MINUTES
of the
Board of Control
Michigan Technological University
Houghton, Michigan

Meeting of
December 9, 2005
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X. Adjournment
MINUTES OF THE FORMAL SESSION OF THE BOARD OF CONTROL OF MICHIGAN TECHNOLOGICAL UNIVERSITY held pursuant to due call in Ballroom B of the Memorial Union Building on the campus of Michigan Technological University in the City of Houghton, Michigan at nine o’clock on the morning of December 9, 2005.

The Board of Control of Michigan Technological University met in formal session at the University's campus at Michigan Technological University in the City of Houghton, State of Michigan, at 9:00 a.m., on the 9th day of December, 2005, in Ballroom B of the Memorial Union Building. The place, hour, and date duly established and duly published for the holding of such a meeting.

The meeting was called to order by the Chair, M. Henricksen, and a quorum was declared present.

The following members of the Board of Control were present:

M. C. Henricksen, Chair  
D. J. Brule  
K. I. Clark  
R. A. Gronevelt (via telephone)  
R. A. Kershner  
N. A. Rautiola  
R. A. Reck (via telephone)  
M. K. Richardson  
G. D. Mroz, ex officio

The following members were absent:

None

Also present during part or all of the session were: Dale R. Tahtinen, Secretary of the Board and Vice President for Governmental Relations; Daniel D. Greenlee, Treasurer and Chief Financial Officer; John Calder, President of the Michigan Tech Fund; David D. Reed, Provost and Vice President for Academic Affairs and Vice President for Research, Shea McGrew, Vice President of the Michigan Tech Fund; Ellen S. Horsch, Vice President for Administration; Les P. Cook, Vice President for Student Affairs; and various members of the faculty, administrative staff, student body, press and public.

Where item numbers are used, they refer to corresponding item numbers in the agenda, in the hands of the Board members.
I. APPROVAL OF AGENDA

It was moved by M. Richardson, supported by R. Reck, and passed by voice vote without dissent, that the agenda of the formal session of December 9, 2005, as distributed to the Board, be approved.

II. APPROVAL OF MINUTES

It was moved by K. Clark, supported by M. Richardson, and passed by voice vote without dissent, that the minutes of the formal session of September 29, 2005, be approved.

III. OPENING REMARKS

A. Chair’s Comments

I would like to welcome everyone to today’s Board of Control meeting and to this Commencement weekend celebration of achievement and success. This is always a special and exciting time of the year, as we honor our graduates and their families. We are also honored to have Representative John Stewart on campus tomorrow as he will take part in the Commencement activities and tour the campus, as well as having our fellow Board member Dr. Clark giving the Commencement address.

I also want to take a moment to give special thanks to Senator Mike Prusi and Representative Rich Brown for their constant efforts on behalf of Michigan Tech. As many of you know, for totally unrelated political reasons, Michigan Tech’s $10 million capital outlay project was temporarily dropped from the Capital Outlay Bill. Due to their hard work the money has been reinstated and Michigan Tech will join 9 other public universities that will be receiving capital outlay approval which allows us to go forward with our project.

I would also like to remind the Board that we will be having a retreat during March in the Detroit area during which time we will be designing our programs for the coming years. Additionally, we will continue to work on our strategic plan and the vision for the university. I believe that everyone realizes that a strategic plan must be dynamic and is an ever changing process. We also want to focus on the achievements over the past two years, and looking toward the future with milestones to be determined so as to be able to measure progress.

The Academic Affairs Committee under the leadership of Dr. Clark, will be looking at a variety of issues, and will continue to entertain proposals for new degree programs and will be ever wary of programs that need to be reduced or eliminated, as we seek to reach
the goal of making Michigan Tech a nationally recognized university that continues to undertake and attain world-class research. While there is at times an inevitable overlap between the Academic Affairs Committee and the Audit and Finance Committee, the later committee will also be looking closely at the draft budget which should be available early in the New Year, as well as future year requirements and how those decisions connect with the strategic plan.

In the interest of time, I have merely highlighted the tip of the iceberg of activities which we as a Board, working through the committee structure, will be considering through the remainder of this fiscal year and beyond.

I would also like to highlight another recent success by Professor Mike Roggeman of the Department of Electrical and Computer Engineering. Michigan Tech is in the lead for a research project of $700,000, funded by the Defense Advanced Research Project’s Agency, for a research project entitled “Nano-tubule Antennae for Optical Synthetic Aperture Systems”. With recent advances in nano-technology (specifically, carbon nano-tubes) there is a new ability to change the way optical images are collected and processed. The impact of this system will have a tremendous effect on the ability to have far more effective optical payloads in space-borne, air-borne, and close in surveillance systems. Also, additional work will be done in Cognitive Processing for Adaptive Optical Sensor Control. This will be highly beneficial to all of our military services. Congratulations, Dr. Roggeman.

In terms of external funding beyond the state and federal government, we are also working toward maximizing the effectiveness of our philanthropic fundraising, which we will hear more about during Shea’s report. The importance of fundraising during these times of reduced state funding of higher education throughout the nation becomes ever more critical. Ultimately we are looking at a significant capital campaign that should commence within the next couple of years.

In addition, I would like to welcome John Calder from the Michigan Tech Fund, who was just elected president to fulfill the term of Bill Steeb who resigned, to today’s meeting.

B. President’s Comments

I’d like to recognize that excellence is not just limited to things at Michigan Tech. This past week the Houghton Gremlins Girl’s Basketball Team became the Class C State Champs, and it was even more sweet because they were discounted as an underdog and they went and did the job. We are really proud of those girls.

At a public forum earlier this year, we lined up some of the priorities that we were going to concentrate on this coming year and talked about that on campus as well as with the Tech Fund Trustees. This is the first opportunity that we have had to talk to you about them. Our priorities for the coming year are to continue to emphasize academic programs support. You may recall, with some of the budget issues that we have had in the past couple of years, we have tried to spare any further cuts to the academic units and
we are certainly going in that direction this year as well. Compensation continues to be one of our priorities at the university. We know that in order to have high quality students we have to have high quality faculty and staff and that people need to be appropriately compensated.

Diversity is a key issue for us. From the students of the State of Michigan who we are serving to the people that hire the students that come from Michigan Tech, everybody wants to see a student body that looks like the State of Michigan. We have been working this year to continue to keep a high profile on diversity issues. This past week we had a group on campus that included members of the Presidential Council of Alumnae, in addition to people from the University of Michigan and Michigan State to audit our diversity programs. We completed a climate survey on campus of students, faculty and staff and had an astonishing 30% response rate. We are very pleased that people have taken that seriously and given us the input we need to move forward.

Recruiting and marketing has continued to be an area of major emphasis. One of the things that we are doing this year is also reviewing the strategic plan. Financial security continues to be a priority as well as balanced budgets. You may remember last year after the holidays we were informed that we were going to have to take a $855,000 hit. One of the things that was notable last year was that we didn’t have to pass the hat, and in the end that reduction wasn’t as big of an issue as we first thought. As I have talked to the Academic Affairs Committee and the Finance and Audit Committee, we would like to get into the mind set where our programs drive programs rather than budgets driving programs, so that we make our to do lists and we also make our not to do lists and take a more disciplined approach to our operations. One of the things that is key is preparing the university for a fund raising campaign. The campaign will be an effort on a number of fronts, as well as getting the right mindset on campus and having a culture of giving and winning. We are working in that direction.

We have had a number of committees and a lot of folks involved in moving the university forward and working on the strategic plan. One of the criticisms that was leveled at the administration, and rightly so, was that when we came up with the strategic plan we probably didn’t do as much diligence on how much it was going to cost and the potential mine fields. These committees have largely been set up to go after those questions and will feed into the whole planning process.

There has been a lot of buy-in across campus for getting a lot of information together so that we can go after a mid-term review of the strategic plan that was written in 1998-99 and approved in 2000. Currently, we are in the program assessment phase with all of the committees involved. From there we will move into a series of strategic adjustments and perhaps a shortening of the plan and taking some of the detail out so that it is more understandable. With the ultimate goal of linking it to campaign planning. This will be a document that we will be able to take out and tell people this is what Michigan Tech is about, this is where Michigan Tech is going, this is why we need your support, and why you need to invest in Michigan Tech. The link to the campaign is critical.
Finally, we will bring the proposed revised strategic plan back to the Board of Control for discussion at the retreat. The timeline is that we are meeting again at the end of next week as an Executive Team to review the input that we have received from the committees and make some plans/decisions which we can also bounce those off some of the other committees that have been formed. We will be meeting as a group on January 10 to review all this and start to get a document into your hands and into the hands of the people on campus so that they can see what adjustments need to be made.

IV. ACTION/DISCUSSION ITEMS

IV-A-1. Academic Affairs Committee Report

Dr. Kathryn Clark reported that the Academic Affairs Committee was unable to meet and that the meeting has been rescheduled for today at 1:30 p.m.

IV-A-2. Proposal for a Bachelor of Science in Anthropology

The degree in Anthropology will offer social science undergraduates a specific focus in the study of anthropology. Currently, the department offers two degrees: 1) a B.S. in Social Sciences with options in Social Studies Education or Law and Society; and 2) a B.A. degree in Liberal Arts with a History Option. Typical of small programs in Anthropology, after completion of core courses in the discipline, this Anthropology degree focuses students upon specific areas of emphasis. In this program, those areas are Archaeology and Environmental Anthropology. Because the core faculty of five are heavily involved in the department’s M.S. Program in Industrial Archaeology and History and M.S. Program in Environmental Policy, they have the depth of knowledge and research experience to offer both general anthropology courses and upper-division classes that allow students to concentrate upon studies in these sub-fields.

It was moved by K. Clark, supported by M. Richardson, and passed by voice vote without dissent, that the Board of Control approves the advancement of the proposal for a Bachelor of Science in Anthropology to the State Academic Affairs Officers.

IV-A-3. Emeritus Rank

It was moved by D. Brule, supported by K. Clark, and passed by voice vote without dissent, that the Board of Control approves the following emeritus appointments:

1.) Dr. William Francis, Professor Emeritus, Department of Mathematical Sciences

2.) Dr. Mangalam Gopal, Professor Emeritus, Department of Mathematical Sciences
IV-A-4. Honorary Posthumous Degree

The Administration is recommending that Mr. David Gaskill be awarded an Honorary Posthumous Doctorate Degree in Rhetoric and Technical Communication.

David Gaskill was a doctoral candidate in the Rhetoric and Technical Communication Ph.D. program when he was taken by pancreatic cancer on August 13, 2004. Dave was nearing the completion of his dissertation when he passed away. He was in good academic standing at the time of his death and had completed all other requirements for the degree. At the time of his death, he was an Assistant Professor of Technical Communication and Rhetoric at Saginaw Valley State University. He is survived by his wife Lorraine and three children -- David, Tammy, and Brandon. The Department of Humanities is fully supportive of awarding Dave an honorary posthumous degree.

It was moved by D. Brule, supported by K. Clark, and passed by voice vote without dissent, that the Board of Control approves the awarding of an Honorary Posthumous Doctorate Degree in Rhetoric and Technical Communication to Mr. David Gaskill.

IV-A-5. Degrees in Course

It was moved by R. Kershner, supported by K. Clark, and passed by voice vote without dissent, that the Board of Control approves the awarding of the degrees as specified, to each of the candidates listed, and offer congratulations.

Michigan Technological University
Degrees Awarded for Summer 2005

Associate in Applied Science in Civil Engineering Technology
Nathan Robert Arnold

Associate in Applied Science in Electrical Engineering Technology
Shannon Steve Mathison

Bachelor of Arts in Scientific and Technical Communication
Karolina M Placzek

Bachelor of Science in Business Administration
Steven Andrew Baker
Jennifer Anne Bass
Joshua Paul Daavettila
Jason Lee Gauthier
Matthew Robert Ginnebaugh
Lindsay L Hoxie
Nicole Elizabeth Jorgenson
Christopher M Lomasney
Mark Anthony Neher
Eduardo Augusto Ramirez Melendez
Roderick Richard II  
Christopher Mark Swenor  
Rebecca Reid Tompkins  
Clay Daniel Wilson  
Matthew Zarazua

Bachelor of Science in Economics  
Andrew Joseph Moyle

Bachelor of Science in Biomedical Engineering  
Alisha D Brinkman  
Paul Daniel Lefief  
Joshua T Stegmeyer

Bachelor of Science in Engineering  
Marlene Marie Lappeus  
Maria Claudia Schoenefeld

Bachelor of Science in Civil Engineering  
Kory John Andryscik  
Kevin Joseph Hrzel  
Christopher Lee Holmes  
Kimberly A Kimmes  
Kevin Barthol Mattson - Magna Cum Laude  
Gary William Pennala  
Ryan Dwight Poulson  
Brian Gerald Saintonge  
Kristopher Clarence Scherer  
Chad Louis Scherwinski  
Shawn M Stockwell  
Blaise Matthew Sullivan  
Joshua Allan Swenson  
Nicholas Wayne Takkunen

Bachelor of Science in Chemical Engineering  
Joshua James Carlson - Cum Laude

Bachelor of Science in Chemical Engineering  
Samuel Scott Kosiara

Bachelor of Science in Electrical Engineering  
Edrissa Cham  
Fred Dore  
Erik Lorenz-Haster Hoversten  
Bryce A Roskamp - Cum Laude  
Grant Handy Soehnel - Summa Cum Laude  
David Star Williams
Bachelor of Science in Environmental Engineering
Kenneth Alan Flagstadt

Bachelor of Science in Geological Engineering
Erik Arthur Hemstad

Bachelor of Science in Mechanical Engineering
Kelly Sue Anderson - Cum Laude
Jason Michael Andrzejewski
Daniel Brian Gidcumb
Mark James Gonsowski
Eric Edwin Herz
Peter J Lillesve
James P Martyka
William D McNett
Matthew Thomas McQueen
Amit Shah
Christopher J Strebel
Adam Michael Warmack

Bachelor of Science in Mining Engineering
Joseph Allen Dase
Lucas Richard Kurtz
Phillip Kristian Rheaume

Bachelor of Science in Materials Science and Engineering
Shawn Carroll Martin

Bachelor of Science in Forestry
Franklin Andrew Seilheimer

Bachelor of Science in Biological Sciences
Leah Susan Dahlstrom - Cum Laude
Courtney Laine Harkness
Antone Micheal Palek
Michael Theodore Uren

Bachelor of Science in Chemistry
Carlos R Baiz - Magna Cum Laude

Bachelor of Science in Clinical Laboratory Science
Nicole Jeannine Burger

Bachelor of Science in Computer Science
George Ryan Anderson - Magna Cum Laude
Jeremiah D Carlin - Magna Cum Laude
Daniel Lloyd Clark
Tomoki Katano
Karunakar Komirishetty
Brian Michael O'Connor
Nathan C Skalsky

Bachelor of Science in Mathematics
   Susan Marie Miller
   Diana Elizabeth Sturos
   Rashad Shabazz Williams

Bachelor of Science in Physics
   Chee Sheng Fong - Summa Cum Laude
   David Adam Price

Bachelor of Science in Social Sciences
   Eucharia N Onwudinjo
   Stacey Ann Pilling - Cum Laude
   Jeremy Michael Rahn

Bachelor of Science in Scientific and Technical Communication
   Julie Fay Corrigan
   Jason M Gamm

Bachelor of Science in Engineering Technology
   Joel Brian Bekkala
   Joseph Richard Hamlin
   Shawn Douglas Petipren

Bachelor of Science in Surveying
   Timothy Alan Currie

Master of Engineering in Engineering
   Ming-hui Huang
   Yen-Chih Huang
   Nien-Kan Tan

Master of Engineering in Civil Engineering
   Pang-Chih Liu

Master of Science in Business Administration
   Kevin David Czupinski
   Yat Fan Lau
   Daniel Lee Marttila

Master of Science in Civil Engineering
   Jeremy Martin Carlson
   Timothy Kenton Colling
   Melzar Llewellyn Coulter
   Adam David Gross
Michelle Hallack-Alegria
Ke Li
Michael Anthony Stevens
Brett Alan Williams

Master of Science in Chemical Engineering
Christopher Robert Copeland

Master of Science in Electrical Engineering
John William Andree
Rajeev Shrikant Kulkarni
Vikram Oberoi

Master of Science in Environmental Engineering
Luis Ruben Garcilasco Vejar
Santosh Raj Ghimire
Naomi Lynn Tillison
Alexis Manda Troschinetz
Edward Michael Verhamme

Master of Science in Environmental Engineering Science
Heidi Ochsner
Wanda Ivette Rodriguez

Master of Science in Mechanical Engineering
Abhishek Arup Biswas
Pratik Vinod Chandan
Jeffrey Charles Etapa
Lindsay Marie Godin
Shaileshkumar Vasantlal Gugale
Shantanu Deepak Joshi
Paul Austin Rosso
Sudip Mathew Thomas
Ajit Suresh Vaze
Liang Zhou

Master of Science in Materials Science and Engineering
Jonathan Joseph Dziedzic

Master of Science in Forest Ecology and Management
Emily BW Calhoun

Master of Science in Forestry
Sara Craig Robinson

Master of Science in Applied Science Education
Melissa Dawn Maxson
Charles Gordon Schepke
Master of Science in Biological Sciences
Darren Robert Kramer

Master of Science in Chemistry
Markku Antti Savolainen

Master of Science in Computer Science
Neelesh Pradeep Bansod
Kohinoor Begum
Da Gao
Ashish Shrikrishna Malgi
Francis Gregory Murphy
Christopher Kurt Pimnow
Joseph James Przywara
Lilia Clareth Robles Felix

Master of Science in Mathematical Sciences
Sapna Kumari
Shijuan Wang

Master of Science in Physics
Adam James Webb

Master of Science in Environmental Policy
Katherine Dawn Kruse
Samir Aslam Qadir

Master of Science in Industrial Archaeology
Rachael Jeanne Herzberg
Edward W Tennant

Doctor of Philosophy in Chemical Engineering
Henry Julio Walqui

Doctor of Philosophy in Geological Engineering
Sean Robert Wagner

Doctor of Philosophy in Mechanical Engineering - Engineering Mechanics
Benjamin Yong Arcand
Huojin Cheng
Xiaorui Fan
Wilson Wei Seng Hii
Mehmet Koray Inal
Di Ling

Doctor of Philosophy in Biological Sciences
Jason Kenji Oyadomari
Pengfei Song

Doctor of Philosophy in Chemistry
Bakul Dhagat

Doctor of Philosophy in Mathematical Sciences
Akhtar Ali Khan

IV-B-1. Audit and Finance Committee Report

Mr. Kershner reported on the following activities of the Audit and Finance Committee.

The Committee discussed the format of the financial reports and the possibility of providing reports by functional groupings, and after much discussion the consensus was that they would like to see the reports in both formats.

Recent changes in the accounting standards were discussed, as well as the wrap-up plan for the Educational Support Institute. Dan Greenlee, Rodger Kershner, and David Gilbert are the current ESI Board members.

The university’s travel reimbursement policy was reviewed, and the Committee was in support of reasonable travel expenses by Board members being reimbursed, however, the expenses need to be documented with either receipts or a statement from the Board member. Mr. Rautiola pointed out that on some occasions he has chartered an airplane and it has cost him $4,500 to attend a single meeting and wanted to know how he should deal with those expenses. Mr. Kershner commented that it was the sense of the Committee that there is a two part requirement for reimbursement of travel expenses. First, the expenses needed to be reasonable and second documented. The documentation going forward should be in the form of receipts, and going backwards it could take some other form.

Mr. Rautiola expressed his desire to be reimbursed for certain travel expenditures. Chairman Henricksen noted that there are several Board members coming from the same general area as Mr. Rautiola that are taking commercial flights, and commented that $4,500 is quite a bit of money for one Board member’s travel. Chairman Henricksen feels that there should be a uniform policy in place. He also noted that there are times when it might be appropriate to travel by charter in the case of an emergency session, but everybody else travels by commercial airline and does it in a fashion that is more palatable for our budgets and our planning purposes. Chairman Henricksen referred the matter back to the Committee for further review.

The Committee discussed the establishment of a process by which agendas would be set for the audit function of the Committee going forward working from the Charter that was adopted by the Board. The Committee will be establishing a regular rotation of subjects to discuss at each meeting. Dan Greenlee has been charged with drafting the rotation schedule for the Committee’s review.
The Committee also discussed the budget effects of the Michigan Tech Fund reorganization. If the Board of Control decides to assume any additional financial responsibility with respect to fundraising it would be on the condition that the Tech Fund provides those funds.

It was moved by M. Richardson, supported by N. Rautiola, and passed by voice vote without dissent, that the Board of Control accepts the Audit and Finance Committee Report.

IV-B-2. Gifts

It was moved by R. Kershner, supported by M. Richardson, and passed by voice vote without dissent, that the Board of Control acknowledges the gifts to Michigan Technological University.

**MICHIGAN TECH FUND**  
**Gift Activity Cash Report**  
*July 1, 2005 through October 31, 2005*  
*Compared to Prior Year*

<table>
<thead>
<tr>
<th>Gift Type</th>
<th>FY06 YTD Total</th>
<th>FY05 YTD Total</th>
<th>$ Change from Previous Fiscal Year</th>
<th>% Change from Previous Fiscal Year</th>
</tr>
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<tr>
<td>Cash (current year)</td>
<td>2,008,052</td>
<td>1,726,282</td>
<td>281,770</td>
<td>16.3%</td>
</tr>
<tr>
<td>Bequests (current year)</td>
<td>14,691</td>
<td>163,403</td>
<td>-148,712</td>
<td>-91.0%</td>
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<td><strong>Current Year Subtotal</strong></td>
<td><strong>2,022,743</strong></td>
<td><strong>1,899,685</strong></td>
<td><strong>133,058</strong></td>
<td><strong>7.0%</strong></td>
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<td>Cash (receipts from prior year pledges)</td>
<td>209,231</td>
<td>164,239</td>
<td>44,992</td>
<td>27.4%</td>
</tr>
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<td>Bequests (from previously recorded gifts)</td>
<td>6,450</td>
<td>0</td>
<td>6,450</td>
<td>N/A</td>
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<tr>
<td><strong>Receipts from Previous Year Subtotal</strong></td>
<td><strong>215,682</strong></td>
<td><strong>164,239</strong></td>
<td><strong>51,443</strong></td>
<td><strong>31.3%</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,238,425</strong></td>
<td><strong>2,053,924</strong></td>
<td><strong>184,501</strong></td>
<td><strong>9.0%</strong></td>
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11/8/2005 9:38

IV-C-1. Internal Audit Report

Dr. Tahtinen provided the Board with the following report.

The issues covered in this report have already been reported to the Board of Control in the original audit reports. This status report provides the results of subsequent follow-up reviews.
Follow-up reviews consist of discussing prior audit recommendations with the managers of the audited areas to determine if they have taken action to correct problems which were addressed in the audit report. Follow-up reviews do not involve any testing, and reports are based on the representation of the manager of the audited areas. Future audits could disclose that further improvements are necessary.

INITIAL FOLLOW-UP REVIEWS

No audits required initial follow-up reviews since June 24, 2005.

REVIEWS OF AUDITS WHICH HAD OPEN RECOMMENDATIONS AFTER THE INITIAL REVIEW

**Employee Education Program (EEP): One observation remains uncorrected**

Internal Audit recommended that written policies and procedures be developed for the administration of the EEP, and that EEP information published in the staff and faculty handbooks be consistent with each other and with policy. We also recommended that the written EEP policies and procedures include a Section 127 clause to reflect applicable tax law.

The Benefits Office agreed, and plans to implement written policies and procedures and update the employee handbooks by December 31, 2005.

AUDITS COMPLETED SINCE JUNE 24, 2005 (since the last follow-up report)

Room and Board Revenue
Tuition and Fees Revenue
Inventory Observations
Travel Expenditures
Payroll
Competitive Bids
Tuition Reduction Incentive Program

CURRENT AUDIT PROJECTS

Purchasing Card
Tax Compliance
Executive Expenditures

Mr. Kershner pointed out that one of the things that the Finance and Audit Committee is going to take up is an examination of what exactly is on the schedule to be audited for the rest of this year, and will do that periodically. If anyone has any particular interest or concern about any subject that they would like to see on the agenda, please contact the Committee. Chairman Henricksen also pointed out that the Committee discussed singling out those items that are new on the audit committee responsibilities and those that might be pertinent for the retreat.
Mr. Rautiola thanked Mr. Kershner for his role in helping the Board make significant progress with the financial affairs.

IV-C-2. Michigan Tech Fund Report

Mr. Calder reported that on Monday there was a conference call of the full Michigan Tech Fund Board of Trustees which included a number of the Board of Control members. The outcome of that meeting was an alignment between the Board of Control and the Michigan Tech Fund in both goals and operating procedures and we are in the process of restructuring some of that function for the Michigan Tech Fund. Mr. Calder is very pleased to announce that it was through a total consensus, and in the best interest of Michigan Technological University, the Michigan Tech Fund and the Board of Control.

Mr. Shea McGrew provided the Board with the following report.

MICHIGAN TECH FUND
Report to the
Board of Control
Shea McGrew
December 9, 2005

Key FY 2006 Goals
- Raise $18 million (48% increase)
- Partner with university to engage alumni and friends
- Prepare for campaign to begin July 2007
FY 2006 Progress

<table>
<thead>
<tr>
<th>Goals 06</th>
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<tr>
<td>Restricted Individual Gifts</td>
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<tr>
<td>Planned Giving</td>
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</tbody>
</table>

Communication and Engagement

- Online alumni survey
- Targeted alumni events
- New online alumni service (soon)
- Leave-behind publication in process

Preparing for Campaign and Sustained Fundraising

Key Ingredient:

Strong collaboration among Tech Fund Board, Board of Control, and MTU administration
Recent Tech Fund Developments

November 4 – Tech Fund Board requests G. Mroz and S. McGrew prepare set of recommendations for:

- Role and structure of MTF and its Board
- Organization of fundraising
- Actions to address recommendation of Campaign Planning Study

Results of Monday’s MTF Special Meeting

- Unanimous support of proposal concepts and detail
- Asked staff to prepare draft bylaws for review ASAP
- Elected John Calder to fill term of Bill Steeb

Summary of Approved Reorganization

MTF Role

- Receive, manage, and administer private gift assets
- Advise president and vice president on fundraising
- Assist with direct fundraising
MTF Board and Staffing Leadership

- Two tiers
  - Managing trustees with vote
  - Advisory trustees
- Nine (9) managing trustees
  - MTU president, CFO, and MTF president/VP for advancement
  - Two (2) BOC members
  - Four (4) MTF trustees

MTF Board of Trustees

MTF Board of Trustees

Managing Trustees

MTU President BOC Member MTF President/VP, University Advancement
MTU CFO BOC Member MTF Chairman

Advisory Trustees

Investment and Finance Committee
Annual Giving Committee
Major Gifts/Strategic Committee
MTU Advancement Model

Budget Implications

- Some current MTF staff become university employees
- No change in office location
- MTF transfers approximately $1M to MTU this year
- FY 2007 – MTF transfers $2.6M to MTU
- Impact on MTU budget not until fourth quarter of FY 2007
Budget Implications, cont’d

- MTF budget - two sources
  - Unrestricted gifts: $1.2M
  - Fees on managed assets: $1.2M
- Board decision to spend down reserves
- Amended BY 2006 budget : $3.97M
- Transfer to MTU for Feb-June 2006: $1M

Budget Implications, cont’d

- After personnel transfer:
  - FY 2007
    - MTF transfers $2.6M
    - MTF budget reduced to $1.5M
  - FY 2007 variable
    - $1M bequest
- Estimated 10-year incremental $$ need:
  - $6.25 - $7M

Campaign Planning Study
Recommendation

- Nine (9) recommended actions to increase campaign readiness
  - Internal collaboration
  - Campaign marketing
  - Identification of prospects
  - Feasibility study
Results of Changes

- Enhanced MTF/MTU alignment behind strategic objectives
- Streamlined MTF Board
- Coordination of critical fundraising ingredient
- Enhanced marketing, recognition, and visibility
- $300 million?

The Board of Control & the Michigan Tech Fund should work with the president to create a strong campaign steering group.

- **Status**
  - Recruitment of 8-10 person Campaign Steering Committee has begun

- **Next Steps**
  - Consult with BOC on board designee to committee & to gather recommendations of prospective members
  - Hold first committee meeting (early FY'07)

The Board of Trustees & Board of Control should exhibit a united face to all constituents.

- **Status**
  - Conclude current discussions on reorganization & move toward board action

- **Next Steps**
  - Announce changes internally with focus on their positive impact on Tech's fundraising & external relations (January '06)
  - Share selected results of campaign planning study & alumni survey with campus and key external constituents (March '06)
Mount an aggressive discovery process to qualify prospects capable of giving $50,000 plus.

- **Status**
  - Current staff doing regular discovery work

- **Next Steps**
  - Complete hiring of four additional major gifts officers (December 15)
  - Launch intensive discovery process guided by new data from prospect screening (February '06)

---

MTF & MTU need to work together to strengthen support systems for development.

- **Status**
  - Current support infrastructure (gift accounting, finance, database & prospect management) sound, but selective improvements needed

- **Next Steps**
  - Refine fundraising reports & pursue enhancements to database & prospect management tools (March '06)
  - Produce draft of fundraising policies & procedures for board review (March '06)
  - Expand reporting/stewardship to include all donors of restricted funds (April '06)
MTU & MTF should continue to develop structures to provide insight & guidance, & involve volunteers more in advancement efforts.

- **Status**
  - Annual Giving Committee is engaged, but few productive major gift volunteers; little organized volunteer advocacy of the Tech message

- **Next Steps**
  - Redefine role of MTF board in guiding & assisting fundraising/advancement (February '06)
  - Provide alumni board with message tools (March '06)
  - Form Campaign Steering Committee (June '07)

---

By July 2007, MTU & MTF should mount a feasibility study to determine support & cultivate key potential donors to inform constituents about Tech.

- **Status**
  - Results of initial Campaign Planning Study delivered by BWF

- **Next Steps**
  - Conduct MTU strategic plan update process (April '06)
  - Determine strategic fundraising priorities (August '06)
  - Draft campaign case statement (September '06)

---

MTU & MTF need to create a comprehensive marketing plan to support fundraising.

- **Status**
  - Brand elements & elevator speech have been produced

- **Next Steps**
  - VP McGrew to convene internal group to better understand key audience segments & craft advancement messages (February '06)
  - Prepare "mini-campaign" to communicate Tech's strategic direction (Summer '06)
The annual giving program can be strengthened through segmentation, professionally designed mail pieces, vendor support for phonathons, & increased personal solicitation of high-end donors.

- **Status**
  - Annual Giving Office reorganized to better target $1000+ prospects

- **Next Steps**
  - Intensify personal solicitation efforts with high-end prospects (November ’05 – April ’06)
  - Continue segmentation refinements utilizing select data (ongoing)
  - Enhance reunion giving program for 2006 reunions (May ’06)

Involving more alumni in activities through analysis of demography, monitoring contact patterns, building an online community, & segmentation of its population base.

- **Status**
  - Conducted successful online alumni survey

- **Next Steps**
  - Complete survey data analysis (February ’06)
  - Select vendor & implement alumni online community (March ’06)

Mr. Kershner pointed out that the consensus of the Finance and Audit Committee was that it would be better for us to say, as had been agreed to in principal, that the Board of Control would identify five members and the traditional Tech Fund Board would identify four members. Mr. Kershner stated that we just recently have examined how we got into a position of losing control over some of our essential assets, and he would be very reluctant to support a structure where we did that to ourselves again. Mr. Kershner has concerns about the members being identified by their titles, and is suggesting that we don’t need to be that specific and we don’t need to give up the flexibility. The Board of Control, if in fact it is going to control the membership of this group, should be free to name the people that the Board of Control thinks are the appropriate people and not have it dictated to us, or dictated to future Boards, by what we do today.

Mr. Gronevelt pointed out that what Mr. Kershner is suggesting is that if the concept is that the Board of Control would maintain control of this process by having the ability to name five people, then why shouldn’t we have the ability to name the five people that we think, from time to time, are the appropriate people.
Mr. Brule stated that this was discussed during the meeting yesterday, and what that requires is for us to take a look at the way the bylaws are drafted, or in that case the Tech Fund because they are the Tech Fund bylaws, but as to the selection of these five people, he agrees with Mr. Kershner. The difference being that we wouldn’t actually put titles, if there is going to be some official action on the part of the Board, but would identify these people individually and that they not be preordained. The suggestion is that the Board would have the right to select five people of their choosing, which could very well be the president and the chief advancement officer. However, the Board would have the option of being able to name those people rather than having them preordained in Board policy. Dr. Clark also suggested that the Tech Fund Board follow suit and appoint four members of their choosing.

Mr. Gronevelt was supportive of Mr. Kershner’s modification. He understands the modification to be quite simply that the Board of Control would be in support of the Tech Fund bylaws which included a model which did not label the Michigan Tech representatives by position but rather by the authority within the Board, which could change from time to time regardless of whether or not the position was vacant or who was the occupant.

Mr. Calder doesn’t have a problem with the suggested modification because the structure doesn’t affect the members of the Michigan Tech Fund, as those members are selected by the Michigan Tech Fund. However, he did feel that the Administration might have a problem with the Board of Control selecting four instead of two and the Administration selecting two. Mr. Calder needs to go back to the Tech Fund Board because this is a different process than what was proposed, but we don’t have a disagreement on changing the Michigan Tech Fund bylaws to include this modification, but he thinks that the issue may be on the other side of the coin.

Mr. Kershner reiterated that what is being proposed is that the Tech Fund articles, or at least bylaws, would be modified to say that the Tech Fund is ultimately governed by a Board of nine people.

Mr. Brule stated that having been involved in this process now since his appointment to the Tech Fund Trustee Board he feels that there has been a tremendous amount of cooperation and willingness on the part of the people at the Tech Fund to make this happen, and quite frankly without that this wouldn’t have happened. They did a great job and were extremely interested in the well being and long term future of Michigan Tech, and it was evident by what they did.

IV-C-3. Michigan Technological University/Michigan Tech Fund Agreement

It was moved by R. Kershner, supported by R. Gronevelt, and passed by voice vote without dissent, that the Board of Control extends the existing annual agreement with the Michigan Tech Fund until the February 24, 2006 meeting of the Board of Control to give the Michigan Tech Fund time to adopt final bylaws acceptable to the Board of Control and reflecting organizational changes approved by the Michigan Tech Fund Board at its December 5, 2005 meeting. The Board of Control further authorizes the Administration
to revise the Fiscal Year 2006 Budget to include a transfer of $1,025,891 from the Michigan Tech Fund to cover expenses that will be incurred relating to the reorganization and fund raising activities; and to further reflect those organizational changes, the Board of Control approves the creation of a Vice President for University Advancement, and amends Board of Control policy 2.6. Administrative Positions Reporting to President to include this position.

IV-C-4. Resignations, Retirements, and Off Payroll

It was moved by M. Richardson, supported by K. Clark, and passed by voice vote without dissent, that the Board of Control accepts the resignations and confirms the off payroll determinations.

BOARD OF CONTROL OFF-PAYROLL REPORT
(August 27, 2005 – November 5, 2005)

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| EXEMPT | Department | Title | Hire Date | Term Date |
| Aho, Duane | ME-EM | Major Gifts Officer | 05/24/99 | 08/12/05 |
| Bradof, Kristine | Civil & Env Eng | Coord Reg GEM Center | 05/01/91 | 02/06/05 |
| Childs, Melissa | Admissions | Admissions Rep | 01/10/05 | 08/26/05 |
| Forget, Robert | Admissions | Dir of Undergrad Recruit | 09/02/90 | 10/07/05 |
| Geshel, Kevin | Corporate Services | Director Corp & Fdn Dev | 01/15/01 | 09/10/05 |
| Haggenmiller, Amy | Accounting Services-Rsch | Research Accountant | 10/20/03 | 10/14/05 |
| Lapointe, Charles | Information Technology | Director Telecomm Cust Svc | 09/09/91 | 09/02/05 |
| Lehman, Jodi | International Prog & Svces | Assistant Director | 01/24/05 | 10/19/05 |
| McCambridge, Paula | University Communications | Managing Editor | 05/03/01 | 08/10/05 |
| Saver, Donald | Business and Economics | Outreach Coordinator | 10/30/00 | 11/04/05 |
| Thomas, Kelly | Rozsa Ctr for Perf Arts | Mgr Business/Cust Svc | 09/14/95 | 10/14/05 |
| Troesch, Valorie | Corporate Services | Dir Dev Grad Sch & VP Resch | 03/03/03 | 10/01/05 |
| Woodbeck, Dean | University Communications | Senior Director | 09/03/85 | 09/02/05 |

IV-C-5-a. 3.7. Equal Opportunity

It was moved by M. Richardson, supported by K. Clark, and passed by voice vote without dissent, that the Board of Control amends policy 3.7. Equal Opportunity as presented herein.
The amended policy shall read as follows:

3.7. Equal Opportunity

In keeping with its responsibilities as an educational institution, Michigan Technological University is committed to a policy of affording equal opportunity to all of its employees, students, applicants for employment and applicants for admission without regard to race, religion, color, national origin, age, sex, sexual orientation, height, weight, or marital status. The University is also committed to a policy of educating and employing disabled individuals and veterans without discrimination. These policies are to be implemented with due regard for the relative qualifications of all involved.


IV-C-5-b. Non-Michigan Students

It was moved by K. Clark, supported by R. Kershner, and passed by voice vote without dissent, that the Board of Control amends policy 10.3.2. Non-Michigan Students as presented herein.

The amended policy shall read as follows:

10.3.2. Non-Michigan Students

1. United States Scholarships

Value: $6,000 per academic year ($3,000 per semester) for students who enrolled prior to summer term 2000. The difference between resident and nonresident rate for new recipients beginning summer term 2000.

Applicants must be U.S. citizens and residents of any territory or state except Michigan.

Awarded, based on academic achievement, for a four-year period (8 semesters) for those students working on a bachelor's degree, and for a two-year period (4 semesters), for those students working on an associate degree.

Scholarship Committee considers requests for extensions of scholarships, but in no case would they be extended beyond 10 semesters. The 10 semesters would apply to those students required to attend a summer semester or who demonstrate extenuating circumstances.

Renewable for second, third, and fourth year students who maintain a cumulative grade point average of 2.50 as of the end of spring semester, acceptable social behavior, and continuous full-time undergraduate enrollment.
Scholarship Committee considers requests for reinstatement of scholarships from students returning after a withdrawal, depending upon the circumstances of the withdrawal, provided the student had an acceptable grade point average on leaving.

2. International Ambassador Scholarships

Value: Variable ($1,000 minimum to $6,000 maximum).

Applicants must be citizens and residents of any country except the United States.

Awarded, based on academic achievement, for a four-year period (8 semesters) to students in their first year of study working on a bachelor's degree, or to students with transfer credit for a variable period of time depending on MTU requirements.

Scholarship Committee considers requests for extensions of scholarships, but in no case would they be extended beyond 10 semesters. The 10 semesters would apply to those students required to attend a summer semester or who demonstrate extenuating circumstances.

Renewable for second, third, and fourth year students who maintain a cumulative grade point average of 2.50 as of the end of spring semester, acceptable social behavior, and continuous full-time undergraduate enrollment.

Scholarship Committee considers requests for reinstatement of scholarships from students returning after a withdrawal, depending upon the circumstances of the withdrawal, provided the student had an acceptable grade point average on leaving.

This policy supersedes Board of Control policy 10.3.2. Non-Michigan Students dated October 7, 2003.

IV-C-5-c. 10.3.3. Educational Opportunity Scholarships

It was moved by D. Brule, supported by K. Clark, and passed by voice vote without dissent, that the Board of Control amends policy 10.3.3. Educational Opportunity Scholarships as presented herein.

The amended policy shall read as follows:

10.3.3. Educational Opportunity Scholarships

1. Diversity Incentive Awards

Value: Variable ($1,000.00 minimum to maximum of full tuition plus fees).

Number Available: Variable.
Recipients must be U.S. citizens and members of the under-represented groups as defined by the MTU Scholarship Committee.

Awarded for up to a four-year period (8 semesters) for those students working on a bachelor's degree, and for a two-year period (4 semesters) for those students working on an associate degree.

Renewable for second, third and fourth year students who have maintained an acceptable cumulative grade point average (2.5 for those students with full awards; 2.0 for those students with lesser awards) as of the end of the spring semester, acceptable social behavior, and continuous full-time undergraduate enrollment.

Scholarship Committee considers requests for extensions. Extensions may be awarded to students who demonstrate extenuating circumstances and/or significant academic progress.

Scholarship Committee considers requests for reinstatement of scholarship from students returning after a withdrawal, depending on the circumstances of the withdrawal, provided the student had an acceptable grade point average upon leaving.

2. University Room and Board Grant

Value: Cost of room and board in University Housing (regular occupancy and 19-meal plan)

Number available: Variable.

Awarded to entering freshman who demonstrate both academic promise and that special circumstances exist as determined by the Director of Financial Aid and the Chair of the Scholarship Committee.

Renewable for second, third and fourth year students who have a 2.5 cumulative grade point average as of the end of the spring semester, acceptable social behavior, and continuous full-time undergraduate enrollment.

Scholarship Committee considers requests for extensions. Extensions may be awarded to students who demonstrate extenuating circumstances and/or significant academic progress.

Scholarship Committee considers requests for reinstatement of scholarship from students returning after a withdrawal, depending on the circumstances of the withdrawal, provided the student had an acceptable grade point average upon leaving.

This policy supersedes Board of Control policy 10.3.3. Educational Opportunity Scholarships dated October 7, 2003.
IV-C-5-c. 13.11. Policy Regarding Capital Additions

The Michigan Legislative Joint Capital Outlay Subcommittee (JCOS) is reaffirming its responsibility and authority for all capital additions for state agencies, colleges and universities. This authority is stated annually in the capital outlay appropriations bill in Sec.501. (1) “A university or community college shall not let a contract for new construction of a nonstate-funded project estimated to cost more than $1,000,000 unless the project is authorized by the JCOS.” This fact of law has been lost at some institutions with changes of administrations resulting in project construction without authorization. The JCOS has instituted new policies requiring that institutions establish polices and procedures to ensure full compliance with the law and JCOS policies. Should institutions fail to comply with these policies a 2 year moratorium on receipt of capital outlay funding from the state and a 1 year prohibition on self-funded projects shall be imposed.

The committee also requests that each institution’s board adopt a resolution acknowledging review and acceptance of the law and the Legislative Joint Capital Outlay Subcommittee policies. The specific vehicle for obtaining the committee’s approval is to follow the “Use and Finance” process as described in the Committee’s Policy No.2 and 3, which are included herein.

It was moved by R. Reck, supported by M. Richardson, and passed by voice vote without dissent, that the Board of Control Board acknowledges that it has reviewed and is accepting of the Use and Finance process established in policy and law, and amends policy 13.11. Policy Regarding Capital Additions as presented herein.

The amended policy shall read as follows:

13.11. Policy Regarding Capital Additions

The Board of Control will approve all capital additions in excess of $500,000. Capital additions from $25,000 to $100,000 shall be approved by the Treasurer, and capital additions from $100,000 to $500,000 shall be approved by the President of the University.

All capital additions in excess of $1,000,000 must be approved by the State of Michigan’s Legislative Joint Capital Outlay Subcommittee regardless of the source of funding. Capital additions include but are not limited to maintenance, remodeling, additions, land acquisition, utility, landscaping, equipment, telecommunications, roads and parking.

This policy supersedes Board of Control policy 13.11. Policy Regarding Capital Additions dated August 4, 2005.

Mr. Kershner suggested that President Mroz, through the Presidents Council, work with the other Michigan universities to have the legal opinion published from the Oakland University case regarding the Open Meetings Act.
V. REPORTS

A. Student Affairs – Dr. Les Cook

A copy of Dr. Cook’s presentation was included in the agenda book.

B. Research and Sponsored Programs – Dr. Dave Reed

A copy of Dr. Reed’s presentation was included in the agenda book.

C. Financial Report – Mr. Dan Greenlee

A copy of Mr. Greenlee’s presentation was included in the agenda book.

D. University Senate – Dr. Martha Sloan

A copy of Dr. Sloan’s remarks was included in the agenda book.

E. Staff Council – Ms. Becky Christianson

Thank you for allowing time to address the Board representing Michigan Tech Staff Council. I am Becky Christianson, current Council Chair. We’re on the calendar a little later than usual because we have been working on some changes.

In the past, Staff Council has been made up of representatives from each staff group – Office Professional (UAW), Crafts/Maintenance/Food Service/Grounds (AFSCME), non-exempt, non-represented staff, and administrative/professional staff. We were encountering some difficulty with attendance and involvement in our projects. We surveyed the campus to see if staff still felt that it was important for the Council to continue. Seventy-five percent of staff who responded rated the importance of the Council as Important, moderately important, or very important. Response rate to the survey was 20%. Based on that information, we felt it was important to carry on with the work that was started in 1993. In our reformulated Staff Council, membership is now made up of volunteers and is open and available to any staff member. We will not be conducting elections for Council membership and will attempt to involve members from every staff employment classification. Currently, we have 13 members who have volunteered to serve as representatives. We have met with President Mroz and will continue to meet with him in the future about the changes that are occurring.

The purpose of Staff Council is to act as a service organization within the University. We provide support for Council-sponsored activities, a resource for professional development for staff, and a forum for staff issues to be discussed and suggestions to be forwarded to the administration. Our charge is to, first, assist the University in recognizing outstanding performance and ongoing dedicated service by staff members,
second, maximize the use of talents and resources of the staff to support educational programs and develop and strengthen skills and professionalism among the staff, and third, provide events and opportunities that enhance the working environment of Michigan Tech. Our current projects include staff service awards (recognition for 5-year increments of service to the University), Family Fun Day (open to faculty and staff and their families at the SDC), and a soon-to-be restructured Employee Excellence Award (recognizing outstanding service of staff to Michigan Tech). We’re also looking into other potential projects for the Council that will benefit staff at Michigan Tech.

Our meetings will be held monthly, rather than biweekly. Committees will meet outside of the monthly meeting times and present updates at regular meetings. Since communication is also an important, although unwritten, part of what we do, at our monthly meetings, we will be inviting people from campus to come and share what’s happening with facilities, enrollment, graduate education, and other pertinent topics.

We have already had an election of officers. Peggy Gorton has been elected Vice Chair, Pete Larsen is Secretary, and Bev Auel is the Financial Custodian.

As a group, we are excited about the changes that have been made to Staff Council. All of us felt that it was important to carry on what had been happening and celebrate the committed staff of Michigan Tech.

Thank you for your time.

F. Undergraduate Student Government – Mr. Phil Ribeiro

Mr. Ribeiro updated the Board on the various activities of the USG which included resolutions regarding exams during career day, traffic control on highway US 41, authorized sledding locations on campus. In addition, the USG has purchased a new web server and expanded services. Other activities include Denali Night (or Festival of Lights), the Halloween Safe House, and the outstanding performance of the Men’s and Women’s Rowing Teams. He also reported that the USG is working on a restructuring plan and hope to bring their proposed new constitution to the Board in February.

G. Graduate Student Council – Mr. Dan Adler

Mr. Adler reported that the GSC has been working on the following: a comprehensive benefits package; increasing stipends and health insurance benefits; improve travel grant distribution system; addressing concerns with the MTU Apartments policies and procedures; addressing concerns with the USG restructuring so that no body of students be left out; transition of graduate students and their interaction with the university; and addressing how graduate students are assigned an advisor.

Mr. Adler stated that earlier this morning you approved the awarding of a posthumous degree to one of our former students who fell victim to cancer while in pursuit of his doctoral degree. A little more than a month ago a masters student in civil engineering Danielle Ladwig was taken from us, victim to the very vaccine that was supposed to protect her from the diseases in the land that she was providing a helping hand. Since I
have been a student here many students have perished for different reasons; drowning, disease, fire, and suicide have taken some of our classmates. Far too many of our students don’t get the opportunity to walk across that stage and shake the President’s hand. While the numbers are not unusually high, the resonance is felt from one end of the campus to the other. I mention this only as a reminder of the privilege that it is to walk these halls and that each of us might work a little harder and smile a little longer remembering that not everyone gets to complete their stay at Michigan Tech naturally.

VI. INFORMATIONAL ITEMS

A. Analysis of Investments
B. Auxiliary Enterprises Operations
C. Contracts and Grants
D. Board of Control Follow-up Items

VII. OTHER BUSINESS

There was no other business at this time.

VIII. PUBLIC COMMENTS

There were no public comments at this time.

IX. CLOSED SESSION

It was moved by K. Clark, supported by M. Richardson, and passed by voice vote without dissent, that the Board of Control proceed into closed session to discuss collective bargaining. (A closed session for such a purpose is provided for in Section 8 (c) of P.A. 267 of 1976). (A roll call vote is required).

Roll Call Vote:

Richardson – Yes  Clark - Yes
Rautiola – Yes  Reck - Yes
Brule – Yes  Kershner - Yes
Gronevelt – Yes  Henricksen – Yes

The motion passed.

The Board of Control reconvened in open session with a quorum present.
X. **ADJOURNMENT**

It was moved by N. Rautiola, supported by K. Clark, and passed by voice vote without dissent, that the meeting be adjourned.

______________________________
Secretary of the Board of Control

______________________________
Chair, Board of Control