

1979

Board of Regents Meeting Materials, October 17, 1979

Eastern Michigan University

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EASTERN MICHIGAN UNIVERSITY

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EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

Official Minutes of Meeting of October 17, 1979

Board members present:

Richard N. Robb, Chairman
Linda D. Bernard, Warren L. Board, Timothy J. Dyer, Dolores A. Kinzel,
Beth W. Milford and Carleton K. Rush

Board member absent:

James T. Barnes

Administration present:

President John W. Porter
Vice Presidents: Anthony H. Evans, Gary D. Hawks, Robert J. Romkema
and Laurence N. Smith
Interim Vice President Donald F. Drummond
Associate Vice President Raymond LaBounty

Chairman Robb called the meeting to order at 11:07 a.m.

Regent Dyer moved and Regent Kinzel seconded the minutes of the September 19, 1979, meeting be approved as distributed.

Motion carried.

Chairman Robb said he noted in the preliminary minutes and he had heard some talk about a recreational and an intramural facility to be constructed. He said he is personally not ready to call it one or the other at this time and he hoped that everyone would keep an open mind on this subject.

Regent Milford referred to the official minutes of the July 25, 1979 meeting and said she would like to make the following change on page eight of those minutes:

From: Regent Milford commented that she for one is deeply concerned about the energy problem, but she is also concerned about the rapes on campus and she does not care where the money comes from but she just thinks the bus service should be offered.

To: Regent Milford commented that she for one is deeply concerned about the energy problem, but she is also concerned about the rapes on campus and would hope we could find funds to reinstate the bus service to meet the transportation needs as well as help toward the security and safety of our evening students.

It was moved by Regent Milford and seconded by Regent Rush that the July 25, 1979 minutes be corrected as requested.

Motion carried.

It was agreed a corrected copy of those minutes would be sent to all Board members.

Chairman Robb asked Regent Dyer to give the Finance Committee report.

Regent Dyer asked Vice President Romkema to review the Treasurer's Report, which he did. He also answered several questions concerning the report.

Vice President Romkema advised the Board that at some time they are going to have to deal with the situation of the University doing business with local banks when they can't compete in the open market with interest rates.

Regent Kinzel said she thought Board policy permitted investments in local banks because of the public relations aspects associated with their working with the University. She said she thought there were many intangibles that should be considered in dealing with local banks that are not necessarily reflected in the rate of interest to be paid.

Regent Dyer said he thought it had been agreed that for the normal long term investments the money would go to the highest bidder; but some local operating funds should be held in the local banks because of the public relations aspect associated with them.

Vice President Romkema pointed out that the University now has one million dollars invested with the Bank of Tokyo because it was paying 12.25% interest.

Regent Milford asked Vice President Romkema what he considered to be a local bank.

After some discussion, Vice President Romkema said he felt that any bank in the county was a local bank.

Regent Milford continued that she felt the local banks were the National Bank of Ypsilanti, the Ypsilanti Savings Bank, and possibly the Community Bank of Washtenaw.

Regent Rush suggested the Board establish a policy to provide for a minimum percentage of the investments to be in the local banks.

Regent Kinzel pointed out again that she thought there was excellent public relations value with dealing with the local banks and the Board should not disregard that issue.

Vice President Romkema asked Secretary Hawks to distribute to the Board the booklet titled The Common Fund Investment Management for Educational Institutions Annual Report -- July 1, 1978 to June 30, 1979. Vice President Romkema asked the Board to refer to Appendix C. He pointed out that there was only one United States investment in the entire portfolio for the common fund, and most of the investments were with Canadian industries.

After further discussion it was moved by Regent Dyer and supported by Regent Board that the Treasurer's Report be received and placed on file.

Motion carried.

.2145 M ERNST & WHINNEY AUDIT - 1978-79

Regent Dyer moved and Regent Board seconded that the Board receive the Auditor's recommendations and the University's response and place them on file and that the Board receive the financial statements and place them on file.

Regent Dyer gave a brief report on the discussion that had taken place at the Finance Committee meeting the night before. He said two representatives from Ernst & Whinney had been present at that meeting and they gave high praise to Eastern and its financial operations. Regent Dyer said he felt the administration should be complimented for having such an excellent operation.

Regent Kinzel raised some questions concerning the overtime statement in the audit which Vice President Romkema answered.

Motion carried.

.2146 M INTERNAL AUDITORS' REPORTS FOR SEPTEMBER 1979

Regent Dyer moved and Regent Board seconded that the Internal Auditor's reports and responses be received and placed on file.

Regent Dyer distributed a copy of a memorandum addressed to himself from Stanley Willets, the Director of Internal Audits, dated October 9, 1979, which provided the audit schedule for fiscal year 1979-80.

Regent Dyer noted that there had been a good discussion concerning the audit reports and responses at the Finance Committee meeting before the Board meeting. He said there had been a couple of areas of disagreement and it was agreed they would provide more information on those areas to the Finance Committee next month and a full report will be made to the total Board at that time.

Regent Dyer said the areas still requiring additional information were the health service/pharmacy audit and the University stores audit. He sighted an example in the Central Stores audit where reference was made to "many, many" occasions where purchases were made outside the normal purchasing process, and the administrative response to the audit says that on "some" occasions this has occurred. It was agreed the auditor would meet with the administration again to see if they could reach an agreement on these particular audits.

Regent Board said he wanted to note that sales continue to decline in the University Bookstore operation. He felt part of this decline might be the mark up moving up from 20% to 30% in one year.

Motion carried.

.2147 M EDUCATIONAL GRANTS

Regent Dyer moved and Regent Board seconded that the following Educational Grants be approved:

1. A grant from the Agency for International Development, in the amount of \$2,865,000 for the "Basic Education Development Project in Yemen,"
2. A grant from the Corporation for Public Broadcasting, in the amount of \$75,981 for the project, "Community Service Grant,"
3. A grant from the Department of Health, Education and Welfare, Office of Education, in the amount of \$59,063 for the "National Direct Student Loan Program,"
4. A grant from the State of Michigan, Department of Education, in the amount of \$53,500 for the project, "Distributive Education Clubs of America,"

5. A grant from the Department of Health, Education & Welfare, Public Health Service, in the amount of \$43,439, for the project, "Health Service Administration - B.S.,"
6. A grant from the Department of Health, Education & Welfare, Office of Education, in the amount of \$41,156 for the project, "Supplemental Educational Opportunity Grants,"
7. A grant from the Department of Health, Education & Welfare, Office of Human Development Services, in the amount of \$19,801 for the project, "Child Welfare Traineeship Grant," and
8. A grant from the Department of Health, Education & Welfare, Public Health Services, in the amount of \$5,833, for the "Nursing Scholarship Program."

Regent Dyer said that to the best of his memory this was the largest single month of educational grants the University has ever had. He continued that the Yemen grant will extend for at least seven years.

He also pointed out that this was the second grant received from the Corporation for Public Broadcasting, but it is the first full year grant. He said Eastern got this grant because of the increase in power of WEMU and the Board's commitment to provide the minimum staffing requirement to qualify as a public broadcasting station.

Vice President Evans said he continued to be pleased with the grant activity on campus and the success rate is very good. Dr. Evans said the participation in the departments and colleges continues to increase. He said they are having quantity, but they are also maintaining excellence in what they do, and they are not over extended. He said there currently are talks taking place concerning the possibility of an agreement with Swaziland again. He directed the Board to Section #17 of the Board agenda which gave a short report on the basic education development project in the Yemen Republic.

Regent Rush said he felt there was a problem with some of the figures being inaccurate in the summary form.

Vice President Evans directed Regent Rush to the footnotes which offered an explanation for what might appear to be errors.

After some discussion it was agreed the figures should be revised since there were apparent errors in the report.

Regent Dyer said he would appreciate it if there were two summaries provided for the grant activity in the future. The second summary would be a special summary that would separate the student aid grants from the other grants.

Motion carried.

Regent Dyer explained Section #5 of the agenda regarding a change in the University policy covering banking services, depositories, and investments to increase the maximum maturity of investments in U.S. Treasury or Federal Agencies from five years to ten years from the date of investment. Regent Dyer said the Finance Committee originally intended this item to be a recommendation, but after he explained it further, he moved and Regent Rush seconded that the recommendation be tabled.

Motion carried.

Regent Dyer explained further on the above recommendation that the Finance Committee felt they should wait until the administration has had a chance to study it further. He said the administration has adopted what they refer to as a 5/8 rule they are following, and in his opinion he felt with this interpretation, which was acceptable to him, the policy might not need to be revised.

Vice President Romkema added a brief history of the development of the proposed policy and the 5/8 rule.

Regent Dyer added that after the administration has made a further study, the Finance Committee will either make a recommendation for changing the policy, or they will report back to the Board as to why they felt there was no need for a change.

Regent Rush said he would like to see the policy brought in line with the present practice and in addition, tie some minimum figure into the type of investments to be made..

Chairman Robb noted it was 12:21 p.m. and the Board would break for lunch and would reconvene at 1:45 p.m.

At 2:00 p.m. Chairman Robb reconvened the meeting and asked Regent Dyer to continue with the Finance Committee report.

.2148 M HOUSING BOND PAYMENT SCHEDULES

Regent Dyer moved and Regent Board seconded that the Board of Regents receive the following materials describing University housing bond and loan payment schedules:

Exhibit I -- Summary of Principal, Interest, Housing Excess Fund and Building Maintenance Reserve Payments to Trustee

- Schedule I-A - Key to Trustee-Held Trust Numbers and Related University-Held Account Numbers
- Schedule I-B - Summary of Payments to Trustee per Trust #7585 Agreement
- Schedule I-C - Projected Allocation of Trust #7585 Reserve Fund for Debt Retirement

Exhibit II -- Summary of Reserves

- Schedule II-A - Schedule of Other Maintenance Reserves
- Schedule I-D - Schedule of Principal Payments - Trusts with Pledged Income
- Schedule I-E - Schedule of Interest Payments - Trusts with Pledged Income
- Schedule I-F - Schedule of Building Maintenance & Equipment Repair Reserve Payments

Regent Dyer explained the reports and said it had been agreed that during the January Retreat the agenda would include the subject of a Master Plan that would relate to what the institution believes would be needed to bring the older buildings up to standard.

Motion carried.

.2149 M 1979-80 AUXILIARY FUND ACCOUNT BALANCES

Regent Dyer moved and Regent Milford seconded that the Board of Regents receive and place on file the financial analysis of McKenny Union Food Service for fiscal years 1977-78 and 1978-79.

Regent Dyer explained the report regarding the McKenny Union food service and reported on the conversation that had taken place during the Finance Committee meeting on that subject.

Regent Kinzel asked several questions relative to the past practice for the use of McKenny Union.

Vice President Smith said he felt there were many things and services provided by McKenny Union in the way of good will that could not be provided in any other way.

After further discussion it was agreed that Vice Presidents Smith and Romkema would develop an operating proposal that they would present to the Board for their consideration at a future meeting.

Regent Dyer said it was his strong feeling that it had been Board policy for quite some time that the auxiliary accounts should not be run in the red.

Regent Kinzel said she compared this to something like the bus service operation; they want the service but they must be able to pay for it.

After further discussion it was agreed that Vice President Smith would prepare a total report on the overall operating philosophy of McKenny Union, and the service operations. The report should include a needs assessment and the services to be offered to the students.

Vice President Smith added that he and his staff have been working with the understanding that the total building must pay for itself, but that individual operations within the building would be permitted to operate in the red.

Regent Dyer said he believes this became an issue when it was suggested that McDonalds or the like come in and handle food service. Also he said he doesn't think the Board should take the posture that auxiliary accounts can operate with a deficit. He said he agrees it is an important area of campus life but it has to be run in a better financial way.

Chairman Robb said the food service operation at McKenny was an issue with the Board way back at the time when he was appointed to the Board. Regent Emeritus McCormick and others were very concerned about the food service operations at that time and they said it should not be run in the red. He continued, that it was also the Board's feelings then, and it still is, that each operating unit within the building should pay for itself. Chairman Robb continued that if the bookstore pays for all the operations of McKenny Union then possibly they are charging too much for their services. He continued that he understands local businesses are concerned that the University bookstore doesn't become a discount house and sell their items at a drastically reduced rate. Chairman Robb said he agrees with Regent Dyer that each operating unit within the McKenny Union building should be paying for itself.

Regent Rush said he has some comments to make on this subject, but since there will be a full report prepared and a recommendation by Vice President Smith at a later date, he will wait and make his remarks at that time.

Vice President Smith said he wanted to clear up something during this public meeting. He said excess earnings from the bookstore are used to pay for the maintenance of the facility and to provide for replacement of furniture and equipment. He said there has been a policy of long standing that the bookstore will not be undersold on books.

Regent Board said he agrees in principle with Regents Robb and Dyer but he could be persuaded if it could be shown to him that needed services cannot be provided in any other way then to provide them through what might be an underwriting by the general fund.

Vice President Romkema said the state audit speaks to the McKenny Union operations and the administration has prepared a response to the state audit, so there will be further discussion of this subject in the near future.

Regent Bernard said she wanted to compliment the McKenny Union people on this report and the turn around they have made. She said she was pleased that the operation had improved and the deficit would be eliminated.

Motion carried.

.2150 M 1980-81 APPROPRIATION REQUESTS

Regent Dyer moved and Regent Board seconded that the 1980-81 Appropriation request report be received and placed on file.

President Porter said the fall enrollment will be a little over 19,000 students and our targets will maintain this figure. He said the report in Table II shows the employment which should be maintained at about the same level that it is now. The President answered several questions that were raised. President Porter also said the only PRR item not provided in this particular summary that might be submitted is a PRR on Professional Development. He said some funds will be needed for the start-up of the College of Technology.

President Porter lead a discussion regarding the College of Technology and asked Vice President Evans to give more detailed information on the professional development PRR.

Vice President Evans indicated the administration would continue with the present basic program and improve on it. He said the administration will also compliment the Professional Development Program with the new State Department of Education Program that provides for staff development. He continued that he wanted to assure the Board that no subject had received more attention by President Porter, since his arrival on campus, than the subject of enrollment.

Dr. Evans continued that credit hours are up at the University for the first time in years and this is even more important than the headcount increase. He also reported to the Board that the University will be attending hearings with the Department of Management and Budget in Lansing on November 5.

Regent Dyer noted that it appears the University is going to continue to lose the junior level students.

Vice President Evans said he has asked for a careful analysis of this aspect of the enrollment report and that analysis is to be completed this week.

Regent Kinzel asked what was happening to the enrollment of the graduate students.

Vice President Evans explained that 65% of the graduate students are enrolled in the College of Education and just about all the teachers have completed all the graduate work they need to get as much pay as their union contracts will provide them. He explained that over 80% of all teachers in the state have completed all the graduate work required to put them at the top of their pay schedule.

Motion carried.

.2151 M BUDGET TRANSFERS

Regent Dyer moved and Regent Board seconded the Budget Transfers for the months of July, August and September 1979, be received and placed on file.

Regent Bernarc questioned the transfer of funds from Continuing Education into Cooperative Education.

President Porter explained and gave a brief history of the location of Cooperative Education with the University over the past few years. The President said it is his intent with the reorganization to be certain that like services are located in like divisions. He continued that there could be some argument that Continuing Education should be in the academic area, and it could be in the Student Affairs area, and also he could see where it might also be located in the area of University Relations. However, President Porter said, in a memorandum from Vice President Smith recently, and after discussing it with Vice Presidents Hawks and Drummond, they agreed it would serve the students to the best advantage if it continued to be located in the Student Affairs area. The President said in his opinion, the purpose of Cooperative Education really is to help the students in their career planning and placement.

Motion carried.

Chairman Robb asked Regent Kinzel to give the Educational Policies Committee report.

Regent Kinzel moved and Regent Rush seconded that the two reports on academic program development and criteria employed in academic program evaluation be accepted for information and possible use at the next Board of Regents' retreat.

Regent Kinzel explained the history of the two reports and indicated that the Educational Policies Committee felt this matter should not be discussed until both reports could be completed and sent to the total Board as the Educational Policies Committee wanted to treat them in tandem.

Regent Kinzel pointed out the second of the two reports, entitled "Academic Program Development" and asked them to turn to page 44 of that report. She offered an explanation of the way the report had been developed and its intended usage. She then asked Vice President Drummond to give a further explanation of the descriptive nature of both reports.

President Porter said he thought further discussions on these two reports should be scheduled for the retreat.

Regent Rush pointed out that on page five of the report titled "Report on the Criteria and Program Evaluation" it called for a four-way evaluation procedure and he thought the Board should discuss this at their retreat also.

Regent Kinzel said she agreed that it should be discussed at their retreat, however, she directed Regent Rush to page 17 of the report and said this was part of the recommendation.

Motion carried.

.2152 M APPOINTMENTS

Regent Kinzel moved and Regent Rush supported the Appointments contained in Section #10 be approved:

Regent Kinzel pointed out there are only three new positions in this recommendation.

President Porter added that he wanted to point out that both the annual and bi-weekly salaries are included in the format as requested.

<u>Staff</u>	<u>Department</u>	<u>Status</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Effective</u>
Adler, Timothy C. AP-07 Staff Announcer	WEMU-fm	Repl	\$13894	\$ 532.58	9-10-79
Bluitt, Arthur W. CS-03 Postal clerk	Mailroom	Repl	8210	314.69	9-24-79
Borawski, Paul AP-07 Conf. Coordinator	Cont. Educ. II	New	15900	609.45	9-4-79
Copeland, Ted R. FM-19 Maint. Mech II	Heating Plant	New	14819	7.10 hr	9-3-79
Hartwell, Rhonda CS-03 Account Clerk	Accounting	Repl	8210	314.69	9-4-79
Howes, Cindy L. CS-03 Secretary	Psychology	Repl	8210	314.69	9-4-79
Jahnke, Karen E. CS-03 Account Clerk	Payroll	Repl	8210	314.69	9-10-79
Katz, Deborah J. CS-03 Secretary	Information Serv.	Repl	8210	314.69	10-1-79
King, Sharon L. CS-04 Secretary II	Occup. Therapy	Repl	8901	341.19	9-10-79
Lilley, Mary C. CS-03 Sr. Clerk	Financial Aid	Repl	8210	314.69	9-10-79

Appointments - continued

	<u>Department</u>	<u>Status</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Effective</u>
McNeal, Regina L. AP-06 Asst. Sports Info. Director	Information Serv. Director	Rep1	12251	469.58	9-1-79
McNulty, Michael AP-07 Asst Swim. Coach	Athletics 25%	Rep1	14711	563.87	9-1-79
Merrill, Janet E. CS-03 Sr. Clerk/typist	Academic Records	Rep1	8210	314.69	8-30-79
Minick, Lori CS-01 Clerk	Purchasing	Rep1	\$7345	\$281.54	9-10-79
Nweke, Felix C. FM-06 Custodian	Physical Plant	Rep1	11270	5.40 hr	9-2-79
Ostrander, Dorothy CS-05 Sr. Secretary	Ed Leadership	Rep1	9811	376.04	8-10-79
Pearson, Mary J. CS-03 Clerk/typist	ORD	Rep1	8210	314.69	9-10-79
Rickard, Charles AP-05 Adm. Assc. I.	Ed Leadership	New	11102	425.53	9-1-79
Richards, Bethany CS-04 Secretary II	Ed Leadership	Rep1	8901	341.19	8-6-79
Shanks, Elizabeth CS-04 Sr. Account Clerk	Accounting	Rep1	8901	341.19	9-10-79
Shaw, Patricia A. CS-03 Secretary	Campus Life	Rep1	8210	314.69	9-24-79
Sweatman, Donna L. CS-03 Sr. Clerk/typist	Univ Publications	Rep1	8210	314.69	9-24-79
Wilks, Jadel CS-02 Clerk/typist	Academic Records	Rep1	7706	295.38	9-24-79
Yargeau, Sylvie A. CS-04 Secretary II	Continuing Educ	Rep1	8901	341.19	9-17-79

<u>Faculty - Lecturers</u>						<u>Effective</u>
Fathi, Yahya	40%	Mathematics	Fall	\$ 2,700	8-29-79	
Fronczak, Edward	20%	Mathematics	Fall	1,350	8-29-79	
Gabler, June	16.66%	Educ Ldrshp	Fall	1,100	9-10-79	
Garvelink, Roger	16.66%	Educ Ldrshp	Fall	1,100	9-10-79	
Garver, George	16.66%	Educ Ldrshp	Fall	1,100	9-11-79	
Hajdusiewicz, Barbara	26.92	Stu Tchg	Fall	1,817	8-29-79	
Hamilton-Kurtz, Donna	20%	Soc Found	Fall	1,350	8-29-79	
Hammond, Janice	16.67%	Guid & Counsel	Fall	1,100	9-11-79	
Hudson, Sandra	20%	Mathematics	Fall	1,350	8-29-79	
Hussen, Nur	100%	Yemen Proj	Fall (1 wk)	510	9-10-79	
Jacob, Hind	100%	Yemen Proj	Fall (1 wk)	570	9-10-79	
Job, Susan	26.92%	Stu Tchg	Fall	1,817	8-29-79	
Klamo, Mary	40%	Mathematics	Fall	2,700	8-29-79	
Krapfel, Robert	25%	Marketing	Fall	1,650	9-10-79	
Kratz, Gerald	16.67%	Educ Ldrshp	Fall	1,100	9-11-79	
Kreger, Robert	19.23%	Stu Tchg	Fall	1,298	8-29-79	
Laycock, Angelina	20%	Home Econ	Fall	1,350	8-29-79	
Lovich, Nicholas	46.67%	Special Educ	Fall	3,100	8-29-79	
McAfee, Sandra	40%	Mathematics	Fall	2,700	8-29-79	
McClain, Jill	40%	Mathematics	Fall	2,700	8-29-79	
Moyer, David	20%	Management	Fall	1,350	8-29-79	
Ohanian, John	25%	Acctg & Finan	Fall	1,650	8-29-79	

Faculty-LecturersEffective

O'Reilly, John	20%	Acctg & Finan	Fall	\$ 1,350	8-29-79
Peplinski, Debra	16.66%	HPER&D	Fall	900	8-29-79
Petersen, Thor	16.67%	Educ Ldrshp	Fall	1,100	9-10-79
Raske, Mary Ann	16.67%	Spec Educ	Fall	1,100	9-11-79
Rooney, Charles	20%	Psychology	Fall	1,350	8-29-79
Ross, Joan	40%	Mathematics	Fall	2,700	8-29-79
Rynearson, Eiton	16.66%	Educ Ldrshp	Fall	1,100	9-10-79
Slavin, Steven	20%	Acctg & Finan	Fall	1,350	8-29-79
Smith, Lynn	60%	Mathematics	Fall	4,050	8-29-79
Smith, Marguerite	20%	Social Work	Fall	1,455	9-5-79
Sparks, Dennis	16.67%	Guid & Counsel	Fall	1,100	9-11-79
Stark, Cecilia	40%	Foreign Lang	Fall	2,700	8-29-79
Waterbrook, Marjorie	40%	English	Fall	2,700	8-29-79
Weaver, Charles	25%	Management	Fall	1,650	8-29-79
Webkamigad, Howard	100%	Curric & Inst	Summer (2 wks)	760	7-23-79
Wilson, Johanna	40%	Foreign Lang	Fall	2,700	8-29-79
Yorke, Mary	40%	Mathematics	Fall	2,700	8-29-79

Graduate Assistants

Amolsch, Kurt	Music	Fall/Wntr	\$3,150	9-5-79
Averett, Thomas	Athletics	Fall/Wntr	3,150	9-5-79
Bajec, Lynne	Speech & Drama	Fall/Wntr	3,150	9-5-79
Bajwa, Palwinder	Biology	Fall/Wntr	3,250	9-5-79

Graduate Assistants (Cont'd)Effective

Barton, Georgia	Curric & Inst	Fall/Wntr	3,150	9-5-79
Boyle-White, Elaine	Psychology	Fall/Wntr	3,150	9-5-79
Bryant, James	Geog & Geol	Fall/Wntr	3,150	9-5-79
Burgess, Ricky	Speech & Drama	Fall/Wntr	3,150	9-5-79
Cameron, Vertrelle	Music	Fall/Wntr	3,150	9-5-79
Chaplin, Martin	Psychology	Fall/Wntr	3,150	9-5-79
Crossen, Janet	Music	Fall/Wntr	3,150	9-5-79
Dibble, Deborah	Biology	Fall/Wntr	3,150	9-5-79
Dudley, Angela	Home Economics	Fall/Wntr	3,150	9-5-79
Folberg, Ronald	Hist & Phil	Fall	788	9-5-79
Giovannini, Mary	Biology	Fall	1,575	9-5-79
Glatfelter, Arthur	Biology	Fall/Wntr	3,150	9-5-79
Hallagan, Timothy	Biology	Fall	1,675	9-5-79
Horne, Mary	Biology	Fall/Wntr	3,150	9-5-79
Hsiau, Chang-Ding	Ind Tech & Ind Educ	Fall/Wntr	3,150	9-5-79
Huettman, Elizabeth	English	Fall/Wntr	3,150	9-5-79
Hussain, A. H. M.	Physics & Astro	Fall/Wntr	3,150	9-5-79
Jameson, Robert	Music	Fall/Wntr	3,150	9-5-79
Jones, Barbara	School Psych	Fall/Wntr	3,150	9-5-79
Jones, Cynthia	Student Teaching	Fall/Wntr	3,150	9-5-79
Laboissonniere, Barbara	English	Fall/Wntr	\$3,150	9-5-79
Logan, Matthew	Biology	Fall/Wntr	3,250	9-5-79
Mansfield, Alan	Biology	Fall/Wntr	3,150	9-5-79
Mayer, Heidi	Music	Fall/Wntr	3,150	9-5-79

Graduate Assistants (Cont'd)Effective

Meyer, Steven	Biology	Fall/Wntr	3, 150	9-5-79
Nelson, Scott	Biology	Fall/Wntr	3, 150	9-5-79
Novak, Judith	Biology	Fall/Wntr	3, 150	9-5-79
Razi, Hossein	Chemistry	Fall/Wntr	3, 150	9-5-79
Reuman, Kenneth	Spec Educ	Fall/Wntr	3, 150	9-5-79
Ruokolainen, David	Physics & Astro	Fall/Wntr	3, 150	9-5-79
Sears, Richard	Spec Educ	Fall	788	9-5-79
Simpson, Nancy	Psychology	Fall/Wntr	3, 150	9-5-79
Stajic, Ranka	Sociology	Fall/Wntr	3, 150	9-5-79
Stobby, Janice	Geog & Geol	Fall/Wntr	3, 150	9-5-79
Stoddard, David	Physics & Astro	Fall	1, 575	9-5-79
Sundheimer, Anne	Psychology	Fall/Wntr	3, 150	9-5-79
Sweatman, Mark	Geog & Geol	Fall/Wntr	3, 150	9-5-79
Talanki, Srinath	Adm Services & Bus Educ	Fall	1, 575	9-5-79
Trivedi, Ketan	Chemistry	Fall/Wntr	3, 150	9-5-79
Tung, Cheng-Chung	Chemistry	Fall/Wntr	3, 150	9-5-79
VanderHaagen, Dorothy	English	Fall/Wntr	3, 150	9-5-79
Walker, David	Political Sci	Fall/Wntr	1, 575	9-5-79
White, Susan	Biology	Fall/Wntr	3, 150	9-5-79
Wolinski, Richard	Biology	Fall	1, 575	9-5-79
Yang, Alice	Sociology	Fall	\$1, 675	9-5-79
Ziegler, Irene	Speech & Drama	Fall	1, 575	9-5-79

Supplemental Appointments:Effective

Adams, Leah	Assoc Prof	Curr & Inst	16.67%	Fall	\$ 970	9-11-79
Albritton, Thelma	Assoc Prof	Spec Educ	16.67%	Fall	970	9-10-79
Allen, Irene	Professor	Curr & Inst	33.32%	Fall	1,940	9-10-79
Belt, Gordon	Assoc Prof	Curr & Inst	6.66	Fall	485	8-28-79
Burns, Joanne	AP-08	Continuing Education (Workshop)		Su	600	6-18-79
Bushey, James	Assoc Prof	Educ Psych	16.67%	Fall	970	9-10-79
Gledhill, Roger	Asst Prof	ORIS	20%	Fall	1,455	9-6-79
Green, Edward	Professor	Sociology	40%	Fall	2,910	9-11-79
Hee, Christopher	Asst Prof	Mathematics		Fall	300	9-6-79
				Honorarium		
Horton, David	Asst Prof	Political Sci	20%	Fall	1,455	9-10-79
Kilanski, Doris	Assoc Prof	Educ Ldrshp	16.67%	Fall	970	9-10-79
Kornbluth, Martin	Professor	English	20%	Fall	1,395	9-10-79
Martin, Nora	Assoc Prof	Spec Educ	16.67%	Fall	930	9-10-79
Mohl, Ronald	Assoc Prof	English		Fall	300	9-6-79
				Honorarium		
Monahan, Thomas	Professor	Soc Foundations	16.67	Fall	970	9-10-79
Moore, Noel	Assoc Prof	Yemen Proj	100%	Fall	1,140	9-10-79
			(9 days)			
Nash, Gayle	Asst Prof	Spec Educ	16.67%	Fall	930	9-10-79
Neeb, Leon	Assoc Prof	Curr & Inst	16.67%	Fall	970	9-10-79
Scott, Jean	Asst Prof	Curr & Inst	16.67%	Fall	970	9-11-79
Truzzi, Marcello	Dept Head	Sociology	20%	Fall	1,455	9-11-79

Supplemental Appointments (Cont'd)Effective

Wahi, N. Kishor	Assoc Prof	Educ Psych	16.67%	Fall	\$ 930	9-11-79
Weiser, Jerome	Professor	Curr & Inst	16.67%	Fall	970	9-11-79
Wells, Phillip	Professor	Soc Foundations	16.67%	Fall	930	9-10-79

Faculty - Lecturers

Adler, Lezlie	20%	Occup Ther	Fall	\$ 1,100	9-11-79
Alcock, Gerald	20%	Acctg & Finan	Fall	1,350	8-29-79
Amini, Bijan	20%	Economics	Fall	1,350	8-29-79
Ballard, Lee	13%	HPER&D	Fall/Wntr	1,800	8-29-79
Blixt, Albert	20%	Adm Services & Bus Educ	Fall	1,350	8-29-79
Cadarette, Richard	33.33%	Curric & Inst	Fall	2,200	9-11-79
Carroll, Carole	42.30%	Stu Tchg	Fall	2,855	8-29-79
Cavin, Edward	20%	Economics	Fall	1,350	8-29-79
Clingenpeel, Joseph	20%	Management	Fall	1,350	9-10-79
Cornell, Valma	60%	Mathematics	Fall	4,050	8-29-79
Crane, Terry	16.67%	Educ Ldrshp	Fall	1,100	9-11-79
Crissey, Charles	25%	Admin Services & Bus Educ	Fall	1,650	8-29-79
Davis, John	60%	Economics	Fall	4,050	8-29-79
Ditzhazy, H�len	16.66%	Educ Ldrshp	Fall	1,100	9-10-79
Downing, Gloria	16.67%	Curric & Inst	Fall	1,100	9-11-79
Durham, Lora	80%	Mathematics	Fall	5,400	8-29-79
Fasenfest, David	60%	Economics	Fall	4,050	8-29-79

Motion carried.

.2153 M SEPARATIONS

Regent Kinzel moved and Regent Milford seconded the Separations in Section #11 be approved:

Regent Kinzel said she wanted to mention the death of Dr. Claude Shell, the Acting Dean of the College of Business, which was being formally reported to the Board at this time.

<u>STAFF</u>	<u>Rank-Job Title</u>	<u>Department</u>	<u>Effective</u>
Clifton, Janet Other position	CS-03 Secretary	Biology	9-7-79
Garcia, Juan R. Other position	AP-09 Program Develop.	Bilingual	8-31-79
Gunther, Marilyn M. Other position	AP-10 Acting Director	Consumer Ed	9-21-79
Jacobson, Carol G. Return to school	CS-04 Secretary (50%)	History-Philosophy	9-7-79
McClure, Penelope J. Other position	CS-04 Supv. Clerk	Computing	10-5-79
Merrill, Janet E. Other position	CS-03 Sr. Clerk/typist	Academic Records	9-28-79
Olson, C. Daniel Other position	AP-11 Dir of Food Service	Food Service	9-30-79
Price, Gary B. Other position	AP-07 Programmer/Analyst II	Computing	8-24-79
Roe, Debera A. Other position	CS-04 Secretary II	Continuing Educ	8-28-79
Rosemergy, Daniel Leaving area	AP-08 Asst. Director Operations	Financial Aid	8-10-79
Russell, Carol Other position	AP-07 Academic Adviser 50%	Academic Adv.	9-14-79
Seigo, Christine P. Leaving area	CS-02 Clerk/typist	Admissions	8-24-79

Separations - continued

	<u>Rank-Job Title</u>	<u>Department</u>	<u>Effective</u>
Sharkey, Debra E. Other position	CS-03 Sr. Clerk Typist	Univ Publications	9-21-79
Shue, Mary E. Quit	AP-08 Staff Pharmacist	Health Center	4-20-79
Szymanski, Marianne Leaving area	CS-04 Secretary II	Physical Plant	7-5-79
Terry, Ernest Other position	CS-04 Secretary II	Social Work	8-10-79
Thigpen, Eddie L. Jr. Leaving area	CS-03 Postal Clerk	Mailroom	8-23-79
VanBuren-Craig, Pattye D. Return to school	CS-03 Postal Clerk	Mailroom	9-5-79
Walters, Beverly Other position	CS-03 Account Clerk	Student Acctg	9-28-79
Ward, Cecilia P. Health	FM-04 Housekeeper	Physical Plant	7-2-79

Faculty

Bennett, Gordon Other position	Assistant Professor	Economics	8-28-79
Bianco, Robert S. Other position	Professor	Director of Bands	8-27-79
Ping, Dai T. Other position	Instructor	HPER&D	8-27-79

Deceased

Shell, Claude I.	Acting Dean, College of Business		8-29-79
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Motion carried.

.2154 M CHANGES OF STATUS

Regent Kinzel moved and Regent Rush seconded the Changes of Status in Section #12 be approved.

Vice President Drummond explained the change of Professor Sabki to a professional leave.

Regent Rush said he noticed in this report someone had been changed from the Dining Commons to a pastry cook in McKenny Union, and added jokingly, that he thought this might make Regent Milford happy.

Atkinson, David M.	From: FM-06 Custodian To: FM-13a Sr. Custodian in Physical Plant Effective: 8-13-79 Annual: \$12231 Hourly: 5.86
Clifton, Janet M.	From: CS-05 Sr. Secretary in Biology To: CS-03 Secretary in Biology Effective: 8-27-79 Annual: \$8210 Biweekly: 314.69
Cripps, Maxine	From: FM-07 Pastry Cook in Dining Commons To: FM-01 FS Helper in McKenny Effective: 9-17-79 Annual: \$9893 Hourly: 4.74
Dunigan, Reva L.	From: FM-05 2nd Cook in Dining Commons To: FM-06 Custodian in Physical Plant Effective: 8-29-79 Annual: \$11270 Hourly: 5.40
Douglas, Dona	From: CS-04 Account Clerk in Budget To: AP-06 Accountant I in Accounting Effective: 9-24-79 Annual: \$12251 Biweekly: \$469.58
Eisley, John	From: AP-07 Asst Coach 25% To: AP-10 Head Coach 50% in Athletics Effective: 8-20-79 Annual: \$20459 Biweekly: \$784.20
Etheridge, Reiri	From: CS-03 Sr. Clerk/typist in Development To: CS-05 Sr. Secretary in Art Effective: 8-20-79 Annual: \$9811 Biweekly: \$376.04

Changes of Status - continued

Falstad, Jean M.	From: CS-03 Sr. Clerk in Registration To: CS-04 Secretary II in Music Effective 8-15-79 Annual: \$10940 Biweekly \$419.33
Gentile, Eric P.	From: FM-06 Custodian in Physical Plant To: FM-10 Group Leader Physical Plant Effective 8-20-79 Annual \$11730 Hourly 5.62
Girouard, Linda L.	From: CS-02 Clerk/typist in Personnel To: CS-03 Secretary in Social Work Effective 8-13-79 Annual \$8298 Biweekly \$318.07
Hall, Ledelhia	From: CS-03 Account Clerk in Student Accounting To: CS-04 Sr. Account Clerk in Student Acctg. Effective 9-10-79 Annual \$8901 Biweekly \$341.19
Harwood, Dolores	From: CS-01 Clerk in Purchasing To: CS-03 Account Clerk in Payroll Effective 9-10-79 Annual \$8210 Biweekly \$314.69
Leatherman, Cindy	From: CS-03 Account Clerk in Accounting To: CS-04 Sr. Account Clerk in Accounting Effective 9-11-79 Annual \$8901 Biweekly \$341.19
Mansfield, Joyce (Miller)	From: CS-04 Secretary II in Afro-Am. Studies To: CS-04 Secretary II in Affirmative Action Effective 9-10-79 Annual \$10076 Biweekly \$405.53
Martin, Karen	From: CS-04 Sr. Account Clerk in Student Acctg. To: CS-05 Account Spec. in Student Acctg. Effective 9-10-79 Annual \$9811 Biweekly \$341.19
McAndrew, Martha P.	From: CS-04 Secretary II in Admissions To: CS-05 Sr. Secretary (50%) Dean of Educ. CS-05 Sr. Secretary (50%) Prof. Development Effective 9-28-79 Annual \$10291 Biweekly \$394.46

Changes of Status - continued

Moore, Jean W.	From: FM-05 2nd Cook in Dining Commons To: FM-06 Custodian in Physical Plant Effective 9-17-79 Annual \$11270 Hourly 5.40
O'Banner, John W.	From: AP-05 Acting Cust. Foreperson To: AP-05 Cust. Foreperson in Physical Plant Effective 7-30-79 Annual \$12,898 Biweekly \$494.38
Otrambo, Caroline	From: FM-10 Group Leader in Univ Health Serv. To: FM-06 HK Special in Health Serv. Effective 9-11-79 Annual \$11270 Hourly 5.40
Pritchard, Jeanne O.	From: CS-05 Sr. Secretary in Inst. for Study of To: AP-05 Adm. Assc I. Children & Fam. Effective 7-16-79 Annual \$12,500 Biweekly \$479.13
Reffitt, Deborah	From: CS-03 Secretary in Information Serv. To: CS-04 Secretary II in Alumni Effective 9-10-79 Annual \$8901 Biweekly \$341.19
Russ, Dorothy	From: FM-02 Salad Maker in Dining Commons To: FM-04 Housekeeper in Physical Plant Effective 9-17-79 Annual \$11,270 Hourly 5.40
Smith, Mary Sue	From: CS-07 Exec. Secretary in Exec. Vice Presidents To: CS-07 Exec. Secretary in President's Office Effective 9-4-79 Annual \$15,481 Biweekly \$593.39
Sommers, Candace	From: CS-03 Key Entry Op in Computing To: CS-04 Key Entry V in Computing Effective 9-10-79 Annual \$8901 Biweekly \$341.19

Changes of Status - continued

Taylor, Mary K.

From: CS-03 Sr. Clerk/typist in Alumni
To: CS-04 Secretary II in Personnel
Effective 8-20-79
Annual \$9214
Biweekly \$353.16

Wehrlin, Maureen

From: AP-06 Accountant I in Cashiers office
To: AP-07 Accountant II in Cashiers office
Effective 8-23-79
Annual \$13,943
Biweekly \$534.44

Motion carried.

.2155 M LEAVES OF ABSENCE

Regent Kinzel moved and Regent Dyer seconded that the Leaves of Absence be approved in Section #13.

Regent Kinzel asked several questions concerning the CETA Program which were answered by Associate Vice President LaBounty.

Brown, Maxine	FM-06 Custodian in Physical Plant be granted a medical leave, without pay, from 9-17-79 to 12-17-79.
Johnson, Delia A.	CS-03 Account Clerk in Accounting be granted a Child Care Leave, without pay, from 9-19-79 to 12-19-79.
Ramales, Tamera	CS-03 Secretary in Continuing Education be granted a Maternity Leave, without pay, from 8-13-79 to 11-13-79.
Yeager, Sharon	CS-05 Sr. Secretary in Academic Services be granted a Child Care Leave, without pay, from 9-29-79 to 12-29-79

Motion carried.

Chairman Robb asked Regent Rush for the Student Affairs Committee report.

Regent Rush reported the Student Affairs Committee met on October 4 and the meeting predominantly concerned with matters related to the financial aid operation of the University. He said the Financial Aid Student Advisory Council report, requested by the Student Affairs Committee for their October meeting, was presented by the council's current chairperson, Mr. David Roosa. Regent Rush said that Mr. Roosa provided a very thorough and detailed analysis of the report.

Regent Rush continued that the Student Advisory Council was requested to provide the report to give a student point of view concerning each of the twenty-three recommendations made by the consultants. The Student Advisory Council stressed its independence from the financial aid office, their desires to see the financial aid as an efficient student service, the importance of financial aid to the students and the necessity for total institutional financial and administrative support.

The Student Advisory Council, Regent Rush reported, expressed agreement that among the major problems concerning the financial aid area were personnel turnover, inadequate space, over complicated financial aid packaging, inadequate time for student contact, and lack of automated systems. He said the Council had reached total agreement with the administration in response to the financial aid consultant's recommendations and were extremely pleased with the major improvements initiated in each of the above cited areas of concern. In addition, they stressed that the financial aid administration is highly complex and intertwined with many other University administrative areas. They called for student patience and continuing University support for the financial aid area as a high priority.

Regent Rush said the Student Advisory Council's response to the consultant's recommendations are contained in the financial aid report they received with the Board agenda. But at the request of the chairperson of the Student Advisory Council a complete report was sent to the Board members. Regent Rush said he wanted to point out how impressed he was with the professionalism of the Student Advisory Council, their presentation and the written report.

Regent Rush said the committee reviewed the report on financial aid with Mr. Lee Fawcett, the Director of Financial Aid, and discussed the executive summary of the report, they also discussed the section on Current Issues and Concerns. He said he highlighted the changes designed to overcome the difficulties. He continued that the Financial Aid Office is working toward a computer module system which should have its major impact beginning in the spring term of 1981.

He continued that Mr. Fawcett discussed the impact of the expanded Middle Income Student Assistance Act in the financial aid area, and the Basic Grant and Guaranteed Loan program. He said they were informed that the University was in full compliance with federal guidelines for financial aid operations.

Regent Rush said the committee reviewed with the architects the plans for the remodeling of the Financial Aid Office and there was a feeling of satisfaction by the students with the modifications being made, especially regarding the waiting room facilities and the privacy for financial aid counseling.

Student Affairs Committee report - continued

The Student Affairs Committee also heard a report on the status of the Handicapped Student Policies, Regent Rush reported. He said they were informed that the faculty-student-staff committee's recommendations and the administration's concerns were reconciled. He said full implementation of the policy awaits institutional compliance review to meet the requirements of federal law.

Lastly, Regent Rush said, they heard a report on the intramural/recreational facilities. He said that Vice President Smith had been appointed by President Porter to chair the faculty-staff-student committee to move forward with planning for that facility. He said that committee will be visiting the Bowling Green facility on the afternoon of October 26; and he suggested that any regents that have not seen the Bowling Green facility are cordially invited.

It was moved by Regent Rush and seconded by Regent Milford that the Student Affairs Committee report be received and placed on file.

Motion carried.

Chairman Robb gave the Faculty Affairs Committee report saying the committee met just prior to the regular Board meeting today and the first items considered were President Porter's three major initiatives. He said the main concerns expressed by the faculty was the procedure used for the development of the Provost position, and the filling of that position. Regent Robb said there was a good feeling among the faculty that there had been input, and probably the most input on this position than on any other subject in recent history by the faculty, but they were still very concerned with the process being used. He said the faculty reported they would call a general faculty meeting next week to discuss this issue with the President.

Chairman Robb reported that President Porter had told him that the University community (union groups, directors, department heads, etc.), in fact just everyone had been very supportive of his new initiatives and the reorganization.

Chairman Robb said he also wanted the Board to know that the Alumni Board of Directors had unanimously approved the program developed by Gary Hawks and Carolyn Embree at their meeting held on September 29.

President Porter added that since the faculty council had expressed a concern with the process on the Provost position, and the moving of Vice President Evans into that position, he had decided he was going to delay the final decision until the end of October, as he felt by that time there would be plenty of time for their input. He continued that he plans to share his thoughts with the faculty at a special general faculty meeting later in the week, but he is not asking for a vote by the faculty.

Regent Robb continued that other items discussed at their committee meeting included:

(1) A report by Ray LaBounty regarding the difficulty for the advanced payment of tuition. He said he thought Mr. LaBounty had thoroughly explained the situation to the satisfaction of those present.

(2) Incentives for early retirement were also discussed he said. Regent Robb said President Porter asked for faculty input but indicated there would be no administrative report for the Board to consider for at least six to eight months on this subject.

(3) They discussed the report on the secretarial position for the Faculty Council office. President Porter had indicated to them he would reinstate a half-time secretarial position which pleased the faculty very much.

(4) They also discussed a report on the submission of Eastern Michigan University salary data for national publications. He said Mr. Douglas was present at their meeting and explained the problems that prohibited the timely release of that data this year and explained fully that the problems should be resolved with the computer records soon so that situation does not happen again.

It was moved by Regent Robb and seconded by Regent Kinzel that the Faculty Affairs Committee report be received and placed on file.

Motion carried.

Regent Dyer moved and Regent Rush seconded the Financial Aid report be received and placed on file.

Vice President Smith asked the Board to refer to page 87, table 10, of the report on Financial Aid (the book with the green cover); he then offered a review of that data.

Vice President Smith indicated that with the volume of activity in the Financial Aid Office and the turnover of staff being such a problem, he felt this caused many of the concerns that had been expressed by many people throughout the year. He said the financial aid operation has been a manual operation and they are now going to the computer which should help. He said there had been great growth in the programs for financial aid. The professional staff in this area have given great effort to try to override the many difficulties that confronted them with the growth of this program and staff turnover.

Vice President Smith continued that he felt the Financial Aid Office is a very able and dedicated group of people for which the University community owes a large degree of thanks.

Regent Bernard asked if there might be some specific problem in the financial aid department that might cause such large staff turnover.

Vice President Smith answered that this department was not the only department experiencing large staff turnover, if it were, he would be more concerned. But he said Student Accounting, Admissions and other large departments have been suffering with the same staff turnover problems.

President Porter said Regent Bernard's concerns are well taken as to the effect of staff turnover and employee morale. He said he hopes he will be able to present a program to the Board at their next meeting concerning methods to be used to reduce staff turnover.

Vice President Smith asked Mr. Lee Fawcett, Director of Financial Aid, to come before the Board and answer some specific questions, which he did. Mr. Fawcett also indicated there had been a doubling in volume of certain financial aid programs over the past year and also a fifty percent increase in other programs.

Vice President Smith said he hoped the Board members would read the green covered book on Financial Aid because it contained so much data and they would benefit from the report.

Chairman Robb said he had read the report and agreed it was an excellent report. He continued that at times he receives telephone calls and letters, as well as seeing letters to the editor, and hears many complaints about the financial aid program; and after looking at this report and the Table X, it shows the reasons for many of the problems. Regent Robb continued that he hoped the administration could develop a esprit de corps with the University employee's attitudes, and with their treatment of the students, so that the administration and the Regents do not receive the number of complaints regarding financial aid as they have had in the past. Regent Robb emphasized that the students are the customers and should be treated accordingly.

Regent Dyer said the increase in the workload in the Financial Aid Office was primarily the result of Congressman Ford putting together and the passing of the Middle Income Assistance Program. Regent Dyer further noted that Congressman Ford has an honorary degree from Eastern Michigan University and he felt that not only Eastern but the entire higher education community owes Congressman Ford a great deal of respect and appreciation for his work in the financial aid program area. He said Congressman Pursell was also very helpful and worked with Congressman Ford on the development and implementation of the Middle Income Assistance Program and he felt that Congressman Pursell should be recognized for a job well done.

Regent Bernard said she would like to compliment everyone that worked on this Financial Aid report. She said it is by far one of the best reports she has seen at Eastern. She said she had been critical in the past but this is a time to indicate her appreciation to all the staff that compiled the Financial Aid report.

Chairman Robb said he would like to have a discussion of the Financial Aid report on the agenda for the Board retreat.

Regent Dyer said he agreed that this topic should be discussed at the Board retreat and possibly Vice President Smith could indicate what actions had taken place to correct the deficiencies when he speaks at the retreat.

Vice President Smith agreed that this report could be updated at the retreat.

Motion carried.

It was moved by Regent Robb and supported by Regent Rush that the Basic Education Development Project in Yemen Arab Republic report be received and placed on file.

Vice President Evans said Dr. Lou Porretta was in the audience and asked him to come before the Board with a short report on the status of the activity with the Yemen Arab Republic.

Dr. Porretta distributed a summary statement which gave the background information of the basic education development project with the Yemen Arab Republic and then gave a history of the development of this program up to its current status.

Several Board members asked questions about this program which was answered by Dr. Porretta and Dr. Evans.

Motion carried.

Chairman Robb noted that President Porter had to leave the meeting at this time to get ready for the reception being held at the President's Residence for new senior level employees. Regent Robb said President Porter asked that his report to the Board dated October 15, 1979, titled "Status of the Three New Initiatives" be formally received by the Board and placed on file.

Regent Dyer moved and Regent Board seconded that the Board receive and place on file President Porter's October 15, 1979, report.

Motion carried.

Chairman Robb discussed with the Board members the date for the November Board meeting. After some discussion it was agreed there would be no November meeting and the December Board meeting would be moved to December 5. The Educational Policies Committee will meet on November 28, and the Finance Committee will meet on December 4. Chairman Robb said it would be the committee's chairperson's responsibility to inform their committees of their next meeting.

The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Gary D. Hawks, Secretary