

9602

MINUTES OF THE MEETING
of the
MICHIGAN STATE UNIVERSITY
BOARD OF TRUSTEES
October 25-26, 1979

President Mackey called the meeting to order in Rooms 105 A&B, Kellogg Center,
at 7:28 p.m., October 25.

Present: Trustees Bruff, Lick, Martin, Radcliffe, Sawyer, Smydra, and Stack;
President Mackey, Provost Winder, Executive Vice President Breslin,
Vice Presidents Cantlon, Carr, Dickinson, Nonnamaker, Thompson, and
Wilkinson; Secretary Ballard, Assistant to the President Simon,
Faculty Liaison Group, Student Liaison Group.

Absent: Trustee Krolikowski.

1. Approval of Proposed Agenda

Motion was made by Trustee Radcliffe, seconded by Trustee Bruff, to approve the
proposed agenda. Approved by a vote of 7 to 0.

2. Approval of September 27-28 Minutes

Motion was made by Trustee Martin, seconded by Trustee Radcliffe, to approve the
minutes of the September 27-28 Board meeting. Approved by a vote of 7 to 0.

Recessed for Board Committee meetings at 7:30 p.m.

During the recess there were meetings of the following Board Committees:

Affirmative Action Committee
Audit Committee
Investment Committee

The meeting reconvened at 9:05 a.m., October 26, Board Room, Administration Building.

Present: Trustees Bruff, Krolikowski, Lick, Martin, Radcliffe, Sawyer, Smydra, and
Stack; President Mackey, Provost Winder, Executive Vice President Breslin,
Vice Presidents Cantlon, Carr, Dickinson, Nonnamaker, Thompson, and
Wilkinson; Secretary Ballard, Assistant to the President Simon, Faculty
Liaison Group, Student Liaison Group.

1. Public Comments

Professor Frank Blatt, past-president of the MSU Chapter of the AAUP, expressed
his desire for greater faculty involvement in the proposed hiring procedures
for executive/management positions. He indicated that the faculty should have
a more prominent role than contemplated by the proposed procedures.

Bruce Studer of ASMSU expressed concern for the relative decline in higher
education appropriations in state spending priorities. This decline has
resulted in substantial tuition increases. ASMSU has passed a resolution
calling for a rally to protest this trend. A copy of this resolution is on
file in the Secretary's Office. Mr. Studer said that the rally will be held
at the Capitol at noon on Wednesday, November 14, following a meeting at
Beaumont Tower at 11:00 a.m. He indicated that ASMSU has been in contact
with the student governments of other Michigan institutions and has urged
them to participate to demonstrate their concern for this problem.

A. PERSONNEL CHANGES

Resignations and Terminations

1. Norman J. Brown, County Extension Director, Saginaw County, effective
November 1, 1979, to accept a position with the Michigan Department of
Agriculture.
2. Marsha K. Clark, Co. Ext. Home Economist, Mecosta County, effective
October 31, 1979, for family goals and personal growth.
3. Eugene C. Miller, Extension 4-H Youth Agent, St. Joseph County, effective
October 26, 1979, to seek other employment.
4. Juanita E. Mourning, Extension 4-H Youth Agent, Kent, Allegan, Ottawa
Counties, effective October 2, 1979, due to demanding responsibilities
at home.

A. PERSONNEL CHANGES, cont.

October 25-26, 1979

Personnel
Changes, cont.Resignations and Terminations, cont.Resignations
and
Terminations,
cont.

5. Edward K. Smykay, Professor, Marketing and Transportation Administration, effective August 31, 1979, to accept position at University of Baltimore.
6. Deborah B. Spates, Assistant Professor, Audiology and Speech Sciences, effective September 28, 1979, leaving area.
7. Patricia L. Weil, Specialist, Audiology and Speech Sciences, effective October 19, 1979, leaving area to accept new position.
8. Floyd E. LeCureux, Assistant Professor, Computer Science; and Metallurgy, Mechanics, and Materials Science, effective August 31, 1979, chose not to return to MSU Fall term after requesting "leave--no pay" which was not approved.
9. William J. Klein, Professor, Community Health Science, and Medicine; and Director, Office of Health Services, effective October 31, 1979.
10. Peter T. McGovern, Associate Professor and Associate Chairman, Anatomy, effective December 31, 1979, to accept position at Virginia Technology Institute.
11. Donald R. Howard, Professor and Acting Associate Chairman, Small Animal Surgery and Medicine, effective December 31, 1979, to accept position as Director of Academic Affairs, Associate Dean, College of Veterinary Medicine, North Carolina State University.
12. Austin Chi-wei Shu, Librarian, Libraries, effective December 31, 1979, in lieu of retirement.

Leaves--SabbaticalSabbatical
Leaves

1. George W. Bird, Professor, Entomology; Botany and Plant Pathology, and Acting Chairman, Entomology, with half pay, from December 1, 1979, through November 30, 1980, to study and travel at the Department of Nematology, University of California, Riverside, California; Washington, D.C.; and Michigan State University.
2. Edward A. Kazarian, Professor, Hotel, Restaurant, and Institutional Management, with half pay, from January 1, 1980, through June 30, 1980, to study and travel.
3. John L. O'Donnell, Professor, Accounting and Financial Administration, with full pay, from April 1, 1980, through June 30, 1980, to study in East Lansing and England.
4. Erwin P. Bettinghaus, Professor and Dean, College of Communication Arts and Sciences, with full pay, from March 16, 1980, through September 15, 1980, to study in East Lansing and Great Britain.
5. Louis C. Stamatakis, Professor, Administration and Higher Education, with full pay, from March 1, 1981, through August 31, 1981, to study, travel, and write in Lansing and other areas where collegiate institutions are located.
6. James E. Snoddy, Professor, Elementary and Special Education, with full pay, from January 1, 1980, through June 30, 1980, to study in East Lansing, and other selected locations.
7. John W. Hanson, Professor, Secondary Education and Curriculum; and African Studies Center, with half pay, from January 1, 1980, through June 30, 1980, to study and travel in East Lansing, London, and Nigeria.
8. Lawrence R. Krupka, Professor, Natural Science, with full pay, from April 1, 1980, through June 30, 1980, to study in East Lansing.
9. Lawrence A. Messé, Professor, Psychology, with half pay, from September 1, 1979, through August 31, 1980, to study, write, and conduct empirical research in East Lansing.
10. Arthur M. Vener, Professor, Social Science, with full pay, from April 1, 1980, through June 30, 1980, to study in East Lansing.

Leaves--MedicalMedical
Leaves

1. Jane Featherstone, Associate Professor and Assistant Chairman, American Thought and Language, with full pay, from September 1, 1979, through December 31, 1979.
2. Alexander R. Butler, Professor, Humanities, with full pay, from April 24, 1979, through October 24, 1979.

Personnel
Changes, cont.

A. PERSONNEL CHANGES, cont.

October 25-26, 1979

Other
Leaves

Leaves--Other

1. Eric W. Crawford, Assistant Professor, Agricultural Economics, without pay, from September 1, 1979, through October 31, 1979, to complete research, and personal matters.
2. Fred W. Bakker-Arkema, Professor, Agricultural Engineering, without pay, from September 18, 1979, through October 9, 1979, to travel to Nigeria and Mali.
3. J. Loren Jones, Professor, Music, without pay, from January 1, 1980, through August 31, 1980, to continue working out of the National University of Costa Rica.
4. Laurence M. Porter, Professor, Roman and Classical Languages, without pay, from January 1, 1980, through August 31, 1980, Visiting Professor at the University of Pittsburgh.
5. Jacques F. Roux, Professor, Obstetrics, Gynecology and Reproductive Biology, without pay, from August 29, 1979, through August 31, 1979; and from September 4, 1979, through September 7, 1979.
6. David K. Scott, John A. Hannah Professor, Physics; Chemistry; and MSU-NSF Heavy Ion Laboratory, without pay, from September 1, 1979, through October 31, 1979, to handle previous commitments in accord with terms of acceptance of offer.
7. Allen W. Jacobs, Associate Professor, Anatomy, without pay, from January 15, 1980, through June 30, 1981, to enroll as a student at the Texas College of Osteopathic Medicine to fulfill requirements for the Doctor of Osteopathy degree.

Transfers and
Changes in
Assignment

Transfers and Changes in Assignment

Howard E.
Johnson

1. Approved for Howard E. Johnson, Professor, Fisheries and Wildlife; and Director, Institute of Water Research, an additional assignment as Associate Director, Michigan Sea Grant Program, effective November 1, 1979.

Niles R.
Kevern

2. Approved a change in assignment for Niles R. Kevern from Professor and Chairman, Fisheries and Wildlife; and Associate Director, Michigan Sea Grant Program, to Professor and Chairman, Fisheries and Wildlife, effective November 1, 1979.

Clark J.
Radcliffe

3. Approved a change in beginning date of appointment for Clark J. Radcliffe, Assistant Professor, Mechanical Engineering, from September 1, 1979, to January 1, 1980.

Richard H.
Rech

4. Approved a change in terms of sabbatical leave for Richard H. Rech, Professor, Pharmacology and Toxicology, from half pay, July 15, 1978, through June 30, 1979, to half pay, July 15, 1978, through July 14, 1979.

Andrew
Timnick

5. Approved for Andrew Timnick, Professor, Chemistry, an additional assignment as Coordinator, Analytical-Physical Laboratories, with an increase in salary to \$33,638 per year on an AN basis, effective January 1, 1980.

Norma
Jackson

6. Approved a change for Norma Jackson, Specialist, Nursing, from 60% time to 80% time, effective September 1, 1979.

Robert J.
Robbins

7. Approved a change for Robert J. Robbins, Assistant Professor, Biological Science Program; and Zoology, from AN basis to AY basis, with a change in salary to \$15,515 per year, effective September 1, 1979.

Hans Kende

8. Approved a change in terms of sabbatical leave of absence for Hans Kende, Professor, MSU-DOE Plant Research Laboratory, from September 1, 1979, through August 31, 1980, with half pay; to September 1, 1979, through August 31, 1980, with full pay.

Iwao Ishino

9. Approved for Iwao Ishino, Professor, Anthropology; Director, Institute for Comparative and Area Studies; and Assistant Dean, International Studies and Programs, an additional assignment as Professor, Racial and Ethnic Studies, effective October 1, 1979.

Charles L.
Boles

10. Approved a change in termination date for Charles L. Boles, Assistant Professor, Large Animal Surgery and Medicine, from December 31, 1979, to November 30, 1979.

Ernest C.
Stephens

11. Approved for Ernest C. Stephens, Assistant Professor, Laboratory Animal Care Service; and Dean's Office, College of Veterinary Medicine, an additional assignment as Assistant Professor, Pathology, effective September 1, 1979.

Robert H.
Davis

12. Approved a change in terms of sabbatical leave of absence for Robert H. Davis, Professor, Psychology, and Learning and Evaluation Service; and Director, Education Development Program, from September 1, 1979, through August 31, 1980, with half pay, to September 1, 1979, through August 31, 1980, with full pay.

A. PERSONNEL CHANGES, cont.

October 25-26, 1979

Personnel
Changes, cont.Transfers and Changes in Assignment, cont.Transfers and
Changes in
Assignment,
cont.

12. Approved a transfer for Florence Harris, Specialist, and Director of Supportive Services, from Supportive Services to the Office of Special Programs, effective July 1, 1979.
14. Approved a change for Terry W. Ruprecht from Engineer IV, A14, Physical Plant Engineering Planning, to Senior Engineer, A15, Physical Plant Engineering Planning, with an increase in salary to \$28,000 per year on an AN basis, effective November 1, 1979.
15. Approved for Eldon R. Nonnamaker, Professor, Administration and Higher Education, the discontinuation of assignment as Vice President for Student Affairs and Services, effective November 1, 1979.

Florence Harris

Terry W.
RuprechtEldon R.
NonnamakerSalary ChangesSalary
Changes

1. Increase in salary for Lynn D. Gould, County Extension Director, Clare County, to \$25,722 per year on an AN basis, effective October 1, 1979.
2. Increase in salary for Joseph A. Lessard, Extension 4-H Youth Agent, Mecosta, Missaukee, and Osceola Counties, to \$18,964 per year on an AN basis, effective October 1, 1979.
3. Increase in salary for Howard E. Johnson, Professor, Fisheries and Wildlife; and Director, Institute of Water Research, to \$36,119 per year on an AN basis, effective September 1, 1979, through September 30, 1979; and to \$37,919 per year on an AN basis, effective October 1, 1979.
4. Increase in salary for Sharon R. Jacobs, Specialist, Audiology and Speech Sciences, to \$14,617 per year on an AN basis, effective October 1, 1979.
5. Increase in salary for Patricia L. Weil, Specialist, Audiology and Speech Sciences, to \$13,789 per year on an AN basis, effective October 1, 1979.
6. Increase in salary for Christopher Clark, Assistant Professor, School of Teacher Education; and Counseling, Personnel Services, and Educational Psychology, to \$19,450 per year on an AY basis, effective October 1, 1979.
7. Increase in salary for Susan Florio, Assistant Professor, School of Teacher Education, to \$17,620 per year on an AY basis, effective October 1, 1979.
8. Increase in salary for Michael Handel, Assistant Professor, Mathematics, to \$17,755 per year on an AY basis, effective October 1, 1979.
9. Change in salary for Robert J. Robbins, Assistant Professor, Biological Science Program, to \$17,195 per year on an AY basis, effective October 1, 1979.
10. Increase in salary for Andrew D. Hanson, Assistant Professor, MSU-DOE Plant Research Laboratory; and Crop and Soil Sciences, to \$21,334 per year on an AN basis, effective July 1, 1979, through September 30, 1979; and to \$23,400 per year on an AN basis, effective October 1, 1979.
11. Increase in salary for Beth J. Shapiro, Librarian, Libraries, to \$19,000 per year on an AN basis, effective November 1, 1979.
12. Increase in salary for Shirlee A. Studt, Librarian, Libraries, to \$21,400 per year on an AN basis, effective November 1, 1979.
13. Increase in salary for Thomas M. Freeman, Professor and Director, Office of Institutional Research, to \$37,500 per year on an AN basis, effective October 1, 1979.

Appointments

Appointments

1. Paul A. Rubin, Assistant Professor, Management, in the tenure system, at a salary of \$19,000 per year on an AY basis, effective September 1, 1979.
2. Sharon R. Jacobs, Specialist, Audiology and Speech Sciences, in job security system, at a salary of \$13,648 per year on an AN basis, effective September 1, 1979.
3. Patricia L. Weil, Specialist, Audiology and Speech Sciences, in the job security system, at a salary of \$12,875 per year on an AN basis, effective September 1, 1979.
4. Carol A. Lyon, Assistant Professor, Nursing, in the tenure system, at a salary of \$19,500 per year on an AY basis, effective September 1, 1979.
5. Paul P. Freddolino, Assistant Professor, Social Work, in the tenure system, at a salary of \$16,000 per year on an AY basis, effective September 1, 1979.

Personnel
Changes, cont.

A. PERSONNEL CHANGES, cont.

October 25-26, 1979

Appointments,
cont.

Appointments, cont.

6. Herminia Garcia Ortega, Specialist, Supportive Services, in the job security system, at a salary of \$13,000 per year on an AN basis, effective September 24, 1979.

On motion by Trustee Radcliffe, seconded by Trustee Sawyer, it was unanimously voted to approve the Resignations and Terminations, Leaves, Transfers and Changes in Assignment, Salary Changes, and Appointments.

Personnel
Recommendations

Personnel Recommendations

It is recommended that the following positions be established:

1. Secretary II C07 (half-time) for Dean's Office, College of Agriculture and Natural Resources, 11
2. Secretary II C07 for Family and Child Sciences, 11
3. Secretary I C05 (half-time) for Human Environment and Design, 11
4. Laboratory Research Technician II C09 for Pediatrics and Human Development, 21, (25%), and 11 (75%, funded only to 6-30-80)
5. Associate Editor All for Social Science Research, 11
6. Senior Placement Officer A12 for Placement Services, 11
7. Input/Output Clerk II C06 for Data Processing, 11
8. For Libraries, 11:
 - a. Library Clerk I C05
 - b. Three Library Clerk III C07

It is recommended that the following reclassification be approved:

1. Engineer IV A14 to Senior Engineer A15 for Physical Plant Engineering Planning

Unanimously approved. Motion by Trustee Lick, seconded by Trustee Sawyer.

Gifts and
Grants

B. GIFTS AND GRANTS

Gifts and grants totaling \$2,905,084 were unanimously approved on motion by Trustee Bruff, seconded by Trustee Krolikowski. A list of the gifts and grants accepted is filed in the Secretary's Office.

Special Grant Item

Contract with the Department of Energy for Construction of the Superconducting Heavy Ion Cyclotron

Research, planning and advanced procurement activity for this facility must get underway as soon as possible after the contract for its construction is signed. It is anticipated that the contract will be signed in late October or early November. The Board's next meeting is not scheduled until November 29-30. In order to expedite this project, it is recommended that the University be authorized to proceed with it with this understanding that the grant will appear on the Board's agenda for formal acceptance at the November meeting.

RESOLVED that the above recommendation is approved.

Unanimously approved. Motion by Trustee Smydra, seconded by Trustee Lick.

Bids and
Contract Awards

C. BIDS AND CONTRACT AWARDS

1. Parking Lot Improvements

At its June meeting the Board of Trustees authorized the administration to receive bids for improvements to Parking Lots J, K, and L, and to award contracts so that work could be completed by the end of the fall term. The scope of the project is as follows:

Kellogg Center Parking Improvements - Phase I

Lot L - Kalamazoo at Harrison

Work will include grading, extending existing storm sewer system, new street lighting, new asphalt paving, new curb and gutter, pavement lining, installation of pay booth with parking control appurtenances, new concrete walk, and site preparation work.

Lot K - Kellogg Center Lot

Work will include the installation of pay booth with parking control appurtenances, removal of parking meters and two parking control gate islands.

Kellogg Center
Parking Lot
Improvements

Phase I

continued - - -

C. BIDS AND CONTRACT AWARDS, cont.

October 25-26, 1979

Bids and
Contract Awards,
cont.1. Parking Lot Improvements, cont.Kellogg Center Parking Improvements - Phase I, cont.Lot J - Jenison Fieldhouse Lot

Work will include the installation of a parking gate island (equipment relocated from Kellogg Center Lot), new lighting, new concrete walk, and site preparation work.

Kellogg Center
Parking Lot
ImprovementsKellogg Center Parking Improvements - Phase II

Phase II

Lot K - Kellogg Center Lot

The remaining work, scheduled for construction next spring, will include pavement removal, storm sewer modifications, lighting modifications, new asphalt paving, new concrete walk, new wood bollards with chain, new curb and gutter, fine grading, pavement lining, and site preparation work.

It is recommended that the following budgets be established:

Phase I

Contract work (base work)	\$252,937
Landscape work by Grounds Maintenance	6,900
Equipment	21,817
Engineering Services	6,700
Contingency	8,946
Total	<u>\$297,300</u>

Phase II

Contract work (alternate bid No. 1)	\$ 82,925
Landscape work	13,700
Equipment	500
Engineering Services	1,800
Contingency	5,075
Total	<u>\$104,000</u>

Total Project Budget \$401,300

The following bids were received on October 2, 1979. Within the authorization received, a contract for Phase I has been awarded. We are now recommending acceptance of the alternate for Phase II of this project.

	Phase I	Phase II Alternate	
	Base Bid	(add)	Total
Capitol Excavating and Paving Co., Inc.	\$252,937	\$82,925	\$335,862
Spartan Asphalt Paving Company	247,655	93,860	341,515
Eastland Concrete Construction, Inc.	259,903	99,930	359,833
Thompson McCully Co. & Subsidiaries	275,128	93,088	368,216

A contract in the amount of \$252,937 has been awarded to Capitol Excavating and Paving Co., Inc., which was based on the low bid including acceptance of the alternate.

Funds for this project are from parking revenues of the University.

It is recommended that the Board of Trustees accept the report relating to Phase I of this project, that it accept the alternate for Phase II of the project, and authorize a budget of \$401,300 for the total project.

RESOLVED that the above recommendation be approved.

Unanimously approved. Motion by Trustee Smydra, seconded by Trustee Sawyer.

Bids and
Contract Awards,
cont.

C. BIDS AND CONTRACT AWARDS, cont.

October 25-26, 1979

Alterations to
Biochemistry
Building

2. Alterations to Biochemistry Building

The following bids were received on October 10, 1979, for the Biochemistry Building - Alterations to Room 518. This project involves the division of existing space into five smaller spaces by the erection of masonry block and plaster partitions. Also included is the installation of epoxy flooring, new plaster ceilings, and laboratory furniture. Necessary mechanical and electrical alterations are also incorporated. These alterations will provide three Biological Containment Laboratories and two Chemical Containment Laboratories. The space will be used for research in the studies of Bacterial Genetics, Virology, and Recombinant DNA.

<u>Contractor</u>	<u>Base Bid</u>
McNeilly Construction, Inc.	\$51,943
Hausman Construction Company	52,740
Charles Featherly Construction Company	53,200
Irish Construction Co., Inc.	55,800

It is recommended that a contract be awarded in the amount of \$51,943 to McNeilly Construction, Inc., and that the following project budget be established:

Contract - McNeilly Construction, Inc.	\$51,943
Contingencies	10,607
Coordination, Inspection and Expediting	<u>7,450</u>
Total Expected Expenditures	<u>\$70,000</u>

Funds are available for this project in Account 11-8525, Biochemistry - DNA Lab, Special.

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

Unanimously approved. Motion by Trustee Martin, seconded by Trustee Radcliffe.

Alterations to
Pesticide
Research Center

3. Alterations to Pesticide Research Center

The State of Michigan has requested the University to produce data to establish whether a particular known carcinogen can be picked up from soil by garden plants and, thus, enter the human food chain. New federal guidelines require a level of containment for work with known carcinogens which is not currently available on campus. The Office of Facilities Planning and Space Management identified the containment requirements for conducting this research in Room 113 of the Pesticide Research Center, and the Office of Engineering Services has been preparing bid documents to get the facility started. Since this project will not go out for bids until mid-November, it is unlikely we will have a specific bid to recommend to the Board of Trustees at its November meeting. In order to expedite this important research, the administration would like Board approval to initiate this work as soon as possible after an acceptable low bid can be identified. It would be understood that the total project must be within the \$65,000 available in the Toxicology Center budgets and that a report on the bids would be placed on the first available Board agenda.

RESOLVED that the administration be authorized to proceed with work on the carcinogen containment facility in the Pesticide Research Center as soon as the acceptable low bid is selected. It is understood that details on the bids will be formally reported to the Board at its first available meeting.

Unanimously approved. Motion by Trustee Sawyer, seconded by Trustee Radcliffe.

Silo for Dairy
Research Center

4. Silo for Dairy Research Center

The following bid was received on October 2, 1979, for the Dairy Research Center - Install Upright Silo:

<u>Contractor</u>	<u>Base Bid</u>
Michigan Glass Lined Storage, Inc.	\$49,750

Since this was the only bid received on this project, and this bid was also qualified as to project scope, it has been determined that the bid was nonresponsive and should be rejected.

continued - - -

C. BIDS AND CONTRACT AWARDS, cont.

October 25-26, 1979

Bids and
Contract
Awards, cont.4. Silo for Dairy Research Center, cont.

The Department of Dairy Science is reevaluating the scope of the project prior to the reissuance of bid requests.

Silo for Dairy
Research Center,
cont.

It is recommended that the above bid be rejected.

RESOLVED that the above recommendation be approved.

Unanimously approved. Motion by Trustee Sawyer, seconded by Trustee Lick.

5. Alterations to Olds HallAlterations to
Olds Hall

The following bids were received on September 25, 1979, for alterations to Rooms 304, 305, and 306 of Olds Hall:

<u>Contractor</u>	<u>Base Bid</u>
Hanel-Vance Construction Co.	\$23,656
Irish Construction Co., Inc.	\$23,660
B. J. Siwek Construction Company	\$25,800
McGuire Construction Management, Inc.	\$29,831
Charles Featherly Construction Company	\$31,200
Haussman Construction Company	\$31,600

This project provides for the division of a large area into two smaller spaces to function as Library and Conference Rooms. A separate access from the main corridor to the existing fire escape is also provided in the project. New resilient flooring and suspended ceiling with recess fluorescent lighting is included in the project. Construction will be completed by February 28, 1980.

It is recommended that a contract be awarded in the amount of \$23,656 to the Hanel-Vance Construction Co. of Okemos. It is further recommended that the following project budget be established:

Contract - Hanel-Vance Construction Co.	\$23,656
Contingencies	2,544
Design, Coordination & Inspection	2,800
Total Expected Expenditures	<u>\$29,000</u>

Funds are available in the General Fund, Special Alterations and Improvements, Account 11-5173.

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

Unanimously approved. Motion by Trustee Radcliffe, seconded by Trustee Lick.

D. OTHER ITEMS FOR ACTIONOther Items for
Action1. Selection of Architect for Chittenden HallSelection of
Architect for
Chittenden Hall

Public Act 102 of 1979 allocated funds to the Department of Management and Budget for studies and preliminary planning to convert and remodel Chittenden Hall. While this planning money does not come to the University directly, the MSU Board of Trustees should select the architect for the project.

Chittenden Hall was built in 1900 and has served many purposes. Because of its location and character, it is key to maintaining a needed sense of tradition on the central campus. The building is an excellent example of turn of the century American architecture, and while badly needing repair, the potential for a good rehabilitation program is great. Our plan is to make the building the permanent home of the MSU Graduate School. In addition to solving this critical space need, we hope to also show that by adaptive reuse and preservation older buildings can remain as important parts of the total campus. Chittenden Hall was recently listed in the State Register of Historic Sites.

It is recommended that the Board appoint Preservation/Urban Design/Incorporated as architects for this project. This firm specializes in the preservation and restoration of older buildings while adapting them for today's use. They have done preservation architecture in many areas of the country in addition to extensive work in Michigan. Their current work includes the Old Post Office, Washington, D.C.; Fair Lane Conference Center for the University of Michigan; Orchestra Hall in Detroit; City of Kalamazoo Depot; Newberry Opera House in Newberry, South Carolina; and the Carnegie Library, Adrian, Michigan.

continued - - -

Other Items
for Action,
cont.

D. OTHER ITEMS FOR ACTION, cont.

October 25-26, 1979

Selection of
Architect for
Chittenden Hall,
cont.

1. Selection of Architect for Chittenden Hall, cont.

Located in Ann Arbor, they currently have fifteen employees, including seven architects. Richard Macias, ASLA, is president of the firm and Richard C. Frank, FAIA, is vice president.

RESOLVED that the above recommendation be approved.

Unanimously approved. Motion by Trustee Lick, seconded by Trustee Sawyer.

Selection of
Architect/
Engineer for
National
Superconducting
Heavy Ion
Cyclotron Lab.

2. Selection of Architect/Engineer for National Superconducting Heavy Ion Cyclotron Laboratory

Following U. S. Department of Energy guidelines, a selection process monitored by DOE was held to recommend an architect/engineer for this project. The three top ranked firms on a priority basis are:

1. Gilbert/Commonwealth Companies, Jackson, Michigan
2. Harley Ellington Pierce Yee Associates, Southfield, Michigan
3. Giffels Associates, Inc., Southfield, Michigan

While final DOE approval is required, the administration would like Board approval of Gilbert/Commonwealth Companies as architect/engineer for the project. If DOE does not agree with this firm, the administration requests Board approval to cooperate with DOE to select the architect/engineer from the two remaining firms.

We anticipate a late October -- early November MSU/DOE contract for the \$6 million research and advanced procurement phase of this \$30 million project. It is highly desirable that the architect/engineer be appointed prior to that date so that design work can begin as soon as possible after contract approval. The Board will be informed of the selected architectural/engineering firm and the fee agreed upon by DOE, the University, and the firm.

RESOLVED that the architectural/engineering firm of Gilbert/Commonwealth Companies be approved subject to U. S. Department of Energy's approval. If DOE approval is not forthcoming, the architect/engineer shall be one of the two remaining recommended firms. The Board will be informed of the final selection and the fee agreed upon.

Unanimously approved. Motion by Trustee Bruff, seconded by Trustee Sawyer.

Improvements in
Long-Term
Disability
Insurance
Program
approved

3. Improvements in Long-Term Disability Insurance Program

Program improvements in the Long-Term Disability Insurance Program based on recommendations of the Faculty Affairs Committee have been under study for many months. After discussions with TIAA, the carrier, and review of the various employee groups affected by the proposed change, it is recommended that the Long-Term Disability Insurance Program be improved effective January 1, 1980, by increasing the benefit cap from \$2,000 of monthly income to \$3,000 for purposes of applying a formula of straight 60%. The additional program cost of approximately \$9,000 per month will be supported from the existing benefits budget.

RESOLVED that the above recommendation be approved.

Unanimously approved. Motion by Trustee Sawyer, seconded by Trustee Lick.

1980-81 Budget
Requests
approved

4. 1980-81 Budget Requests

a. Operating

The proposed 1980-81 operating budget requests for the University General Fund, the Agricultural Experiment Station, and the Cooperative Extension Service have been distributed with the agenda (copies are on file in the Secretary's Office).

RESOLVED that the proposed 1980-81 operating budget requests be approved.

Unanimously approved. Motion by Trustee Smydra, seconded by Trustee Sawyer.

continued - - -

D. OTHER ITEMS FOR ACTION, cont.

October 25-26, 1979

Other Items
for Action,
cont.4. 1980-81 Budget Requests, cont.b. Capital Outlay1980-81
Budget Requests
approved

The proposed 1980-81 capital outlay budget request has been distributed with the agenda (copy on file in the Secretary's Office).

RESOLVED that the proposed 1980-81 capital outlay budget request be approved.

Unanimously approved. Motion by Trustee Smydra, seconded by Trustee Krolikowski.

5. Local 999 Contract AgreementLocal 999
Contract
Agreement

A tentative three-year agreement has been achieved with Local 999 of the American Federation of State, County, and Municipal Employees (AFSCME). Effective July 1, 1979, the agreement contains first year wage adjustments of five percent across the board plus a cost of living allowance (COLA) and classification study implementation costs. The longevity formula cap is increased to \$9,500 and health insurance is increased to 100% of full family coverage. The second year increase is 6% across the board adjustment plus COLA. In the third year the increase is 5½% plus COLA. Approval of the agreement is recommended.

RESOLVED that the three-year contract, effective July 1, 1979, with Local 999, American Federation of State, County, and Municipal Employees be approved as recommended.

Unanimously approved. Motion by Trustee Radcliffe, seconded by Trustee Smydra.

E. REPORTS TO THE BOARDReports to the
Board1. President's ReportPresident's
Report

President Mackey reported that he had met with Dr. Stack to report on administrative actions and plans in response to concerns about sexual assaults expressed to the Board Health Committee. Dr. Mackey said that he would keep the Board informed of further administrative actions in this area.

Dr. Mackey also reported that he had sent the Trustees a detailed report on enrollments of minorities for the fall quarter. The report shows total minority enrollments of more than 3,000 students. The administration is continuing to review the University's internal processes to identify areas where additional improvements can be made.

2. Board Committee ReportsBoard
Committee
ReportsAffirmative Action Committee

Trustee Martin reported that the Committee has recommended the adoption of the following proposed Hiring Procedures for Executive/Management Positions:

Affirmative
Action
Committee1. Definitions of Positions

a. Executive/Management positions are defined as positions with the title of President, Vice President*, Secretary to the Board, Associate Vice-President, Assistant Vice-President, Assistant to the President, and Assistant to a Vice-President.

Hiring Proce-
dure for
Executive/
Management
Positions
approved

b. Other positions, including those with the title of Director, that report directly to the Office of the President or the Office of a Vice-President are under the affirmative action hiring procedures for either the academic or nonacademic personnel system. Exceptions will be approved on a position basis by the Board of Trustees.

2. The appointment of a person in an "acting" capacity and changes in title or responsibility of incumbents in executive/management positions because of reorganization or reclassification are not subject to the application of these procedures.

3. Incumbents in executive/management positions serve at the pleasure of their immediate supervisor. Tenure/job security is not attached to executive/management positions.

*The term Vice President in this document includes "Provost"

continued - - -

Reports to the Board, cont.

E. REPORTS TO THE BOARD, cont.

October 25-26, 1979

2. Board Committee Reports, cont.

Affirmative Action Committee cont.

Affirmative Action Committee, cont.

4. If a person in an executive/management position is to have faculty status, the academic appointment and subsequent personnel actions related to this faculty status will be treated as separate employment issues and will be processed through the Office of the Provost.
5. The procedure for selecting the President is established by the Board of Trustees with the advice of the academic governance system and is changed only through action of the Board of Trustees. The conditions of employment for the President, including those related to faculty status, are established by action of the Board of Trustees.
6. The specific procedures and criteria for the recruitment and selection for an executive/management position will be established by the person responsible for the personnel recommendation and will be approved by the President prior to the start of the selection process.
7. Positions will be posted unless an exception is granted by the President. In all cases, the person responsible for the personnel recommendation must be able to document that special efforts were taken to identify women and minorities as candidates and that these candidates were given serious consideration in the selection process.
8. The administrator responsible for the personnel recommendation must be able to document that affirmative action considerations were addressed through the criteria used to evaluate the candidates for an executive/management position.
9. The administrator's report to the President will include a list of the candidates considered, a summary of the credentials of the final candidates, documentation of special efforts to include women and minorities in all phases of the selection process, and the rationale for the recommended personnel action. The report will include the assessment made by individuals and/or groups who interviewed the final candidate.

Unanimously approved. Motion by Trustee Martin, seconded by Trustee Radcliffe.

Trustee Martin also reported that at its next meeting the Committee will discuss affirmative action policies and procedures in University construction and procurement activities.

Audit Committee

Audit Committee

Trustee Smydra reported that the Committee had discussed the Ernst & Whinney Management Letter associated with the 1978-79 audit. Staff responses to the management letter also were discussed.

Trustee Smydra also reported that the Committee recommends the following Policy on Rotation of Auditors:

It shall be the policy of the Board of Trustees to rotate auditors periodically. The auditors selected shall be appointed annually for a period of six years. At the expiration of the sixth year, the then current auditor shall not be eligible for reappointment.

While the Board reserves the right, notwithstanding this policy, to change auditors at any time, the Board recognizes that both the University and the audit firm selected make substantial initial investments at the beginning of the audit relationship and that both parties anticipate recovery of their costs over the six-year period. Therefore, the Board does not intend to deviate from this policy so long as the service and the fees of the auditors are satisfactory.

The first rotation under this policy shall occur at the conclusion of the 1980-81 fiscal year.

Motion by Trustee Bruff, seconded by Trustee Smydra. The above policy was approved by a vote of 7 to 1. Trustee Stack voted No.

Ernst & Whinney retained for fiscal year of 1979-80

Moved by Trustee Bruff, seconded by Trustee Sawyer that Ernst & Whinney be retained as the University's external auditors for the 1979-80 fiscal year. Unanimously approved.

Policy on Rotation of Auditors approved

E. REPORTS TO THE BOARD, cont.

October 25-26, 1979

Reports to
the Board,
cont.

2. Board Committee Reports, cont.

Investment Committee

Investment
Committee

Trustee Krolikowski reported that the Committee discussed recommendations received from the Detroit Bank & Trust Co. Trustees of the Fee Trusts which were established for the benefit of Hidden Lake Gardens, and voted to approve sales of certain securities as recommended by Detroit Bank & Trust Co.

The Committee received a detailed briefing from Vice President Wilkinson and his staff on the composition of the University's investments and the administrative structure, policies and procedures for the management of those investments.

The Committee also received reports on investment transactions undertaken by Scudder, Stevens & Clark since the Board's September meeting.

Unanimously voted to accept the Committee Report. Motion by Trustee Radcliffe, seconded by Trustee Krolikowski.


3. Trustees' Expenses

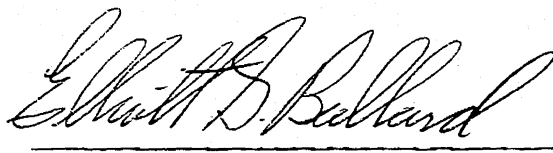
Trustees'
Expenses

Expenses paid from the Board Members' expense account in September totaled \$997.61 distributed as follows:

	<u>Bruff</u>	<u>Krolikowski</u>	<u>Lick</u>	<u>Martin</u>	<u>Radcliffe</u>	<u>Sawyer</u>	<u>Smydra</u>	<u>Stack</u>
Travel	--	--	--	--	\$234.01	\$238.04	--	--
Lodging and Subsistence	--	--	--	--	--	--	\$ 14.25	--
University Guests	--	--	--	--	59.62	--	35.48	--
Publications	--	--	--	--	9.26	--	35.60	--
Postage	\$11.85	--	--	--	3.45	--	1.20	--
Office Supplies	--	--	--	--	--	--	18.85	--
Other	--	--	--	\$107.50	121.00	--	107.50	--
Total	<u>\$11.85</u>	<u>-0-</u>	<u>-0-</u>	<u>\$107.50</u>	<u>\$427.34</u>	<u>\$238.04</u>	<u>\$212.88</u>	<u>-0-</u>

Adjourned.


President


Secretary