25,170 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
3. Roy A. Hayes, Extension 4-H Youth Agent, Volunteer Projects, at a salary of \$18,590 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
4. Susan E. Kirkland, Extension 4-H Youth Agent, Oakland County, at a salary of \$20,730 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
5. Ronald E. Krale, Extension 4-H Youth Agent, Ottawa, Muskegon and Kent Counties, at a salary of \$17,500 per year on an AN basis, effective July 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
6. Ira J. Krupp, Extension Agricultural Agent, Ottawa County, at a salary of \$15,000 per year on an AN basis, effective July 6, 1981. Subject to Cooperative Extension Service Continuing Employment System.
7. Cynthia B. Mark, Extension 4-H Youth Agent, Ingham County, at a salary of \$18,600 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
8. Elizabeth C. Moore, Specialist, Public Affairs Education for Families, Extension Family Living, 50% time, at a salary of \$16,650 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
9. Michael G. Palmer, Extension 4-H Youth Agent, Genesee County, at a salary of \$16,300 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
10. Oliver C. Ragsdale, Extension 4-H Youth Agent, Muskegon County, at a salary of \$19,190 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
11. Barbara M. Wesselhoeft, Extension Home Economist, Iosco County, 50% time, at a salary of \$17,250 per year on an AN basis, effective August 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
12. Joan E. Witter, Program Leader, Family Living Education, 50% time, at a salary of \$20,271 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
13. Joseph Walton Jr., Associate Professor, Medicine, in the tenure system, at a salary of \$46,015 per year on an AN basis, effective September 1, 1981.
14. Gladys A. Courtney, Professor and Dean, College of Nursing, with tenure, at a salary of \$53,500 per year on an AN basis, effective September 1, 1981.
15. Joe Hauptman, Assistant Professor, Small Animal Surgery and Medicine, in the tenure system, at a salary of \$33,500 per year on an AN basis, effective July 1, 1981.
16. Stanley Konoval, Specialist, Small Animal Surgery and Medicine, in the job security system, at a salary of \$18,500 per year on an AN basis, effective September 1, 1981.
17. Jan B. Barker, Extension 4-H Youth Agent, Kalamazoo County, at a salary of \$16,990 per year on an AN basis, effective October 1, 1981. Subject to Cooperative Extension Service Continuing Employment System.
18. Edward F. Otto, Associate Director, A-P 15, Clinical Center, at a salary of \$35,500 per year on an AN basis, effective July 27, 1981.

Motion was made by Trustee Sawyer, seconded by Trustee Lick, to approve the Resignations and Terminations, Leaves, Transfers and Changes in Assignment, Salary Changes, and Appointments. Approved by a vote of 7 to 0.

A. PERSONNEL CHANGES, cont.

July 23-24, 1981

Personnel RecommendationsPersonnel
Recommendations

It is recommended that the following positions be established as follows:

1. Lead Systems Programmer A-P 13 for Dean's Office, College of Osteopathic Medicine
2. Auditor A-P 10 for Internal Audit

The following promotion is recommended:

1. Development Officer A-P 13 to Senior Development Officer A-P 15, Development Fund

Approved by a vote of 7 to 0 on motion by Trustee Martin, seconded by Trustee Sawyer.

B. GIFTS AND GRANTSGifts &
Grants

Gifts and Grants totaling \$7,444,231 were approved by a vote of 7 to 0 on motion by Trustee Lick, seconded by Trustee Bruff.

C. BIDS AND CONTRACT AWARDSBids and
Contract Awards1. Construction of Parking Ramp No. 3Construction of
Parking Ramp
No. 3

The following bids were received on June 2, 1981, for construction of Parking Ramp No. 3. This project involves construction of a five level, 985 space parking structure attached to the east side of the Performing Arts Center with an entrance at the Center's concourse level. The ramp will be constructed from cast in place concrete with a brick veneer matching that of the Performing Arts Center. Other features include two 4,000 pound capacity hydraulic elevators, two stair towers, energy efficient high pressure sodium lighting, and epoxy coated reinforcing steel for longer life. Also included is construction of a shop for scenery fabrication. Alternate No. 1 provides for interior finishing of the scene shop.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate No. 1</u>
Miller-Davis Company	\$3,998,800	\$118,000
Etkin, Johnson & Korb, Inc.	4,057,000	124,000
Granger Construction Co.	4,060,000	115,000
Erickson & Lindstrom Construction Co.	4,354,000	114,000
Spence Brothers	4,397,000	110,000
The Christman Company	4,398,735	125,000
Barton-Malow Company	4,517,400	124,800
R. E. Dailey & Co.	4,570,000	128,000
Darin & Armstrong, Inc.	4,726,000	175,000
A. Z. Shmina & Sons Co.	4,986,000	120,000
O'Neal Construction, Inc.	5,110,757	120,000

The professional services contractor estimated this project at \$5,534,000 in March, 1981.

Notification and/or plans and specifications were sent to the offices of Builders Exchange and Dodge Reports in Detroit, Kalamazoo, Grand Rapids, Lansing, and Flint and the Inner-City Business Improvement Forum (ICBIF). Advertisements were also placed in the Lansing State Journal and the Detroit News. No minority or female owned firms bid on this project.

If we are to proceed with this project the professional services contractor, Carl Walker & Associates, Inc., of Kalamazoo, Michigan, would recommend that a contract be awarded in the amount of \$4,116,800 (\$3,998,800 base bid plus \$118,000 alternate no. 1) to the Miller-Davis Company, 1029 Portage Street, Kalamazoo, Michigan 49001 and that the following budget be established.

Contract - Miller-Davis Co.	\$4,116,800
Professional Fees - Carl Walker & Associates, Inc.	314,090
Contingency	205,110
Alterations to Performing Arts Center	63,000
Construction Inspection	42,000
Scene Shop Connection to Central Control System	25,000
Landscape Development	19,000
T o t a l	\$4,785,000

It is recommended that the above bids be rejected due to the recommendation to discontinue this project.

Trustee Krolikowski moved that this matter be deferred until the August 19, 1981, meeting of the Board. Seconded by Trustee Howe. Motion carried by a vote of 7 to 0.

Bids and
Contract Awards, cont.

C. BIDS AND CONTRACT AWARDS, cont.

July 23-24, 1981

Conversion of
Reheat System
to Variable Air
Volume - Life
Sciences
Building

2. Conversion of Reheat System to Variable Air Volume - Life Sciences Building

The following bids were received on June 24, 1981, for Conversion of the Reheat System to Variable Air Volume in the Life Sciences Building. This project involves installing variable speed fan drives, controls, and dampers to convert the air handling systems from terminal reheat to variable volume, which reduces energy consumption and results in a two-year payback.

<u>Contractor</u>	<u>Base Bid</u>
Dard Incorporated	\$196,000
Davanay Plumbing & Heating, Inc.	230,000

This project was estimated at \$220,000 in June, 1980.

Notification and/or plans and specifications were sent to the offices of Builders Exchange and Dodge Reports serving Detroit, Grand Rapids, Lansing, and Kalamazoo, as well as the Inner-City Business Improvement Forum (ICBIF), seven minority owned firms and two female owned firms. One female owned firm bid on the project. No minority owned firms bid on the project.

It is recommended that a contract in the amount of \$196,000 be awarded to Dard Incorporated of Lansing, Michigan, and that the following project budget be established.

Contract - Dard Incorporated	\$196,000
Contingencies	11,400
Design, Coordination, and Inspection	<u>12,600</u>
T o t a l	\$220,000

This project will be funded with funds in the amount of \$110,000 from the U. S. Department of Energy and matching funds in the amount of \$110,000 from the University General Fund.

RESOLVED that the above contract be awarded and project budget be established as recommended.

Approved by a vote of 7 to 0 on motion by Trustee Bruff, seconded by Trustee Krolikowski.

Conversion of
the Dual Duct
Systems to
Variable Air
Volume -
Natural Resources
Building

3. Conversion of the Dual Duct Systems to Variable Air Volume - Natural Resources Building

The following bids were received on June 25, 1981, for Conversion of the Dual Duct Systems to Variable Air Volume in the Natural Resources Building. This project involves installing variable speed fan drives, controls, and dampers to convert the air handling systems from dual duct to variable volume in the east wing of the building, which reduces energy consumption and results in a two-year payback.

<u>Contractor</u>	<u>Base Bid</u>
Davanay Plumbing & Heating, Inc.	\$37,000
Dard Incorporated	37,800

This project was estimated at \$90,000 in June, 1980. When the estimate was developed for the grant application, it had not been determined that the dual duct system in the Natural Resources Building contained fewer components than normally experienced. This is because it serves zones rather than individual rooms as determined during the final design of the project. A very favorable bidding climate also contributed to the lower bids.

Due to the lower than anticipated costs, it will be possible to increase the scope of the project. A second phase of the variable air volume conversion project is being designed for the west wing of the Natural Resources Building. It has been determined that the terms of the U. S. Department of Energy grant allow this action.

Notification and/or plans and specifications were sent to the offices of Builders Exchange and Dodge Reports serving Detroit, Grand Rapids, Lansing, and Kalamazoo, as well as the Inner-City Business Improvement Forum (ICBIF), seven minority owned firms and two female owned firms. One female owned firm bid on this project and was the low bidder. No minority owned firms bid on the project.

continued ---

C. BIDS AND CONTRACT AWARDS, cont.

July 23-24, 1981

3. Conversion of the Dual Duct Systems to Variable Air Volume - Natural Resources Building, cont.

It is recommended that a contract in the amount of \$37,000 be awarded to Davanay Plumbing & Heating, Inc. of Flint, Michigan, and that the following project budget be established.

Contract - Davanay Plumbing & Heating, Inc.	\$37,000
Contingency	3,600
Design, Coordination, and Inspection	<u>4,400</u>
T o t a l	\$45,000

This project will be funded with funds in the amount of \$22,500 from the U. S. Department of Energy and matching funds in the amount of \$22,500 from the University General Fund.

RESOLVED that the above contract be awarded and project budget be established as recommended.

Approved by a vote of 7 to 0 on motion by Trustee Sawyer, seconded by Trustee Howe.

4. Well No. 1 Improvements, Wellhouse No. 1 and Irrigation Control Wiring - Clarksville Horticulture Experiment Station

The following bids were received on July 9, 1981, for Well No. 1 Improvements, Wellhouse No. 1 and Irrigation Control Wiring at the Clarksville Horticulture Experiment Station. This project involves improvements to the existing irrigation well, construction of Wellhouse No. 1, and installation of pressure piping and electrical conduit and wiring to control the system.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate A</u>	<u>Alternate B</u>
Elmridge Construction Co.	\$155,000	\$ 6,500	\$ 2,000
Bowen & Milas, Inc.	161,000	7,700	2,400
Wagenmaker's Construction	183,287	10,000	3,000
Greenville Construction Co.	191,132	35,000	41,300

Alternate A provides for extension of the electrical power conduit and controller to the east and west from the northeast corner of the Station. Alternate B provides for extension of the electrical power conduit and controller to the north.

Bids were also received on July 9, 1981, for the Irrigation Piping System at the Clarksville Horticulture Experiment Station and are as follows. This project provides for construction of the irrigation water main and related riser structures and drainage structures.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate A</u>	<u>Alternate B</u>
Bowen & Milas, Inc.	\$167,777.00	\$29,426.00	\$34,037
Rohde Brothers Excavating	173,500.00	37,500.00	30,000
Fred Hendee Construction	174,000.00	31,000.00	34,000
Hradsky Brothers	175,784.00	33,820.00	35,800
George A. Odien, Inc.	181,900.00	32,400.00	36,500
Sweet Excavating, Inc.	189,625.50	29,435.50	37,152
Velting Contractors	196,000.00	36,000.00	35,900
Wagenmaker's Construction	198,245.00	34,880.00	43,790
Elmridge Construction Co.	202,000.00	35,300.00	41,700
Greenville Construction Co.	223,000.00	8,300.00	1,800
M. D. Taddie Co.	295,200.00	67,400.00	61,900

Alternate A provides for extension of the water main to the east and west from the northeast corner of the station. Alternate B provides for extension of the water main to the north.

The professional services contractor estimated these bids at a total of \$310,000 in May, 1981.

These projects were advertised in the Lansing State Journal and the Grand Rapids Press. Notifications and/or plans and specifications were sent to Dodge Reports and Builders Exchange Offices statewide. No minority or female owned firms bid on the project.

continued ---

Bids and
Contract
Awards, cont.

Conversion of
the Dual Duct
Systems to
Variable Air
Volume -
Natural
Resources
Building

Well No. 1
Improvements,
Wellhouse
No. 1 and
Irrigation
Control
Wiring -
Clarksville
Horticulture
Experiment
Station

Bids and
Contract
Awards, cont.

Well No. 1
Improvements,
Wellhouse No. 1
and Irrigation
Control
Wiring -
Clarksville
Horticulture
Experiment
Station, cont.

C. BIDS AND CONTRACT AWARDS, cont.

July 23-24, 1981

4. Well No. 1 Improvements, Wellhouse No. 1 and Irrigation Control Wiring - Clarksville Horticulture Experiment Station, cont.

It is the recommendation of the professional services contractor, Williams and Works of Grand Rapids, Michigan, that a contract in the amount of \$161,500 (\$155,000 base bid plus \$6,500 alternate A) be awarded to Elmridge Construction Co. of Grand Rapids, Michigan and a contract in the amount of \$197,203 (\$167,777 base bid plus \$29,426 alternate A) be awarded to Bowen & Milas, Inc. of Muskegon, Michigan. The administration concurs in this recommendation and recommends that the following project budget be established.

Contract - Elmridge Construction Co.	\$161,500
Contract - Bowen & Milas, Inc.	197,203
Professional Fees - Williams and Works	29,900
Contingency	16,583
Construction Inspection, Reports and Certification	5,814
T o t a l	\$411,000

Funds for this project were provided in the Agricultural Experiment Station appropriation.

RESOLVED that the above contract be awarded and project budget be established as recommended.

Approved by a vote of 7 to 0 on motion by Trustee Martin, seconded by Trustee Lick.

Authority to
Proceed with
Alterations for
the Data
Processing
Department

5. Authority to Proceed with Alterations for the Data Processing Department

During the course of the past year, our external auditors, our internal auditors, and a private consultant have commented on problems with data and equipment security and fire safety matters in the Administrative Data Processing facility. Ms. Dorothy Hopkin, Director of Data Processing, has placed a very high priority on the resolution of these problems with the result that specifications to correct virtually all of the safety and security problems, as well as improve the utilization of space through office landscaping, have been completed. It is important that we make these changes as quickly as possible and, in particular, that we do so in a way that minimizes disruption to the department's operations during the Fall term.

In order to expedite this project and meet the processing demands of the Fall term, it will be necessary to award contracts immediately upon receipt and analysis of the bid responses. The purpose of this item is to request that the Administration be authorized by the Board of Trustees to accept proposals and award the necessary contracts prior to formal bid acceptance. After a preliminary design review, the Physical Plant Division has estimated the cost of the entire project to be approximately \$550,000.

RESOLVED that the Administration be authorized to accept proposals and award contracts with a reporting to be made at the subsequent Board meeting.

Trustee Fletcher moved that the Board consider the bids for this project at its special August 19, 1981, meeting.

Other Items
for Action

D. OTHER ITEMS FOR ACTION

Guaranteed
Student Loan
Program
Financing

1. Guaranteed Student Loan Program Financing

Arrangements have been completed for a \$1,000,000 term loan agreement to finance the University's Guaranteed Student Loan Program for 1981-82. It is recommended that the administration be authorized to execute the necessary documents to complete this transaction. Copies of the documents supporting this transaction have been provided to the members of the Board with their agenda materials.

RESOLVED that the above recommendation be approved.

Approved by a vote of 6 to 0 on motion by Trustee Bruff, seconded by Trustee Krolikowski. Trustee Fletcher abstained.

D. OTHER ITEMS FOR ACTION, cont.

July 23-24, 1981

Other Items
for Action,
cont.2. 1981-82 Budgets1981-82
Budgets

The materials relating to the 1981-82 Budgets, the October 1, 1981 salary adjustments and the 1981-82 tuition and fee schedule have been distributed with the agenda. The budgets, salary adjustments and tuition rates have been developed in accordance with the guidelines adopted by the Board at the May 22, 1981 meeting.

RESOLVED that the recommended salary adjustments, the 1981-82 tuition and fee rates and the 1981-82 University General Fund, Agricultural Experiment Station, Cooperative Extension Service and Intercollegiate Athletics budgets be approved as submitted.

Approved by a vote of 5 to 0 on motion by Trustee Bruff, seconded by Trustee Sawyer. Trustee Martin voted No. Trustee Krolikowski left prior to this vote.

3. Recognition of Liability for Employee Incentive PlansRecognition
of Liability
for Employee
Incentive
Plans

On April 4, 1981, the Board of Trustees adopted the Modified Coordinated Proposal for program reduction at Michigan State University. These program reduction plans place a number of tenured faculty at potential risk with respect to their future employment at Michigan State University.

We are now implementing these Board approved program reductions. In order to reduce the impact of terminating tenured faculty and job security specialists, the University is making available two incentive plans for tenured faculty and specialists with job security to encourage them to terminate voluntarily their employment at Michigan State University. These incentive plans will carry a liability into the future. Prudent budget planning and proper accounting reporting require recognition of this liability as of June 30, 1981 for these commitments estimated to be approximately \$1,800,000.

RESOLVED that the above liability be reflected on the financial statements of the University as of June 30, 1981, that the President be authorized to expend these funds in implementing the incentive plans, and that the President may delegate this authority.

Approved by a vote of 6 to 0 on motion by Trustee Sawyer, seconded by Trustee Howe.

4. Delegation of Board AuthorityDelegation of
Board
Authoritya. Affiliation AgreementsAffiliation
Agreements

The curricula of selected University units require that students complete a clinical or practicum experience. The research mission of these same units often requires access to clinical and field settings. Providing for such student experiences and research settings frequently necessitates use of non-University facilities. When the approved academic programs of an MSU unit are such as to require regular and long-term use of the facilities of an external organization, the practice has been to establish necessary arrangements by means of the Affiliation Agreement, a formal document which states the intent of both parties to cooperate in programmatic ways which will yield mutual benefits and which puts forward, in general terms, the obligations and responsibilities to be assumed by both. The policy is to establish Affiliation Agreements as necessary to effectively implement approved academic activities.

Proposed Affiliation Agreements originate at the unit level and are subsequently reviewed by the Dean, the Office of the Provost, and the Office of Legal Affairs to validate their relevancy to the academic mission of the unit and to insure that their provisions are consonant with University authority, responsibility and policy. When these reviews are concluded and the proposal deemed to be in order, the procedure has been for the Administration to submit the proposed Agreement as an action item to the Board of Trustees.

It is recommended that the authority to enter into Affiliation Agreements with organizations, agencies, and providers ancillary to the educational and research mission of the University be delegated to the President with authority to redelegate in accordance with a plan for redelegation filed with the Board of Trustees.

RESOLVED that the above recommendation be approved.

continued ---

Other Items
for Action,
cont.

D. OTHER ITEMS FOR ACTION, cont.

July 23-24, 1981

Delegation of
Board
Authority, cont.

4. Delegation of Board Authority, cont.

b. Personnel Action

The Board of Trustees has approved appointments, transfers and changes in assignment, promotions,*leaves, resignations, and terminations of personnel in the Cooperative Extension Service Continuing Employment System and the Specialist Job Security System.

It is recommended that appointments, transfers and changes in assignment, promotions,*leaves, resignations and terminations of personnel in the Cooperative Extension Service Continuing Employment System and the Specialist Job Security System be delegated to the President with authority to redelegate in accordance with a plan for redelegation filed with the Board of Trustees.

RESOLVED that the above recommendation be approved.

c. Personnel Actions

The Board of Trustees has approved the appointments, promotions,* transfers & changes in assignment, reclassification, resignations and terminations of employees at the Administrative and Professional level of 15 through 19. Changes in these classifications are carefully monitored both by the Personnel Office and the respective Vice Presidents, in conjunction with the University affirmative action policy.

It is recommended that appointments, promotions, salary adjustments, transfers & changes in assignment, reclassifications, resignations and terminations of Administrative and Professional employees be delegated to the President with authority to redelegate in accordance with a plan for redelegation filed with the Board of Trustees.

RESOLVED that the above recommendation be approved.

d. Leaves

The Board of Trustees has approved medical, military, and other leaves for nonacademic personnel. The University has very specific policies on each of the aforementioned leaves.

It is recommended that authorization of medical, military, and other leaves for nonacademic personnel be delegated to the President with authority to redelegate in accordance with a plan for redelegation filed with the Board of Trustees.

RESOLVED that the above recommendation be approved.

e. New Positions

The Board of Trustees has approved the establishment of new non-academic positions charged to the general fund. This action is redundant because all new positions established are within the unit budgets which are set by the Board when the annual budgets are approved.

It is recommended that authorization for the establishment of new nonacademic positions charged to the general fund be delegated to the President with authority to redelegate in accordance with a plan for redelegation filed with the Board of Trustees.

RESOLVED that the above recommendation be approved.

continued ---

*salary adjustments,

Personnel
Action
(in the Coop.
Ext. Serv.
Cont. Employ.
System & the
Specialist
Job Security
System)

Personnel
Actions
(Administrative
& Professional
Employees,
Level 15 thru
19)

Leaves
(for non-
academic
personnel)

New Positions
(establishment
of new non-
academic
positions
charged to
the general
fund)

D. OTHER ITEMS FOR ACTION, cont.

July 23-24, 1981

4. Delegation of Board Authority, cont.f. Bids and Contracts

The Board of Trustees has approved bids and contracts for construction projects, alterations and improvements, and special maintenance projects for work contracted externally by the University in an amount of \$25,000 or over.

It is recommended that the Board of Trustees take formal action on construction, alterations and improvements, and other special maintenance projects costing \$100,000 or over and that the President be authorized to approve contracts costing under \$100,000 with authority to redelegate in accordance with a plan for redelegation filed with the Board of Trustees.

RESOLVED that the above recommendation be approved.

g. Annual Closing of the Books

The Board of Trustees has annually authorized the Administration to complete the closing entries of the financial records for the fiscal year with final accounting to be made to the Board at a subsequent meeting.

It is recommended that authorization to annually complete the closing entries for the University financial records for the fiscal year with appropriate accounting to be subsequently made to the Board of Trustees be delegated to the President with authority to redelegate in accordance with a plan for redelegation filed with the Board of Trustees.

RESOLVED that the above recommendation be approved.

Motion to approve Delegation of Board Authority items 4 a. through 4 g. were approved by a vote of 6 to 0 on motion by Trustee Bruff, seconded by Trustee Lick.

E. REPORTS TO THE BOARD1. Board Committee Reportsa. Investment Committee

Trustee Martin reported that the Investment Committee heard a presentation and viewed graphs showing the University's investment performance.

On the evening of Wednesday, August 19, the Board will interview three investment consultant firms. The Board will then engage one of these consultants to assist in the process of reviewing investment managers and in the refinement the University's performance measurement reports.

b. Land and Physical Facilities Committee

Trustee Lick reported that the Land and Physical Facilities Committee approved the following items and recommend them to the Board of Trustees for approval:

1. Sale of house and buildings plus 10 acres of land to Robert G. Lott for \$45,000. This is part of the Homer Nowlin property.
2. Sale of 4.7 acres in South Haven to the First Savings of Saginaw for \$47,000.
3. Sale of 10 acres in South Haven Township to Mr. Vincent G. DeGrandchamp for \$13,000.

Approved by a vote of 6 to 0 on motion by Trustee Lick, seconded by Trustee Sawyer.

continued ---

Other Items
for Action,
cont.

Delegation of
Board
Authority, cont.

Bids & Contracts

Annual Closing
of the Books

Reports to
the Board

Board Committee
Reports

Investment
Committee

Land and
Physical
Facilities
Committee

Reports to
the Board, cont.E. REPORTS TO THE BOARD, cont.

July 23-24, 1981

Board Committee
Reports, cont.1. Board Committee Reports, cont.b. Land and Physical Facilities Committee, cont.Land and
Physical
Facilities
Committee, cont.

4. Purchase for University research use an office and warehouse facility on Jolly Road known as Design and Build, Incorporated for \$375,000.

Approved by a vote of 6 to 0 on motion by Trustee Lick, seconded by Trustee Sawyer.

The Trustees also discussed the proposed Guidelines on Land Sales, Land Acquisiton and Mineral Leases with suggestions and recommended a redraft be presented to the Committee at its next meeting.

Trustees'
Expenses2. Trustees' Expenses

Expenses paid from the Board Members' expense account in May 1981 totaled \$628.28 distributed as follows:

	<u>Bruff</u>	<u>Fletcher</u>	<u>Howe</u>	<u>Krolikowski</u>	<u>Lick</u>	<u>Martin</u>	<u>Reed</u>	<u>Sawyer</u>
Long Distance Telephone Charges	\$176.36	\$ --	\$ --	\$13.37	\$268.40	\$ --	\$ --	\$125.91
Lodging and Subsistence	--	--	31.00	--	--	--	--	--
Postage	6.04	--	--	--	--	--	--	7.20
Total	\$182.40	\$ --	\$31.00	\$13.37	\$268.40	\$ --	\$ --	\$133.11

Adjourned.

Cecil Mackey
President

Faye Wilkinson
Acting Secretary