

2018

Board of Regents Meeting Materials, December 14, 2018

Eastern Michigan University

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EASTERN MICHIGAN UNIVERSITY
Board of Regents Meeting
October 25, 2018

These are the proposed minutes of the October 25, 2018 Board of Regents meeting.

The meeting of the Eastern Michigan University Board of Regents was called to order by Chairman Webb at 2:02 p.m. in Room 201, Welch Hall, Ypsilanti, Michigan.

The Board members present were: Regent Dennis Beagen, Regent Michelle Crumm, Regent Mike Hawks, Regent Eunice Jeffries, Regent Mike Morris, Regent Alex Simpson, Regent Mary Treder Lang and Regent James Webb.

Board members absent: None

There was a quorum.

Section 1

PROPOSED MINUTES OF THE JUNE 22, 2018 REGULAR BOARD MEETING

Regent Jeffries moved and Regent Simpson seconded that the proposed minutes for the June 22, 2018 Board Meeting be approved as submitted.

Motion Carried

Section 2

PROPOSED MINUTES OF THE AUGUST 30, 2018 SPECIAL BOARD MEETING

Regent Beagen moved and Regent Crumm seconded that the proposed minutes for the August 30, 2018 Special Board Meeting be approved as submitted.

Motion Carried

CONSENT AGENDA

Chairman Webb asked the Board if there were any items on the consent agenda the Board members wished to vote on separately. Hearing none, it was moved by Regent Treder Lang and seconded by Regent Morris that sections 3-9 be approved in their entirety as presented.

Section 3

STAFF APPOINTMENTS

Recommended that the Board of Regents approve fifty-two (52) staff appointments for the reporting period of May 16, 2018 through October 1, 2018: Carlos Adamson, Jonathan Roof, Emily Wasz, Stephanie Jennings, Christian Minnicks, Michael Lombardi, Dana Heller, Jeffrey Ammons, Kenneth Lord, Richard Zum Mallen, Gretchen Buskirk, Patrick Seick, Alison Halweg, Michael Dailey, Danielle Darroch, Julia Kolder, Wesley Howell, Thespina Agas, Charisse Nilles, Jaynelle Patterson, Larry Pope, Emily Tefft, Ryan Leright, Leah Staley, Lynn Gill, Diana Dimitroff, Rebecca Pietrowski, Naelah Burks, Darquillius Mayweather, Kimberly Jones, Parish Halsell, Molly Hampsey, Ashley Cross, Thomas Myers II, Abigail VanBuhler, Kaylin Keyes, Brynn Majewski, Christine Kim, Brett Braun, Andrea Buckley, Andaiye Spencer, Melissa Glasgow, April Glatz, Taylor Davis, Jenifer Naughton, Danielle Mijnsbergen, Emily Peters, Matthew Amos, Kaelyn Rice, Heather Kuehneman, Max Foehringer Merchant and Arthur Michalski

Section 4

STAFF SEPARATIONS/RETIREMENTS

Recommended that the Board of Regents approve forty-one (41) separations and retirements for the reporting period of May 16, 2018 through October 1, 2018: Ginny Bender, Anthony Orlando, Ebony Spearman, Jennifer Brown, Molly Duggan, Kristin Lukowski, Sherry Winterson, Sarah Ayers, Michele Patterson, Brian LaGoe, Bryce Sorrier, Joseph Hogan, Lolita Compton, Diane Brison-Days, Ashley Stauffer, Patricia Krumwiede, James Householder, Robert Pawlusiak, Christopher Wilson, Charles Ferrell, Christine Kropelnyckyj, Eric Ward, John Shubsda, Nicole Johnson, Amy Nolff, Matthew Mortier, Erin Donahue, Tiffany Katsefaras, Kelly Schneider, Kenneth Meyer, Sarah Vuyk McGee, Todd Lancaster, Rebecca Forsyth, Elena O'Connor, Melanie Hicks, Rachel Johns, Josephine Genile, Jaylaxmi Deshpande, Wendy Frsitz, Jackie Swisher and Amanda Sorrier.

Section 5

EMERITUS STAFF STATUS

Recommended that the Board of Regents grant emeritus staff status to seven (7) former staff members: Sherry Winterson, Assistant Director, Office of Records and Registration, who retired July 7, 2018; Kenneth Meyer, Senior Career Coach, Office of University Advising and Career Development Center, who retired on August 31, 2018; William Tuscany, Associate Head Athletic Trainer, Office of Athletics, who retired March 28, 2018; Elena O'Connor, Program Assistant II, Office of Engage, Professional Programs and Training, who retired on July 6, 2018; John Bundridge, Senior Corporate Relations Manager, Office of University Advising and Career Development Center, who retired January 5, 2018 and Molly Duggan, Associate Director, Office of Academic Services, who retired on June 29, 2018. In addition, it is recommended that Todd Lancaster, Sergeant, from the Department of Public Safety, be honored with emeritus status posthumously. Sergeant Lancaster passed away recently after 26 years of dedicated service to the University.

Section 6

EMERITUS FACULTY STATUS

Recommended that the Board of Regents grant emeritus faculty status to seventeen (17) former faculty members: Alphonso Bellamy, George Cassar, Carter Eggers, Ramesh Garg, Geoffrey Hammill, Theresa Heck Seibert, Martha Kinney-Sedgwick, Kevin Miller, Diana Pancioli, William Price, Elizabeth Schuster, Asrat Tessema, Jaclynn Tracy, Walter Tucker, William Tucker, JoEllen Vinyard and Nesa Wu.

Section 7

ACADEMIC AFFAIRS ADMINISTRATIVE PROFESSIONAL TRANSFERS

Recommended that the Board of Regents approve two (2) Administrative Professional transfers: Jennifer Kellman-Fritz and Sanjib Chowdhury.

Section 8

LECTURER APPOINTMENTS

Recommended that the Board of Regents approve six (6) new lecturer appointments for the 2018-2019 academic year: Darlene Bellers, Allison Boone Green, Lisa Mitchell, Amy Shell-Gellasch, Kenneth Szymanski and Timothy Ward.

Section 9

ACADEMIC RETIREMENTS/SEPARATIONS

Recommended that the Board of Regents approve thirty-one (31) retirements and twenty-six (26) separations for the period of May 1, 2018 through September 30, 2018: Anne Balazs, Alphonso Bellamy, Sherry Bumpus, George Cassar, Dorothy Coles, Elizabeth Devos, Carter Eggers, Ashley Falzetti, Kyle Farr, Ana Maria Ferreira, Ramesh Garg, Geoffrey Hammill, Deborah Harmon, Alissa Huth-Bocks, Ingo Janser, Cristina Jose-Kampfner, Martha Kinney-Sedgwick, Kevin Miller, Derek Mueller, Gretchen Otto, Diana Pancioli, Diane Parfitt, William Price, John Reposa Jr., Yaman Roumani, Karen Schulte, Elizabeth Schuster, Ellen Schwartz, Bette Shellhorn, Maria Sipos, Jessica Stamatis, Paula Storm, Asrat Tessema, John Tonkovich, Jaclynn Tracy, Walter Tucker, William Tucker, Thomas Venner, Joellen Vinyard, Glenn Walker, Jianhua Wang, Nesa Wu, Michael Zeiger, Brandon Bumstead, Jeremy Catarino, Christine Day, Karen Dykstra, Thomas Figurski, Robbya Green-Weir, Cory Hamilton, Tracy Nothnagel, Christine Prince, Nagaraj Ireni, Kara Johnson, Katrina Mahan, Lauren Proux and Rachel Sienko.

Motion Carried

REGULAR AGENDA

Section 10

ATHLETIC AFFAIRS COMMITTEE

Regent Hawks moved and Regent Simpson seconded that the Board of Regents receive and place on file the agenda for the October 25, 2018 meeting and the April 20, 2018 minutes.

Motion Carried

Chairman Webb asked the Board if there were any items in the Educational Policies section the Board members wished to vote on separately. Hearing none, it was moved by Regent Beagen and seconded by Regent Crumm that sections 11-14 be approved in their entirety as presented.

Section 11

EDUCATIONAL POLICIES COMMITTEE: APPROVAL OF AGENDA AND MINUTES

Recommended that the Board of Regents receive and place on file the agenda for the October 25, 2018 meeting and the June 22, 2018 minutes.

Section 12

APPOINTMENT/REAPPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

Recommended that the Board of Regents appoint Lynette Wright to a three-year term on the Board of Directors of the Academy for Business and Technology; re-appoint Curtis Robinson to a three-year term on the Board of Directors of Commonwealth Community Development Academy; appoint JoAnne McCann to a three-year term on the Board of Directors of Grand Blanc Academy; appoint Destiny Johnson to a three-year term on the Board of Directors of Great Lakes Academy; appoint Nanette DePriest to a three-year term on the Board of Directors of Hope Academy and appoint Carlos McMath to a two-year term on the Board of Directors of Woodley Leadership Academy.

Section 13

NEW ACADEMIC PROGRAM: K-12 BILINGUAL EDUCATION, BACHELOR OF ARTS

Recommended that the Board of Regents approve a new academic program: K-12 Bilingual Education (Bachelor of Arts).

Section 14

COMMENCEMENT SPEAKER

Recommended that the Board of Regents approve Mr. Frank Sickelsmith as Commencement Speaker at the December 15, 2018 commencement ceremony.

Motion Carried

Section 15

STUDENT AFFAIRS COMMITTEE: APPROVAL OF AGENDA AND MINUTES

Regent Beagen moved and Regent Simpson seconded that the Board of Regents receive and place on file the agenda for the October 25, 2018 meeting and the April 20, 2018 minutes.

Motion Carried

Section 16

FACULTY AFFAIRS COMMITTEE: APPROVAL OF AGENDA AND MINUTES

Regent Simpson moved and Regent Morris seconded that the Board of Regents receive and place on file the agenda for the October 25, 2018 meeting and the April 20, 2018 minutes.

Motion Carried

Section 17

FINANCE AND INVESTMENT COMMITTEE: APPROVAL OF AGENDA AND MINUTES

Regent Crumm moved and Regent Hawks seconded that the Board of Regents receive and place on file the agenda for the October 25, 2018 meeting and the June 22, 2018 minutes.

Motion Carried

Section 18

CONSOLIDATED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION AS OF JUNE 30, 2018

Regent Crumm moved and Regent Simpson seconded that the Board of Regents receive and place on file the University's audited fiscal year 2017-2018 financial statements and auditor's report.

Motion Carried

Section 19

FISCAL YEAR 2019-20 GENERAL FUND SCHOLARSHIPS, AWARDS AND GRANTS REQUEST

Regent Crumm moved and Regent Beagen seconded that the Board of Regents approve the Fiscal year 2019-20 General Fund Scholarships, Awards and Grants proposal of \$52,625,000.

Motion Carried

Section 20

FISCAL YEAR 2020 STATE CAPITAL OUTLAY PLAN

Regent Morris moved and Regent Crumm seconded that the Board of Regents approve the University's Capital Outlay Plan and delegate authority to the President to submit the renovation of Jones and Goddard Halls as Phase II of the College of Technology Engineering Program Growth and Expansion as the University's top project request for state cost participation for Fiscal Year 2020.

Motion Carried

Section 21

SALE OF UNIVERSITY PROPERTY – 137 N. WASHINGTON STREET & 114 N. ADAMS STREET

Regent Crumm moved and Regent Jeffries seconded that the Board of Regents authorize the President to negotiate and execute final documents for the sale of the 137 N. Washington Street and 114 N. Adams Street properties (“properties”). These properties comprise the University’s ownership interest in the Washington Street parking lot in downtown Ypsilanti.

Motion Carried

Section 22

PROVISIONAL EASEMENT REGARDING STRONG HALL

Regent Morris moved and Regent Simpson seconded that the Board of Regents approve and authorize the President to finalize and sign a Provisional Easement for ingress and egress in connection with the Strong Hall renovation project.

Motion Carried

Section 23

AUTHORIZATION TO PURCHASE REAL ESTATE PROPERTY – 800-804 LOWELL STREET, 298 JARVIS STREET AND 725 NORTH HURON STREET

Regent Crumm moved and Regent Beagen seconded that the Board of Regents authorize the President to negotiate and execute final documents for the purchase of the following properties (the “properties”) from Urban Campus Communities, LLC (the “seller”) subject to approval of final terms by the Board’s Executive Committee.

Motion Carried

NEW BUSINESS AND PRESENTATIONS

TAB A

RESOLUTION: RECOGNITION OF EASTERN'S AWARD-WINNING ENERGY COGENERATION PROJECT

Regent Morris moved and Regent Treder Lang seconded that the Board of Regents approve the resolution recognizing Eastern's Award-Winning Energy Cogeneration Project.

Motion Carried

TAB B

RESOLUTION: RECOGNITION OF TED LIGIBEL AS THE RECIPIENT OF THE MICHIGAN HISTORIC PRESERVATION NETWORK'S 2018 LIFETIME ACHIEVEMENT AWARD

Regent Treder Lang moved and Regent Crumm seconded that the Board of Regents approve the resolution recognizing Ted Ligibel as the recipient of the Michigan Historic Preservation Network's 2018 Lifetime Achievement Award.

Motion Carried

TAB C

REVISIONS TO BOARD POLICIES

Chairman Webb asked the Board if there were any policy revisions the Board members wished to vote on separately. Hearing none, it was moved by Regent Jeffries and Regent Hawks seconded that the Board of Regents approve the revisions to 1.8, 2.3, 2.5.1, 2.6, 2.8, 4.1, 4.2, 4.4, 4.5, 4.6, 4.7, 6.2.1.6, 8.4.1, 8.4.3, 8.4.4, 8.4.5, 8.4.6, 8.7, 9.4, 14.2.3 and 14.8.

Motion Carried

TAB D

DELETION OF BOARD POLICIES

Chairman Webb asked the Board if there were any policy deletions the Board members wished to vote on separately. Hearing none, it was moved by Regent Simpson and Regent Beagen seconded that the Board of Regents approve the deletion of 4.3, 9.1, 12.1.4, 12.1.9 and 12.2.6.

Motion Carried

TAB E

ADDITION OF BOARD POLICY

Regent Jeffries moved and Regent Hawks seconded that the Board of Regents approve the addition of board policy 8.4.2, Greek Organization Recognition.

Motion Carried

TAB F

PRESIDENT'S REPORT

President's Report
EASTERN MICHIGAN UNIVERSITY
Board of Regents Meeting
Oct. 25, 2018

Mr. Chairman and Distinguished Members of the Board of Regents:

Welcome to Homecoming week! This week represents a tremendous time of engagement for all who are connected with our wonderful University. It is a time for students, alumni, faculty and staff to celebrate our rich traditions and embrace the positive impact Eastern Michigan University has had on generations of students, graduates and citizens since our founding in 1849.

Among the Homecoming highlights are tonight's annual Green and White Ball, Friday night's Block Party and Pep Rally, and Saturday's football game against Army – we hope you can join us! The full schedule of Homecoming activities can be found on the [Homecoming website](#).

As we enter the final stages for completion of the renovation of Strong Hall, as the third phase of our Science Complex, we are pleased to push forward with plans to revitalize our College of Technology to prepare for continued expansion in engineering and high-tech disciplines.

The additional 70,000 square feet of academic space would allow the University to continue expansion of engineering programs beyond the mechanical, computer and electrical engineering programs currently being offered to include the expected addition of future civil, chemical and industrial engineering programs. Given increasing demand, the College of Technology projects a 65 percent growth in enrollment in the next 10- to 15-year period.

The renovation of Jones and Goddard Halls, now closed, will be submitted to the state as the University's capital outlay request for fiscal year 2020.

Earlier, the Board of Regents approved a new academic program in K-12 Bilingual Education. Eastern becomes the first university in Michigan to provide the program, which is vitally necessary given our increasing global environment.

Other recent academic highlights include:

- For the 16th consecutive year, Eastern was named a "Best in the Midwest" university by The Princeton Review;
- The master's program in Educational Psychology was ranked third best in the nation;
- Our master's program in Clinical Research was ranked fourth best in the nation;
- The Paralegal Studies program was ranked 12th best in the nation;
- Our Theatre Arts program was ranked 15th in the nation;
- We were ranked among the top 25 universities in the nation for service to students on the Autism Spectrum; and,
- Eastern was the top-ranked university in Michigan as one of the nation's most inclusive campuses for LGBTQ students.

Our continued support of students and families is evident in the \$52.6 million financial aid package announced for the 2019-20 academic year. During the past 10 years, Eastern Michigan has doubled its student financial aid, reflecting our central mission of an institution of opportunity and supporting students in their academic success.

The University is making powerful strides in energy savings. The new co-generation system, advance natural gas purchases and other initiatives are gaining state and national recognition for Eastern in terms of sustainability. The new co-generation system alone is generating savings of \$2.8 million annually, while reducing carbon dioxide emission by more than 21,000 tons annually and decreasing nitrogen oxides by more than 110 tons annually.

We're pleased to announce prominent businessman and Eastern Michigan alumnus Frank Sickelsmith as commencement speaker during our fall ceremony on December 15. Frank is the Global Director of Brand Development and Strategic Partnerships for the Autogrill Group.

Other accomplishments are listed in the Appendix to this report on the University website.
Thank you, Chairman Webb.
James M. Smith, Ph.D.
President

Recognition

- The team of Eastern physics students who placed second in a national Student Design Challenge hosted by NASA were invited to participate in the annual Biocene Conference in August. **Larry Borum III, Sam Carano, Andrew Richardson, Rosalie Tezak, Ryan Walker, and Kyle Wilhelm** participated in conference activities and connected with other professionals in the field.
- Eastern's student chapter of the **Society for Human Resources Management (SHRM)** has once again been named an **Outstanding Student Chapter** for the 2017-2018 academic year. Only twelve schools nationally were chosen for the honor, and is the only chapter in Michigan to be honored.
- The **National Student Speech and Hearing Association** has awarded EMU's student-run chapter **Silver Chapter honors** for its efforts in raising the standard for advocacy, leadership, and education for future students in the **Speech-Language Pathology program**.
- **James Berry**, professor of educational leadership, was honored with a Living Legend Award by the **International Council of Professors of Educational Leadership (ICPEL)**, an organization focused on serving the interests and needs of professors of educational leadership and practicing school administrators as they seek to help students succeed.
- **Steven Pernecky**, associate dean of the College of Arts and Sciences and professor of chemistry, has been appointed to the **Michigan Environmental Science Advisory Board**. The Board advises the governor and the state of Michigan on issues affecting the protection of the environment and the management of natural resources.

Of Note

- Eastern has received a **NIH grant of nearly \$4.5 million** to develop a predictive tool that tracks early development in children from the Eunice Kennedy Shriver Institute of Child Health & Human Development of the National Institutes of Health. The five-year grant is the first R01 grant ever received at Eastern. The project director/principal investigator, **Renee Lajiness-O'Neill**, professor of **Psychology** in the College of Arts and Sciences and co-director of the **Neuroscience** program, worked on developing the idea with a multidisciplinary team that includes co-investigators **Judi Brooks**, professor of **Dietetics & Human Nutrition**, and **Angela Lukomski**, professor of **Nursing**, from the EMU College of Health and Human Services.

- **Anne Casper**, associate professor of **Biology**, received a grant of \$441,000 in August from the **National Institutes of Health** for the study of complex genomic rearrangements by BIR and mmBIR.
- The **College of Technology** recently purchased five Robots for Education, built by **FANUC Corporation of Japan**, for use in Engineering Technology courses. **FANUC America** provided a gift-in-kind package valued at nearly \$400,000 to support the robot technology.
- **Jamie Cornelius**, assistant professor of **Biology**, received a grant of \$266,585 in July from the **National Science Foundation** for the study of social modulation of migratory timing and endocrine mechanisms of migration in two flexible migrants.
- **Joseph Breza**, assistant professor of **Psychology**, received a grant of \$143,264 from the **National Institutes of Health** for the study of an optogenetic approach to uncover the role of Type I cells in salt taste transduction.
- The **Arts Management & Administration program** is celebrating its **40th anniversary** this year. The celebration began on June 8, with an event that brought back more than 40 alumni of the program. In 1978, Eastern Michigan was one of the very first institutions of higher education to create a major in Arts Management.
- **Management** professors David Victor and Kimberly Barker, **Finance** professors Mahmud Rahman, Al Diallo, and Asrat Tessema, and **Marketing** professor Matt Sauber visited Malaysia in June to participate in the **Global Advances in Business Communication Tricontinental Conference**. Eastern is one of five partners in the GABC initiative, and hosted the first GABC Conference on its campus in 2008. The GABC initiative began as a three-university collaboration among EMU, the University of Antwerp in Belgium and the Technological University of Malaysia (UTM). Over the last decade, the collaboration has grown to include the Monterrey Institute of Technology and Higher Education (ITESM) in Mexico, and the Delhi School of Business in India.
- Eastern is the first Michigan University to join the **Age-Friendly University network**, a global network of universities who have endorsed 10 age-friendly principles, with the goal of contributing to the social, personal, and economic benefit of students of all ages.
- EMU has introduced a new scholarship program that provides students with free tuition for their final two years. **The 4WARD Graduation Scholarship** is designed to simplify and reduce cost considerations for parents and students as students begin their college enrollment. The scholarship will begin in fall 2019.
- Eastern launched the **TRUEMU Global Rate Tuition Plan**, providing in-state tuition pricing to all new incoming undergraduate international students. The plan expands the University's in-state tuition rate for students from anywhere in the United States.

- EMU, one of the nine founding universities to launch the **#YouAreWelcomeHere** campaign, has now been joined by nearly 50 additional institutions who are participating in the program. Beginning in fall 2019, EMU will offer **two annual, renewable scholarships** that will cover a minimum of 50 percent of recipients' tuition, to support international students.
- The second season of **"EMU Today TV"** has begun running on Xfinity On Demand and on the EMU YouTube channel on October 4. The program features positive programs, events, and initiatives at Eastern.

Events

- The 4th annual "Stories of Service" veterans' storytelling event will be held at Hill Auditorium on November 5. EMU professor and Army veteran **Wallace Bridges** will direct the event. **Dan Patrick**, a Marine veteran and EMU student, is the director of Outreach and Community Engagement for Fisher House Michigan, which provides free accommodations for families of service members and veterans during procedures at VA healthcare facilities. EMU student and Army veteran **Nate Eroh** will capture the stories on video to support the social media campaign for Fisher House Michigan.
- The **College of Technology** celebrated **National Manufacturing Day** on October 5 with 200 students from Plymouth-Canton Community high schools. EMU faculty and graduate students led sessions on virtual reality, information assurance, engineering, product development, simulation animation and gaming, and other programs.
- **President James Smith** gave his first annual **State of the University address** on September 17. Smith spoke about topics including Eastern as a University of Opportunity, enrollment and student persistence, sustainability, finances, fundraising, and the University's Strategic Plan.
- EMU held a **Ceremony of Remembrance** at its 9/11 Memorial on September 11. The event was attended by first responders, students, faculty, staff and the community.
- A ribbon cutting was held on September 10 for the **College of Technology's virtual reality laboratory**. The lab is an immersive and active virtual reality environment integrated with the state of the art hardware and software.
- Eastern's **Aviation** program hosted a hospitality tent on August 25 as part of the Thunder Over Michigan Air Show. Proceeds from the event went to support the **Lt. Col. Charles S. Kettles Aviation Scholarship**.

- The **EMU Police Department** hosted a **Bicycle Rodeo** on August 11 for the campus and community. Participants were taught bicycle safety, received free safety checks and inspections, practiced skills, and learned the rules of the road.
- Eastern alumni gathered on July 28 to **commemorate activism and the takeover of Pierce Hall**. Alumnus Robert Smith led participants in a public recollection that will serve as the foundation of an **Oral History Project** for University Archives.
- The **School of Nursing** hosted two contingents of **student nurses from Taiwan** in July, continuing a recent tradition of collaboration between the University and its international partners. The student nurses studied nursing practices and pedagogy in the United States during their month-long stay.

Athletics

- **Baseball (Men): Luke DeVenney, Nick Jones, Zachary Owings, and Max Schuemann** were selected as **MAC Distinguished Scholar Athletes**.
- **Baseball (Men):** The **annual alumni game** was held on September 15. Before the game, kids were also encouraged to take batting and field practice.
- **Basketball (Men): Paul Jackson** was named to the **National Association of Basketball Coaches Honors Court**, which recognizes hard work on the court and in the classroom.
- **Cross Country and Track & Field:** More than 100 student-athletes and coaches from the **men's and women's track and cross country teams** volunteered at the **JDRF One Walk** on September 23, at the Hudson Mills Metropark in Dexter, MI.
- **Football (Men):** The football team was joined by 100 of its youngest fans following its practice on August 11 as they hosted their fifth annual **Youth Day**.
- **Golf (Women): Thelma Beck, Maria Connelly, Katelin Lawson, Pattraporn Sripratrprasite, and Julia Stevenson** were named to the **All-American Scholar Team** by the Women's Golf Coaches Association.
- **Golf (Men): Beau Breault** won the **2018 Michigan Amateur Championship**, one of only two EMU golfers in history to win the championship.
- **Golf (Men): Tyler Lewis** has been selected as a **MAC Distinguished Scholar Athlete**.
- **Golf (Men): Beau Breault, Tyler Lewis, and Nic Ross** were named as **Srixon/Cleveland Golf All-American Scholars** by the Golf Coaches Association.

- **Golf (Men):** The Golf Coaches Association of America announced that the men's golf team was the recipient of **18Birdies All-Academic Team honors** upon the conclusion of the 2017-2018 season.
- **Gymnastics (Women):** **Sydney Audet, Megan Benzie, Cortney Bezold, Emili Dobronics, Cali Harden, Megan Hultgren, Megan Marino, Brianna Price, Jada Rondeau, Lacey Rubin, Jules Schwartz, Allison Smith, and Kendall Valentin** earned **Scholastic All-America honors** from the Women's Collegiate Gymnastics Association.
- **Rowing (Women):** Eastern was well represented on the U.S. team at the World University Rowing Championships in Shanghai, China. EMU Head Coach **Kemp Savage** and Assistant Coach **Julie Quoss** led the U.S. team. EMU junior **Amanda Flora**, and assistant coaches **Delaney McGuire** and **Emily Wasz** competed in several events, with Wasz earning a bronze medal.
- **Rowing (Women):** The Rowing team acted as host for the **2018 Special Olympics Michigan State Fall Games Kayaking Events** at its boathouse on Ford Lake.
- **Rowing (Women):** **Amanda Flora** led her boat to a third-place finish and **Delaney McGuire** placed fourth in her event at the **U.S. Rowing Club National Championships**.
- **Soccer (Women):** Sophomore **Alia Frederick**, and alumnae **Megan Trapp** and **Rachel Washburn** were named to the **United Women's Soccer All-Midwest Team of the Year**. Frederick was a First Team selection, while Trapp and Washburn were Second Team honorees.
- **Softball (Women):** **Amanda Akles** has been selected as a **MAC Distinguished Scholar Athlete**.
- **Swimming & Diving (Women):** **Delaney Duncan** and **Alli Shereda** garnered **First Team CSCAA Scholar All-America** honors. **Bethany Berger, Casey Gavigan, Brielle Johnston, Molly Miller, Micaela Schempf, Nicole Swartz, and Sophia Tsafantakis** were named **Scholar All-America Honorable Mention**.
- **Track & Field (Women):** **Alsu Bogdanova, Dace Dreimane, Micah Johnston, Brittni Mason, Jordann McDermitt, Sydney Meyers, and Janina Pollatz** were selected as **MAC Distinguished Scholar Athletes**.
- **Track & Field (Women):** The women's track and field team earned **United States Track and Field and Cross Country Coaches Association All-Academic** honors for both indoor and outdoor track and field seasons. Individuals on the team also honored were **Alsu Bogdanova, Natalie Cizmas, Dace Dreimane, Jordann McDermitt, Janina Pollatz, and Jenna Wyns**.

- Track & Field (Men): **Caleb Hess, Nick Raymond, and Tyler Underwood** were selected as **MAC Distinguished Scholar Athletes**.
- Track & Field (Men): The men's track and field team earned **United States Track and Field and Cross Country Coaches Association All-Academic honors** for both indoor and outdoor track and field seasons. Individuals on the team also honored were **Owen Day, Nick Raymond, and Owen Richardson**.
- Volleyball (Women): For the 14th consecutive season, Eastern's volleyball team was recognized by the American Volleyball Coaches Association for academic excellence with the **AVCA Team Academic Award**.
- The Student Athlete Advisory Committee (SAAC) served as leaders during the **NCAA Diversity and Inclusion campaign** the week of October 5. The goal of the national campaign was to start the discussion, speak out on, and promote diversity and inclusion as key elements of student-athlete success.
- Track and field alumnus **Donald Scott** captured the **triple jump national title** at the 2018 Outdoor USA Track and Field Championships in June.
- Five new members were inducted into the E-Club Athletic Hall of Fame on September 28. The class of 2018 includes **Virgie Bullie** (women's track & field), **Jordan Desilets** (men's track & field, and cross country), **Catherine Fortin** (women's golf), **Korey Mahoney** (men's golf), and **Andrew Wellock** (football). The E-Club also presented **Eric Walline** with the Ron Oestrike Distinguished Service Award.
- The Athletic Department announced the launch of a new podcast, **The Eastern Insider**. The podcast is hosted by Associate Athletic Director **Greg Steiner** and Assistant Director **Kyler Ludlow**, and will include coach interviews, student-athlete interviews, feature segments, and a look back at the action from the previous week.

TAB G

OPEN COMMUNICATIONS

Vice President Reaume announced that four (4) people requested to address the Board of Regents. Each speaker was given up to three (3) minutes to speak.

1. Sam Jones-Darling – Athletic Spending – Declined to speak
2. Kevin Doak – I will update the Board regarding the status of eliminating athletes, the ongoing court case and the temporary injunction ordered by the judge stating that EMU is in the clear violation of Title IX. Solutions will be suggested on how to improve alumni relations.
3. Candice Crutcher (Student Government) – Student Government priorities and agenda items as well as an update on leadership change
4. Ethan Smith (Student Government) – Articulate Student Government priorities for the year and long-term vision for the University based on student's interest

Chairman Webb reminded attendees that the next meeting is scheduled for Friday, December 14, 2018. He called for any further business to be brought before the Board. There being none, Regent Crumm made a motion to adjourn. Regent Jeffries seconded to adjourn the meeting.

Motion Carried

The meeting was adjourned at 2:42 p.m.

Respectfully submitted,

Vicki Reaume
Vice President and Secretary to the Board of Regents

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 2

DATE:
December 14, 2018

RECOMMENDATION

STAFF APPOINTMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 8 staff appointments for the reporting period October 2, 2018 through November 20, 2018.

STAFF SUMMARY


Of the 8 appointments, 4 (50 percent) are females, 4 (50 percent) are males. Demographics of the total group indicate 1 (13 percent) African Americans, 6 (75 percent) Caucasians, 1 (13 percent) Hispanic.

FISCAL IMPLICATIONS

The salaries are part of the University's 2018-2019 budget as approved by the Board of Regents.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer

DECEMBER 14, 2018
Date

**EASTERN MICHIGAN UNIVERSITY
STAFF APPOINTMENTS
For Activity Date Reporting Period
October 2, 2018 through November 20, 2018**

Last Name	First Name	Job Title	E Class	Grade	Org Title	Current Hire Date	Annual Salary	Appt %	Ethnicity	Gender
Del Carpio	Karen	Mgr Bsktball/Football Ops	AC	11	I A Womens Bktball	10/16/2018	50,000.00	100	HI	F
Hussein	Sabrina	Officer Campus Police	CP	01	Public Safety	11/12/2018	48,991.73	100	WH	F
Weirich	Allan	HVAC Control Specialist	FM	23	HVAC Heating Ventilation AC	11/5/2018	73,792.00	100	WH	M
Lindberg	Matthew	Plumber/Maintenance	FM	22	Plumbing	11/12/2018	67,542.02	100	WH	M
Pomante	Nicholas	Coord Health Education	PE	08	Health Education	10/8/2018	44,544.80	80	WH	M
Hulett	Lisa	Occupational Therapist, ACC	PE	08	Autism Collaborative Center	11/5/2018	55,681.00	100	WH	F
Maleitzke	Lauren	Academic Advisor	PT	07	Director University Advising	10/8/2018	45,681.00	100	WH	F
Dicus	Virgil	Network Systems Engineer	PT	09	Infrastructure and Security	10/15/2018	74,000.00	100	BL	M

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 3

DATE:
December 14, 2018

RECOMMENDATION

STAFF SEPARATIONS/RETIREMENTS

ACTION REQUESTED

It is recommended that the Board of Regents approve 12 separations and retirements for the reporting period of October 2, 2018 through November 20, 2018.

STAFF SUMMARY

Of the 12 separations and retirements there are 5 (42 percent) females and 7 (58 percent) males. Demographics of the total group indicate 11 (92 percent) Caucasians, 1 (8 percent) Black.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer

DECEMBER 14, 2018
Date

**EASTERN MICHIGAN UNIVERSITY
STAFF SEPARATIONS and RETIREMENTS
For Termination Date Reporting Period
October 2, 2018 through November 20, 2018**

Last Name	First Name	Job Title	E Class	Grade	Org Title	Termination		Ethnicity	Gender
						Current Hire Date	Date		
Wester	Gregory	Foreperson, Custodial	PT	05	Housing Admin	10/8/2007	10/2/2018	WH	M
Malach	Michael	Sr Assoc Dir Facilities and Op	AP	MGIL2	I A Administration	9/14/1998	10/3/2018	WH	M
Hunt-Carter	Erin	Psychologist	PT	09	Counseling and Psych Services	4/23/2012	10/5/2018	WH	F
Pribik	John	Custodian	FM	06	Custodial Services	6/24/2001	10/12/2018	WH	M
Wilson	Steven	Plumber/Maintenance	FM	22	Plumbing	8/13/2007	10/12/2018	WH	M
DeGroot	Joslyn	HRIS Data Administrator	AP	PFHR1	HRIS	8/18/2014	10/12/2018	WH	F
Murkowski	Celia	Asst Dir Admission Visit Prg	PE	09	Adm Internal Oper	9/2/2008	10/12/2018	WH	F
Selfridge	Brian	Director, Freshman Admissions	AP	MGIL2	Adm Internal Oper	1/2/2007	10/12/2018	WH	M
McNeal	Azhar	Academic Advisor	PT	07	Director University Advising	4/24/2000	10/23/2018	BL	M
Puzzuoli	Chris	Senior Web Developer	PE	09	Web Service Team	9/16/2013	10/26/2018	WH	M
Ridgley	Patricia	Customer Service Rep II	CS	05	Office of the Registrar	8/17/1998	10/30/2018	WH	F
Goodwin	Margaret	Operations Services Spclst Sr	PT	07	Operations and Data Center	8/14/1978	11/2/2018	WH	F

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: December 14, 2018

RECOMMENDATION

EMERITUS STAFF STATUS

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Staff Status to One (1) staff members: Debra Craig, Senior Secretary, College of Business Marketing Department, who retired June 30, 2017.

STAFF SUMMARY

According to University policy, retiring Administration Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Food Service, Custodial & Maintenance (FM), Professional Technical (PT) or Clerical Secretarial (CS) staff members who have served the University for at least fifteen (15) years, may be granted Emeritus Staff Status. Such status is conferred based on the recommendation of the President and approval of the Board of Regents.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.



James M. Smith, Ph.D.
President

12/14/18
Date

Debra Craig retired on June 30, 2017 **after 27** years of service at EMU. Debra was a Senior Secretary, Office of Marketing at the College of Business. Debra was the go to person for the office. She was dependable and had a positive, professional and calm attitude. She helped guide students and was a problem solver. Debra had loyalty and dedication throughout her whole career. Debra will be missed at the University.



EASTERN MICHIGAN UNIVERSITY

EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Marketing, COB recommends the awarding of Emeritus Staff Status for the following retiring/retired staff member: Debra Craig

Name of staff member: Debra Craig
Title upon retirement: Senior Secretary

Date of hire at EMU: 1/1990 Retirement date: 6/30/2017

Number of years at EMU: 27 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home address: [Redacted]

Home telephone: [Redacted] E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: BGS, EMU, SU 2018

Masters: [Redacted]

Doctoral: [Redacted]

Please attach 2 letters of support to this application

Recommended by [Redacted] Date 9/19/2018 Recommended by [Redacted] Date 10/4/2018

Department Head and/or Supervisor [Redacted] Date 10/5/18

Executive Council Member [Redacted] Date 11/15/18

President [Redacted] Date 11/16/18

Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

Judy Foster Davis
Professor of Marketing
469 Owen, College of Business
Eastern Michigan University

October 4, 2018

Dear President Smith and the Board of Regents:

It is my pleasure to recommend Ms. Debra Craig for Emeritus Staff status at Eastern Michigan University. Prior to her retirement, Debra served as secretary in the Department of Marketing for nine years, working under four different Department Heads after coming to the College of Business from main campus. During that time, she was a valuable asset to the department, often helping to orient a new Department Head to EMU and getting him/her acclimated to the College. At the same time, she also maintained a good rapport with more than 30 full-time and part-time department faculty and was known for her helpfulness and cheerful disposition.

During her tenure at EMU, Debra consistently showed hard work, initiative, loyalty and dedication and took on extra responsibilities beyond her job description. For example, she was adept with computer software which she would use to publish booklets, flyers and other materials used to promote programs and issue awards from the department, offering a cost savings compared to outsourcing those items. Debra also served for a very long time as Secretary of the EMU Black Faculty and Staff Association (BFSA), keeping the campus-wide membership informed of meetings, events, fundraisers and programs, such as the Annual MLK/Malcolm X Scholarship, the Mentor – Mentee program and other worthwhile efforts. She also played a key role in organizing and hosting BFSA events and served as an all-around cheerleader for the group. At the same time, Debra was also furthering her own education while working full time - and recently completed her Bachelor's Degree at EMU.

I have met many people during my 26 years at Eastern. Over that time, I am grateful to have had the opportunity to know Debra through the BFSA and the Marketing Department. She was an asset to the organizations and departments she served and is missed by many in her retirement. I am pleased to recommend her without reservation, for Emeritus Staff status. Please contact me if you have need of any additional information.

Sincerely,



Judy Foster Davis

Eastern Michigan University
Board of Regents,
President,
Ypsilanti, Michigan
48197

September 19, 2018

Emeritus Staff Status Recommendation for Debra Craig

Dear Board of Regents, President:

I am writing this letter of support recommending Emeritus Staff Status for Debra Craig, former Department Secretary for the Marketing Department of the College of Business.

My name is Sandra Defebaugh and I am one of the professors in that department that had the privilege of having Debra support my academic service, teaching needs and students by consistently providing high quality administrative support throughout the time she worked in the department. Debra was someone that I counted on to get the work or assignment done in a timely and proper manner and she did. Moreover, whatever that task or assignment, Debra completed it with a positive, professional, calm and "can do" attitude.

Debra Craig's years of service were very appreciated by those faculty and students she supported and assisted at the College of Business and I am hereby enthusiastically recommending that she be granted Emeritus Staff Status.

I would be happy to answer any questions that you might have about Debra and I can be reached at sdefebaugh@emich.edu.

Sincerely,


Professor Sandra Defebaugh, JD.

SECTION: 5
DATE: December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

EMERITUS FACULTY STATUS

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Faculty Status to five (5) former faculty members: Linda Berry, School of Nursing from 1992 to 2014 who retired after 21 years; Karen Schulte, Department of Special Education from 1988 to 2018 who retired after 30 years; Maria Sipos, Department of Visual and Built Environments from 1990 to 1992 and 2005 to 2018 who retired after 15 years; Jianhua Wang, Department of Engineering Technology from 2002 to 2018 who retired after 15 years and Michael Zeiger, Department of Computer Science from 1975 to 2018 who retired after 43 years.

STAFF SUMMARY

The Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Chapter of the American Association of University Professors (AAUP) provides that a faculty member who has served the University for at least fifteen (15) years may be nominated for Emeritus Faculty Status upon retirement.

The nominations for these individuals have received the support of the Department Head or School Director, the Dean of the College, and the Provost and Executive Vice President for Academic and Student Affairs.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Rhonda Longworth, Ph.D.

11/26/18

Date

**EASTERN MICHIGAN UNIVERSITY
EMERITUS FACULTY STATUS RECOMMENDATION
December 14, 2018**

Linda Berry

Associate Professor, School of Nursing from 1992 to 2014
(21 years)

Doctorate	University of Michigan
Masters	Dalhousie University
Baccalaureate	Dalhousie University

Karen Schulte

Associate Professor, Department of Special Education from 1988 to 2018
(30 years)

Masters	Eastern Michigan University
Baccalaureate	Eastern Michigan University and Polytechnic Institute in Romania

Maria Sipos

Assistant Professor, Department of Visual and Built Environments from 1990-1992 and
2005-2018
(15 years)

Masters	Eastern Michigan University
Baccalaureate	Eastern Michigan University

Jianhua Wang

Associate Professor, Department of Engineering Technology from 2002 to 2018
(15 years)

Doctorate	University of Iowa
Masters	Nanjing University of Aeronautics and Astronautics
Baccalaureate	Nanjing University of Aeronautics and Astronautics

Michael Zeiger

Assistant Professor, Department of Computer Science from 1975 to 2018
(43 years)

Doctorate	University of Michigan
Masters	University of Michigan
Baccalaureate	Brooklyn College



EASTERN MICHIGAN UNIVERSITY
Division of Academic and Student Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of School Nursing recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Linda Berry

Current Status/Rank at EMU: Associate Professor I

Date of Hire at EMU: 8/26/1992 Retirement Date: 7/1/2014

Number of Years at EMU: 21 (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty Directory.

Home Address: [Redacted]

Home Telephone: [Redacted] E-Mail Address: [Redacted]

Name of Spouse: Joseph Engwonyu

Degree(s)/Institutions/Year: Baccalaureate: Dalhousie University, 1980

Masters: Dalhousie University, 1985

Doctoral: University of Michigan, 2002

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

[Redacted] 8/15/18
Recommended by (please print) Date

[Redacted] 9/14/18
Department Head Date

[Redacted] 9/25/18
Provost Date

[Redacted] 9/20/18
Dean Date

Date Submitted to Board of Regents

Please forward this completed form to: **Debbie Clearwater**
Academic and Student Affairs, 106 Welch Hall

September 14, 2018

**Eastern Michigan University
Emeritus Faculty Application**


Dear Emeritus Review Committee:

I am pleased to write this letter of support for Dr. Linda Berry to be inducted into the Emeritus Faculty association. Dr. Berry was a member of the School of Nursing faculty from 1993 to 2014 (21 years). During that time, Dr. Berry shared her expertise in obstetrical and women's health nursing with many students, faculty, and visiting professors. Dr. Berry taught primarily in the undergraduate program and proposed and taught NUR 430 Vulnerable Populations for many years; a topic way ahead of her time! Dr. Berry taught many other courses on campus and in Livonia, Jackson, and Flint sites.

Dr. Berry received her diploma in nursing from the University of West Indies, Jamaica, her BSN and MSN from Dalhousie University in Halifax, NS, and ultimately her PhD from the University of Michigan. Her dissertation and research was on pre-natal care and birthweight among impoverished childbearing women and was presented at several conferences. Dr. Berry also served as an active member of the faculty in the School of Nursing. She served on numerous committees and participated in many student activities as well including the Undergraduate Symposium Committee, Explore Eastern, Graduate Fairs, and the college grade grievance committee.

Over 21 years, Dr. Berry was an active member in the education and mentoring of nursing students. She retired in 2014 and the School of Nursing faculty and students are indebted to Dr. Berry's contributions during her tenure here. I am happy to support Dr. Berry's nomination as an Emeritus faculty.

Sincerely,


Michael L. Williams, PhD, MSN, RN, CCRN, CNE
Director and Associate Professor
School of Nursing

March 15, 2018

**RE: Linda Berry, PhD, RN
Associate Professor
School of Nursing
RE: Emeritus Status**

Dear Director Williams,

The Personnel and Finance Committee (PFC) recommends granting of Emeritus status for our colleague Dr. Linda Berry who retired from Eastern Michigan University, School of Nursing.

Dr. Berry served as a member of the School of Nursing faculty at Eastern Michigan University from 1993 – 2014; 21 years. She consistently met or exceeded all of her teaching, scholarship and service responsibilities. Dr. Berry taught in both the undergraduate and masters programs, she provided leadership in her specialty area of obstetric (OB) nursing. She taught a variety of core courses in the traditional, BSN completion and masters level courses on campus and at the Livonia, Flint and Jackson extension sites.

Dr. Berry is commended for her service of more than 4 years on College of Health & Human Services (CHHS) grade grievance committee. She also organized and chaired the Annual Scholarly Achievement Day in the nursing department; an event that showcased faculty and graduate student scholarship. Dr. Berry also sponsored 8 students at the Undergraduate Symposium throughout her tenure at Eastern Michigan University.

Members of PFC are pleased to nominate Dr. Linda Berry for Emeritus status at Eastern Michigan University.

Sincerely,



**Peggy A. Trewn, PhD, RN
Chair, Personnel & Finance Committee**

CURRICULUM VITAE

**Linda M. Berry
1487 Ainsley Street
YPSILANTI, MICHIGAN 48197**

EDUCATION

INSTITUTION	DEGREE/DATE	MAJOR
The University of Michigan Ann Arbor	PhD 2002	Nursing
Dalhousie University Halifax, N.S.	M.N. 1985	OB Nursing Minor in Ed.
Dalhousie University Halifax, N.S	B.N. 1980 Sigma Theta Tau	Nursing
U of the West Indies Jamaica	Diploma in Nursing Ed. 1972	Nursing

St Mary's Hospital School **SCM 1969** **Midwifery**
Leeds, England

Royal South Hants
School of Nursing **SRN 1968** **Nursing**
Southampton, England

PROFESSIONAL EXPERIENCE

Part time Lecturer (EMU) **2014 to present**

Assoc. Professor with tenure (EMU) **1998 to 2014**

Assistant Professor (EMU) **1993-1998**

Visiting Lecturer (EMU) **1991 to 1993**

Assistant Professor (DAL) **1988 to 1990**

Lecturer (Dal) **1983 to 1988**

Victoria General Hospital **1980 to 1983**
(Nova Scotia general duty RN)

St John's Episcopal Hospital (Far Rockaway, N.Y. Part-time RN)	1979 to 1980
General Duty RN	1970 to 1971
Nursing Instructor	1972 to 1974
Director School of Nursing, Belize	1974 to 1980

TEACHING RESPONSIBILITIES at EASTERN MICHIGAN UNIVERSITY

Since 1991 I have taught in all the undergraduate nursing programs and the master's program. I taught on site, on-line and at off-site locations such as Jackson and Livonia. I also taught at Sinai Grace and St Joseph Mercy hospitals. The courses taught are listed below:-

N110: Introduction to Professional Nursing

N208: The Art & Science of Nursing 1

N209: The Art & Science of Nursing 1 Clinical

N250: The Art & Science of Nursing 2

N251: The Art & Science of Nursing 2 Clinical

***N308: A Theoretical Basis for Nursing Care of Childbearing Families**

N372: Nursing Research

***N430: Health Care of Vulnerable populations**

N610: Research Design, Methods & Analysis

The courses with a (*) indicate courses which are no longer offered. The content has been Incorporated Into other course offerings.

EMU School of Nursing Service

Served as a member of ALL the standing committees of the School for more than 20 years, twice serving as Co-Chair for the Personnel Committee.

Twice organized and chaired the Annual Scholarly Achievement Day activities.

Met all my responsibilities as Advisor and Mentor to Students.

Participated In numerous yearly University Activities such as Graduation, Explore Eastern, Alumni Awards, Research Grad Fairs, and athletic events.

Was school representative on Library Committee for several years.

Sponsored eight students who presented at the Undergraduate Symposium over the years.

Was representative to NLN for six years.

Service to College of Health and Human Services

Represented the School of Nursing on the Ethics Committee for six years.

Was school's representative on the College Grievance Committee for four years.

University/Community Service

Served as school representative for four years on the Undergraduate Symposium Committee.

Participated in numerous yearly University Activities such as Graduation, Explore Eastern, Alumni Awards, research Grad Fairs, and athletic events.

Member of the EMU-UM gradate Mentorship Program GSI Initiative

Former Board Member for the Ypsilanti Youth Orchestra providing fund raising help (as clerk) to allow constructive after school activities for young men and women.

Represented EMU at International Education Conference in Jacksonville, Florida.

Represented EMU at National Research Funding Conference in Washington DC.

Participation/Presentation at Conferences while at EMU

2017 Participant in 2nd Nkrumah Pan African and Global Conference in ACCRA, GHANA.

2013 Participant in Elsevier Nursing Conference for Nurse Educators in

Chicago, Illinois.

2012 Paper on the "Outcome of obesity on Pregnancy" accepted for presentation at ANA conference in Hawaii. Unable to attend.

2009 Participant at Eastern Region MNRS Nursing Conference in Boston, Massachusetts.

2004 Paper "Pre-natal Care of Poor Women Revisited" presented at Canadian Association of Nurses Conference in Toronto, Ontario.

2003 Dissertation findings presented to Obstetric Nursing group at U of M in Ann Arbor

2002 Dissertation findings presented to Obstetric Clinic Nurses at St Joseph Mercy Hospital in Ann Arbor.

2002 Dissertation published entitled "Pre-natal Care and Birth Weight Among Impoverished Childbearing Women: The Effects of Stress, Sense of Belonging and Life Style Behaviors" at the University of Michigan Dissertation Archives.

2000 to Present- participation in activities of Coalition for Maternal-Child Health and participated in numerous workshops and webinars when invited at the hospital with students.

PUBLICATIONS prior to EMU Employment

Berry, L.M. & Sullivan, P.L. (1984). "The Stress Responses of First-Time Expectant Fathers During Their Spouses' Labor and Delivery. Abstract Published in the Proceedings of the First International Congress n Women's Health Issues. Halifax, Nova Scotia.

Berry, L.M. (1986). Helping Expectant Fathers Cope During Their Spouses' Labor and Delivery". . Abstract Published in the Proceedings of the First International Congress n Women's Health Issues. University of Alberta, Alberta

Berry, L.M. (1987). "Companions, not Coaches". Dalhousie News, 17, 10, page 9.

Berry, L.M. (1988). "Labor Coach Expectations". Great Expectations: The Magazine for Expectant Parents, 18, 3, page 4

Berry, L.M. (1988). "Realistic Expectations of the Labor Coach". Journal of Obstetrics, Gynaecology and Neonatal Nursing, 17, 354-355.



EASTERN MICHIGAN UNIVERSITY
Division of Academic and Student Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Special Education (COE) recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Karen Schulte

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: 1988 Retirement Date: 8/2018

Number of Years at EMU: 30 (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty Directory.

Home Address: [Redacted]

Home Telephone: [Redacted] E-Mail Address: [Redacted]

Name of Spouse: Bill Sverdluk

Degree(s)/Institutions/Year: Baccalaureate: Eastern Michigan University - 1976

Masters: Eastern Michigan University - 1982

Specialist of Arts: Eastern Michigan University

Doctoral: 1989

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

[Redacted]	<u>11/15/18</u>	[Redacted]	<u>CHAIR</u>
Recommended by (please print)	Date	[Redacted]	<u>11/15/18</u>
[Redacted]	<u>11/14/18</u>	[Redacted]	Date
Department Head	Date	Dean	Date
[Redacted]	<u>11/14/18</u>		
Provost	Date	Date Submitted to Board of Regents	

Please forward this completed form to: **Debbie Clearwater**
Academic and Student Affairs, 106 Welch Hall

Eastern Michigan University
College of Education
Special Education Dept
Derrick R. Fries Ph.D.
Personnel Committee Chair

11/15/18

Dear Personnel,

I am writing this letter of full support on behalf of Karen Schulte application to Emeritus Faculty. Karen was an Associate Professor for approximately 15 years in the Special Education Dept. teaching in the Learning Disabilities area. Karen truly deserves this honor, and the Special Education Personnel Committee unanimously endorses her for the following accomplishments:

- Total and full commitment to instructional excellence
- Masterful teaching skills in the classroom
- Unselfish commitment to the College of Education and the Special Education Dept.
- Comprehensive involvement in Special Education Committees and functions
- Supreme knowledge of the Learning Disabilities Field and realm
- Professional and unyielding commitment to the students in her classroom and students seeking a Special Education Degree
- Willingness to fully collaborate and work with all colleagues

The personnel committee unilaterally supports Karen application to Emeritus status. She truly deserves this honor!



Derrick R. Fries Ph.D.
Professor
Dept. of Special Education
Personnel Committee Chairperson

November 14, 2018

Dean Saylor,

I am very pleased to support the Department Personnel Committee's nomination to Emeritus Faculty of Karen Schulte, who retired from our Department on August 31, 2018.

During her years at EMU, Karen made an invaluable contribution to our Department and, especially, to our students. She consistently had strong student evaluations and modeled best practices throughout her teaching. Her passion for teaching, organization of course materials, and creative approach to topics provided an exceptional learning experience for each of her students. For example, when I came to EMU in 2009 as Department Head, she invited me to visit one of her classes. I came away from that visit deeply impressed with every aspect of the class session. In addition, her excellence in teaching was recognized through her receiving the Dean's Award for Innovative Teaching in 2010.

Karen was also active in service for the Department and her field of learning disabilities. She was one of the primary designers of the recently launched undergraduate Learning Disabilities major. Her skill in organization, writing, and understanding State and University program requirements helped that new major gain approval. In addition, she served on several Department and College committees throughout her time at EMU. She was Chair or Co-Chair of the Department Finance Committee for several years. Furthermore, she was active in several state organizations, serving on the Board of the Michigan Branch of the International Dyslexia Association as well as the Association of Learning Disability Educators Executive Board.

Throughout her years at EMU, Karen served on the Editorial Review Board for the Michigan Reading Association Journal and was a reviewer for that National Association of Secondary School Principals Bulletin. She made numerous presentations at state and national conferences and authored numerous book reviews and several refereed articles for journals.

I have found Karen to be an example of professionalism, collegiality, and wise counsel. She was always willing to help both students and colleagues. For example, when I first arrived at EMU as Department Head in 2009, she provided very helpful insight into the Department as well as EMU. She continued that counsel as I moved back to Faculty for several years before becoming Department Head a second time in 2017.

Karen Schulte is a teacher's teacher. Therefore, I heartily endorse her nomination for Emeritus Faculty.

Sincerely,


David C. Winters, Ph.D.
Academic Department Head



EASTERN MICHIGAN UNIVERSITY
Division of Academic and Student Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Visual and Built Environments recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Marta Sipos

Current Status/Rank at EMU: Assistant Professor

Date of Hire at EMU: 1990-1992, 2005-2018 Retirement Date: August 2018

Number of Years at EMU: 15 (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty Directory.

Home Address: [Redacted]

Home Telephone: [Redacted] E-Mail Address: [Redacted]

Name of Spouse: Tibor Sipos

Degree(s)/Institutions/Year: Baccalaureate: BS Architecture/Urban Planning, Polytechnic Inst., Romania, 1980

Masters: BA Interior Design, EMU 1984; MA Interior Design, Wayne State Univ, 1992

Doctoral:

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

<u>[Redacted]</u>	<u>August 28, 2018</u>	
Recommended by (please print)	Date	
<u>Suleiman Ashur</u>	<u>10.29.18</u>	<u>[Redacted]</u>
Department Head	Date	Date
<u>[Redacted]</u>	<u>11/14/18</u>	<u>[Redacted]</u>
Provost	Date	Date Submitted to Board of Regents

Please forward this completed form to: **Debbie Clearwater**
Academic and Student Affairs, 106 Welch Hall

**Application for Faculty Emeritus
Maria Sipos**

Professor Sipos has been an Integral member of the Interior Design Program for 15 years. Before coming to EMU, she taught at Lawrence Technological University in the College of Architecture and Design. Maria's prior degrees in both Architecture and Interior Design plus commercial design experience at UofM Hospital, Contract Interiors, Interior Dynamics and Work Place Integrators made her well prepared for teaching both lecture and studio courses. Her teaching load included introductory courses, history of art/architecture/interiors, Internship, professional practice, and studio classes from the 100 to the 400 level. Maria annually mentored students in state competitions, such as ASID, and sponsored student projects or presentations at the Undergraduate Symposium. Her service included program coordination, and she successfully prepared for and participated in the program reaccreditation process with the Council for Interior Design Accreditation and the recent accreditation with the National Association of Schools of Art and Design. Input with the Interior Design Program Advisory Board facilitated a number of program modifications over the years. Professor Sipos' contributions will be greatly missed. We wish her well in retirement.

Fwd: Maria's emeritus material

Mary Linblada <mlinblada@emich.edu>
To: Sulekman Ashur <sashur@emich.edu>
Cc: Mohamed Qatu <mqatu@emich.edu>, Rebekah McDow <rmcdow@emich.edu>

Mon, Oct 29, 2016 at 11:53 AM

To All - here is what I could find related to her employment history:

Lecturer Work History

F'90 (9/1/90-12/20/10) as temp full time lecturer = 4 months

Sp'91 (5/2/90-8/22/90) as temp full time lecturer = 1.5 months

F'91 (8/4/91-12/19/91) as temp full time lecturer = 4 months

W'92 (1/8/92-4/25/92) as temp full time lecturer = 4 months

Total = 13.5 months or 1 year + 6 months

Faculty Work History

Hired 8/31/05 and terminated 8/1/18

Total = 12 years + 11 months

FTL = 1 year + 6 months

+ Faculty = 12 years + 11 months

Total years of service = 14 years + 5 months

Let me know if you have any other questions.

Mary

On Mon, Oct 29, 2016 at 9:52 AM, Sulekman Ashur <sashur@emich.edu> wrote:
(Quoted text hidden)

Mary Linblada
Associate Director, Academic Human Resources
103 Boone Hall
Ph: 734-487-4245
Fax: 734-484-1973



EASTERN MICHIGAN UNIVERSITY
 Division of Academic and Student Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Engineering Technology recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Dr. Jianhua Wang

Current Status/Rank at EMU: Associate Professor

Date of Hire at EMU: 2002 Retirement Date: ~~5.31.2018 (VPR)~~ 8/31/18

Number of Years at EMU: 15 (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty Directory.

Home Address: prefers not to provide personal information

Home Telephone: () _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.S. Mechanical Engineering, The Nanjing University of Aeronautics and Astronautics, Nanjing, China (1987)

Masters: M.S. Manufacturing Engineering, The Nanjing University of Aeronautics and Astronautics, Nanjing, China (1989)

Doctoral: Mechanical Engineering, The University of Iowa, Iowa City (1994)

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

	M.C. Greenfield	11.9.18	
Recommended by	(please print)	Date	
		11/12/18	
Department Head		Date	Dean
		11/14/18	11.2.18
Provost		Date	Date Submitted to Board of Regents

Please forward this completed form to: **Debbie Clearwater**
 Academic and Student Affairs, 106 Welch Hall

Academic and Student Affairs, 106 Welch Hall

Statement of Support, Emeritus Faculty Status for Dr. Jianhua Wang, Associate Professor, School of Engineering Technology

Dr. Wang has presented us with unique excellence as a professor of the School of Engineering Technology in the College of Technology for more than 15 years. He worked as a faculty member of the profoundly fruitful Product Design and Development Program. He brought many years of industrial experience to his classes that greatly enhanced his teaching. Dr. Wang worked to improve the educational modules and supporting PDD labs. He was effectively engaged in enrolling of many students that prompted the growth of the program. Because of the quick development of the Product Design and Development Program during his tenure, a new faculty member was added to the program. His students greatly appreciated his advanced practical knowledge which he gained from working as Senior Product Engineer at EDS of Cincinnati, Ohio. The new faculty member, with accreditation and modern industrial experience, started the phase for the improvement of the new Product Design and Development. Because of his improvement in staff, ability, and lab spaces, the School of Engineering Technology presently has the capacity to convey Product Design and Development and other technical educational expertise. Notwithstanding his initiative in program improvement, he has additionally exceeded expectations in education and different zones of research. He has published several papers in mechanical modeling which are related to our Product Design and Development Program. Dr. Wang taught many different courses throughout the curriculum, and always took on new challenges.

Although a brilliant teacher and one producing model research, he has kept up a functioning academic motivation. He has distributed a synopsis of insightful papers and reports too long to make reference to in this announcement; likewise, he has kept up with current areas in his field of concentration through different engineering ventures.

Dr. Wang has filled in as a motivator to his co-faculty, through model, consolation, direction and support in their expert advancement. Although his ability and outstanding research will be unpleasantly felt within the School of Engineering Technology after his retirement, his co-faculty, students, and others bid him well on his new adventures in moving forward in life. The School of Engineering Technology as a whole unequivocally support his selection for emeritus faculty status.


**Prof. M. C. Greenfield
Associate Professor
School of Engineering Technology**



EASTERN MICHIGAN UNIVERSITY
Division of Academic and Student Affairs

RECEIVED

SEP 17 2018

ARTS AND SCIENCES DEAN'S OFFICE

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Computer Science recommends the awarding of Emeritus Faculty Status for the following retiring/retired faculty member:

Name of Faculty Member: Michael Zeiger

Current Status/Rank at EMU: Assistant Professor

Date of Hire at EMU: Sept. 26~~8~~75 Retirement Date: 8/31/2018

Number of Years at EMU: 48 (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty Directory.

Home Address: [Redacted]

Home Telephone: [Redacted] E-Mail Address: [Redacted]

Name of Spouse: Computer Science Dept. 14-0-0 Vote

Degree(s)/Institutions/Year: Baccalaureate: B'klyn College/63

Masters: UM/64

Doctoral: UM/74

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

Recommended by (please print) [Redacted] 14-0-0 vote Date 9/10/2018

Department Head [Redacted] Date 9/17/2018 Dean [Redacted] Date 9/17/2018

Provost [Redacted] Date 9/18/18 Date Submitted to Board of Regents _____

Please forward this completed form to: Debbie Clearwater
Academic and Student Affairs, 106 Welch Hall

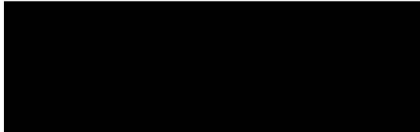
Date: September 17, 2018

Re: Emeritus Faculty Status for Dr. Michael Zeiger

Dr. Zeiger joined the Mathematics department in the early 70's and later moved over to the Computer Science Department in 1986. Overall, he served the university for more than 40 years, taught a variety of courses in Mathematics and Computer Science, published several books and served as an undergraduate Adviser for the department for many years.

The department and I strongly recommend that he be honored with the Emeritus Faculty Status at EMU.

Thank you.



**Augustine Ikeji
Department Head**

SECTION: 6
DATE: December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

HONORARY EMERITUS FACULTY STATUS

ACTION REQUESTED

It is recommended that the Board of Regents grant Honorary Emeritus Status for Meritorious Service to Dr. Diane Parfitt, who provided exceptional leadership in her role as a faculty member and developed a School Based Counseling Clinic Program (SBCC) in collaboration with the Ypsilanti Community Schools. Dr. Parfitt joined Eastern in 2006 as a lecturer she was then promoted to Associate Professor and received tenure effective in 2010.

During her time at the University, she has developed, maintained and expanded the Clinic whose purpose is two-fold; it provides EMU Counseling master's students practicum and internship opportunities and assists grades 2nd through 12th the opportunity to resolve personal, emotional, and social problems. The Clinic is an important educational contribution but it also advances the University through collaboration with the community.

Dr. Parfitt established the Pi Omega chapter on campus, an international honor society that values academic and professional excellence in counseling. She also brought her expertise and experience as a practicing school counselor into her teaching and advising. She is a member of the Michigan Board of Counseling which has kept her apprised of the important developments for the counseling profession in Michigan, this information has proven invaluable as we help our students become licensed professionals after graduation. Even after retirement she is committed to the Counseling Program by her willingness to teach courses and be available to students for consultation.

STAFF SUMMARY

According to University policy, retiring employees who have served the University for fewer than 15 years may be granted Honorary Emeritus Status for Meritorious Service. Candidates for honorary emeritus status must have a significant number of years of service and a record of meritorious performance in one or more of the following: (a) a substantive record of scholarly achievement commensurate with national or international standards within the specific discipline, (b) a record of outstanding teaching and or educational contributions, (c) clear evidence of service to the University beyond the normal expectations, (d) clear evidence of exceptional institutional leadership, advancement of the University or extraordinary service to students.

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

[Redacted Signature]

University Executive Officer
Rhonda Longworth, Ph.D.

11/15/18

Date



EASTERN MICHIGAN UNIVERSITY
Division of Academic and Student Affairs

EMERITUS FACULTY STATUS RECOMMENDATION

The Department of Leadership and Counseling recommends the awarding of **Emeritus Faculty Status** for the following retiring/retired faculty member:

Name of Faculty Member: Diane Parfitt

Current Status/Rank at EMU: Professor

Date of Hire at EMU: August 31, 2006 Retirement Date: August 31, 2018

Number of Years at EMU: 12 (Minimum of 15 years of service required)

Please complete the following information on the retiring faculty member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty Directory.

Home Address: [Redacted]

Home Telephone: [Redacted] E-Mail Address: [Redacted]

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: B.S., Eastern Michigan University, 1972
M.A., Special, Education Eastern Michigan University, 1980
Masters: M.A., Counseling, Eastern Michigan University, 1990
Doctoral: Ph.D., Counselor Education and Supervision, 2004

Please Attach a Brief Statement of Support to this Form

Emeritus Faculty status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

[Redacted] Date
[Redacted] 9/24/18 Date
Department Head
[Redacted] 9/25/18 Date
[Redacted] 9/26/18 Date
Provost
Date Submitted to Board of Regents

Please forward this completed form to: **Debbie Clearwater**
Academic and Student Affairs, 106 Welch Hall

September 18, 2018

Dear Regents,

The Counseling Faculty (Drs. Irene Mass Ametrano, Patrice Bounds, Devika Dibya Choudhuri, and Perry C. Francis) as well as the Department Head, Dr. Ron Flowers, in the Department of Leadership and Counseling are pleased to nominate Dr. Diane L. Parfitt for honorary emeritus status.

According to the University Policy Statement (effective 6/19/07), the criteria for honorary emeritus status include a significant number of years of service at the University, but less than the fifteen years required for regular emeritus status. In addition, the candidate must demonstrate a consistent record of meritorious performance, as demonstrated by at least of several criteria that include scholarly achievement, outstanding teaching and/or educational contributions, exceptional institutional leadership, advancement of the University, or extraordinary service to students.

Until her retirement in August 2018, Dr. Parfitt was a valuable member of the Leadership and Counseling Department, serving for 12 years. Thus, she served for close to the 15 years required for emeritus status. The other criteria for which Dr. Parfitt should be honored include her teaching and educational contributions, her service to students, and her advancement of the University.

In 2007, Dr. Parfitt developed a School Based Counseling Clinic (SBCC) in collaboration with the Ypsilanti school district (now Ypsilanti Community Schools). Since then, she has maintained and expanded the Clinic, whose purpose is two-fold. First it provides master's students in EMU's Counseling programs with practicum and internship opportunities not available to them in the on-campus College of Education Counseling Training Clinic. In the SBCC, they have expanded opportunities to work with children and adolescents from diverse backgrounds and in conjunction with professionals and treatment teams from the public school environment. Second, as noted on the SBCC website (<https://emusbcc.weebly.com/>), the help provided in the clinic allows elementary, middle, and high school students (grades 2nd-12th) the opportunity to resolve personal, emotional, and social problems that may interfere with their adjustment to school/society. The SBCC reduces the gap between students' mental health needs and availability of mental health services by providing treatment convenient to where students are during their school days.

Over the years the SBCC has grown from providing services in two Ypsilanti schools to providing services to students and families of Estabrook Learning Community, Ypsilanti Community High School, Washtenaw International Middle Academy (WIMA), and Washtenaw International High School (WIHI). An increasing number of our graduate students choose to do parts of their practica and internships at these sites. Feedback from students consistently points to the value of these experiences. The SBCC not only qualifies as an important educational contribution and service to our students, it also advances the University through collaboration

with the surrounding community. It is very clear that without Dr. Parfitt's initiative and constant efforts over eleven years, these services would not be available.

Chi Sigma Iota (CSI) is an international honor society that values academic and professional excellence in counseling. In 2006, Dr. Parfitt established the Pi Omega chapter at Eastern Michigan University (https://www.csi-net.org/members/group.aspx?code=pi_omega). She recruited the first group of students to serve in leadership roles and served as the chapter's faculty advisor until 2016. CSI membership recognizes academic excellence among our students, and students are eager to become members. The chapter sponsors several professional development and service programs each year. Although CSI was established nationally in 1985, it was not until Dr. Parfitt took the initiative to establish a chapter at EMU that our students had opportunities to be part of this. Clearly, her work with CSI reflects Dr. Parfitt's service to students in providing them with an important educational opportunity.

Dr. Parfitt's educational contributions cannot be overlooked in considering her for emeritus status. She brought her expertise and experience as a practicing school counselor into her teaching and advising, thus serving as a significant resource for students in the school counseling program. She brought the realities of being a school counselor into the classroom, a perspective that students find extremely valuable. Her connections with the "school counseling community" in Michigan are extensive, and these certainly have informed her teaching and provided valuable resources for students.

In addition to her experience as a school counselor, Dr. Parfitt has extensive clinical experience and continues to have a private counseling and supervision practice. This clinical experience certainly informed her teaching and her supervision of practicum students and interns. Related to this is her work as a member of the Michigan Board of Counseling. Her position on the Board has kept her apprised of important developments for the counseling profession in Michigan and our students and faculty in the counseling program. This information has proven invaluable as we help our student become licensed professional after graduation.

Dr. Parfitt's absence will be greatly felt by the students and faculty in the counseling program. She certainly deserves the recognition of emeritus status for the important contributions she made over 12 years. Finally, her commitment to the Counseling Program continues unabated even after retirement as evidenced by her continuing willingness to fill in and teach necessary courses to serve our expanding students population, and be available to our students for consultation.

Respectfully,



Dr. Irene Ametrano

Dr. Devika Choudhuri

Dr. Perry Francis



Dr. Patrice Bounds

Dr. Ron Flowers
Department Head
Leadership & Counseling

SECTION: 7
DATE: December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION
LECTURER APPOINTMENT

ACTION REQUESTED

It is recommended that the Board of Regents approve one (1) new lecturer appointment for the 2018-2019 academic year at the rank, salary, and effective date shown on the attached listing.

STAFF SUMMARY


Demographics show that the lecturer is male.

FISCAL IMPLICATIONS

The salary would be absorbed in the 2018-2019 personnel budget.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Rhonda Longworth, Ph.D.

11/15/18

Date

LECTURER APPOINTMENT

Name	Department	Rank	Effective Date	Salary
Ball, Kevin	School of Tech & Prof Services Mgmt	Lecturer III	10/15/2018	\$43,000

SECTION:	8
DATE:	December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

EDUCATIONAL POLICIES COMMITTEE: APPROVAL OF AGENDA AND MINUTES

ACTION REQUESTED

It is requested that the Educational Policies Committee Agenda for December 14, 2018 and the Minutes of the October 25, 2018 meeting be received and placed on file.

STAFF SUMMARY

The primary items for the December 14, 2018 Educational Policies Committee meeting include:

Approval of the agenda and minutes; emeritus faculty recommendations; honorary emeritus faculty recommendation; lecturer appointment; board policy revisions and deletions; appointment/reappointment of charter schools board members; 2017-18 Charter Schools Annual Report; issuance of charters; James H. Brickley Endowment for Faculty Professional Development and Innovation Fall 2018 Award winners; two (2) new academic programs – Computer Science, Bachelor of Arts and Cyber Security, Master of Science; a retention and graduation planning update; and updates on two recently approved academic programs.

FISCAL IMPLICATIONS

The fiscal impact of the actions taken is listed in the appropriate sections and in the Board minutes.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Rhonda Longworth, Ph.D.

11-28-2018
Date

EASTERN MICHIGAN UNIVERSITY

Board of Regents Educational Policies Committee

December 14, 2018
9:45 a.m. 205 Welch Hall

AGENDA

- 9:45** **Section 8:** Agenda and Minutes (*Regent Jeffries, Chair*)
- Section 5:** Emeritus Faculty Recommendations (*Rhonda Longworth*)
- Section 6:** Honorary Emeritus Faculty Recommendation (*Rhonda Longworth*)
- Section 7:** Lecturer Appointment (*Dave Woike*)
- Tab B:** Board Policy Revisions (*Rhonda Longworth*)
 6.2.2 Graduate
 8.0 Mandatory Health Insurance for International Students
 8.5.1 Limitations to University Authority: Student Body Constitution
 12.2.8 Program Costs for Extended Programs
 14.2.1 Residence Hall Eligibility
- Tab C :** Board Policy Deletions (*Rhonda Longworth*)
 12.2.5 Speech and Hearing Clinic Fees
 12.2.7 ROTC Uniform Deposits and Refunds
- Section 9:** Appointment/Reappointment of Charter Schools Board Members (*Malverne Winborne*)
- Section 10:** Charter Schools Annual Report Submission (*Malverne Winborne*)
- Section 11:** Issuance of Charter: Success Blended Learning Center – Jackson (9-12)
 (*Malverne Winborne*)
- Section 12:** Issuance of Charter: Success Blended Learning Center – Saginaw (9-12)
 (*Malverne Winborne*)
- Section 13:** James H. Brickley Endowment for Faculty Professional Development and Innovation
 Fall 2018 Award Winners (*Wade Tornquist*)
- Section 14:** New Academic Program: Computer Science, Bachelor of Arts (*Michael Tew*)
- Section 15:** New Academic Program: Cyber Security, Master of Science (*Michael Tew*)

10:10 Discussion Items:

Retention and Graduation Planning Update (*Michael Tew*)

Academic Program Updates: Neuroscience and Physician Assistant Programs (*Rhonda Longworth*)

EASTERN MICHIGAN UNIVERSITY
BOARD OF REGENTS

EDUCATIONAL POLICIES COMMITTEE MINUTES

October 25, 2018
10:15 a.m.
205 Welch Hall

Attendees: (seated at tables) Regent Beagen (Chair), J. Carroll, D. Clearwater, A. Ducher, Regent Jeffries (Vice Chair), R. Longworth, S. Kersey Otto, M. Tew, W. Tornquist, M. Winborne and Dave Woike.

Guests: (as signed in): S. Abraham, J. Ammons, D. Baker, A. Bellamy, E. Broughton, S. Bryant, P. Cardell, G. Cassar, S. Chawla, J. Cooper, J. Egge, J. Felts, R. & R. Garg, G. Hammill, M. Heck, J. Hunsberger, J. Kindred, K. Kucera, L. Landon, S. Martin, C. McFarland, S. Murchison, M. Nair, C. Phillips, J. Popko, W. Pollard, W. Price, K. Stacey, J. Seibert, W. Tornquist, J. Tracey, B. Tucker, and R. Woody.

Regent Beagen convened the meeting at 10:15 a.m.

Report and Minutes (Section 11)

Regent Beagen requested that the Educational Policies Committee Agenda for October 25, 2018 and Minutes of the June 22, 2018 meeting be received and placed on file.

Emeritus Faculty (Section 6)

Dr. Rhonda Longworth, Provost and Executive Vice President Academic and Student Affairs, recommended that the Board of Regents grant Emeritus Faculty Status to seventeen (17) former faculty members: Alphonso Bellamy, School of Technology and Professional Services Management from 1994 to 2018, who retired after 24 years; George Cassar, Department of History and Philosophy from 1968 to 2018, who retired after 50 years; Carter Eggers, School of Music and Dance from 1967 to 2018, who retired after 51 years; Ramesh Garg, Department of Accounting and Finance from 1978 to 2018, who retired after 40 years; Geoffrey Hammill, School of Communication, Media & Theatre Arts from 1987 to 2018, who retired after 31 years; Theresa Heck Seibert, School of Communications, Media & Theatre Arts from 1992 to 2018, (awarded posthumously; she had been at EMU for 26 years) ; Martha Kinney-Sedgwick, Department of Teacher Education from 1987 to 2018, who retired after 31 years; Kevin Miller, School of Music and Dance from 1991 to 2018, who retired after 27 years; Diana Pancioli, School of Art and Design from 1991 to 2018, who retired after 27 years; William Price, Department of Leadership and Counseling from 1991 to 2018, who retired after 27 years; Elizabeth Schuster, School of Social Work from 1990 to 2018, who retired after 28 years; Asrat Tessema, Department of Accounting and Finance from 1985 to 2018, who retired after 33 years; Walter Tucker, School of Engineering Technology from 1978 to 2018, who retired after 40 years; Jaclynn Tracy, Department of Leadership and Counseling from 1992 to 2018, who retired after 26 years; William Tucker, Department of English Language and Literature from 1993 to 2018, who retired after 25 years; JoEllen Vinyard, Department of History and Philosophy from 1986 to 2018, who retired after 32 years and Nesa Wu, Department of Marketing from 1974 to 2018, who retired after 44 years.

STAFF SUMMARY

The Collective Bargaining Agreement between Eastern Michigan University and the Eastern Michigan University Chapter of the American Association of University Professors (AAUP) provides that a faculty member who has served the University for at least fifteen (15) years may be nominated for Emeritus Faculty Status upon retirement.

Academic Affairs Administrative Professional Transfers (Section 7)

Dr. David Woike, Assistant VP for Academic Affairs recommended that the Board of Regents approve two (2) Administrative Professional transfers at the rank and effective date.

Lecturer Appointment (Section 8)

Dr. David Woike recommended that the Board of Regents approve six (6) new lecturer appointments for the 2018-2019 academic year at the rank, salary, and effective date.

STAFF SUMMARY

Demographics show that four (67%) of the lecturers are female and two (33%) are male.

Academic Retirements and Separations (Section 9)

Dr. David Woike recommended that the Board of Regents approve thirty-one (31) retirements and twenty-six (26) separations for the period of May 1, 2018 through September 30, 2018.

STAFF SUMMARY

Of the fifty-seven (57) retirements and separations, thirty-two (32) are female and twenty-five (25) are male. Demographics show that forty-six (80%) are Caucasian, four (7%) are African-American, three (5%) are Asian, two (4%) are Native American, one (2%) is Hispanic and one (2%) did not disclose.

Appointment/Reappointment of Charter Schools Board Members (Section 12)

Dr. Malverne Winborne, Director, Charter Schools recommended that the Board of Regents appoint Lynette Wright to a three-year term to the Board of Directors of the Academy for Business and Technology; re-appoint Curtis Robinson to a three-year term to the Board of Directors of Commonwealth Community Development Academy; appoint JoAnne McCann to a three-year term to the Board of Directors of Grand Blanc Academy; appoint Destiny Johnson to a three-year term to the Board of Directors of Great Lakes Academy; appoint Nanette DePriest to a three-year term to the Board of Directors of Hope Academy and appoint Carlos McMath to a two-year term to the Board of Directors of Woodley Leadership Academy.

STAFF SUMMARY

According to the resolutions which establish these public school academies (charter schools), vacancies on the Boards of Directors shall be filled by the Eastern Michigan University Board of Regents.

New Academic Program: K-12 Bilingual Education, BA (Section 13)

Dr. Rhonda Longworth recommended that the Board of Regents approve a New Academic Program: K-12 Bilingual Education, BA.

STAFF SUMMARY

The *Bachelor of Arts in K-12 Bilingual Education* is designed for students who love working with students and adolescents, love other cultures, and are excited about developing proficiency in a World Language. Completion of the major will allow students to enter the teaching profession directly or

continue in many graduate programs, or in various other fields. No new courses are to be created in support of this program.

Commencement Speaker

Rhonda Longworth recommended that the Board of Regents approve Mr. Frank Sickelsmith as Commencement Speaker at the December 15, 2018 commencement ceremony.

Discussion

Dr. Micheal Tew, Associate Provost and Associate Vice President for Academic Programming and Services gave an update on retention and graduation planning.

Regent Beagen thanked those in attendance, and adjourned the meeting at 11:05 a.m.

Respectfully submitted,

A solid black rectangular box redacting the signature of the sender.

Debbie Clearwater
Executive Assistant, Office of the Provost
Academic and Student Affairs



EASTERN MICHIGAN UNIVERSITY

Retention/Completion Update to Board of Regents

Educational Policies Committee

December 14, 2018

Trend – FTIAC Retention

Cohort Start Term	Cohort Size	1 st -Year Retention Rate
Fall 2010	1,955	76.1
Fall 2011	2,119	75.3
Fall 2012	2,612	73.8
Fall 2013	2,848	72.5
Fall 2014	2,588	74.7
Fall 2015	2,846	74.6
Fall 2016	2,785	71.7
Fall 2017	2,783	71.6

FTIAC Retention

- FTIAC Retention Rate Goals
 - Baseline Goal: Recover the overall 1st-year retention rate to 75% by 2021 (for fall 2020 cohort), and then maintain it at a 75% range.
 - Aspirational Goal: Increase the overall 1st-year retention rate to the top 20% level of all Carnegie R3 public universities by 2025 (that is: 80% at present).
 - Reduce the performance gap for first-generation and underrepresented groups; specifically, to increase the 1st-year retention rate by 3% for (1) first-generation students and (2) underrepresented groups.

Trend-FTIAC Completion

Cohort Start Term	Cohort Size	4-Year	5-Year	6-Year
Fall 2008	2,167	12.9	27.0	36.6
Fall 2009	2,196	13.1	30.9	40.1
Fall 2010	1,955	13.0	32.3	40.7
Fall 2011	2,119	14.1	31.7	40.4
Fall 2012	2,612	16.6	36.8	45.1
Fall 2013	2,848	19.1	38.9	
Fall 2014	2,588	19.9		

FTIAC Completion

- **Baseline Goal:** Increase the overall 6-year graduation rate to 48% by 2021 (fall 2015 start cohort), and then maintain it at a 48% range.
- **Mid-Range Target:** Increase the overall 6-year graduation rate to 50% by 2023 (fall 2017 start cohort) and sustain rate at that level.
- **Aspirational Goal:** Increase the overall 6-year graduation rate to the top 20% level of all Carnegie R3 public universities by 2025 (that is: 53.4% at present).
- **Reduce the performance gap for first-generation and underrepresented groups; specifically, to increase the 6-year completion rate by 3% for (1) first-generation students and (2) ethnically underrepresented groups.**

Action Principles

- Continue to move the student success agenda from a system-wide and holistic approach in a manner consistent with the University Strategic Plan.
- Continue to implement and further revamp the degree completion plan developed in 2014. EMU has registered and will participate in HLC's Student Success Academy. As a result of the commitment, EMU (with its faculty, staff, and students) will revise the degree completion plan.

Action Principles

- Share the responsibility and accountability for helping students succeed by establishing college level student persistence teams and further conduct program level analyses.
- Constantly measure and monitor outcomes of all student success indicators such as retention, progression, and completion data at multiple levels. EMU's IRIM has developed multiple reporting and analytical tools based on a variety of platforms (e.g., websites on inter- and intranet, Tableau reports) that both keep academic leaders informed and provide some levels of user-based analytical capacity.

SECTION: 9
DATE: December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

APPOINTMENT/REAPPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

ACTION REQUESTED

It is recommended that the Board of Regents re-appoint Danielle Lang to a three-year term on the Board of Directors of Detroit Public Safety Academy and appoint Jennifer Kotwicki to a three-year term on the Board of Directors of Grand Blanc Academy.

STAFF SUMMARY

According to the resolutions which establish these public school academies (charter schools), vacancies on the Boards of Directors shall be filled by the Eastern Michigan University Board of Regents.

Detroit Public Safety Academy

Danielle Lang has been employed as a Servicing Agency Credit Risk Leader at Quicken Loans in Detroit, Michigan since 2013. She earned a Bachelor of Arts degree in Communications from Michigan State University in East Lansing, Michigan. This is a re-appointment.

Grand Blanc Academy

Jennifer Kotwicki is employed as Personal Lines Account Manager at Peabody Insurance Co. in Fenton, Michigan. She earned a Bachelor of Business Administration in Marketing and Management from Northwood University in Midland, Michigan. She works as a volunteer for the Shelter of Flint and the YMCA. She is the aunt of two students who attend Grand Blanc Academy. This is a new appointment.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Rhonda Longworth, Ph.D.

11/15/18
Date

Danielle N. Lang

QUICKEN LOANS

April 2015 – Present

Servicing Agency Credit Risk Leader, Capital Markets

- Oversee team responsible for analysis and execution for Fannie Mae and Freddie Mac product initiatives.
- Determine project plans that address all implementation from creation through final delivery.
- Responsible for professional development of 2 product managers and 2 product analysts.
- Maintain relationships with Fannie Mae and Freddie Mac contacts to influence policy making.

QUICKEN LOANS

December 2013 – Present

Servicing Agency Product Manager, Capital Markets

- Drove Fannie Mae Servicing product development, implementation and sustainability for the 10th largest Mortgage Servicer.
- Interpreted, maintain and evaluate all product guidelines for Fannie Mae & Freddie Mac.
- Managed project phases, coordinate communication, facilitate decisions, and follow through on the execution of projects.
- Informed business units and stakeholders of progress, changes and potential company risk.

QUICKEN LOANS

January 2013 – December 2013

Executive Assistant, Servicing Team

- Managed day to day schedule, travel arrangements and expenses for 4 senior leaders overseeing 300 team members.
- Coordinated weekly consultation between investor representatives and Servicing team leaders.
- Established agenda and delegated action items for leadership development meetings
- Maintained confidential records including team member data, performance assessments and portfolio metrics.

MICHIGAN HOUSE OF REPRESENTATIVES

January 2009 - December 2012

Chief of Staff, State Representative Dr. Jimmy Womack

- Primary liaison for all state departments, lobbyists, business and labor organizations, interest groups, media and constituency base.
- Oversaw yearly budget averaging \$90,000 per year; managed financial operations in the midst of midyear 5% budget cut.
- Daily manager of office staff comprised of 2 direct employees.

MICHIGAN HOUSE OF REPRESENTATIVES

August 2003 - December 2008

Chief of Staff, State Representative Virgil Smith

- Assisted in the formulation and drafting of legislation, content and development of newsletters and all written communication.
- Lead contact to assist constituents in personal affairs with state departments, local organizations and celebratory affairs.
- Established weekly agenda from legislation referred to the Michigan House of Representatives Standing Committee on Insurance.

EDUCATION

Michigan State University, Bachelor of Arts, Communications

Degree Completed July 2009

Danielle Lang
Detroit Public School Academy
Additional Responses

Page 2, Question 1:

Government or Non-Profit Experience – List on a separate sheet any experience in, or association with, local, state or federal government (exclusive of elective public office but including advisory, consultative, honorary, or other part-time service or positions), with dates of service.

- May 2003 - August 2003: Michigan House of Representatives Page
- August 2003 - December 2008: Staff member for State Representative Virgil Smith
- January 2009 - December 2012: Staff member for State Representative Dr. Jimmy Womack

Page 3, Question 8:

Other – Please provide any additional information, favorable or unfavorable, which you feel should be considered in connection with your appointment.

Growing up in Flint, Michigan education was one of the outlets that allowed me to see beyond the surroundings in my city. I was introduced to activities that cultivated my hunger for knowledge and pushed me to strive for greatness. As an adult that drive has carried me through the peaks of promotions and professional success as well as the valleys of job loss and the death of a parent. Education has helped transform my life and I would be honored to serve on this board and help influence the lives of another young person.

Jennifer Kotwicki

Dedicated and detail-oriented sales and marketing professional with over 18 years of experience contributing to the expansion of productivity and business development opportunities

PROFESSIONAL EXPERIENCE

Peabody Insurance 2018 - Current
Personal Lines Account Manager

- Responsible for providing excellent customer service to external and internal clients
- Manage \$200,000 in annual business
- Provide sales assistance to agents by cross selling and soliciting
- Licensed in Property/Casualty, Life, and Health

Michigan Farm Bureau Insurance 2011 - 2018
Office Support/Coach

- Responsible for providing excellent customer service to external and internal clients
- Lead and coach insurance agents and office staff
- Provide sales assistance to agents by cross selling and soliciting
- Licensed in Property/Casualty, Life, and Health

Pepsi Beverages Company 2009 - 2010
Sales Representative

- Responsible for the promotion and sales of Pepsi products
- Exceeded goals as defined by Pepsi (can you be more specific about what goals were met/accomplished?)
- Responsible for merchandise inventory with specific accounts
- Successfully promoted new and innovative products to various customers
- Provided guidance to store owners and managers to help them grow their business

Proctor & Gamble/Ventiv Health 2008
Pharmaceutical Sales Representative

- Responsible for the promotion and sales of Proctor & Gamble products
- Increased market share by 3%
- Captured the highest number of writers in the history of the product in the Saginaw territory

Takeda Pharmaceuticals 2005 - 2008
Pharmaceutical Sales Representative

- Achieved 100% of targeted goals (can you be more specific about what goals were met/accomplished?)
- Responsible for launching and marketing new product
- Successfully promoted a product that was the seventh entrant to a highly competitive market

Jennifer Kotwicki



Ventiv Health

1998 –2005

Medical/Pharmaceutical Sales Representative

- Responsible for the sales and promotion of durable medical equipment, pharmaceutical products and medication programs
- Earned #1 top sales for 17 consecutive months
- Responsible for creating and presenting a variety of sales proposals
- Developed sales training programs and material for various branches
- Achieved 2nd in national ranking of Champions Club
- Successfully launched two new products
- Earned #1 ranking in district for “overall” market share increase
- Successfully developed creative strategies to reach physicians
- Increased market share by 6.33%

EDUCATION

Northwood University

Midland, MI

Bachelor's Business Administration - Marketing and Management

- Dean's List
- Co-Captain Team Imports - Northwood Auto Show

COMPUTER/SOFTWARE SKILLS

Microsoft Office, Siebel, Win Touch, Force Mobile, Sync Man, ACT, and many internet based programs, Healthcare Homepage

Proficient with installation and use of laptops, PDA's, desktops, and voicemail

COMMUNITY INVOLVEMENT

Shelter of Flint

Flint, MI

Volunteer

Provide tutoring, mentoring, transportation and friendship to women in the shelter

YMCA

MI

Volunteer

Provide coaching and instruction to students to help with literacy and comprehension

SECTION:	10
DATE:	December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

2017- 2018 EMU CHARTER SCHOOLS ANNUAL REPORT

ACTION REQUESTED

It is recommended that the 2017- 2018 EMU Charter Schools Annual Report be received and placed on file.

REPORT SUMMARY

During the 2017- 2018 school year, eleven (11) charter schools operated under the auspices of the Board of Regents of Eastern Michigan University. These schools enrolled approximately 3,420 students. As the fiscal agent for the schools, Eastern Michigan University's accounting office processed approximately \$25 million of state aid funding to the schools. The Charter Schools Office paid approximately \$149,700 in indirect costs to the University's General Fund.

The Annual Report includes a discussion of the history of the Charter Schools Office at Eastern Michigan University as well as a state and national perspective. Complete descriptions of each school, their mission statements, their performance indicators, vital statistics and a financial report are contained within the annual report.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Rhonda Longworth, Ph.D.

11/15/18
Date

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 11
DATE: December 14, 2018

RECOMMENDATION

**ISSUANCE OF CHARTER: SUCCESS BLENDED LEARNING CENTER – JACKSON
(9-12)**

ACTION REQUESTED

It is recommended that the Eastern Michigan University Board of Regents issue a charter for Success Blended Learning Center - Jackson (9-12) and authorize the President of the University to execute a new five-year charter school contract, commencing on July 1, 2019.

STAFF SUMMARY

Success Blended Learning Center – Jackson (Success BLC) will open its doors as a grade 9-12 school focused on serving students who are:

- Of lower socioeconomic status;
- Traditionally under-represented, under-served;
- At-risk of dropping out (or have dropped out) of high school;
- Required to work due to familial obligations;
- Teenage parents; or
- Special education students.

Success BLC will present students with the flexibility they need, offering intense one-on-one support from certified staff and learning modalities aligned with student’s strengths, needs and schedules. Success BLC integrates two pivotal concepts that make the program successful: a person to count on and a safe place to learn. Graduates will earn a high school diploma.

Success BLC focuses on the following key elements to ensure student success:

- Blended Learning Environment
- Highly Trained, Certified Staff
- Community Partnerships (Enrichment, Wrap-Around Services)
- Job Skill(s) Development
- Mastery Learning
- World Class Facilities.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Rhonda Longworth, Ph.D.

11/26/18

Date

SECTION:	12
DATE:	December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

**ISSUANCE OF CHARTER: SUCCESS BLENDED LEARNING CENTER – SAGINAW
(9-12)**

ACTION REQUESTED

It is recommended that the Eastern Michigan University Board of Regents issue a charter for Success Blended Learning Center - Saginaw (9-12) and authorize the President of the University to execute a new five-year charter school contract, commencing on July 1, 2019.

STAFF SUMMARY

Success Blended Learning Center – Saginaw (Success BLC) will open its doors as a grade 9-12 school focused on serving students who are:

- Of lower socioeconomic status;
- Traditionally under-represented, under-served;
- At-risk of dropping out (or have dropped out) of high school;
- Required to work due to familial obligations;
- Teenage parents; or
- Special education students.

Success BLC will present students with the flexibility they need, offering intense one-on-one support from certified staff and learning modalities aligned with student’s strengths, needs and schedules. Success BLC integrates two pivotal concepts that make the program successful: a person to count on and a safe place to learn. Graduates will earn a high school diploma.

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- Highly Trained, Certified Staff
- Community Partnerships (Enrichment, Wrap-Around Services)
- Job Skill(s) Development
- Mastery Learning
- World Class Facilities.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

 _____

**University Executive Officer
Rhonda Longworth, Ph.D.**

11/26/18
_____ **Date**

SECTION: 13
DATE: December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

**FALL 2018 BRICKLEY ENDOWMENT FOR FACULTY PROFESSIONAL
DEVELOPMENT AND INNOVATION AWARDS**

ACTION REQUESTED

It is recommended that the Board of Regents accept and place on file the report on the Fall 2018 Brickley Endowment for Faculty Professional Development and Innovation awards.

STAFF SUMMARY

The James H. Brickley Endowment for Faculty Professional Development and Innovation award winners for Fall 2018 have been identified. Information on the award recipients and their winning projects is found on the following pages. We expect that as a result of the awards provided, we will be able to come back to you in future meetings to report on subsequent research activity by these faculty, whether it be in receiving internal or external grant awards, or patents, or other recognition for their scholarship. In this manner we hope to portray a continuum of faculty research activity.

The purpose of the fund is to "facilitate faculty professional development and innovation through a broad range of activities, including but not limited to, things such as (1) reassigned time from teaching for scholarly, creative, and innovative endeavors; (2) conference presentations; (3) travel; (4) hiring of research assistants; (5) purchase of special equipment or supplies for teaching, scholarly, research, creative, or innovative activities; (6) development of a grant proposal for external funding; and (7) similar or related academic activities.

FISCAL IMPLICATIONS

None. The cost of awards is covered by an expendable fund associated with the James H. Brickley Endowment for Faculty Professional Development and Innovation.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

 _____

University Executive Officer
Rhonda Longworth, Ph.D.

11/15/18

Date

RESEARCH SPOTLIGHT: JAMES H. BRICKLEY ENDOWMENT FOR FACULTY PROFESSIONAL DEVELOPMENT AND INNOVATION AWARDS FOR FALL 2018

Relevance

During September 2018, we were delighted to receive 45 applications for James H. Brickley Endowment for Faculty Professional Development and Innovation awards.

Members of the Office of Graduate Studies and Research assisted Caryn Charter and Wade Tornquist in reviewing and ranking the proposals. We desired to spread the awards across the colleges and across categories of professional development. The quality of the proposals was very high. In the end, we were able to award 24 projects for a total of \$40,171.

The 24 awards will support the professional development of at least two faculty members from four of the five colleges. The College of Arts and Sciences received funding for 13 projects that are spread across the four disciplines of the college: four in the arts, two in the humanities, five in the sciences, and two in the social sciences. The College of Health and Human Services received three awards, the College of Education four awards, the College of Technology three awards, and Halle Library one award.

The benefiting faculty represent all three ranks: 19 assistant professors, five associate professors, and three full professors.

We funded a diversity of professional development activities:

Faculty professional education (2),
Faculty travel to conferences (3.5),
Faculty travel to gather data (2),
Release time (2),
Stipends for student assistants to work on research projects (1),
Data collection materials (2), and
Funds for supplies (11.5)

We are pleased with the quality of the professional development activities. We are proud to be able to support our faculty through this resource. The award-winning professors are thankful to Tony and Lois Evans for providing financial support of their faculty professional development.

Wade Tornquist, Interim Associate Provost and
Associate Vice President for Graduate Studies and Research

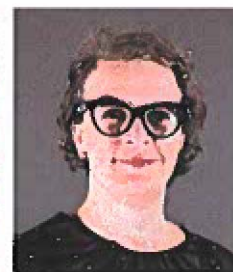
James H. Brickley Endowment for Faculty Professional Development and Innovation

Fall 2018 Award Winners



Brittany Albaugh (Department of Chemistry). “**Computational modeling of protein crystal structures in the Biochemistry lab classroom.**” \$1,200. Dr. Albaugh will be incorporating an innovative computational protein structure-modeling project into the CHEM 453W Biochemistry Laboratory course during Fall 2019. By taking Biological Chemistry 602 *Protein Crystallography* at the University of Michigan, Dr. Albaugh will gain expertise in the subject of X-ray crystallography. In the summer of 2019, she will receive training on how to use the advanced features of the protein structure-model building software, Coot.

Cassandra Barragan and Jillian Graves (School of Social Work). “**Awareness of International Mental Health and Healthcare Issues: A PhotoVoice Project.**” \$2,500. Dr. Barragan and Dr. Graves will be travelling to Westmoreland, Jamaica, in the Spring/Summer of 2019. Dr. Barragan will assess the substance abuse needs in the community, while Dr. Graves will focus on mental health. Their assessment will be followed by their work to provide telehealth resources during the 2019-2020 and 2020-2021 school years.



Chong Man Chow (Department of Psychology). “**Attachment Security and Weight Status in Adolescence: Disinhibited Eating Behaviors as Mediators.**” \$2,000. Dr. Chow will be creating a survey for 100 adolescents and their parents from the Ann Arbor/Ypsilanti area in order to obtain diverse perspectives on adolescents’ attachment security and eating behaviors. This study will investigate whether adolescents’ attachment security is related to their weight status and whether the linkages between attachment security and weight status are mediated by disinhibited eating behaviors.

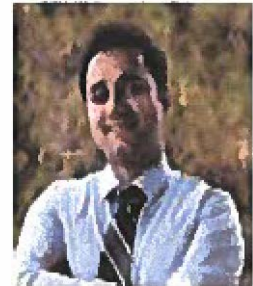
Brian Connolly (Department of Biology). “**Environment science meets the flipped classroom: leveraging ruggedized video technology to improve the accessibility of outdoor education.**” \$1,448. Dr. Connolly will be developing a series of lectures that will cover unique subjects of environmental science taught in EMU biological sciences. He will also develop a video-based lab that guides students through the scientific process using wildlife camera images to test particular hypotheses in animal behavior. Video lectures and labs will be posted within online course materials, and the videos will be made available through the biology department’s website.





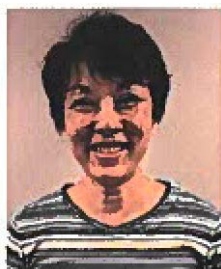
Matthew Cook (Department of Geography and Geology). “Historical Geographies of the African American Experience: Analyzing Museums’ Changing Narratives”. \$2,000. Dr. Cook will be making a pilot research trip in Summer 2019 to African American/Black museums in the Baltimore and Washington, D.C., area. In collaboration with a research team, he will use the pilot data from a Summer Research Award, an Undergraduate Research Stimulus Program Award, and the Brickley Award to complete a grant proposal for the National Science Foundation’s Geography and Spatial Sciences Program.

Arman Dabiri (School of Engineering Technology). “Designing and Manufacturing a New In-house Apparatus for Studying the Creep Behavior of Adhesively-Bonded Joints.” \$2,983.00. Dr. Dabiri plans to design, model, and prototype a creep-test machine that will be the next version of the one he designed as a student at the University of Arizona. He will develop the electronic circuit and calibrate the sensors, as well as develop the graphical user-interface. The proposed apparatus will have improvements in accuracy, size, operation, and manufacturing costs in this updated version.



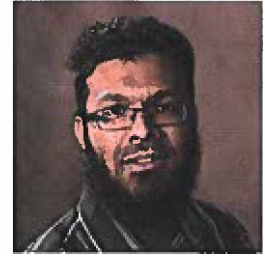
Jason Ferguson (School of Art and Design). “Travel Support for SIGGRAPH Asia 2018.” \$2,000. Dr. Ferguson will be disseminating his project, *Being, nothing more*, at the Special Interest Group on Computer GRAPHics and Interactive Technologies in Tokyo, Japan, in December 2018. This is the world’s largest conference on computer graphics. There he will install his work, present an official talk about his research, and speak with conference attendees about his research and the technological process used to create the work in the gallery.

Charles Graham (School of Social Work). “YB Men Project Development.” \$1,000. Dr. Graham will be hiring a Graduate Research Assistant to provide technical resources in developing and implementing YBMen Project’s web-based mental health education and social support intervention program designed for young adolescent males of color. This Graduate Research Assistant will gather and develop relevant and appropriate materials to be used for the program, as well as assist in further grant funding proposals to supplement the components of the intervention program.



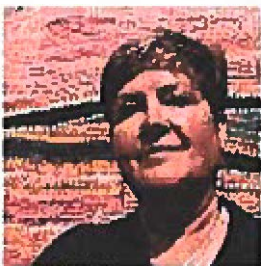
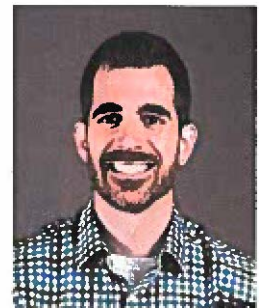
Naomi Hashimoto (Department of Special Education). “The Role of Phonological Neighborhood Density on Naming.” \$305. Dr. Hashimoto will be conducting a survey to determine factors that influence the speed of image naming. This study will use a priming technique to examine the phonological stage more closely in speakers without language deficits. Dr. Hashimoto will recruit undergraduate research collaborators, who will assist in testing subjects and performing data analysis.

Tareq Khan (School of Engineering Technology). “Internet of Things Connected Smart Canister System Creating Automatic Shopping List.” \$1,957.00. Dr. Khan is working to create a novel Internet of Things-connected, smart-canister system to sense the remaining quantity of an item in a canister. This data will be uploaded to a cloud server, and a smartphone app will then generate a shopping list based on the items of low quantity that need to be replaced. The smartphone app will also track quantities of items consumed every day, week, or month.



Heather Khan-Welsh (Department of Geography and Geology) and Mary-Elizabeth Murphy (Department of History and Philosophy). “Urban Studies Minor at EMU.” \$500. Dr. Khan-Welsh and Dr. Murphy are leading a group of faculty in developing an interdisciplinary Urban Studies minor at EMU. The minor will include a gateway course, a required internship, and a flexible set of five additional courses. They expect to have approval to launch the program in Fall 2019. Brickley funds will be used to develop promotional materials to recruit students.

Andrew Mansfield (School of Engineering Technology). “Developing an Air Flow Bench to Investigate Flow-Field Optimization in Thermofluid Devices.” \$1,700. Dr. Mansfield will design, construct, and commission a custom air flow bench facility, which will be useful for modeling the dynamics of the air-intake duct of an internal combustion engine. He will then develop and demonstrate a novel, real-time, experiment-based, flow-field design process. He will report the results in a paper at the 2020 Society of Automotive Engineers World Conference and include them as preliminary data in external grant submissions.



Camilla McComb (School of Art and Design). “Documenting Effective Teaching Practices: Learning to use the Swivl to improve Methods in Art Education.” \$931. Dr. McComb will implement the smart technology, Swivl, into the ARTE 460 *Methods in Visual Art Education* course. This video technology allows the camera to track and document a classroom teacher’s movements throughout the classroom with 360-degree capability. She will experiment with teaching with the technology in Fall 2018, and during Winter 2019, she will develop guidelines and procedures for her students to use. By Fall 2019, she will implement Swivl practices with pre-professional students enrolled in ARTE 460.

Jacquelyn McGinnis (Department of Special Education). “Promoting Literacy for High School Students with Significant Disabilities.” \$950. Dr. McGinnis will collaborate with four EMU alumnae who currently teach special education at Wayne Memorial High School in Wayne, Michigan. In this project, the team will make adapted books for four classrooms for the 2018-2019 school year. She will lead the teachers through the process of modifying books (e.g., adding pictures) based on the students’ physical, cognitive, and language characteristics. They will use the books during classroom reading instruction. Brickley funds will provide computer software, books, and a printer for preparing the book adaptations.



Laura McMahon (Department of History and Philosophy). “Presentation of Work from ‘Essential Insecurity: Merleau-Ponty and the Nature of Political Life.’” \$1,500. Dr. McMahon will be traveling to Northern Arizona University in Flagstaff, AZ, to present an invited lecture on material from the first two chapters of her book, *Essential Insecurity: Merleau-Ponty and the Nature of Political Life*. In Spring 2019, she will be presenting an invited, stand-alone paper related to her book project at a bilingual conference in Regina, SK, Canada.



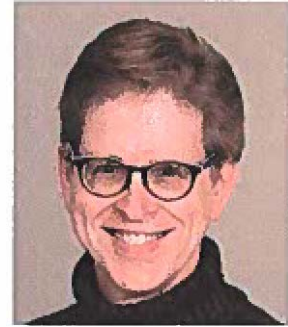
Christina Mirtes (Department of Teacher Education). “Concepts to Go!: Extending Early Literacy Practice to the Home.” \$1,800. Dr. Mirtes will be extending her previous project “*Concepts to Go!*” to the preschool children and families of EMU’s Children’s Institute. Under this project, Dr. Mirtes purchases and creates custom bags containing developmentally appropriate, early childhood-education books and materials to support early literacy and intentional teaching in content areas. Brickley funds will allow her to create 20 more bags for the current supply and thoroughly research the effects of the implementation of these bags into children’s reading practices. She will present accounts of her research at two conferences in 2019.



John Palladino (Department of Special Education). “Policy Analysis of Michigan’s Approach to Title I Educational Provisions for Foster Care Youth: An External Grant Proposal to the Joyce Foundation.” \$4,195. Dr. Palladino will conduct both qualitative and quantitative research studies of the experiences and perspectives of the 83 appointed Points of Contact for the educational stability of children in foster care in Michigan. Special emphasis for this study will be on the disproportionate special education population within Michigan’s foster care system. Later, Dr. Palladino will submit a grant proposal to the Joyce Foundation for a larger policy analysis project. He will receive a three-credit, instructional release to complete this project in Winter 2019.



Gary Pederson (School of Music and Dance). “Travel to study a WWII “Victory Vertical” piano in Phoenix, AZ.” \$1,500. Dr. Pederson will be traveling to the Musical Instrument Museum in Phoenix, AZ, to examine, play, record, and photograph a rare, unmodified example of a Steinway Olive Drab Government Issue piano built for military use during WWII. From the examination of this primary source, Dr. Pederson will be able to expand on his project, The Victory Vertical Project, by presenting the program in a lecture-recital format for a full schedule of performances for the 2018-2019 season.



Paul Price and Anne Casper (Department of Biology).

“Equipment for Antibiotic Discovery Teaching

Laboratory.” \$1,194. Dr. Price and Dr. Casper will be

purchasing Digital Colony Counter equipment that will increase

student success in course-based undergraduate research

experience courses such as *Tiny Earth*. Some of their goals are

to improve students’ ability to analyze and interpret scientific data they generate, improve retention of students in the Biology major, and increase students’ sense of belonging to a larger scientific community. In December 2018 they will be using surveys and concept inventories to collect data to evaluate their project goals.

Heather Shouldice (School of Music and Dance). “Teachers’ Experiences as Participants in a Music-Learning-Theory-Focused Virtual Mentoring Program.” \$600. Dr. Shouldice will be purchasing NVivo, a qualitative data analysis software program that will code written data sources and include transcripts from a research study that will be conducted throughout the 2018-2019 school year. The study will include participants of a visual/digital mentoring program in which young teachers, new to Music Learning Theory (MLT), are paired with a mentor teacher who has experience teaching with MLT. NVivo will help Dr. Shouldice code and analyze the online, video meetings.



Robert Stevens (University Library). “How much Difference Does Free Make? Exploring the Effects of Free Course Readings in Communications Courses.” \$1,258. Professor Stevens at Halle Library will collaborate with the Communications Department instructors to purchase e-books for the use of approximately 300 students in three different Communications courses. Library faculty will prepare information and tips on e-books for these students. Instructors will add links and information to their syllabi and Canvas course shells as well as teach with these books. The expected combined cost that students will save is \$20,161.



Amanda Stype (Department of Economics). “Funding Needed to Present at and Attend the 16th Annual Professor’s Conference at the St. Louis Federal Reserve Bank.” \$500. Dr. Stype will be presenting at the 16th Annual Professor’s Conference at the St. Louis Federal Reserve Bank in St. Louis, MO. There she will be presenting her proposal, *Moving Beyond Lecture: Making Time for Active Learning in Small Groups*, which focuses on innovative, low-cost, low-technology ways to promote active, group-based learning in principles of microeconomics and macroeconomics classrooms. This conference will take place in November 2018.



Stephanie Wladkowski (School of Social Work). “Enhancing Methodological Training and Professional Development.” \$2,450. Dr. Wladkowski will be enrolling in courses at the Summer Institute in Survey Research Techniques at the University of Michigan in Summer 2019. She will be taking *Mixed Method Research Design & Data Collection* and *Introduction to Multi-Item Scale Development and Testing*. Taking these courses will support her professional development and enhance her methodological training. She then plans to apply for the National Palliative Care Research Center Junior Faculty Career Development Award and the Cambia Health Foundation Sojourns Scholar Leadership Program.



Bonnie Wylo (Department of Physics and Astronomy). “Development of Online Physics Lab Experiments for General Education Knowledge of the Disciplines Science courses.” \$3,700. Dr. Wylo will receive a three-credit instructional release for Winter 2019. During this time, she will be creating 8-10 at-home lab experiments that are suitable to meet the criteria for two of EMU’s General Education Science courses, PSCI 110 *The Science of Everyday Life* and PHY 100 *Physics for Elementary Teachers*. She would then like to see the addition of online labs to complement the existing online science lectures offered at EMU.



SECTION:	14
DATE:	December 14, 2018

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

NEW ACADEMIC PROGRAM: COMPUTER SCIENCE, BACHELOR OF ARTS

ACTION REQUESTED

It is recommended that the Board of Regents approve a New Academic Program: Computer Science (Bachelor of Arts).

STAFF SUMMARY

The *Bachelor of Arts in Computer Science* provides an alternative path to the University's existing Bachelor of Science programs in Computer Science. The program is designed for those students who want a solid background in computer science (CS), but who also wish to pursue a significant depth of knowledge in other disciplines that support different technology-based careers. The program requires fewer CS-specific credits than the BS, providing greater flexibility to students' overall curricula. No new courses were created in support of this pathway.

PROPOSAL ELEMENTS

Rationale Many of our peer institutions (Ball State, Bowling Green, Central Michigan, University of Delaware, etc.) offer both BA and BS degrees in Computer Science.

Gov. Snyder's "Marshall Plan for Talent" acknowledges that there is demand in the state for additional opportunities for IT and computer science education by calling for:

- \$15 million for a new Michigan IT & Computer Science Promise scholarship... for students enrolled in a computer science or IT credential program.
- \$15 million in curriculum development grants for colleges and universities to position Michigan as a leader in talent development for the IT industry.

The 2016 "Technology Industry Report" by Automation Alley (the leading trade group of high tech industries in Michigan) predicted that 82% of its members expected to hire additional workers and that 83% planned to increase their research and development programs.

Program Distinction Eastern would be one of the only universities in our seven (7) county Southeast Michigan region offering a Bachelor of Arts in Computer Science.

Curriculum Design The proposed Major requires students to complete 48 credit hours in the major and 20 hours in a required minor. Students will become adept at solving novel problems through careful analysis and the design and development of software systems.

Projected Enrollment The Computer Science Department expects this program to significantly increase the number of students that are engaged in a COSC program. The Department hopes that the program appeals to students who are interested in computer science but are daunted by the number of credits required in the Department's existing BS programs. It should also draw students who want to bring digital approaches to the Arts and Humanities.

The existing BS programs consist of around 400 students, and the Department expects to add another 20% (about 80 students), within the next three years, amounting to approximately 20 graduates per year.

Because this program is built using existing courses the projected scheduling needs and patterns should be the same as those already existing, though it is likely that to accommodate the additional students an additional section of COSC 111 and 211 will be offered each semester along with one additional section of COSC 481 each year.

FISCAL IMPLICATIONS

The current Academic Affairs budget will absorb program costs.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer
Rhonda Longworth, Ph.D.

11/26/18
Date

Eastern Michigan University 2019-2020 Undergraduate Catalog [Working Draft]

Computer Science [BA]

New Program | effective date TBD

The effective date will be determined following consideration by the Academic Officers Committee, Michigan Association of State Universities and the Eastern Michigan University Board of Regents.

The Bachelor of Arts in Computer Science is designed for students who seek a liberal arts education combined with a solid foundation in computer science.

Learn

Students pursuing a Bachelors of Art in Computer Science will become adept at solving novel problems through careful analysis and the design and development of software systems.

Opportunities

The program offers a mix of practice and theory that prepares students for career employment in computer science fields such as systems programming and analysis, software development and maintenance, as well as applications programming.

The department encourages majors to be part of an active student community, including by joining student organizations within the department. The professors encourage you to do undergraduate research and present at the Undergraduate Research Symposium and/or local computer conferences.

Department Information

Computer Science, College of Arts & Sciences

Augustine Ikeji, Ph.D. | Department Head | 511 Pray-Harrold | 734.487.1063 | aikeji@emich.edu

Advisor Information

Michael Zeiger, Ph.D. | 504N Pray-Harrold | 734.487.3203 | mzeiger@cmich.edu

Pamela Moore, M.S. | 512C Pray-Harrold | 734.487.3205 | pamela.moore@emich.edu

General Education Requirements:

For specific requirements, see [General Education](#) or print a [worksheet](#).

Major Requirements: 48 Hours

Required Mathematics Course: 3 hours

- [MATH 105 - College Algebra \[GEOR\]](#) 3 hrs

Required Computer Science Courses: 33 hours

- COSC 111 - Introduction to Programming 3 hrs
- COSC 112 - Introduction to Programming Online Lab 1 hr
- COSC 211 - Programming Data Structures 3 hrs
- COSC 212 - Programming Data Structures Online Lab 1 hr
- COSC 221 - Computer Organization I 3 hrs
- COSC 231 - Internet-based Computing 3 hrs
- COSC 311 - Algorithms and Data Structures 4 hrs
- COSC 314 - Computational Discrete Structures 4 hrs
- COSC 341 - Programming Languages 4 hrs
- COSC 381 - Software Engineering Solutions 4 hrs
- COSC 481W - Software Engineering and Senior Project [GEWI] 3 hrs

Restricted Elective Courses: 12 hours

Choose one course from the following

- COSC 374 - Applied Cryptography 4 hrs
- COSC 421 - Systems Programming 4 hrs
- COSC 423 - Computer Operating Systems 4 hrs
- COSC 426 - Software Development for Mobile Devices 4 hrs
- COSC 436 - Web Programming 4 hrs
- COSC 439 - Computing Network Principles 4 hrs
- COSC 445 - Compiler Construction 4 hrs
- COSC 456 - Computer Graphics 4 hrs
- COSC 457 - Computer Game Programming 4 hrs
- COSC 461 - Heuristic Programming 4 hrs
- COSC 471 - Database Principles 4 hrs

Choose two courses from the list below or above, not already taken

- COSC 315 - Symbolic Computing 4 hrs
- COSC 321 - Computer Organization II 4 hrs
- COSC 405 - Switching Theory 4 hrs
- COSC 411 - Algorithm Design and Analysis 4 hrs
- COSC 422 - Introduction to Microprocessors 4 hrs
- COSC 444 - Foundations of Automata and Languages 4 hrs
- COSC 462 - Introduction to Information Retrieval 4 hrs
- COSC 472 - Big Data I 4 hrs
- COSC 473 - Big Data II 4 hrs
- COSC 480 - Special Topics 4 hrs

Minor Requirement:

This major requires a minor.

For a list of available minors, please see [Academic Programs](#) or contact your major advisor.

Program Total:

Students must earn a minimum total of 124 credits at the 100-level or above.

Critical Graduation Information

The following are minimum requirements for all bachelor's degrees awarded by Eastern Michigan University. Some majors and minors require more than the minimum in one or more of the areas below; students are urged to consult the online catalog for the requirements of their particular programs.

- Earn a minimum total of 124 credits at the *100-level and above*. Courses with numbers below 100 will not be counted toward this degree requirement. At most 8 credit hours of physical education (PEGN) activity courses will be counted toward this requirement.
- Meet the requirements of the General Education program (see [information below](#)).
- Complete a Writing Intensive (GEWI) Course in your major.
- Earn a minimum of 60 credits from a four-year college or university; courses taken at community colleges cannot be used to meet this requirement. (Some formal program-to-program articulation agreements modify this requirement. See specific agreements for details.)
- Earn a minimum of 30 credits from courses taken at EMU.
- Complete 10 of the last 30 hours for the degree from courses taken at EMU.
- Have a minimum of 30 *unique* credit hours in their major and 20 *unique* credit hours in their minor for a total of at least 50 unique credit hours between them. Some majors that require 50 or more hours themselves do not require a minor; students should check requirements of the selected major in the undergraduate catalog to see if a minor is required.
- Earn no more than 60 credit hours in one subject area (prefix). Credits in excess of the 60 maximum will not be counted toward the minimum of 124 credits required for a bachelor's degree.
- Earn the minimum number of credits in 300-level and above courses in each major and minor as specified below - these credits must be earned in distinct courses; that is, no course can be used to fulfill this requirement in more than one major or minor.
 - Earn a minimum of 6 credits in 300-level or higher courses at EMU in each minor
 - Earn a minimum of 9 credits in 300-level or higher courses at EMU in each major that requires a minor.
 - Earn a minimum of 15 credits in 300-level or higher courses at EMU in each major that does not require a minor
- Transfer credit will be awarded for courses taken at colleges and universities that are accredited by one of the recognized regional accrediting bodies only if the courses are college-level (equated to 100-level or above at EMU) and the student earned a "C" (or 2.0 on a 4 point scale) or better. Transfer credit may be awarded on a case-by-case basis for college-level courses in which a "C" (2.0) or better was earned at institutions outside the U.S. or at non-accredited U.S. institutions; the internal review of such courses is conducted by individual departments/schools within EMU, and additional documentation may be required. *Please note:* EMU awards only credit for transferred courses; grades are not used in the calculation of an EMU GPA.
- Earn a minimum cumulative GPA of 2.0 in courses taken at EMU in order to graduate. In addition, a minimum cumulative GPA of 2.0 must be reached in each major and minor. Only courses taken at EMU and those applied to a student's major or minor will be used in the calculation of their major and minor cumulative GPAs. (Note: some programs may require a higher GPA - check with your program advisor.)

General Education Requirements EMU's General Education Program requires students to choose from a menu of approved courses in several different areas; do not assume that other courses in the same department or with similar names will fulfill these requirements. A detailed description of General Education requirements is available in the [General Education](#) section of the catalog.

Students who transferred to EMU may have modified general education requirements based on Michigan Transfer Agreement (MTA) or articulation agreements; consult your academic advisor for additional information.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 15
DATE: December 14, 2018

RECOMMENDATION

NEW ACADEMIC PROGRAM: CYBER SECURITY, MASTER OF SCIENCE

ACTION REQUESTED

It is recommended that the Board of Regents approve a New Academic Program: Cyber Security (Master of Science).

STAFF SUMMARY

The *Master of Science in Cyber Security* program aims to establish a quality and sustainable graduate program in cyber security to produce the much needed post-graduate level professionals for the public and private sectors to better protect local, regional, and national security.

PROPOSAL ELEMENTS

Rationale Cyber security is a fast-growing field, and there is a high demand for skilled individuals in this area. The Enterprise Strategy Group reported that 46% of organizations in 2016 stated that they have a “problematic shortage” of cyber security skills.

America's economic prosperity in the 21st century will depend on cyber security. According to the 2015 Michigan Cyber Initiative Report, “The State of Michigan blocks more than 650,000 cyber-attacks daily. Annually, the state blocks: 2.5 million web Browser attacks, 179.5 million http-based attacks, 79.5 million network scams, and 5.2 million intrusions.”

The program will serve the needs of the State of Michigan and the nation by offering a high-quality master's program that produces cyber security professionals who can serve as computer and information assurance research scientists and leaders in the field. The Bureau of Labor Statistics reported that such a position requires a master's degree as an entry-level and provides a median salary of \$118,840 as of 2016. This program not only will provide highly qualified cyber security experts but will also contribute significantly to the economic growth and security in Michigan and the nation.

Program Distinction The proposed program will stand apart from similar programs offered by universities in the region because of the variety of course delivery options available to students in the program. All required courses will be offered online, in a hybrid mode, or face-to-face during weekdays on the main campus. All courses will be supported with a live stream for off-campus students to view simultaneously. The sessions will also be recorded and posted online for students who could not attend the live session. To serve a variety of populations, courses may be offered on weekends and/or in short semesters (i.e., 7.5 and 4 weeks sessions).

Curriculum Design The program aims to offer a high-quality educational program for cyber security professionals and researchers. The core requirements provide the students with the knowledge and skills needed to successfully evaluate information security needs, identify appropriate countermeasures, and implement security technologies. The focus area courses enable the students to concentrate on specific areas of interest, such as Offensive and Defensive Security; Data Analytics for Cyber Security; Risk Management, Assessment, and Mitigation; Cyber Law, Privacy, Policy, and Compliance; and Cyber Security Project Management. The program will strive to seek a balance between the leadership, managerial and technical skills of cyber security. The proposed graduate program requires students to complete 30 credit hours. One new course was created for this program.

Projected Enrollment The Department expects at least 20 students at initial enrollment and an average of 60 students within the first three years. With that anticipation, the average number of students per year will be around 15-20 once the program is established.

FISCAL IMPLICATIONS

The current Academic Affairs budget will absorb program costs.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer
Rhonda Longworth, Ph.D.

11/15/2018
Date

Cyber Security [M.S.]

New Program | effective date TBD

The effective date will be determined following consideration by the Academic Officers Committee, Michigan Association of State Universities and the Eastern Michigan University Board of Regents.

The **Master of Science in Cyber Security** program establishes well-informed and practically grounded graduates in cyber security to meet the needs of cyber security professionals in public and private sectors to contribute effectively in protecting local, regional, and national security. In addition, the program will equip cyber security professionals to serve as leaders and computer and information assurance research scientists. The program is designed to be flexible and meet the needs of research-oriented students and professionals by offering two tracks with thesis and project options. By completing the program requirements, students will be able to analyze complex cyber security problems and apply security principles of cyber security to identify solutions; analyze and evaluate systems with respect to maintaining operations in the presence of risks and threats; design, implement, and evaluate a computing-based solution to meet a given set of cyber security requirements; develop and implement cryptography for information systems; understand and implement advanced security to networks and software; recognize professional responsibilities and make informed judgments in cyber security practice based on legal and ethical principles; and be active in state-of-the-art research activities and scholarly funded research activities.

Program Admission

Applicants must:

- Meet the Graduate School [admission requirements](#)
- Have at least 24 hours of Information Assurance and Cyber Security courses, including and not limited to networking, digital and network forensics, incident response, operating system security, database management and security, malware analysis, and reverse engineering, defensive and/or offensive security, and policy development and legal issues in information systems. Students must have a minimum GPA of 3.0 in information system coursework.
- Preference is given to applicants with an undergraduate degree in information system and cyber security or closely related area.
- Students with non-U.S. post-secondary credentials must submit an evaluation of their international transcripts from one of four approved evaluation services for a detailed, course-by-course report.

International Applicants

Official English Language skills test-IBT, IELTS, MELAB, Pearson's Test of English (PTE) are required for all international applicants whose native language is not English. The minimum scores required are as follows:

<u>Test</u>	<u>Overall Score</u>	<u>Writing Score</u>
IBT	79	19
IELTS	6.5	5.5
CGT	213	5.0
MELAB	83	No minimum

For international graduate student additional admission requirements, please visit [International Admissions](#).

Conditional Admission

The admission shall be conditional following the rules and regulations of the Eastern Michigan University Graduate School. In addition, admission shall be conditional if the students did not have the required background coursework for full admission and will be required to take [IA 601](#), and earn a minimum grade of "C-," to be fully admitted. In some cases, however, the courses work may be replaced by a credential placement test for students who have extensive work experiences in the area of cyber security. For those students who are not academically ready, the advisor will decide on the required courses that shall be completed before full admission is granted.

School Information

[Information Security and Applied Computing](#), College of Technology

Suleiman Ashur, Ph.D. | Interim Director | 206 Roosevelt Hall | 734.487.2490 | sashur@emich.edu

Advisor Information

Please contact the department for advisor information

Degree Requirements: 30 hours

Core Courses: 18 hours

- [IA 544 - Cyber Law, Privacy, Policy and Compliance](#) 3 hrs
- [IA 622 - Risk Management and Incident Response](#) 3 hrs
- [IA 642 - Defensive Security](#) 3 hrs
- [IA 645 - Data Analytics for Cybersecurity](#) 3 hrs
- [IA 651 - Cyber Security Project Management](#) 3 hrs
- [IA 650 - Offensive Security](#) 3 hrs

Restricted Electives: 6 hours

Choose six hours from the following

- [IA 533 - Cybercrime & Information Warfare](#) 3 hrs
- [IA 558 - Advanced Digital Forensics](#) 3 hrs
- [IA 643 - Disaster Recovery - Business Continuity](#) 3 hrs

Students can apply an independent study, special topic, or any graduate seminar course offered by the School of Information Security and Applied Computing, or any graduate-level course, with the approval of their advisor. *Independent Studies are limited to three credit hours.*

Capstone: 6 hours

Choose one of the following capstone options

Option I - Thesis

- [IA 690 - Thesis](#) 1 hr
- [IA 691 - Thesis](#) 2 hrs
- [IA 692 - Thesis](#) 3 hrs

Option II - Project

- IA 694 - Project Design and Implementations 3 hrs
 - An additional elective course 3 hrs
-

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

STUDENT AFFAIRS COMMITTEE: APPROVAL OF AGENDA AND MINUTES

ACTION REQUESTED

It is recommended that the Student Affairs Committee Agenda for December 14, 2018 and the Minutes of October 25, 2018 be received and placed on file.

STAFF SUMMARY

The December 14, 2018 agenda includes a presentation by Student Leader Group, a presentation by Student Government, a presentation by Active Minds, and a presentation by the Office of International Students and Scholars.

In addition, several announcements will be made.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

[Redacted Signature]

University Executive Officer
Rhonda Longworth, Ph.D.

11/26/18
Date

EASTERN MICHIGAN UNIVERSITY
Board of Regents
Student Affairs Committee

December 14, 2018
9:45 a.m.
201 Welch Hall

AGENDA

- | | |
|--|-----------------------------------|
| 1. Approval of agenda and October 25, 2018 minutes | Regent Beagen |
| 2. Student Leader Group Presentation | Aaron Kempa
& Surya Vijayan |
| 3. Student Government Presentation | Candice Crutcher
& Ethan Smith |
| 4. Active Minds Presentation | Desmine Robinson |
| 5. Office of International Students and Scholars | Ellen Gold |
| 6. Announcements | |

Eastern Michigan University
Board of Regents
Student Affairs Committee
Minutes of October 25, 2018

MEMBERS PRESENT

Regents: Dennis Beagen, Eunice Jeffries

Administration: Steven Bryant, Ellen Gold, Lucas Langdon, Calvin Phillips, Peggy Trewn

Students: Harry Bhogal, Isabella Bullock, Candice Crutcher, Gabby Miller, Kenny Richardson

GUESTS

Administration: Darcy Gifford, Julia Heck, Chris Lancaster, Geoff Larcom, Lisa Lauterbach, Lauren London, Sherree Owens, Michael Sayler, Bill Shepard, Dr. James Smith, Melody Werner, Sean Woolf, Jeanette Zalba

Students: Alexandria Alaniz, Devin Eagle, Amber Horwitz, Sam Jones-Darling, Ethan Smith

Guests: Crystal Raiz, Jeff Schultz, plus 19 other guests.

Regent Beagen convened the meeting at 11:16am. The minutes from April 20, 2018 were approved. Student Leader Group members introduced themselves.

Student Leader Group Presentation

Harry Bhogal and Isabella Bullock shared a presentation about 2018-19 Student Leader Group priorities. The committee will look at several concerns, including course availability and the course cancellation process, long term course availability planning, student retention initiatives, the faculty evaluation process, the transfer student orientation process, parking access for persons with disabilities, and training and support for faculty working with students with disabilities. Communication concerns, including university website consistency and mobile friendliness, improving the promotion of campus resources, the reporting process related to campus accessibility concerns, and the graduate program acceptance communication process will be discussed with key administrators. Other topics to be researched this year include, fostering more student involvement, the computer lab equipment upgrade process, parking lot restrictions for apartments, management of online fees and printing restrictions.

Regent Beagen asked about the current process of the Disability Resource Center to provide faculty and staff with necessary information and training. Isabella replied that faculty and staff with questions can contact the Disability Resource Center, and that the DRC is currently hosting a series of "Lunch and Learns" to get information out to the campus. Regent Beagen stated that he would work to help find the best way to get this information to faculty.

Regent Beagen asked if there has been any dialogue with the Grad School about the application process. Isabella stated that she had a meeting with Kevin Kucera, where they discussed improving tracking on graduate applications. Regent Beagen offered to facilitate a meeting with Wade Tornquist,

as he believes that improving the admission and enrollment process to graduate programs is very important.

Regent Beagen asked about the concern related to fees. Due to the fact that some fees are “opt out”, getting them removed can be troublesome. He plans to talk with Rhonda Longworth about this today.

Student Government Presentation

Candice Crutcher and Ethan Smith shared a presentation about 2018-19 Student Government priorities. Increasing transparency by Eastern Michigan University administration, transportation initiatives, voter registration and education, updating the preferred names and pronoun system and long term course availability planning will be the focus for 2018-19. Student Government members plan to work closely with the LGBTRC to make sure students feel welcome. Members would also like to normalize the use of personal pronouns on campus.

Regent Beagen stated that while administrative transparency has been a focus, there are things that can be done to improve. Regent Jeffries is pleased about the consistency between the Student Leader Group and Student Government priorities, and feels that these are logical issues to address.

Students for Recovery Presentation

Amber Horwitz shared information about the Students for Recovery group on campus. This group provides support for EMU students who are recovering from addictions. Of the 20,313 students who were enrolled during Fall 2017, it is estimated that 6,418 met the criteria for substance abuse, 1,218 met the criteria for substance dependency, and 812, which represents 4% of the EMU student population, may have been seeking help. Sadly, students sometimes have to choose between recovery and their education. There are currently a group of EMU students in recovery who are ready to develop this program. They are requesting a dedicated staff person and a dedicated place to hold meetings.

Devin Eagle, a non-traditional student in the social work program is in recovery and takes advantage of the services offered in the community. Crystal Raiz, who graduated from EMU with a master’s degree, is a busy mother and wife. She believes that meetings on campus would be beneficial. Alexandria Alaniz, the President of Students in Recovery, shared a few comments at the end of the presentation.

Regent Jeffries stated that putting a face on this situation makes it very effective. Ellen Gold thanked the people in recovery, as well as the allies for being at the meeting. She emphasized the monthly volunteer work done in the community by the students, necessary safe social opportunities, and the self-motivation of these students. The pressure on them is unbelievable. She asked people to think about where the program can go next.

Regent Beagen asked if Central Michigan University and Washtenaw Community College have Collegiate Recovery Programs. Amber replied that WCC is in the process of beginning one. Regent Beagen added that this is not just an EMU issue, and we must continue the process to find answers. He believes that grant support can be an impetus to getting more support from the university, possibly a graduate assistant. He may reach out to Don Loppnow for assistance with writing a grant to support this.

Student Affairs Annual Report for 2017-18

Ellen Gold shared a presentation on behalf of the eleven departments in Student Affairs. She shared the Student Affairs Mission, which is “We empower students to achieve their educational and personal

potential through intentional student-centered programs and services. We prepare them to live, learn, work, and serve in a global community,” as well as the Student Affairs Vision, which is “We will be a model of innovative and effective approaches to student success and engagement.”

Student Affairs has a responsibility to: create and sustain a dynamic learning community by providing leadership, programs, services and initiatives that support students in the pursuit of their educational goals; identify and address support processes that help to provide an environment in which learning can thrive, and manage those operations in such a way as to ensure that they are meeting the requirements of a diverse student population; deliver programs and services that: engage students in active learning, help students develop coherent values and ethical standards, set and communicate high expectations for learning, effectively use resources to achieve institutional goals, forge educational partnerships that advance student learning, and build support of an inclusive community; and engage a cross-section of students and allow them to share thoughts and concrete expectations of what is important for them to be successful, and develop strategies to address the evidence gathered.

The strategic goals are to: foster student holistic development through innovative programs and service; enhance diversity and multicultural competence while cultivating a safe inclusive community; foster student appreciation of life-long learning, individual responsibility and interpersonal civility; and demonstrate responsible stewardship of our fiscal, physical, technological, and human resources.

Student Affairs assessments are conducted and the data is collected for three main purposes – improving a service or program, confirming the existence of a quality service or program, and enhancing student learning. More than 100 assessments have been conducted in the past year.

A few key highlights from the 2017-18 year include the creation of a Student Affairs Professional Development Committee; the development of a Diversity and Inclusion Student Advisory Board; participation in the NASPA Undergraduate Fellow Program; the development of three Student Affairs Campus Action plans to address potential campus emergencies involving our students; Greek Life certified over 300 Greek students in the Greeks Learning Alcohol Training Program; Counseling and Psychological Services provided mental health care to over 5% of the student body; the Children’s Institute created two sustainability internship positions and became a Certified Michigan Green School. In addition, the Disability Resource Center served 1,421 students; 210 students participated in the Multicultural Graduation winter commencement; Housing and Residence Life launched two new Living Learning Communities – TRIO and Creative Scientific Inquiry experience; the Office of International Students and Scholars; along with University Communications and the EMU Foundation produced three international videos for promotional and recruiting events; the Office of the Ombuds facilitated training workshops at the state, regional, national and international level; the Title IX Office sponsored a “Run for Title IX” to raise awareness; University Health Services received grant funds from Student Government for uninsured/underinsured students to receive flu vaccinations; the Office of Wellness and Community Responsibility instituted a faculty partnership for the resolution of academic integrity cases; and the Dean of Students Office reactivated the Students for Recovery student organization, along with on-campus AA meetings.

Proposed goals for 2018-19 include continued assessment, seeking out new funding sources and aligning current resources to maximize the student experience, providing professional development opportunities and maximizing team building for Student Affairs staff, and continuing work on diversity and inclusion.

Regent Jeffries stated that she is pleased to see a review of the current level of programs. Regent Beagen asked Lisa Lauterbach to prepare a five year comparison of Counseling and Psychological Service data.

Board Policy Updates

Calvin Phillips shared that numerous Board Policy Updates will be voted on at the General Board meeting at 2:00pm. These include updates to policies, elimination of some policies, and the additional of a new policy about Greek Life at Eastern Michigan University.

The meeting adjourned at 12:09pm.

Respectfully submitted,

Michele Rich
Student Affairs Committee Recording Secretary



EASTERN MICHIGAN UNIVERSITY

Student Leader Group

2018-2019 Issues of Focus

December Student Affairs Committee Report

Members

Appointed Representatives:

Ashley Beals	—	College of Health & Human Services
Harry Bhogal	—	College of Business
Aaron Kempa	—	College of Arts & Sciences
Vacant	—	College of Technology
Amber Kinder*	—	College of Education
Hannah Zwoizensky	—	Honors College
Emily Studley	—	Graduate School
Izzie Bullock	—	Disability Resource Center
Tyler Dotson	—	Diversity & Community Involvement

Positional Representatives:

Brielle Blackwell	—	College Panhellenic Council
Eugene Lowe	—	National Pan-Hellenic Council
Gabby Miller	—	Multicultural Greek Council
Kenny Richardson	—	Interfraternity Council
Candice Crutcher	—	Student Government
Erin Thomson	—	Residence Hall Association
Surya Vijayan	—	International Student Association

*Newly Appointed

Overview of SLG Process

- Obstacles to student success and satisfaction are identified
- Specific goals are set to address these obstacles
- Relevant administrators are invited to discuss the goals
- Progress is tracked, follow-up where needed
- Report results/findings at Student Affairs Committee Meetings

- Concurrently: questions about the university are explored

Primary Areas of Focus

Academic Success Goals

- Improve communication of long term course scheduling
- Introduce a fall break into the academic calendar

Academic Success Questions

- What is EMU doing to improve retention?
- How are course/faculty evaluations utilized?
- What is the transfer student orientation process?

Primary Areas of Focus

Accessibility Goals

- Improve handicapped parking availability on campus
- Improve training and support for faculty, re: accommodations

Accessibility Questions

- What is the reporting process for accessibility concerns?

Primary Areas of Focus

Communication Goals

- Improve graduate program acceptance process
- Improve student awareness of campus resources

Communication Questions

- What can be done to improve website consistency & mobile friendliness?

Questions?

**Student Government
Student Affairs Committee meeting
Talking Points for 12-14-18**

Fall Break: We are pursuing a Fall Break for EMU in the future

Unilateral support from other MI University's

SG will be conducting Surveys/Interviews with students:

- Do you feel a Fall break would be beneficial?
- Where would it be most useful? Our peer institutions have it at the end of October. Or would a longer Thanksgiving break be better?
- Will be putting questions on MyEmich

Will talk to Ron Woody from IT

The exact questions are still unclear at this time

Planning on meeting with the registrar

Course Availability Planning

Working on scheduling a meeting with Provost Longworth

Reflection Room in Pray-Harrold

Talked to Dean of CAS Dana Heller

- In the past Faculty resisted move due to class schedules in the past
- Due to significant Muslim population that spends a lot of time in P-H. The nearest room is in McKenney or the Student Center. It is unreasonable to expect them to make that hike, or have to pray in corners or stairwells.
- Would a department be willing to convert a small classroom on the 7th floor to a reflection room?



EASTERN MICHIGAN UNIVERSITY

Active Minds at EMU



Headlines Informing Our Work

- One-Third of First-Year College Students Report Mental Health Issues (Healthline 9/20/18)
- When There is a Mental Health Crisis in your Dorm (New York Times 9/6/18)
- Record Number of College Students are Seeking Treatment for Depression and Anxiety - But Schools Can't Keep Up (Time 3/19/18)

Active Minds Student Organization

Our Mission

- Combat the negative stigma about mental illness
- Create positive discussion on mental health wellness
- Raise awareness of suicide prevention resources
- Promote a “help-seeking” culture



Our Vision

- EMU Eagles will not feel ashamed or embarrassed to seek help when facing troubles with their mental health.
- EMU Eagles will be comfortable to share about their mental health with other Eagles and readily know resources to recommend to one another.
- A campus wide culture of “checking-in” on each other, along with positive mental health talk will be in place.
- Faculty and staff will be prepared to offer resources to students regarding mental health.

Focus Areas Undertaken:

- Collaboration with Student Organizations and University Offices for programs
- Increased social media presence
- Annual Mental Health Monologues
- Increased Member participation
- Invoked leadership & volunteer opportunities for members



E EASTERN MICHIGAN UNIVERSITY

Campus and Community Initiatives

Student Veterans of America (SVA) and Ballroom Dance Club

- With SVA, discussed alarming rate of veterans who die by suicide everyday with our lobby tabling event at the Student Center.
- Our event with SVA was featured on the National Active Minds website.
- Visited with the Ballroom Dance Club to learn new dances and to talk about how dancing and mental health wellness go together.



E EASTERN MICHIGAN UNIVERSITY

Office for International Students and Scholars (OISS) and Ozone House

- We are collaborating with Office for International Students and Scholars on their SHAPES programs, which is a series of events geared towards health and wellness.
- We collaborated with OISS on the International Storytellers Lounge.
- We had a clothing and hygiene product drive for OZONE House during Homeless Youth Awareness Month.

Cultivate and Department of Dietetics

- We collaborated on a Valentine's Day self-love event that included a professional massage, candy, self-love activities, and hot chocolate.
- We plan to do it again this February- please come out!

Annual Suicide Prevention Awareness Walk

- For the 2nd year in a row Active Minds has collaborated with Counseling and Psychological Services and SAFE NOW at EMU to host a suicide prevention walk which consistently has brought large numbers, even Congresswoman Debbie Dingell.



E EASTERN MICHIGAN UNIVERSITY

Mental Health Monologues

- The Annual Mental Health Monologues is an opportunity for EMU Eagles to share their experience with mental health and mental illness through art; such as dance, poetry, song, acting and more.
- We will start hosting a Mental Health Monologue that focuses on certain demographics this year.

E EASTERN MICHIGAN UNIVERSITY

Future Goals

- Establish a student listening group
 - Students are trained to be listeners for students who are facing hardship and loneliness.
 - Students are trained to listen and know when to inform other students about campus resources.

Student Testimonials

Here are a few members of Active Minds who would like to share their experience with Active Minds.

Thank you so much for listening

- Please come to the Mental Health Monologues this April!





EASTERN MICHIGAN UNIVERSITY

International Students & Scholars Compliance to Programming – A Balancing Act

Esther Gunel, Director
Jenny DuChene, Immigration/ Student Advisor
December 14, 2018

Office for International Students and Scholars (OISS)

- We assist and advise international students and scholars with their unique educational and personal goals. We offer programs that engage the EMU and local community in global awareness and learning.
- Primarily serve F and J non-immigrant visa students, scholars, and their dependents.



International Students and Scholars

The Team

Professional Staff

- ❑ Director – Esther Gunel
- ❑ Immigration/ Student Advisor – Jenny DuChene
- ❑ Programming/ Student Advisor– Chris Van Wasshenova
- ❑ SEVIS Processor – Terree O’Neil-Darling

A Balancing Act

Immigration & Compliance

- ❑ Student and Exchange Visitor Information System (SEVIS) & Federal Regulations
- ❑ Immigration advising and support to students, faculty, staff & off campus communities



Programming & Support Services

- ❑ Cultural/ Academic Programming & Student Development
- ❑ Campus Engagement and Support – Faculty, Staff, and Alumni



Immigration and Compliance – 65%

SEVIS Compliance (40%)

- I-20 (F SEVIS) Issuance
- DS-2019 (J Exchange Visitor)
- SEVIS Check-in – Arrival Reporting
- SEVIS Active Registration (Fall & Winter – report active enrollment)
- SEVIS Alerts & Reporting (within 21 days of change: address, major, academic level, program extension, financial, and employment)
- New Academic Programs Updates on I-17 - SEVIS review and approval

- F SEVIS Recertification (I-17)
- J SEVIS Redesignation (DS-3036)

Immigration Advising & Support (25%)

- United Orientation: 2-3 days (Fall/Winter/Summer)
- Immigration Regulations Advising and Updates
- SEVIS Documents Processing
- Employment Authorization
- Travel signature - I-20
- J Research Scholars visit coordination

Programming & Support Services – 35%

Programming (25%)

- 56 Academic and Cultural Events and seminars per year

EASTERN MICHIGAN UNIVERSITY EVENTS FALL 2018		EASTERN MICHIGAN UNIVERSITY EVENTS WINTER 2019	
SEPTEMBER	OCTOBER	JANUARY	FEBRUARY
07	05	11	01
14	12	18	03
28	19	25	08
29	26		
NOVEMBER	DECEMBER	MARCH	APRIL
02	07	08	05
09		15	12
16			

Support Services (5%)

Ongoing -

- Health, Medical, & Personal concern
- Academic issues
- Financial Aid issues
- Employment – SSN application
- Tax filing – ITIN application
- Driver's License application

Ad-Hoc support –




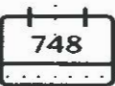


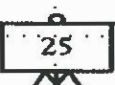





- Mental illness (200% increase) medical evacuation
- Physical illness (repatriation of remains)
- CARE Report – personal & behavioral issues
- Academic Issues - dishonesty & dismissal
- Natural disasters – earthquakes, tsunami
- Man-made disasters - war and deliberate attacks


Campus Engagement & Collaboration (5%)

- EMU Foundation & Alumni Relations
- Division of Communications
- Academic Departments, Advising, & CAPS

EASTERN MICHIGAN UNIVERSITY
OFFICE OF INTERNATIONAL STUDENTS & SCHOLARS
1000 E. University Ave. Ypsilanti, MI 48197-1000

Points of Pride
2017-2018

 EMU is home to 800 international students from 85 countries	 ITIAC international student retention* <small>8.9% higher than other universities average</small>	 23 scholars from 12 countries
 748 individual appointments with students	 1,836 Number of visits by students and scholars for OISS services	 914 students utilized walk-in advising
 25 Number of seminars regarding employment given by OISS staff**	 6,548 Number of tasks completed by OISS staff	 1,613 phone calls
 5 off campus excursions	 1,545 Student and community engagement in OISS programming	 26 on-campus social events

 EASTERN MICHIGAN UNIVERSITY

International Student Challenges

Cultural challenges

- Language
- Culture shock
- Communication style

Academic challenges

- U.S. education system
- Teaching methods
- Interaction with professors
- Rules and policies

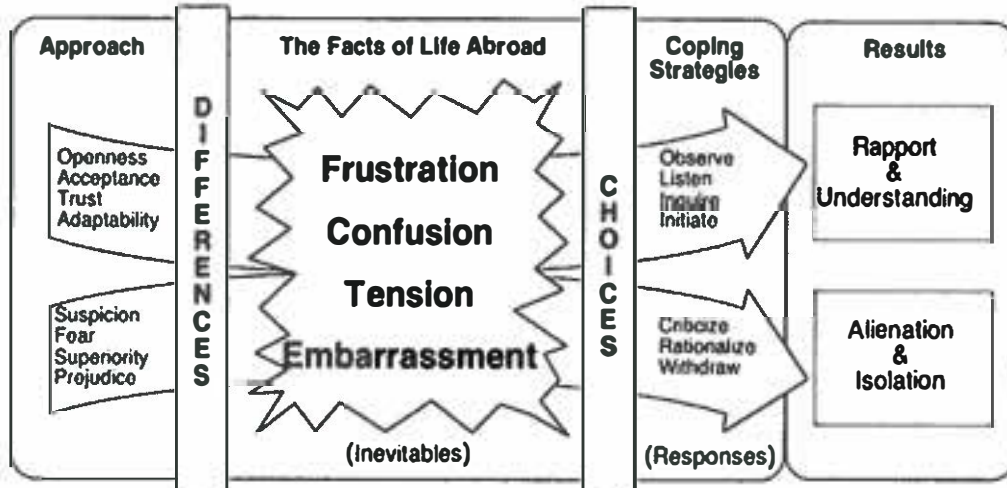
Social challenges

- Prejudice and discrimination
- Interpersonal/interaction differences
- Home-sickness

Financial challenges

- Tuition
- Mandated health insurance
- Limited financial aid
- U.S. working regulations

Managing Cultural Differences



Paul Luedtke's 2009

EASTERN MICHIGAN UNIVERSITY

Campus Collaboration

- Joint Programming with Campus Life, Housing, DCI, Honors College, Holman Learning, Halle Library, ESL, Career Development - UACDC, CAPS, Active Minds, Student Government, & DPS.
- International Student Welcome Picnic & EMU Foundation Meet & Greet – President Smith and Dr. Ruhl-Smith
- #YouAreWelcomeHere Campaign with University Marketing
- EMU Light Post Banner – 110 students from over 40 countries
- President Listening Sessions – International Students (Fall & Winter)
- International Student Satisfaction and Climate Survey – Alumni & Foundation
- International Graduation Reception at University House – Alumni & Foundation (Fall and Winter)

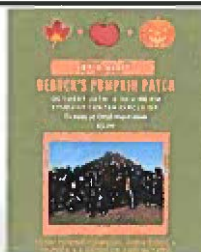
EASTERN MICHIGAN UNIVERSITY

Home Away From Home



Pre-arrival Assistance

Bi-Weekly welcome emails
communication - new student checklist



Graduation

- Leadership development through volunteering & Advisory Board
- Graduation Reception
- Alumni Connection
- Networking & Mentorship

Orientation

- Welcome – Get acclimated (2-3 days)
- Group Leaders – mentoring
- Branding – UNITED
- Pre-Orientation videos



Events/Seminars (56 a year)

- Cultural & Academic events (Storyteller Lounge, Employment)
- Activities & Excursions – Winter Shopping, Detroit Auto Show)

Transition

- Break Out Sessions (Academic Success/Health Insurance/Well-You/ Close-Up
- Conversational Partners & Coffee Hours
- ISA Welcoming party



E EASTERN MICHIGAN UNIVERSITY

What We Really Do – A Balancing Act

INTERNATIONAL STUDENT ADVISOR



What students think I do



What the government thinks I do



What the faculty thinks I do



What immigration attorneys think I do



What I think I do



What I really do

Source: Brooke Stokdyk, MSW/OISS

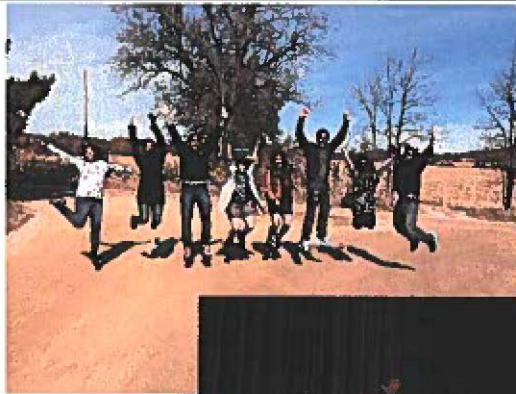
Presented by the Michigan State University Office for International Students and Scholars

E EASTERN MICHIGAN UNIVERSITY

THANK YOU!

International Students
and Scholars

240 Student Center
734-487-3116
oiss@emich.edu



BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION
FINANCE AND INVESTMENT COMMITTEE

SECTION: 17

DATE:
December 14, 2018

ACTION REQUESTED

It is recommended that the Board of Regents receive and place on file the minutes from the October 25, 2018 Finance and Investment Committee meeting and the Working Agenda for the December 14, 2018 meeting.

STAFF SUMMARY

October 25, 2018 Meeting Agenda

Agenda items

- FY 18 University Financial Statements
- FY 20 General Fund Scholarships, Awards and Grant Request
- FY 20 State of Michigan Capital Outlay Request
- Sale of Washington Street Parking Lot
- Strong Hall Provisional Easement
- Presentation- Energy Management at EMU
- Purchase of 800 Lowell Street Property
- Emeritus Staff Awards

December 14, 2018 Meeting Agenda

Agenda items

- FY 20 Room and Board, Apartment Rates
- FY20 Capital Budget
- Eastern Michigan University Foundation Financial Reports
- Campus Laundry Equipment Service Contract
- Emeritus Staff Awards

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer

December 14, 2018
Date

BOARD OF REGENTS
Eastern Michigan University
201 Welch Hall
(734) 487-2410

FINANCE and INVESTMENT COMMITTEE
Friday, December 14, 2018
10:45 a.m.

REGULAR AGENDA

- FY 20 Room and Board, Apartment Rates
- FY 20 Capital Budget
- Eastern Michigan University Foundation Financial Reports
- Campus Laundry Equipment Service Contract
- Emeritus Staff Awards

Eastern Michigan University
Finance and Investment Committee
Meeting Minutes
October 25, 2018

The meeting was called to order by Regent Michelle Crumm at 1:01 p.m.

A motion was made, seconded and approved to accept the minutes from the June 22, 2018 Finance and Investment Committee meeting.

The agenda includes (6) items.

Section 18: Recommendation: Consolidated Financial Statements and Supplementary Information as of June 30, 2018

It is recommended that the Board of Regents receive and place on file the University's audited fiscal year 2017-2018 financial statements and auditor's report.

Section 19: Recommendation: Fiscal Year 2019-20 General Fund Scholarships, Awards, and Grants Request

It is recommended that the Board of Regents approve the Fiscal year 2019-20 General Fund Scholarships, Awards, and Grants proposal of \$52,625,000.

Section 20: Recommendation: Fiscal Year 2020 State Capital Outlay Plan

It is recommended that the Board of Regents approve the University's Capital Outlay Plan and delegate authority to the President to submit the renovation of Jones and Goddard Halls as Phase II of the College of Technology Engineering Program Growth and Expansion as the University's top project for state cost participation for Fiscal Year 2020.

Section 21: Recommendation: Sale of University Property- 137 N. Washington Street & 114 N. Adams Street

It is recommended that the Board of Regents authorize the President to negotiate and execute final documents for the sale of the 137 N. Washington Street and 114 N. Adams Street properties ("properties"). These properties comprise the University's ownership interest in the Washington Street parking lot in downtown Ypsilanti.

Section 22: Recommendation: Provisional Easement Regarding Strong Hall

It is recommended that the Board of Regents approve and authorize the President to finalize and sign a Provisional Easement for ingress and egress in connection with the Strong Hall renovation project.

Section 23: Recommendation: Authorization to Purchase Real Property- 800-804 Lowell Street, 298 Jarvis Street and 725 North Huron Street

It is recommended that the Board of Regents authorize the President to negotiate and execute final documents for the purchase of the following properties (the “properties”) from Urban Campus Communities, LLC (the “seller”) subject to approval of final terms by the Board’s Executive Committee.

- 800-804 Lowell Street
- 298 Jarvis Street
- 725 North Huron Street

The meeting was adjourned at 1:47 p.m.

Respectfully submitted,
Jada Wester
Executive Assistant to the
Chief Financial Officer

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 18
DATE: December 14, 2018

RECOMMENDATION

2019-20 ROOM, APARTMENT AND BOARD RATES

ACTION REQUESTED

It is recommended that the Board of Regents approve an average increase of 2.5% for all University housing and an increase of 2.7% for meal plan rates for FY19-20.

STAFF SUMMARY

This recommendation is for an increase of \$160/academic year or \$20/month for all Residence Halls double occupants. Single Occupants in Residence Halls will see a \$2,500/annual upcharge to the double occupant rate. This increase ranges from 0.8% to 3.6% depending on location. Apartment rates are recommended to also increase \$160/academic year or \$20/month. Upgraded apartments will have an additional annual charge of \$250. Furnished apartments will have an additional annual charge of \$450. The percent increase in apartments rates range from -0.2% to 3.8% depending on location and type of apartment. The overall average price increase in housing is 2.5%. The increase will continue to support the University's ongoing investment in improving the quality of residential facilities and also help address a portion of the deferred maintenance associated within these buildings.

This recommendation also requests an increase of 2.7% on meal plans. This increase ranges from 2.0% to 3.0% depending on meal plan. This meal plan increase corresponds to the expected inflation rate for food services, and allows for the maintenance of high quality food offerings within our dining facilities.

These increases are all below the 5-year and 10-year average increase for the University, in the respective categories, with the residence hall increase being the lowest increase since the Fall 2011.

FISCAL IMPLICATIONS

These proposed rates will be reflected in the Housing and Dining sections of the FY19-20 Auxiliary budget recommendation that will be presented to the Board of Regents in June 2019.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer

December 14, 2018
Date

Residence Halls	Academic Year 2018-2019	Recommended Increase \$	Academic Year 2019-2020
------------------------	------------------------------------	------------------------------------	------------------------------------

**Best, Buell, Downing, Phelps, Sellers,
Walton, Wise, & Putnam**

Double Occupancy	\$4,930	\$160.00	\$5,090
Single Occupancy (\$2,500 upcharge)	\$7,532	\$58.00	\$7,590

Hill, Hoyt, & Pittman

Double Occupancy	\$4,390	\$160.00	\$4,550
Single Occupancy (\$2,500 upcharge)	\$6,994	\$56.00	\$7,050

Village

Double Occupancy	\$5,640	\$160.00	\$5,800
Single Occupancy (\$2,500 upcharge)	\$8,064	\$236.00	\$8,300

On-Campus Apartments	Academic Year 2018-2019	Recommended Increase \$	Academic Year 2019-2020
-----------------------------	------------------------------------	------------------------------------	------------------------------------

Brown/Munson

Single Occupancy

Efficiency/Studio	\$6,348	\$160.00	\$6,508
Large Studio/Small One Bedroom	\$6,910	\$160.00	\$7,070
Regular One Bedroom	\$7,494	\$160.00	\$7,654

Double Occupancy

Large One Bedroom	\$4,974	\$160.00	\$5,134
Suite	\$4,974	\$160.00	\$5,134

Cornell Courts/Westview

Single Occupancy

One Bedroom - ST UF	\$6,152	\$160.00	\$6,312
One Bedroom - UP UF	\$6,576	(\$14.00)	\$6,562
One Bedroom - ST F	\$6,604	\$158.00	\$6,762
One Bedroom - UP F	\$6,778	\$234.00	\$7,012

Double Occupancy

Two Bedroom - ST UF	\$4,230	\$160.00	\$4,390
Two Bedroom - UP UF	\$4,572	\$68.00	\$4,640
Two Bedroom - ST F	\$4,682	\$158.00	\$4,840
Two Bedroom - UP F	\$5,012	\$78.00	\$5,090

601 West Forest (all units)

	\$4,916	\$160.00	\$5,076
--	---------	----------	---------

New Meal Plan	Class	Description	FY19 Current Meal Plan			FY20 Recommended Meal Plan			Recommended Annual Increase	
			Annual Cost	Flex/sem	Tfr/sem	Annual Cost	Flex/sem	Tfr/sem	Amount	Percent
E-Style Anytime	FR/SO/JR/SR	Unlimited at Commons	\$ 5,237	\$ 100	75	\$ 5,395	\$ 100	75	\$ 158	3.0%
E-Style 3 per day	FR/SO/JR/SR	3 meals per day	\$ 5,237	\$ 100	0	\$ 5,395	\$ 100	0	\$ 158	3.0%
E-Style 2 per day	FR/SO/JR/SR	2 meals per day	\$ 5,026	\$ 100	0	\$ 5,125	\$ 100	0	\$ 99	2.0%
E-Style Freestyle	SO/JR/SR	1 meal per day + \$850 Flex				\$ 4,800	\$ 800	0	New Plan	New Plan

Average Room and Board and Tuition Increase History

<u>Academic Year</u>	<u>Res. Halls</u>	<u>Apartments</u>	<u>Board</u>	<u>Tuition</u>
2019-20	2.37%	2.51%	2.67%	TBD
2018-19	2.88%	2.97%	2.75%	3.88%
2017-18	3.33%	2.20%	2.00%	3.91%
2016-17	4.00%	4.00%	1.50%	4.10%
2015-16	4.00%	5.00%	5.00%	7.85%
2014-15	4.00%	4.00%	4.00%	3.20%
2013-14	3.75%	1.55%	3.75%	3.75%
2012-13	4.95%	4.95%	4.95%	3.95%
2011-12	2.15%	3.00%	2.15%	3.65%
2010-11	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>
9-year average	3.23%	3.07%	2.90%	3.81%
10-year (w/proposed)	3.14%	3.02%	2.88%	TBD

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 19
DATE: December 14, 2018

RECOMMENDATION
FY 2019-2020 CAPITAL BUDGET

ACTION REQUESTED

It is recommended that the Board of Regents approve the Fiscal Year 2019-2020 University Capital Budget appropriation of \$15.2 million.

STAFF SUMMARY

The projects in the recommended \$15.2 million Fiscal Year 2019-2020 Capital Budget are listed on Attachment A. These projects include investments supporting necessary infrastructure improvements in academic (Mark Jefferson, Quirk, Warner, and Honors College), and auxiliary facilities (Rec IM, CD-3, Cornell, and Student Center), demolition of Snow Health, information technology, safety and athletics asset preservation.

The Capital Budget has historically been brought to the Board of Regents for approval in its February meeting. This Capital Budget request has been accelerated so as to better position the University in the competitive contractor environment that currently exists. The University is expecting to bring additional projects of approximately \$2.5 million to the Board in the February meeting once those project scopes have been completed and are ready for approval.

FISCAL IMPLICATIONS

Approval of the capital budget recommendation establishes the University's authorization for 2019-2020 capital spending.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer /

DECEMBER 14, 2018
Date

Eastern Michigan University
Capital Expenditure Budget
Fiscal Year 2019-2020

(In thousands)	<u>Recommended</u> <u>2019-2020 Budget</u>
<u>Academic Facility Enhancements</u>	
Mark Jefferson Infrastructure Upgrades	\$ 675
Quirk Infrastructure Upgrades	\$ 110
Honor's College Infrastructure Upgrades	\$ 50
Total Academic Facilities	<u>\$ 835</u>
<u>Housing, Student Programming</u>	
Housing Infrastructure Upgrades	\$ 1,500
Snow Demolition	\$ 1,100
Total Housing, Student Programming	<u>\$ 2,600</u>
<u>Technology</u>	
Classroom Technology	\$ 942
Network/Servers	\$ 1,525
Campus WiFi	\$ 450
Data Center	\$ 375
Total Technology	<u>\$ 3,292</u>
<u>Safety and Security</u>	
Safety & Security	\$ 3,110
Total Safety and Security	<u>\$ 3,110</u>
<u>Other Campus Capital Investment</u>	
Rynearson Stadium - Concrete/Repairs/Aesthetics	\$ 750
Infrastructure Replacement & Upgrades	\$ 1,117
Coral Substation Repair	\$ 850
Flooring Allowance	\$ 450
Roof Allowance	\$ 1,170
Contingency	\$ 1,000
	<u>\$ 5,337</u>
Total 2019-2020 Capital Plan	\$ 15,174

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 20

DATE:

December 14, 2018

RECOMMENDATION

**REPORT: 2017-2018 EASTERN MICHIGAN UNIVERSITY FOUNDATION
CONSOLIDATED FINANCIAL REPORT**

ACTION REQUESTED

It is requested that the Eastern Michigan University Board of Regents receive and place on file the Eastern Michigan University Foundation Consolidated Financial Report for the year ended June 30, 2018.

STAFF SUMMARY

In accordance with Section C.8. of the Agreement Between Eastern Michigan University and the Eastern Michigan University Foundation, it is our responsibility and privilege to present for your review the consolidated financial report of the Eastern Michigan University Foundation for the year ended June 30, 2018. The annual financial audit of the Foundation and its subsidiary was performed by Plante & Moran, PLLC, and they have provided an unqualified financial opinion.

Total endowment and planned gift assets reported at year-end were \$76,836,763, which represents \$76,284,216 (pg. 16) of endowment assets and \$552,547 (pg. 2) of planned gift assets. This represents a 4.9% increase from the June 30, 2017 market value, which was \$73,271,329. Fundraising during 2017-2018 totaled \$6,758,929 (pg. 11) of which \$5,912,791 represents cash gifts and \$846,138 represents gifts-in-kind.

During this fiscal year, the endowment portfolio experienced an investment return of 7.3% vs. the portfolio benchmark of 7.9%, which is comparable to endowment portfolio returns at other institutions with endowments in the \$51-\$100 million range. The average return since inception on September 30, 1992, of 7.9% continues to surpass the benchmark of 7.5%.

Current expendable gifts and gifts-in-kind distributed to and received directly by Eastern Michigan University for programs and scholarships totaled \$3,729,330 (pg. 3) for the year ended June 30, 2018. In addition, funding distributed to EMU from endowed scholarships and endowments totaled \$2,024,283 (pg. 3).

FISCAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer

December 14, 2018
Date

Eastern Michigan University Foundation

Consolidated Financial Report

June 30, 2018

Independent Auditor's Report	1
Consolidated Financial Statements	
Statement of Financial Position	2
Statement of Activities	3
Statement of Cash Flows	4
Notes to Consolidated Financial Statements	5-17



Plante & Moran, PLLC
 Suite 400
 1000 Oakbrook Drive
 Ann Arbor, MI 48104
 Tel: 734.665.9494
 Fax: 734.665.0664
 planteandmoran.com

Independent Auditor's Report

To the Board of Trustees
 Eastern Michigan University Foundation

We have audited the accompanying consolidated financial statements of Eastern Michigan University Foundation (the "Foundation"), which comprise the consolidated statement of financial position as of June 30, 2018 and the related consolidated statements of activities and cash flows for the year then ended, and the related notes to the consolidated financial statements.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

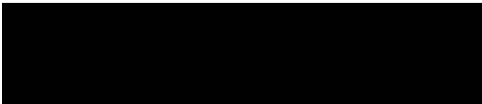
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Eastern Michigan University Foundation as of June 30, 2018 and the consolidated changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We previously audited Eastern Michigan University Foundation's 2017 consolidated financial statements and expressed an unmodified audit opinion on those audited consolidated financial statements in our report dated September 18, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2017 is consistent, in all material respects, with the audited consolidated financial statements from which it has been derived.



September 20, 2018



Eastern Michigan University Foundation

Consolidated Statement of Financial Position

June 30, 2018
(with comparative totals for June 30, 2017)

	2018	2017
Assets		
Cash and cash equivalents	\$ 6,981,644	\$ 1,121,392
Investments (Note 5)	74,734,638	71,595,628
Contributions receivable (Note 3)	2,021,070	2,773,620
Other assets:		
Cash surrender value of life insurance	219,202	215,616
Accounts receivable	5,344	10,599
Investments held under split-interest agreements (Note 5)	552,547	621,864
Building held for sale and equipment (Note 4)	1,377,309	1,377,731
Total assets	\$ 85,891,754	\$ 77,716,450
Liabilities and Net Assets		
Liabilities		
Accounts payable	\$ 5,674,212	\$ 894,205
Split-interest obligations	424,698	444,100
Total liabilities	6,098,910	1,338,305
Net Assets (Note 6)		
Unrestricted net assets	745,094	1,177,625
Temporarily restricted net assets	27,855,287	25,412,639
Permanently restricted net assets	51,192,463	49,787,881
Total net assets	79,792,844	76,378,145
Total liabilities and net assets	\$ 85,891,754	\$ 77,716,450

Eastern Michigan University Foundation

Consolidated Statement of Activities

Years Ended June 30, 2018
(with comparative totals for 2017)

	2018			2017	
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	Total
Revenue, Gains, and Other Support					
Administrative and management fee (Note 7)	\$ 1,440,759	\$ -	\$ -	\$ 1,440,759	\$ 1,488,000
Contributions (Note 9)	260,280	4,332,585	1,404,582	5,997,447	6,728,227
Net realized and unrealized gain on investments (Note 5)	-	4,748,305	-	4,748,305	7,200,924
Investment (loss) income (Note 5)	(542)	420,820	-	420,278	400,738
Change in value of split-interest agreements	-	(37,457)	-	(37,457)	(13,045)
Special event revenue	-	26,295	-	26,295	16,428
Net assets released from restrictions	7,143,452	(7,143,452)	-	-	-
Total revenue, gains, and other support	8,843,949	2,347,096	1,404,582	12,595,627	15,821,272
Expenses					
Contributions to EMU:					
Expendable contributions	3,729,330	-	-	3,729,330	3,560,535
Contributions from endowment income	2,024,283	-	-	2,024,283	2,015,073
General and administrative - Foundation management	634,029	-	-	634,029	655,620
Fundraising (Note 10)	2,940,291	-	-	2,940,291	2,671,973
Total expenses	9,327,933	-	-	9,327,933	8,903,201
(Decrease) Increase in Net Assets - Before funds transferred from EMU	(483,984)	2,347,096	1,404,582	3,267,694	6,918,071
Funds Transferred from EMU	51,453	95,552	-	147,005	168,933
(Decrease) Increase in Net Assets	(432,531)	2,442,648	1,404,582	3,414,699	7,087,004
Net Assets - Beginning of year	1,177,625	25,412,639	49,787,881	76,378,145	69,291,141
Net Assets - End of year	\$ 745,094	\$ 27,855,287	\$ 51,192,463	\$ 79,792,844	\$ 76,378,145

Eastern Michigan University Foundation

Consolidated Statement of Cash Flows

Year Ended June 30, 2018
(with comparative totals for June 30, 2017)

	2018	2017
Cash Flows from Operating Activities		
Increase in net assets	\$ 3,414,699	\$ 7,087,004
Adjustments to reconcile increase in net assets to net cash and cash equivalents from operating activities:		
Depreciation	23,559	29,751
Net realized and unrealized gain on investments	(4,748,305)	(7,200,924)
Change in cash surrender value of life insurance	(3,586)	(6,478)
Change in value of split-interest agreements	37,457	13,045
Contributions restricted for long-term purposes	(1,404,582)	(1,027,456)
Changes in operating assets and liabilities which provided (used) cash:		
Contributions receivable	752,550	(1,324,128)
Accounts receivable	5,255	(607)
Accounts payable	4,780,007	436,695
Other liabilities	-	(4,474)
Net cash and cash equivalents provided by (used in) operating activities	2,857,054	(1,997,572)
Cash Flows from Investing Activities		
Purchase of property and equipment	(23,137)	(10,414)
Purchases of investments	(17,901,489)	(20,253,355)
Proceeds from sales and maturities of investments	19,580,101	22,296,347
Net cash and cash equivalents provided by investing activities	1,655,475	2,032,578
Cash Flows from Financing Activities		
Proceeds from new split-interest agreements	10,994	-
Payments on split-interest agreements	(67,853)	(69,185)
Proceeds from contributions restricted for long-term purposes	1,404,582	1,027,456
Net cash and cash equivalents provided by financing activities	1,347,723	958,271
Net Increase in Cash and Cash Equivalents	5,860,252	993,277
Cash and Cash Equivalents - Beginning of year	1,121,392	128,115
Cash and Cash Equivalents - End of year	<u>\$ 6,981,644</u>	<u>\$ 1,121,392</u>

Note 1 - Nature of Business and Significant Accounting Policies

Eastern Michigan University Foundation (the "Foundation"), located in Ypsilanti, Michigan, receives, holds, invests, and administers funds for the purpose of contributing to and making expenditures on behalf of Eastern Michigan University (EMU). Under governmental accounting principles, the Foundation is considered a component unit of EMU. On a stand-alone basis, the Foundation follows not-for-profit accounting. Planned Real Estate Corp. (PREC), a wholly owned nonprofit subsidiary of the Foundation, was incorporated as a title holding company for the purpose of owning and managing real estate donated to the Foundation.

Note 2 - Significant Accounting Policies

Principles of Consolidation

The consolidated financial statements include the accounts of the Foundation and its wholly owned subsidiary, PREC. During the year ended June 30, 2018, there was approximately \$270,000 of activity recorded by PREC, which was eliminated upon consolidation.

Cash Equivalents

The Foundation considers all highly liquid investments purchased with an original maturity of three months or less to be cash equivalents. The total amount of bank deposits (checking and savings accounts) that was insured by the FDIC at year end was \$250,000.

Investments

Investments in mutual funds, corporate stocks, government securities, and CDs are carried at quoted fair value whenever available. Fair value is determined based on the fair value measurement principles described in Note 11. The commingled funds, hedge funds, and private equity funds, which are not readily marketable, are measured at fair value, valued at net asset value per share as the practical expedient. Those estimated fair values may differ significantly from the values that would have been used had a ready market for these securities existed. The investments in the real estate holding and land are recorded at cost or historical donated value. The cost of real estate holding was determined by appraisal when real estate was originally contributed to the Foundation in a prior year. Purchases and sales of investments are recorded as of the trade date. Gain or loss on the sale of investments is computed using the average cost method. Investment income is recorded on the accrual basis and is reported in the consolidated statement of activities, net of related expenses. These expenses amounted to \$355,848 for the year ended June 30, 2018.

The methods described above and in Note 11 may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Foundation believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

Contributions Receivable

Contributions receivable that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. The discounts on those amounts are computed using risk-free interest rates applicable to the years in which the promises are received. The rates range from 0.11 percent to 2.33 percent. Amortization of the discounts is included in contribution revenue. An allowance for uncollectible contributions is provided when evidence indicates amounts promised by donors may not be collectible.

Note 2 - Significant Accounting Policies (Continued)

Functional Allocation of Expenses

Costs of providing the program and support services have been reported on a functional basis in the consolidated statement of activities. Indirect costs have been allocated between the various programs and support services based on estimates, as determined by management. Although the methods of allocation used are considered reasonable, other methods could be used that would produce different amounts.

Life Insurance Cash Surrender Value

The Foundation is the owner of certain life insurance policies on various donors who have named the Foundation as beneficiary. These policies are valued at their cash surrender value. The cash surrender value is based on the amount paid less any surrender charges and outstanding loans or interest. Changes in the cash surrender value are recorded on the consolidated statement of activities within interest income.

Property and Equipment

Property and equipment are recorded at cost when purchased and at estimated fair value when donated. Depreciation on property and equipment is provided on a straight-line basis over the estimated useful lives of the assets, ranging from 3 to 39 years. Depreciation expense for the year ended June 30, 2018 amounted to \$23,559. The asset held for sale, as further discussed in Note 4, is not being depreciated.

Impairment or Disposal of Long-lived Assets

The Foundation reviews the recoverability of long-lived assets, including buildings, equipment, and furniture and fixtures, when events or changes in circumstances occur that indicate the carrying value of the asset may not be recoverable. The assessment of possible impairment is based on the ability to recover the carrying value of the asset from the expected future cash flows (undiscounted and without interest charges) of the related operations. If these cash flows are less than the carrying value of such asset, an impairment loss is recognized for the difference between estimated fair value and carrying value. The measurement of impairment requires management to make estimates of these cash flows related to long-lived assets, as well as other fair value determinations.

Split-interest Agreements

The Foundation is a remainder beneficiary of several charitable annuities and unitrusts. Required distributions to other beneficiaries range from 4.9 to 11.9 percent of gift or market value, as defined by each agreement. The discount rates used to calculate the present value range from 1.2 to 10.0 percent.

Classification of Net Assets

Net assets of the Foundation are classified as unrestricted, temporarily restricted, or permanently restricted depending on the presence and characteristics of donor-imposed restrictions limiting the Foundation's ability to use or dispose of contributed assets or the economic benefits embodied in those assets.

Earnings, gains, and losses on restricted net assets are classified as unrestricted unless specifically restricted by the donor or by applicable state law. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are released to unrestricted net assets.

Note 2 - Significant Accounting Policies (Continued)

Contributions

Contributions to the Foundation of cash and other assets, including unconditional promises to give in the future, are reported as revenue when received, measured at fair value. Donor promises to give in the future are recorded at the present value of estimated future cash flows. Contributions resulting from split-interest agreements, measured at the time the agreements are entered into, are based on the difference between the fair value of the assets received or promised and the present value of the obligation to the third-party recipient(s) under the contract.

Contributions received with donor-imposed time or purpose restrictions are reported as restricted revenue. All other contributions are reported as unrestricted revenue.

Contributions to EMU are recorded as expense when approved by the Foundation.

Fundraising

Fundraising costs are charged to expense as incurred. The majority of all development activities for the benefit of EMU and the Foundation are conducted by the Foundation.

Income Taxes

The Foundation is a not-for-profit corporation and is exempt from tax under the provisions of Internal Revenue Code Section 501(c)(3). PREC is exempt from federal income taxes under Section 501(c)(2) of the United States Internal Revenue Code.

Use of Estimates

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue, expenses and other changes in net assets during the reporting period. Actual results could differ from those estimates.

Summarized Comparative Information for the Year Ended June 30, 2017

The consolidated financial information presented for comparative purposes for the year ended June 30, 2017 is not intended to be a complete financial statement presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Foundation's 2017 consolidated financial statements, from which the summarized information was derived.

Risks and Uncertainties

The Foundation invests in various investment securities. Investment securities are exposed to various risks, such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect participants' account balances and the amounts reported in the consolidated financial statements.

Notes to Consolidated Financial Statements

June 30, 2018

Note 2 - Significant Accounting Policies (Continued)

Upcoming Accounting Pronouncements

In May 2014, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2014-09, *Revenue from Contracts with Customers (Topic 606)*, which will supersede the current revenue recognition requirements in Topic 605, *Revenue Recognition*. The ASU is based on the principle that revenue is recognized to depict the transfer of goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. The ASU also requires additional disclosure about the nature, amount, timing, and uncertainty of revenue and cash flows arising from customer contracts, including significant judgments and changes in judgments and assets recognized from costs incurred to obtain or fulfill a contract. The new guidance will be effective for the Foundation's year ending June 30, 2020. The ASU permits application of the new revenue recognition guidance to be applied using one of two retrospective application methods. Management has assessed the various revenue streams of the Foundation and determined that major revenue streams are not expected to be significantly impacted by the standard. However, consolidated financial statement disclosures will be significantly expanded as a result of the new standard.

The FASB issued ASU No. 2016-02, *Leases*, which will supersede the current lease requirements in ASC 840. The ASU requires lessees to recognize a right-of-use asset and related lease liability for all leases, with a limited exception for short-term leases. Leases will be classified as either finance or operating, with the classification affecting the pattern of expense recognition in the statement of operations. Currently, leases are classified as either capital or operating, with only capital leases recognized on the balance sheet. The reporting of lease-related expenses in the statements of operations and cash flows will be generally consistent with the current guidance. The new lease accounting requirements are not expected to have a significant impact to the Foundation. The leases described in Note 13 will be recognized in the consolidated statement of net position. The new lease guidance will be effective for the Foundation's year ending June 30, 2021 and will be applied using a modified retrospective transition method to the beginning of the earliest period presented.

The FASB also issued ASU No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. ASU No. 2016-14 requires significant changes to the financial reporting model of organizations that follow FASB not-for-profit rules, including changing from three classes of net assets to two classes: net assets with donor restrictions and net assets without donor restrictions. The ASU will also require changes in the way certain information is aggregated and reported by the Foundation, including required disclosures about the liquidity and availability of resources. The Foundation is currently evaluating the impact of the standard and will present the two classes of net assets and add the liquidity note, expense matrix, and related disclosures. The new standard is effective for the Foundation's year ending June 30, 2019 and thereafter and must be applied on a retrospective basis.

In June 2018, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, which provides enhanced guidance to assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) or as exchange (reciprocal transactions) and (2) determining whether a contribution is conditional. The accounting guidance will result in more governmental contracts being accounted for as contributions and may delay revenue recognition for certain grants and contributions that no longer meet the definition of unconditional. The new guidance will be effective for the Foundation's year ending June 30, 2020 and will be applied on a modified prospective basis. The Foundation does not expect the standard to have a significant impact on the timing of revenue recognition for government grants and contracts, but has not yet determined the impact on the timing of recognition of foundation and individual grants and contributions.

Eastern Michigan University Foundation

Notes to Consolidated Financial Statements

June 30, 2018

Note 2 - Significant Accounting Policies (Continued)

Subsequent Events

The consolidated financial statements and related disclosures include evaluation of events up through and including September 20, 2018, which is the date the consolidated financial statements were available to be issued.

Note 3 - Contributions Receivable

Included in contributions receivable are the following unconditional promises to give at June 30, 2018:

Gross contributions promised	\$ 8,604,700
Less allowance for uncollectibles	<u>(6,416,335)</u>
Subtotal	2,188,365
Less unamortized discount	<u>(167,295)</u>
Net unconditional promises to give	<u>\$ 2,021,070</u>
Amounts due in:	
Less than one year	\$ 4,731,763
One to five years	3,834,937
More than five years	<u>38,000</u>
Total	<u>\$ 8,604,700</u>

Note 4 - Building Held for Sale and Equipment

The cost of property and equipment at June 30, 2018 is summarized as follows:

Building held for sale	\$ 1,129,856
Furniture and fixtures	241,048
Computer equipment and software	<u>75,974</u>
Total cost	1,446,878
Accumulated depreciation	<u>69,569</u>
Net property and equipment	<u>\$ 1,377,309</u>

The Foundation is actively marketing the property held for sale and has a pending offer of \$1,100,000 as of the report date. Management estimated a fair value of this property based on this offer. As of June 30, 2018, the building remains held for sale until the purchase agreement is finalized. No additional impairment charge was recognized for the year ended June 30, 2018.

Eastern Michigan University Foundation

Notes to Consolidated Financial Statements

June 30, 2018

Note 5 - Investments

Investments consisted of the following at June 30, 2018, including investments held under split-interest agreements:

Mutual funds - Equity	\$ 5,337,720
Mutual funds - Fixed income	6,267,448
Mutual funds - Real asset	1,911,389
Corporate stock securities	190,794
U.S. government securities	342,469
Certificates of deposit (long term)	617,150
Commingled funds - Equity	20,643,287
Commingled funds - Fixed income	6,170,001
Commingled funds - Balanced	16,333,757
Hedge funds	11,448,197
Private equity funds	5,357,639
Real estate holding and land	667,334
Total	<u>\$ 75,287,185</u>

Net realized and unrealized gains in the accompanying consolidated financial statements have been offset with related losses. Investment income for the year ended June 30, 2018 is as follows:

Investment income:	
Dividend and interest income	\$ 776,125
Realized gains - Net	3,339,202
Net unrealized gains	1,409,103
Investment fees	<u>(355,847)</u>
Total investment gain	<u>\$ 5,168,583</u>

Note 6 - Net Assets

Temporarily restricted net assets are available for the following purposes:

Purpose restricted:	
Scholarships	\$ 16,318,649
Specific program use	11,408,789
Time restricted - Annuity trust agreements	<u>127,849</u>
Total	<u>\$ 27,855,287</u>

Permanently restricted net assets are endowments invested in perpetuity, the income from which is expendable for distributions to EMU for scholarships and other programs.

Eastern Michigan University Foundation

Notes to Consolidated Financial Statements

June 30, 2018

Note 6 - Net Assets (Continued)

Unrestricted net assets consist of the following:

Designation to support underfunded EMU priorities and endowments that support scholarships and academic programs and departments:	
Funds functioning as endowments for specific purposes	\$ 579,441
Funds not yet allocated	11,907
Total designated	<u>591,348</u>
Undesignated:	
Foundation operations	410,933
Permanently restricted endowment losses in excess of corpus	<u>(257,187)</u>
Total undesignated	<u>153,746</u>
Total unrestricted net assets	<u>\$ 745,094</u>

Note 7 - Related Party Transactions

Under operating agreements with EMU, the Foundation has the responsibility to manage and invest endowment and other contributed assets held for the benefit of EMU and manage development and fundraising programs for the benefit of EMU, including management of gift records and receipts.

In order to support fundraising activities on behalf of EMU, EMU pays the Foundation an amount to be determined annually. For the year ended June 30, 2018, the amount paid to the Foundation was \$1,440,759.

As of June 30, 2018, the Foundation has contributions payable to EMU of \$5,570,775 and management, general, and fundraising payables to EMU of \$64,315 recorded in accounts payable. During the year ended June 30, 2018, the Foundation incurred \$677,070 in management, general, and fundraising expenses payable to EMU.

Note 8 - Retirement Plans

The Foundation provides a defined contribution 403(b) plan for all eligible full-time employees, as defined. Employees may make elective contributions to the 403(b) plan in accordance with IRS regulations. The Foundation may make contributions to the 403(b) plan up to 6 percent of the employees' base salaries. During fiscal year 2018, the Foundation contributed 4 percent of the employees' base salaries.

Total contributions to the plan for the year ended June 30, 2018 amounted to approximately \$62,000.

Note 9 - Fundraising Collections

Fundraising efforts of the Foundation result in both currently collectible gifts and pledged gifts for the benefit of EMU that are recorded as revenue in the Foundation's consolidated financial statements, but are collectible over a period of years. Total fundraising collections for the year ended June 30, 2018 were as follows:

Accrual basis contribution revenue	\$ 5,997,447
Collections on deferred gifts in excess of current gift deferrals and amortization	<u>761,482</u>
Total	<u>\$ 6,758,929</u>

Eastern Michigan University Foundation

Notes to Consolidated Financial Statements

June 30, 2018

Note 10 - Fundraising Expenses

Fundraising expenses are composed of the following:

Gifts and records	\$ 799,628
Other fundraising	<u>2,140,663</u>
Total	<u>\$ 2,940,291</u>

Note 11 - Fair Value Measurements

Accounting standards require certain assets and liabilities be reported at fair value in the financial statements and provide a framework for establishing that fair value. The framework for determining fair value is based on a hierarchy that prioritizes the inputs and valuation techniques used to measure fair value.

The following table presents information about the Foundation's assets measured at fair value on a recurring basis at June 30, 2018 and the valuation techniques used by the Foundation to determine those fair values.

Fair values determined by Level 1 inputs use quoted prices in active markets for identical assets that the Foundation has the ability to access.

Fair values determined by Level 2 inputs use other inputs that are observable, either directly or indirectly. These Level 2 inputs include quoted prices for similar assets in active markets and other inputs, such as interest rates and yield curves, that are observable at commonly quoted intervals.

Level 3 inputs are unobservable inputs, including inputs that are available in situations where there is little, if any, market activity for the related asset. These Level 3 fair value measurements are based primarily on management's own estimates using pricing models, discounted cash flow methodologies, or similar techniques taking into account the characteristics of the asset.

In instances whereby inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The Foundation's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset.

Eastern Michigan University Foundation

Notes to Consolidated Financial Statements

June 30, 2018

Note 11 - Fair Value Measurements (Continued)

	Assets Measured at Fair Value on a Recurring Basis at June 30, 2018			Balance at June 30, 2018
	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Net Asset Value	
Investments - Including investments held under split-interest agreements:				
Mutual funds - Fixed income	\$ 6,267,448	\$ -	\$ -	\$ 6,267,448
Mutual funds - Equity	5,337,720	-	-	5,337,720
Mutual funds - Real asset	1,911,389	-	-	1,911,389
Corporate stock securities	190,794	-	-	190,794
U.S. government securities	-	342,469	-	342,469
Certificates of deposit (long term)	617,150	-	-	617,150
Commingled funds - Equity measured at net asset value	-	-	20,643,287	20,643,287
Commingled funds - Fixed income measured at net asset value	-	-	6,170,001	6,170,001
Commingled funds - Balanced measured at net asset value	-	-	16,333,757	16,333,757
Hedge funds measured at net asset value	-	-	11,448,197	11,448,197
Private equity funds measured at net asset value	-	-	5,357,639	5,357,639
Total assets	\$ 14,324,501	\$ 342,469	\$ 59,952,881	\$ 74,619,851

The fair value of U.S. government securities at June 30, 2018 was determined primarily based on Level 2 inputs. The Foundation estimates the fair value of these investments by using contractual cash flows, benchmark yield and credit spreads, prepayment speeds, and collateral performance.

The Foundation's policy is to recognize transfers in and transfers out of Level 1, 2, and 3 fair value classifications as of the actual date of the event of the change in circumstances that caused the transfer. During the year ended June 30, 2018, there were no transfers between levels of the fair value hierarchy.

Notes to Consolidated Financial Statements

June 30, 2018

Note 11 - Fair Value Measurements (Continued)

The Foundation has processes in place to select the appropriate valuation technique and unobservable inputs to perform fair value measurements. These processes include quarterly meetings with the Foundation's investment committee for calibration and review of investment monthly or quarterly fund manager statements and annual audited financial statements. The Foundation cannot independently assess the value of these underlying positions through a public exchange or over-the-counter market. The Foundation utilizes a third-party investment manager to monitor, participate in fund manager calls, and obtain underlying financial information on the investments.

Land and real estate held for investment of \$612,334 and \$55,000, respectively, are valued at cost or historical donated value. Therefore, these investments are not included in the fair value measurements above.

Assets Measured at Fair Value on a Nonrecurring Basis at June 30, 2018

The Foundation also has an asset that, under certain conditions, is subject to measurement at fair value on a nonrecurring basis. This asset is the building held for sale, which is measured at fair value because events or changes in circumstances occurred that indicate that the carrying value of the asset may not be recoverable. The Foundation has estimated the fair value of this asset based primarily on Level 3 inputs, which include real estate broker market data and potential third-party offers to purchase.

Investments in Entities that Calculate Net Asset Value per Share

The Foundation holds shares or interests in investment companies at year end whereby the fair value of the investment held is estimated based on net asset value per share (or its equivalent) of the investment company.

At year end, the fair value, unfunded commitments, and redemption rules of those investments are as follows:

	Investments Held at June 30, 2018			
	Fair Value	Unfunded Commitments	Redemption Frequency, if Eligible	Redemption Notice Period
Equity funds	\$ 20,643,287	\$ -	Daily	2-30 days
Fixed-income funds	6,170,001	-	Daily	1-2 days
Balanced funds	16,333,757	-	Weekly, Monthly	5-30 days
Hedge funds	11,448,197	-	Monthly, Quarterly	60-75 days
Opportunistic/Private equity	5,357,639	7,125,588	N/A	N/A
Total	\$ 59,952,881	\$ 7,125,588		

Equity funds invest in publicly traded securities listed in domestic, international, and/or emerging markets. This segment of the portfolio is intended to provide global growth exposure. Investments are diversified across market capitalization and geographic region.

Fixed-income funds invest in debt instruments of sovereign and/or corporate issuers. This segment of the portfolio is primarily focused on income generation. Investments are diversified across credit quality, market sector, and geographic region.

Balanced funds have the ability to invest in equity, fixed income, and real assets. The balanced segment is primarily focused on diversification and volatility mitigation via liquid tactical strategies providing exposure that may otherwise be difficult for the portfolio to obtain. The strategies are focused on providing an attractive absolute return at a reasonable level of risk.

Note 11 - Fair Value Measurements (Continued)

Hedge funds - A fund of hedge funds is an investment vehicle whose portfolio consists of shares in a number of hedge funds. These strategies are typically diversified by manager and investment style and may include allocations to styles such as relative value, event-driven, hedged equity, and global macro, among others. Fund of hedge funds typically target an absolute return that is independent of market returns. Investments in this asset class are meant to provide a diversified alpha source. Holdings in hedge funds are recognized to be less liquid than public market securities and may include a lockup for initial investments. Risk in this asset class is specific to the strategy being utilized. The volatility of hedge funds of funds typically is similar to that of fixed income.

Opportunistic/Private equity - Private equity is an ownership interest in a nonpublicly traded limited liability company (LLC) or limited partnership (LP). The segment is focused primarily on providing global growth exposure. The segment may be diversified across a spectrum of markets, geographies, and investment styles. Investments in this asset class are illiquid and typically include multi-year investment horizons. Risk is specific to the strategy being utilized and may be above that of the general market.

Note 12 - Donor-restricted and Board-designated Endowments

The Foundation's endowment includes both donor-restricted endowment funds and funds designated by the board of trustees to function as endowments. Net assets associated with endowment funds, including funds designated by the board of trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of Relevant Law

The board of trustees of the Foundation has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Foundation classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Foundation in a manner consistent with the standard of prudence prescribed by UPMIFA.

In accordance with UPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund
- The purpose of the Foundation and the donor-restricted endowment fund
- General economic conditions
- The possible effect of inflation and deflation
- The expected total return from income and the appreciation of investments
- Other resources of the Foundation
- The investment policies of the Foundation

Eastern Michigan University Foundation

Notes to Consolidated Financial Statements

June 30, 2018

Note 12 - Donor-restricted and Board-designated Endowments (Continued)

Endowment Net Asset Composition by Type of Fund as of June 30, 2018				
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Donor-restricted endowment funds	\$ (257,187)	\$ 24,769,499	\$ 51,192,463	\$ 75,704,775
Board-designated endowment funds	579,441	-	-	579,441
Total	\$ 322,254	\$ 24,769,499	\$ 51,192,463	\$ 76,284,216

Changes in Endowment Net Assets for the Fiscal Year Ended June 30, 2018				
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets - Beginning of year	\$ 344,341	\$ 22,517,243	\$ 49,787,881	\$ 72,649,465
Investment return - Net of depreciation (realized and unrealized)	(22,087)	5,112,232	-	5,090,145
Contributions and board transfers to endowment funds	-	597,667	1,404,582	2,002,249
Appropriation of endowment assets for expenditure	-	(3,457,643)	-	(3,457,643)
Endowment net assets - End of year	\$ 322,254	\$ 24,769,499	\$ 51,192,463	\$ 76,284,216

Funds with Deficiencies

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or UPMIFA requires the Foundation to retain as a fund of perpetual duration. In accordance with GAAP, deficiencies of this nature that are reported in unrestricted net assets were \$257,187 as of June 30, 2018. These deficiencies resulted from unfavorable market fluctuations that occurred shortly after the investment of new permanently restricted contributions and continued appropriation for certain programs that was deemed prudent by the board of trustees.

Return Objectives and Risk Parameters

The Foundation has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment, while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Foundation must hold in perpetuity or for a donor-specified period(s), as well as board-designated funds. Under this policy, as approved by the board of trustees, the endowment assets are invested in a manner that is intended to satisfy the spending policy and allow for additional growth in the portfolio at least equal to the rate of inflation net of investment management fees, in order to maintain the portfolio's purchasing power. The asset allocation approach is to diversify portfolio exposures to balance risks across markets and strategies. The target policy of the Foundation is 10 percent domestic all cap equities, 4 percent international equities, 4 percent emerging international equities, 12 percent global equity, 10 percent core fixed income, 5 percent absolute return fixed income, 5 percent emerging market debt, 15 percent global asset allocation/risk parity, 15 percent hedge funds, 10 percent real assets, and 10 percent opportunistic/private equity. The Foundation expects its endowment funds, over time, to provide an average rate of return of approximately 6.2 percent annually. Actual returns in any given year may vary.

Notes to Consolidated Financial Statements

June 30, 2018

Note 12 - Donor-restricted and Board-designated Endowments (Continued)

Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, the Foundation relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The endowment funds are well diversified and include investments in cash and cash equivalents, equity, fixed income, multiasset, and alternative asset classes. The asset allocation policy adopted by the Foundation's board of trustees defines the investment goals and objectives, as well as asset class targets and ranges. The diversification of investment assets is designed to control risk and dampen the variability of endowment returns from year to year.

Spending Policy and How the Investment Objectives Relate to Spending Policy

The Foundation has a policy of appropriating for distribution each year 3 percent of an eligible endowment fund's average market value over the prior 12 quarters through the second fiscal year end preceding the fiscal year in which the distribution is planned; the fiscal year 2017-2018 appropriation was based on the 12-quarter average market value of the fund as of June 30, 2016. In establishing this policy, the Foundation considered the long-term expected return on its endowment. In addition to this specific appropriation, the Foundation also distributes up to 2.0 percent of an endowment fund's 12-quarter average market value to the Foundation's operating budget as a source of revenue for the Foundation's operating expenses. Accordingly, over the long term, the Foundation expects the current spending policy to allow its endowment to grow at an average of 6.2 percent annually. This is consistent with the Foundation's objective to maintain the purchasing power of the endowment assets held in perpetuity or for a specified term, as well as to provide additional real growth through new gifts and investment return.

Mortgage Payable to the Endowment Fund

In October 2009, the Foundation utilized temporarily restricted earnings on endowment assets to settle a mortgage due to an unrelated party. The total mortgage paid with endowment funds was \$2,031,499. A 25-year note payable was established to reimburse the endowment fund with monthly principal and interest payments of \$12,842. The amount due to the endowment fund from unrestricted funds or the release of temporarily restricted funds is \$1,624,278 at June 30, 2018.

Note 13 - Lease Commitments

The Foundation is obligated under certain operating leases for office equipment. The terms of the leases are generally 60 months, with monthly payments totaling approximately \$2,600 and quarterly payments of approximately \$750.

Future minimum lease payments are as follows:

<u>Years Ending</u>	<u>Amount</u>
2019	\$ 34,201
2020	34,201
2021	15,985
2022	2,230
Total	<u>\$ 86,617</u>

Rent expense for 2018 was \$34,945.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 21
DATE: December 14, 2018

RECOMMENDATION
CAMPUS LAUNDRY EQUIPMENT AGREEMENT

ACTION REQUESTED

It is recommended that the Board of Regents delegate to the President or designee to negotiate and execute a campus laundry services agreement extending to December 31, 2028.

STAFF SUMMARY

Eastern Michigan University has maintained a long-standing professional relationship with Wash Multifamily Laundry System (the "Vendor") to install and maintain laundry machines throughout the University's residence halls.

The agreement terms will include the following key provisions:

- The University will earn 58.5% of the net revenue received from the use of the Vendor's equipment,
- The Vendor will earn 41.5% of the net revenue received from the use of the Vendor's equipment,
- The University shall provide water, gas and electricity to operate the equipment at no cost to the Vendor,
- Each washer and dryer will be programmed to operate at \$1.25 per load.
 - Note: Existing rates are \$1.25 per load. Rates will remain fixed for the next 10 years within the scope of this agreement.

FISCAL IMPLICATIONS

The revenues earned from the agreement will offset the operating expenses incurred within the Housing auxiliary.

Past performance indicates that the University may expect approximately \$85,000 in annual revenues from this agreement.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.


University Executive Officer

December 14, 2018
Date

LAUNDRY EQUIPMENT AGREEMENT

THIS AGREEMENT is made and entered into on **December 1, 2018**, by and between **EASTERN MICHIGAN UNIVERSITY BOARD OF REGENTS** (hereinafter called "University") and **WASH MULTIFAMILY LAUNDRY SYSTEMS** (hereinafter called "Vendor").

RECITALS

- A. The Vendor is engaged in the business of installing, maintaining, and operating laundry equipment.
- B. The University desires to make available to its faculty, students, employees, residents, and guests the services of Vendor.

NOW THEREFORE, it is agreed that:

- 1. The University hereby grants to the Vendor exclusive rights to, and Vendor shall, install and maintain washers and dryers on the University's campus in the number and locations described in Exhibit A that is attached hereto and incorporated herein by this reference (collectively referred to herein as the "Premises"). The number and location of machines shall be by mutual agreement between the Vendor and the University.
- 2. Vendor agrees to pay University an amount equal to **FIFTY EIGHT AND 50/100THS PERCENT (58.5%)** of the revenue received from the use of Vendor's equipment located in the Premises (the "Equipment"), less any refunds, applicable sales, use, property or similar excise taxes, and vandalism, operational and administrative fees (including credit/debit card and wireless system fees where applicable) payable in connection with the operation of its equipment. Said percentage of revenue shall be payable within thirty (30) days following the collection of revenue by Vendor and shall be paid by check to **EASTERN MICHIGAN UNIVERSITY, C/O HOUSING DEPARTMENT, YPSLANTI, MI 48197**, or as designated by the University.
 - a. University will receive with each check an account history and accountability statement that includes: collection date, days since last collection, gross income collected, check amount, total year-to-date gross income, and total year-to-date of University's share of the income.
- 3. Vendor must demonstrate that all applicable licenses and permits that pertain to the laundry equipment are current.
- 4. Vendor shall refund any monies lost due to failure of equipment. All such refunds will be handled directly between the Vendor and the patron, or as designated by the University.

LAUNDRY EQUIPMENT AGREEMENT (CONTINUED)

5. It is mutually agreed that, except in cases involving the University's negligence, the University shall not be liable for loss of or damage to Vendor's equipment.
6. The University shall, at its own expense, provide water, gas, and electricity as may be required to operate the equipment. All machines, equipment, and fixtures installed pursuant to this Agreement shall remain the property of the Vendor. Any repairs to University-owned equipment and facilities necessitated by malfunctioning of Vendor's equipment shall be the responsibility of the Vendor.
7. Prior to installation of the equipment, Vendor, upon request, shall furnish at its own expense, a policy of liability insurance naming the University as an additional insured, non-cancelable except upon ten days' written notice to the University, and covering liability for bodily injury in a minimum amount of \$10,000,000 and liability for property damage in a minimum amount of \$10,000,000 for each accident. Vendor shall maintain with the University current certificates of insurance evidencing each such insurance policy throughout the term of this agreement and any subsequent extensions of the agreement.
8. The term of this Agreement shall be for **TEN (10)** year(s), commencing on **December 31, 2018**, and expiring on **December 31, 2028** (the "Term").
9. The washers and dryers are to be of a variable setting type to meet the washing and drying recommendations of current clothing manufacturers with respect to wash, wear, permanent-press clothing, and regular articles of clothing.
10. Vendor to maintain existing laundry equipment, see attached EXHIBIT A.
11. Each washer will be programmed to operate for **\$1.25** per load. Each dryer will be programmed to operate for **\$1.25** per load.
12. Vendor's washers and dryers will be furnished with on-board wireless machine interface devices (where available) that allow customer vend payments to be made via mobile-to-machine interface technology.
 - a. Vendor will present to University, not less than once a year, any technology updates for the University to consider implementing. Any updates in technology will be implemented by written agreement of both parties that shall be incorporated into this agreement as an addendum.
13. **Additional Provisions.** Vendor agrees to maintain its washers and dryers in the Premises in good working condition. Complaints of mechanical failure shall be responded to within TWO (2) days (weekends and holidays excluded) after receipt by Vendor of notice of mechanical failure.

14. **Termination.** Any other provision to the contrary notwithstanding, this Agreement may be terminated as follows:
- a. Either party may terminate this Agreement without cause and without further liability of either party, upon sixty (60) days prior written notice via certified or overnight mail to the other party; provided, that, if the University is the terminating party, the University agrees that along with such notice, the University will include payment of an early termination fee (not a penalty) calculated as follows: an amount equal to the average monthly revenue received from the Equipment over the previous twelve (12) months, multiplied by **FORTY-ONE AND 50/100THS PERCENT (41.5%)**, up to a maximum of twenty-four (24) (months).
 - b. Either party may terminate this Agreement for cause upon thirty (30) days' prior written notice via certified or overnight mail to the other party (the "Cure Period"). For cause is defined as any material breach of the provisions of this Agreement that is not remedied prior to expiration to the Cure Period.
 - c. If the costs of supplying or servicing the equipment become uneconomical for Vendor, and the University and Vendor are unable to establish a new agreement, University may terminate this Agreement without liability upon sixty (60) days' prior written notice to the Vendor and within ten (10) days thereafter, remove the equipment; provided, however, that in the event Vendor terminates this Agreement under this Article 14(c), the equipment will remain on campus up to six (6) months and University shall have the right to purchase, at fair market value, all of the laundry equipment provided by Vendor to University per Exhibit A then existing at termination.
15. Vendor shall replace a washer or dryer as Vendor deems operationally required or, upon University's request, in the event a particular washer or dryer requires service for non-operator caused mechanical failure more than three times during any consecutive thirty-day period.
16. Vendor is to provide, install, and maintain in each location a sign, label, or other device in prominent view with the following:
- a. Name of Vendor.
 - b. Operating instructions.
 - c. Phone number(s) to be called for repairs, service and/or refund.

Additionally, Vendor shall provide, install, and maintain on each piece of equipment a decal, label, or other device in prominent view, which gives the cost of operating the equipment.

17. This Agreement, including Exhibit A, sets forth the entire understanding between the parties and may only be amended in a written document signed by each party.

LAUNDRY EQUIPMENT AGREEMENT (CONTINUED)

18. Notices concerning this Agreement shall be directed as follows:

UNIVERSITY:

Eastern Michigan University
Purchasing Department
Attention: Travis Temeyer
204 Pierce Hall
Ypslanti, MI 48197
(734) 487-1024

VENDOR:

WASH Multifamily Laundry Systems
100 North Sepulveda Blvd., 12th Floor
El Segundo, CA 90245

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first hereinabove written.

UNIVERSITY:

Eastern Michigan University

By: _____

Title: _____

Date: _____

VENDOR:

WASH Multifamily Laundry Systems

By: _____

Title: _____

Date: _____

EXHIBIT A

(EASTERN MICHIGAN UNIVERSITY)

Laundry Room and Machine Count By Dorm/Hall

<u>Location</u>	<u>Washers</u>	<u>Dryers</u>	<u>Total Machines</u>
1. Best Residence Hall MI0988001 - Doc Id: LR-18012-C9P1Y0	7	7	14
2. Brown Apartments MI0988002 - Doc Id: LR-18006-F0S8X6	5	6	11
3. Buehl Residence Hall MI0988003 - Doc Id: LR-18014-Q0R1Y5	8	8	16
4. Cornell Court Apartments MI0988004 - Doc Id: LR-18019-Q1K2H2	18	18	36
5. Downing Residence Hall MI0988005 - Doc Id: LR-18017-Y1K3S3	8	8	16
6. Hill Residence Hall MI0988007 - Doc Id: LR-18015-C9Z9L1	8	8	16
7. Hoyt Conference Center MI0988008 - Doc Id: LR-18013-J7C4K7	8	8	16
8. Munson Apartments MI0988010 - Doc Id: LR-18022-S8K8M1	4	4	8
9. Phelps Residence Hall MI0988011 - Doc Id: LR-18008-R3K9X9	6	7	13
10. Pittman Residence Hall MI0988013 - Doc Id: LR-18016-W9D5L4	8	8	16
11. Putnam Residence Hall MI0988014 - Doc Id: LR-18009-Z1G2M9	6	7	13
12. Sellers Residence Hall MI0988015 - Doc Id: LR-18010-D8T9W5	6	7	13
13. Westview Apartments MI0988016 - Doc Id: LR 18021-J8F0P0	30	30	60
14. Walton Residence Hall MI0988017 - Doc Id: LR 18011-T3H6C7	6	7	13
15. Wise Residence Hall MI0988018 - Doc Id: LR_18007-Z3K7Q9	6	6	12
16. Alpha Kappa Lamda MI0988019 - Doc Id: LR 18020-S5R2C6	2	2	4
17. The Village MI0988020 - Doc Id: LR 18018-B38D2	12	12	24
Total machine count:	148	153	301



EASTERN MICHIGAN UNIVERSITY

Olds-Robb RecIM Renovations

2019-2020

RecIM Program

- Benefits of the RecIM
 - Physical Health
 - Mental Health
 - Student Retention
- Student Life
- Community Activities

ReclM Program

- Funding
 - Student Fee
 - Comparisons to other Universities

Project Overview

- Project Conception
 - Initial Studies – Student Input (Fall 2014)
- Board Approval (December 2017)
- Project Initiation (January 2018)
 - Design Partners
 - Construction Partners

Project Overview

- Olds-Robb ReclM History
 - Built 1980
 - Part of Bowen – Warner Complex
 - No major renovations since opening

Project Overview

- Project Budget - \$16M
 - Construction Costs
 - Furniture and Equipment
 - Design and Consulting Costs
- Project Schedule – January 2019 – August 2020
 - Must provide services throughout construction
 - Two phases

Design and Construction

- Design features
- Construction overview

Design and Construction

Project Priorities

- Enhanced access from the east (existing main entry)
- New entry from the north (Lake and Student Center)
- Enhanced interactivity and connectivity of interior spaces
- Better views to the exterior
- Larger exercise, fitness and student collaboration spaces
- Better gathering, gaming areas.

Design and Construction

Design features

Renovated floors 3-5

New finishes, furnishings and equipment

Completely redesigned floors 1-2

Reduce number of racquetball courts

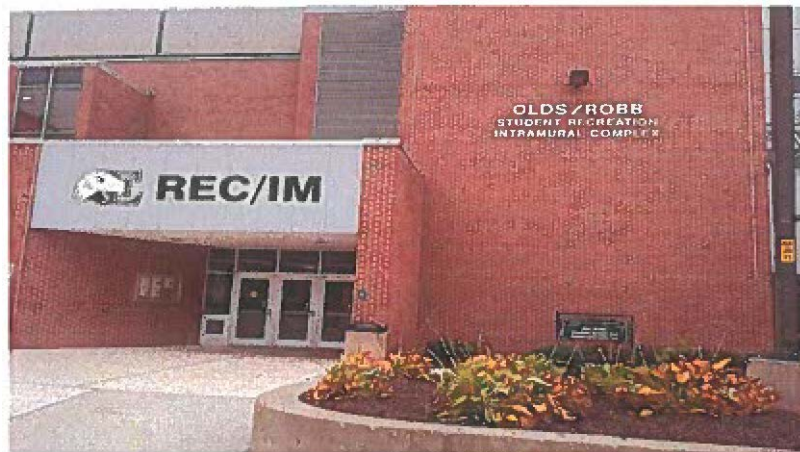
Increase open fitness and cross training areas

New north entry from Student Center/pond area

New windows to lake and open areas

Design and Construction

Existing East Entry



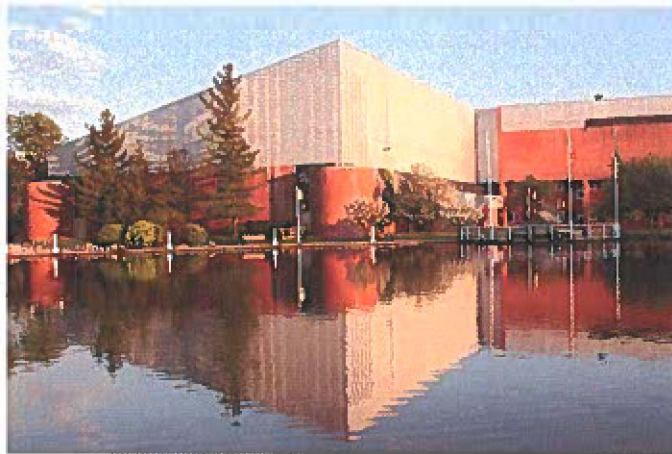
Design and Construction

New East Entry



Design and Construction

Existing North Elevation (Viewed from the Lake)



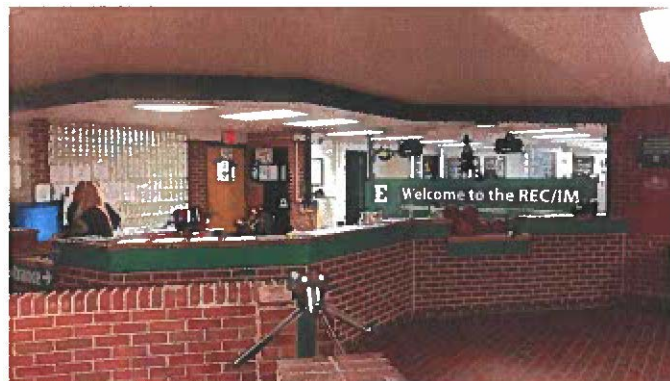
Design and Construction

New North Entry



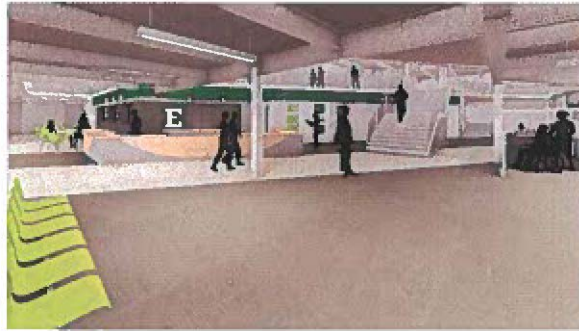
Design and Construction

Existing Reception Desk



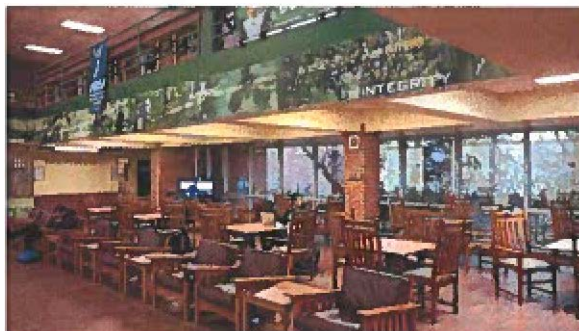
Design and Construction

New Reception Desk and Lobby



Design and Construction

Existing Student Lounge



Design and Construction

New Student Lounge



Design and Construction

Existing Cardio Fitness Area



Design and Construction

New Cardio Fitness Area



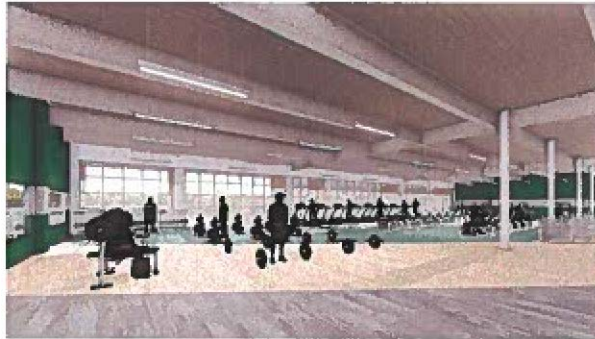
Design and Construction

Existing Strength Training Area



Design and Construction

New Strength and Conditioning Area



Project Recap

Project Costs - \$16M

Phase I (Floors 3-5) January – August 2019

Phase II (Floors 1-2) May 2019 – August 2020

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION:
DATE: December 14, 2018

RECOMMENDATION

TO APPROVE REVISIONS TO BOARD POLICIES

ACTION REQUESTED

It is recommended that the Board of Regents of Eastern Michigan University approve the attached revisions to existing Board Policies:

Revisions

Section 6.2.2	Graduate Programs
Section 8.0	Mandatory Health Insurance for International Students
Section 8.5.1	Limitations to University Authority: Student Body Constitution
Section 9.2	Exterior Signage Systems
Section 11.4.2	Use of Motor Pool Vehicles
Section 12.1.10	Admissions Application Fee
Section 12.2.8	Program Costs for Extended Programs
Section 13.1.4	Physical Facilities Improvements
Section 13.2.1	Building Security: Keys
Section 13.2.2	Use of Facilities
Section 14.2.1	Residence Hall Eligibility

STAFF SUMMARY

All University policies must be approved by The Board of Regents of Eastern Michigan University. A University policy is defined by all of the following: a) has broad application throughout the University; and b) helps to ensure compliance with applicable laws and regulations, promotes operational efficiencies, enhances the university's mission or reduces institutional risks.

In an ongoing effort to enhance the transparency of the actions of the University and to align University practice with Board policy, Board Policies are subject to ongoing review and updated as appropriate. All Board Policies are published.

The policies listed for revisions above contain recommended updates in accordance with the attachments, which include the existing policies with the changes highlighted.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Lauren M. London
General Counsel

12/14/18
Date

Board Policy 6.2.2: ~~Graduate Programs~~ Academic Policies: Graduate

Policies, Rules and Regulations

Chapter Name: Academic Programs and Requirements

Chapter No. 6.2.2

Issue: Graduate

Effective Date: 10-18-1978

Revision Date: ~~3-21-2006~~ 12-14-2018

UNIVERSITY POLICY STATEMENT:

It is the policy of the University to administer graduate programs to qualified graduate students.

UNIVERSITY PRACTICE:

The Graduate Catalog explains procedures for the following requirements:

- Application and Admission
- Program requirements and prerequisites
- Program advising
- Academic load
- Degree and award credit hours
 - [Combined bachelor's-master's degree and award credit hours](#)
- Time-to-degree
- Transfer of credit from other universities or other graduate degrees
- Course auditing
- Course limitations
- Course withdrawal
- Grading system
- Grade point average and other graduation requirements
- Residency
- Graduate course enrollment by undergraduate students
- Probation and dismissal
- Degree audit for graduation

RESPONSIBILITY FOR IMPLEMENTATION:

The Provost and Executive Vice President for Academic and Student Affairs is responsible for the overall implementation, administration and interpretation of this policy.

SCOPE OF POLICY COVERAGE:

The policy applies to all graduate students and graduate programs.

Authority for Creation or Revision:

Minutes of the Board of Regents, October 18, 1978, para. .1997M.

Minutes of the Board of Regents, March 21, 2006, para. .6590M.

Board Policy 6.2.2: Academic Policies: Graduate

Policies, Rules and Regulations

Chapter Name: Academic Programs and Requirements

Chapter No. 6.2.2

Issue: Graduate

Effective Date: 10-18-1978

Revision Date: 12-14-2018

UNIVERSITY POLICY STATEMENT:

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- Course auditing
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- Course withdrawal
- Grading system
- Grade point average and other graduation requirements
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- Graduate course enrollment by undergraduate students
- Probation and dismissal
- Degree audit for graduation

RESPONSIBILITY FOR IMPLEMENTATION:

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SCOPE OF POLICY COVERAGE:

The policy applies to all graduate students and graduate programs.

Authority for Creation or Revision:

Minutes of the Board of Regents, October 18, 1978, para. .1997M.

Minutes of the Board of Regents, March 21, 2006, para. .6590M.

8.0 Mandatory Health Insurance for International Students

Effective Date:

5-21-96

Revision Date:

6-17-03, 12-14-18

University Policy Statement

All international students with an F or J VISA STATUS ~~and their accompanying dependents~~ shall be required to carry health insurance for the entire duration of their program of study during the semesters in which they are enrolled at Eastern Michigan University. Eastern Michigan University will allow these international students to present proof of equivalent insurance coverage complying with the expected standard of coverage during a specified waiver period ~~each semester.~~

University Practice

University practices for implementing this policy include:

- Registration will identify international students with an F or J visa status. This will automatically require them to carry the mandatory student health insurance.
- A health insurance premium will be assessed on the student's account for the annual policy unless the each semester the student will be enrolled. Students who do not enroll in classes for a specific semester are informed that they must purchase the insurance directly if they wish to continue on the policy. ~~students will be allowed to~~ presents proof of equivalent insurance coverage complying with the expected standard of coverage. Students requesting a waiver will be required to submit a 'Waiver Application for the Student Health Insurance' along with an English translation of their insurance policy in English for review and approval by the waiver deadline. Waiver reviews will be administered by the Eastern Michigan University Student Insurance Office, University Health Services.

Responsibility for Implementation

The Associate Vice President for Student Affairs has the overall responsibility for implementation of this policy.

The ~~International Office of~~ Admissions ~~Office~~ and the Office of International Students ~~and~~ Scholars are primarily responsible for notification to new students regarding the Mandatory Health Insurance Policy and requirements. The Assistant Vice President for Student Affairs and Dean of Students ~~University Health Services~~ is primarily responsible for implementation and daily administration of this policy.

~~The Student~~ Business Services Accounting Office is responsible for assessment and collection of ~~the~~ health insurance premiums from students.

Scope of Policy Coverage

This policy applies to all international students with an F or J visa status for the entire duration of their program of study and their accompanying dependents during the semester in which they are enrolled at Eastern Michigan University.

Authority for Creation and Revision

Minutes of the Board of Regents, May 21, 1996, para. .5103M.

Minutes of the Board of Regents, June 17, 2003, para. .6132M.

8.0 Mandatory Health Insurance for International Students

Effective Date:

5-21-96

Revision Date:

6-17-03, 12-14-18

University Policy Statement

All international students with an F or J VISA STATUS shall be required to carry health insurance for the entire duration of their program of study at Eastern Michigan University. Eastern Michigan University will allow these international students to present proof of equivalent insurance coverage complying with the expected standard of coverage during a specified waiver period.

University Practice

University practices for implementing this policy include:

- Registration will identify international students with an F or J visa status. This will automatically require them to carry the mandatory student health insurance.
- A health insurance premium will be assessed on the student's account for the annual policy unless the student presents proof of equivalent insurance coverage complying with the expected standard of coverage. Students requesting a waiver will be required to submit a 'Waiver Application for the Student Health Insurance' along with their insurance policy in English for review and approval by the waiver deadline. Waiver reviews will be administered by the Eastern Michigan University Student Insurance Office.

Responsibility for Implementation

The Associate Vice President for Student Affairs has the overall responsibility for implementation of this policy.

The International Admissions Office and the Office of International Students and Scholars are primarily responsible for notification to new students regarding the Mandatory Health Insurance Policy and requirements. The Assistant Vice President for Student Affairs and Dean of Students is primarily responsible for implementation and daily administration of this policy.

Student Business Services is responsible for assessment and collection of health insurance premiums from students.

Scope of Policy Coverage

This policy applies to all international students with an F or J visa status for the entire duration of their program of study at Eastern Michigan University.

Authority for Creation and Revision

Minutes of the Board of Regents, May 21, 1996, para. .5103M.

Minutes of the Board of Regents, June 17, 2003, para. .6132M.

Board Policy Manual

8.5.1 Limitations to University Authority: Student Body Constitution

[Printable Version](#)

Effective Date:

8-19-70

Revision Date:

~~1-17-06~~ [12-14-18](#)

University Policy Statement

It is recognized by Eastern Michigan University that the student body has the right to establish and maintain a Student Body Constitution. The Student Body Constitution sets forth the structure and procedures of student government. The constitution gains no added authority by being referenced in the Policy Manual nor are the students hereby limited in their power to approve or implement changes to their constitution.

To the extent that the Student Body Constitution may be found to conflict with Board approved policy ~~such as may occur in the provisions on judicial power in any way~~, it is not controlling on the University, its governing board or administrators.

Student Government bears the legal responsibility for its actions and for its oversight of the Student Body Constitution.

University Practice

Student Government will be responsible for maintaining the Student Body Constitution. The Constitution is a reflection of the structure and procedures of Student Government.

Responsibility for Implementation

The ~~Dean of Students~~ [Associate Vice President of Student Affairs](#) is responsible for the overall implementation, administration and interpretation of the policy. Student Government is responsible for the daily administration of this policy.

Scope of Policy Coverage

This policy applies to all students at Eastern Michigan University.

Authority for Creation and Revision

Minutes of the Board of Regents, August 19, 1970; para. .922M.

Minutes of the Board of Regents, December 2, 2003; para. .6194M.

Minutes of the Board of Regents, January 17, 2006; para. .6558M.

8.5.1 Limitations to University Authority: Student Body Constitution

Effective Date:

8-19-70

Revision Date:

12-14-18

University Policy Statement

It is recognized by Eastern Michigan University that the student body has the right to establish and maintain a Student Body Constitution. The Student Body Constitution sets forth the structure and procedures of student government. The constitution gains no added authority by being referenced in the Policy Manual nor are the students hereby limited in their power to approve or implement changes to their constitution.

To the extent that the Student Body Constitution may be found to conflict with Board approved policy in any way, it is not controlling on the University, its governing board or administrators.

Student Government bears the legal responsibility for its actions and for its oversight of the Student Body Constitution.

University Practice

Student Government will be responsible for maintaining the Student Body Constitution. The Constitution is a reflection of the structure and procedures of Student Government.

Responsibility for Implementation

The Associate Vice President of Student Affairs is responsible for the overall implementation, administration and interpretation of the policy. Student Government is responsible for the daily administration of this policy.

Scope of Policy Coverage

This policy applies to all students at Eastern Michigan University.

Authority for Creation and Revision

Minutes of the Board of Regents, August 19, 1970; para. .922M.
Minutes of the Board of Regents, December 2, 2003; para. .6194M.
Minutes of the Board of Regents, January 17, 2006; para. .6558M.



Policies, Rules and Regulations

Chapter Name: Public Safety, Traffic and Parking
Chapter No. 9.2
Issue: Exterior Signage Systems
Effective Date: ~~12-14-1840-36-89~~

University Policy Statement

It is the policy of Eastern Michigan University to develop, promote and implement a consistent and effective signage system to regulate traffic and provide direction ~~in accordance with the Campus Master Plan~~

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University Practice

University practices for implementing this policy include:

1. Maintain consistency within the signage system while employing the minimum amount of signage required to be effective.

2. Exterior signage includes all:

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• Wayfinding

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• Parking lot identification

• Traffic and Parking Enforcement Signage

• Specific Designated Parking Area Signage Within Parking lots

• Electronic Signage

• Campus Maps

• Bicycle and non-motorized signage

• Building signage

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2. Exterior facility signage ~~will consist of a building identification sign consistent with all building signage. Department names or organizations will not appear on the exterior of a building. Design, content, and placement will be determined following the Physical Plants signage procedures.~~

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3. Parking signage will consist of ~~contact information to the Parking Authority and parking lot identification sign stating the name of the lot and the hours of operation and (2) signage decals required for parking, and information relevant to the parking lot, parking lot name, routes, routes, hours of operations and enforcement.~~

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4. Placement of regulatory signage ~~will be outside pedestrian routes of travel wherever possible.~~

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~~§4~~ Temporary or portable signage will not be installed without the prior approval of Physical Plant Administration.

Responsibility for Implementation

1. The Vice President for ~~Operations and Facilities Business & Finance~~ has overall responsibility for University exterior signage.
2. The standardization of all regulatory signage will be approved by ~~Campus Safety the Department of Public Safety~~ and Physical Plant Administration.
3. The standardization of all non-regulatory signage will be approved by Physical Plant Administration.
4. Installation of all regulatory signage will be approved by ~~Campus Safety the Department of Public Safety~~.
5. Installation of all non-regulatory signage systems will be approved by Physical Plant Administration.

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Scope of Policy Coverage

This policy covers the exterior environment for all University property.

Authority for Creation and Revision

Minutes of the Board of Regents, October 25, 1989, para. .4092M.



Policies, Rules and Regulations

Chapter Name:	Public Safety, Traffic and Parking
Chapter No.	9.2
Issue:	Exterior Signage Systems
Effective Date:	12-14-18

University Policy Statement

It is the policy of Eastern Michigan University to develop, promote and implement a consistent and effective signage system to regulate traffic and provide direction.

University Practice

University practices for implementing this policy include:

1. Maintain consistency within the signage system while employing the minimum amount of signage required to be effective.
2. Exterior signage includes all:
 - Wayfinding
 - Parking lot identification
 - Traffic and Parking Enforcement Signage
 - Specific Designated Parking Area Signage Within Parking lots
 - Electronic Signage
 - Campus Maps
 - Bicycle and non-motorized signage
 - Building signage

Exterior facility signage design, content, and placement will be determined following the Physical Plants signage procedures.

3. Parking signage will consist of contact information to the Parking Authority and information relevant to the parking lot; parking lot name, permits required, hours of operations and enforcement.
4. Temporary or portable signage will not be installed without the prior approval of Physical Plant Administration.

Responsibility for Implementation

1. The Vice President for Operations and Facilities has overall responsibility for University exterior signage.
2. The standardization of all regulatory signage will be approved by the Department of Public Safety and Physical Plant Administration.
3. The standardization of all non-regulatory signage will be approved by Physical Plant Administration.
4. Installation of all regulatory signage will be approved by the Department of Public Safety.
5. Installation of all non-regulatory signage systems will be approved by Physical Plant Administration.

Scope of Policy Coverage

This policy covers the exterior environment for all University property.

Authority for Creation and Revision

Minutes of the Board of Regents, October 25, 1989, para. .4092M.



Policies, Rules and Regulations

Chapter Name: ~~Business and Financial Operations~~ Operations and Facilities
Chapter No. 11.4.2
Issue: Use of Motor Pool Vehicles

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Effective Date: 12-18-86 11-18

Policy

Vehicles provided by the Motor Pool are for use only by University personnel in the conduct of official University business and of University sponsored activities.

Use of a vehicle by a student for authorized student activities is approved by the ~~chief of student personnel~~ department head.

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Use of a vehicle by a student for instructional purposes is approved by the department head.

Use of vehicles for other than University business is prohibited.

Departments of the University are charged for the use of Motor Pool vehicles, and drivers when required.

Assignment of vehicles on either a permanent or trip basis

Permanent assignment is interpreted to mean that the work responsibilities of the employee or department are not confined to an office or to normal working hours and require the employee(s) to be mobile, both on and off campus. Permanent assignment may be for a defined or an indefinite period of time, but subject to annual review.

Permanent assignment also may be a condition of employment on authority of the chairman of the Board of Regents.

Trip assignment is interpreted to mean that work responsibilities of the employee require an occasional off-campus trip.

Rules and Regulations

Vehicles are not to be used-for transportation to and from the employee's home except:

1. When permanent assignment is a condition of employment.
2. A major responsibility of the employee is off-campus and he or she generally leaves directly from and returns directly to his or her home.
3. The employee's responsibilities require 24 hour per day call for the health and safety of people and property for which no added compensation is given.

4. On a trip basis, an employee leaving prior to 8 a.m. and returning after 5 p.m. may retain a University vehicle at his or her home, providing the vehicle is available.

All university owned vehicles are required to be identified as Eastern Michigan University vehicles in accordance with university procedure. This identification procedure is set by the Vice President of Operations and Facilities. Exceptions:

1. When the department of Public Safety is using a vehicle for unmarked police work; or
2. When the vehicle is assigned permanently to an individual or department, and is approved by the Vice President of Operations and Facilities not to be labeled.

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An employee with a permanently assigned vehicle may not sub-assign the vehicle.

An employee with a permanently assigned vehicle who is on annual leave, leave of absence or extended sick leave, must return the vehicle to the University Motor Pool during these periods.

The charge to a department for use of a Motor Pool vehicle on a trip basis is calculated on a predetermined mileage rate, with a minimum charge for 50 miles.

A late charge is made for a vehicle returned more than 1/2 hour after its scheduled return.

Authority for Creation and Revision

Minutes of the Board of Regents, December 18, 1985, para .3211M.



Policies, Rules and Regulations

Chapter Name:	Operations and Facilities
Chapter No.	11.4.2
Issue:	Use of Motor Pool Vehicles
Effective Date:	12-14-18

Policy

Vehicles provided by the Motor Pool are for use only by University personnel in the conduct of official University business and of University sponsored activities.

Use of a vehicle by a student for authorized student activities is approved by the department head.

Use of a vehicle by a student for instructional purposes is approved by the department head.

Use of vehicles for other than University business is prohibited

Departments of the University are charged for the use of Motor Pool vehicles, and drivers when required.

Assignment of vehicles on either a permanent or trip basis

Permanent assignment is interpreted to mean that the work responsibilities of the employee or department are not confined to an office or to normal working hours and require the employee(s) to be mobile, both on and off campus. Permanent assignment may be for a defined or an indefinite period of time, but subject to annual review.

Permanent assignment also may be a condition of employment on authority of the chairman of the Board of Regents.

Trip assignment is interpreted to mean that work responsibilities of the employee require an occasional off-campus trip.

Rules and Regulations

Vehicles are not to be used-for transportation to and from the employee's home except:

1. When permanent assignment is a condition of employment.
2. A major responsibility of the employee is off-campus and he or she generally leaves directly from and returns directly to his or her home.
3. The employee's responsibilities require 24 hour per day call for the health and safety of people and property for which no added compensation is given.
4. On a trip basis, an employee leaving prior to 8 a.m. and returning after 5 p.m. may retain a University vehicle at his or her home, providing the vehicle is available.

All university owned vehicles are required to be identified as Eastern Michigan University vehicles in accordance with university procedure. This identification procedure is set by the Vice President of Operations and Facilities. Exceptions:

1. When the department of Public Safety is using a vehicle for unmarked police work; or
2. When the vehicle is assigned permanently to an individual or department, and is approved by the Vice President of Operations and Facilities not to be labeled.

An employee with a permanently assigned vehicle may not sub-assign the vehicle.

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A late charge is made for a vehicle returned more than 1/2 hour after its scheduled return.

Authority for Creation and Revision

Minutes of the Board of Regents, December 18, 1985, para. .3211M.

12. Tuition, Fees, Fines, Deposits and Refunds

12.1. Tuition and Fees

12.1.10. Admissions Application Fee

Effective Date: 6-20-79

Revision Date: 4-26-89 12-14-18

Eastern Michigan University shall assess an Admissions Application Fee on undergraduate and graduate applicants.

UNIVERSITY PRACTICE

University practices for implementing this policy include:

1. There will be assessment of an Admissions Application Fee upon submission of the admissions application.
- ~~2. Continuing Education students will be exempted from the fee until such time as they apply for degree seeking status or teacher certification.~~
23. Exceptions will be made ~~for out-of-state (special) students on an~~ individual review basis.
34. Guest and non-matriculated students and special students are assessed the applicable application fee.
45. The fee will be nonrefundable.

RESPONSIBILITY FOR IMPLEMENTATION:

The Vice President for Business and Finance has overall responsibility for the assessment and collection of the Admissions Application Fee. The Student Accounting Office is responsible for administration of the fee. Financial hardship reviews for exception are a responsibility of the Office of the ~~Dean of Admissions and Financial Aid/Vice President of Enrollment Management~~.

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~~SCOPE & SCOPE~~ OF POLICY COVERAGE:

The Admissions Application Fee generally applies to first-time enrolled in any college ~~admittees applicants and~~ ~~admission transfer applicants~~, and all graduate applicants.

Authority for Creation and Revision

Minutes of the Board of Regents, June 20, 1979, para. 2190M.

Minutes of the Board of Regents, April 26, 1989, para. 3989M.

12. Tuition, Fees, Fines, Deposits and Refunds

12.1. Tuition and Fees

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SCOPE OF POLICY COVERAGE:

The Admissions Application Fee generally applies to first-time enrolled in any college applicants, transfer applicants, and all graduate applicants.

Authority for Creation and Revision

Minutes of the Board of Regents, June 20, 1979, para. .2100M.

Minutes of the Board of Regents, April 26, 1989, para. .3989M.

12.2.8 Program Costs For Extended or Non-Traditional Programs

Printable Version

Effective Date:

6-17-97

Revision Date:

~~6-17-03~~ 12/14/2018

University Policy Statement

The University's ~~offices in Extended Programs~~ offers an array of non-traditional courses and programs which are consistent with the University's mission. Program costs, both direct and indirect, in excess of normal course delivery expenses, may be assessed on a market driven basis to program participants and/or sponsoring agencies. These costs may be assessed in the form of a specific course/program fee or by assessing the costs on an itemized basis. A Extended Programs also may offer a course or program also may be offered to an organization at a market-based single price contract.

University Practice

1. Program costs include, but are not limited to, instructional site and room deposits/rentals, equipment rental, purchase of airfare prior to the actual course dates, rental of compressed video studios and transmission expenses including temporary technician support, field trip admissions fees, special services offered to the class, hotel and per diem costs, etc.
2. Program costs may be applicable to both credit courses and programs and non-credit training and programs.
3. Program costs shall be identified prior to the course/program offering and provided in a timely and informative manner to course/program subscribers.
4. In those instances where the University has incurred non-refundable program costs, such costs shall also be non-refundable to program participants.
5. For certain programs and course offerings, where market conditions allow, assessments to program participants and/or sponsoring agencies may include a reasonable return on investment which shall be used to support the University's mission.

Responsibility for Implementation

The Provost and Executive Vice President for Academic and Student Affairs or designee has responsibility for determining the appropriate costs to be assessed. The Vice President for Business and Finance or designee has responsibility for collection.

Scope of Policy Coverage

This policy applies to all Extended-extended Programs or non-traditional programs which incur program costs regardless of the course/program location.

Authority for Creation and Revision

Minutes of the Board of Regents, June 17, 1997; para. .5246M.

Minutes of the Board of Regents, June 17, 2003; para. .6132M.

Last Review Date: June 2018

12.2.8 Program Costs For Extended or Non-Traditional Programs

Printable Version

Effective Date:

6-17-97

Revision Date:

12/14/2018

University Policy Statement

The University offers an array of non-traditional courses and programs which are consistent with the University's mission. Program costs, both direct and indirect, in excess of normal course delivery expenses, may be assessed on a market driven basis to program participants and/or sponsoring agencies. These costs may be assessed in the form of a specific course/program fee or by assessing the costs on an itemized basis. A course or program also may be offered to an organization at a market-based single price contract.

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Authority for Creation and Revision

Minutes of the Board of Regents, June 17, 1997; para. .5246M.

Minutes of the Board of Regents, June 17, 2003; para. .6132M.

Last Review Date: June 2018



Policies, Rules and Regulations

Chapter Name: Facilities: Acquisition, Disposal, Improvement and Use
Chapter No. 13.1.4
Issue: Physical Facilities Capital Improvements
Effective Date: ~~8-2-64~~ 12.14.18

Policy - General

The broad term of Physical Facilities Capital Improvements is separated into ~~four~~ two categories for purposes of planning, financing and accomplishment.

1. Capital Construction
- ~~2. Remedial Maintenance, Asset Preservation, Deferred Maintenance and Minor Renovation~~
~~REMOVED~~
- ~~3.2. Special Maintenance~~
- ~~4. Routine Maintenance~~

Specific policies and procedures apply to each of these categories

Policy Statement

~~It is recognized that it is the responsibility of the Eastern Michigan University Physical Plant to perform and/or supervise all work (including the hiring of architects, engineers and contractors) that involves the physical construction, alteration, or improvement to University owned, leased, or occupied facilities, or any improvements or modifications to land owned or leased by the University. No other department or individual is authorized to contract for or perform these functions.~~

~~In order to fulfill this responsibility, plans and construction for this work are managed by the Physical Plant, who will insure compatibility with existing University standards, regulations, and building codes, and will coordinate the work of the architects, engineers, contractors and physical plant maintenance and operations staff.~~

Definitions

Self-Liquidating Projects

~~Self-liquidating structures are defined as those constructed with funds raised through the use of a debt instrument and which are expected to generate revenues to amortize the loan. These structures or projects constructed with funds derived from gifts, grants or with institutional sources also are considered to be self-liquidating projects. Self-liquidating projects may or may not be self-supporting.~~

Self-Supporting Facilities

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In accounting for operations, self-supporting describes a function or activity where revenue and fees are expected to cover all direct and indirect costs without additional transfer of general fund money.

Capital Construction

Capital construction consists of those projects which provide totally new facilities on the campus, which materially alter the use of a facility, or construct a major addition to a facility, alteration or improvement to a facility; cost of a Capital construction project shall exceed \$75,000; they are financed by capital provided by the state or federal government, or from bond proceeds or other localized funding as appropriated by the chief financial officer; and they require professional and technical services in the planning stages and construction and closeout stages inception during the course of construction.

All new self-liquidating projects to be constructed with borrowed funds, gifts, grants or institutional sources, and any expenditure in a self-liquidating project which will increase or create a capital value and change the present use and method of financing, are considered to be capital construction. Projects in this category must be reviewed by the Joint Capital Outlay Subcommittee.

The Executive Capital Outlay Project Committee, Vice President of Operations and Facilities and the Chief Financial Officer shall review and recommend to the President the priority of projects, the plans and the method of financing for his or her review and recommendation to the Board of Regents.

Orders for capital construction projects will be obtained from the Physical Plant in conformance with the physical plan and the purchasing department procurement policies and procedures.

Construction contracts are awarded by the Board of Regents after any necessary approvals by the state of Michigan, in accordance with the physical plan and purchasing Department policies and procedures.

A schedule of anticipated payments will be prepared and become a part of each construction contract. Each request for payment from a contractor is to be reviewed and approved in accordance with the physical plan and purchasing department policies and procedures for signatory authority by the architect/engineer, the Physical Plant administrator, and the vice president for business and finance prior to payment.

Equipment which is affixed to the construction is purchased and installed by the contractor and is capitalized as "Buildings".

Movable equipment is prepared in accordance with purchasing policies and procedures, and is capitalized as "Equipment". Payment of invoices is made in conformance with accounting procedures.

Special Maintenance and Remodeling Asset Preservation/Deferred Maintenance & Minor Capital Improvement

Special Maintenance Asset Preservation/Deferred Maintenance consists of those projects costing over \$25,000, which whose intended aim is to restore a facility to its former state without changing the purpose or program for which it was designated.

Minor Renovation Improvement consists of those projects costing between \$25,000 and \$75,000 which alter the facility by increasing its value or changing its use.

Funds to support special maintenance/asset preservation/deferred maintenance and minor renovation improvement projects, which are estimated to cost between over \$25,000 and \$75,000, shall be appropriated in the annual capital appropriations priority project list/outlay bill in a lump sum. A list of such projects will be submitted annually to the vice president for Board of Regents approval. Michigan director of the Bureau of Management and Budget with the ~~registrar~~, or funded by the state benefiting department and approved in accordance with the departmentally funded project procedures.

Projects in this category costing less than \$25,000 are financed from the appropriate operations budget.

Asset preservation/deferred maintenance and minor renovation improvement projects may require professional and technical services in the planning, construction, and closeout stages.

Programs for minor renovation improvement projects are developed cooperatively with the physical plant professional staff and the using department(s).

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Remodeling consists of those projects costing between \$25,000 and \$75,000 which alter the structure by increasing its value or changing its use.

Funds for remodeling projects are appropriated in the capital outlay bill either in lump sum or line item.

Programs for special maintenance and remodeling projects are developed cooperatively with the Physical Plant professional staff and the using department(s). Plans are prepared by the professional staff and approved by the Executive Capital Outlay Project Planning Committee. Inspection of construction performance is provided by the Physical Plant staff.

Bids for special maintenance and remodeling/asset preservation/deferred maintenance and minor renovation improvement projects will be obtained from the Physical Plant and from independent contractors in conformance with the physical plant and purchasing policies and procedures. Bids are reviewed by the Purchasing Committee and a recommendation of the successful bidder made to the vice president for business and finance. Approval of the successful bidder will be made by the vice president for business and finance.

Invoices from the contractor are approved by the Physical Plant administrator prior to payment with final approval by the vice president for business and finance. Each request for payment from a contractor is to be reviewed and approved in accordance with physical plant and purchasing policies and procedures for signature authority prior to payment.

A special maintenance/asset preservation/deferred maintenance or minor renovation improvement and remodeling or additions project, costing in excess of \$25,000, consists of the sum total of all contracts or separate work orders issued for including labor, material, furnishings and equipment related to a certain designated project to complete the total project.

Exceptions to the above are made for emergency situations. An emergency is defined as a situation where the delay of needed repairs or construction for the amount of time necessary to accomplish the bidding and awarding process might cause danger to life or property or conflict with normal operations of the University, as determined by the vice president for business and finance.

Costs of both special maintenance and of remodeling projects, whether the work is accomplished by the Physical Plant Department or by an independent contractor, are capitalized as an addition to the original cost of the facility.

Routine Maintenance

Routine maintenance is the service performed by the Physical Plant staff to preserve a part or all of a facility from failure or decline or to return a facility to its original value without changing the purpose or program for which it was designed.

Cost of routine maintenance is a part of the operating budget for the facility.

Plans, when necessary, are drawn by the Physical Plant professional staff after consultation with the user department(s), and as approved by the Physical Plant administrator.

The need, priority, plans and cost estimates for routine maintenance projects which will cost less than \$5,000 are approved by the Physical Plant administrator and submitted to the Executive Capital Outlay Project Planning Committee for its information. Those projects which exceed a cost of \$5,000 are reviewed and approved by the EXCAPP Committee.

Maintenance projects costing \$25,000 or more are classified as special maintenance projects.

Materials and equipment are procured in accordance with purchasing policies and procedures, and invoices are paid through normal accounting procedures.

A routine maintenance project is defined as a planned project making use of one or more maintenance departments, and with a total project cost of less than \$25,000.

Reason for Policy

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To establish clear authority for the maintenance, repair, renovation, remodeling and new construction (including the hiring of architects, engineers and contracts) related to the University facilities.

Violation

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Non-approved work that is initiated in violation of this policy will be corrected if necessary by the Physical Plant Management Department, with all associated costs charged to the responsible unit. Non-compliance may result in disciplinary action.

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Authority for Creation and Revision

Minutes of the Board of Regents, August 3, 1964; para. :102M; :103M; :104M; :105M; :106M; :107M; :108M; :109M; :110M; :111M; :112M; :113M.



Policies, Rules and Regulations

Chapter Name: Facilities: Acquisition, Disposal, Improvement and Use

Chapter No. 13.1.4

Issue: Physical Facilities Capital Improvements

Effective Date: 12.14.18

Policy - General

The broad term of Physical Facilities Capital Improvements is separated into two categories for purposes of planning, financing and accomplishment.

1. Capital Construction
2. Asset Preservation/Deferred Maintenance and Minor Renovation Improvement

Specific procedures apply to each of these categories

Policy Statement

It is the responsibility of the Eastern Michigan University Physical Plant to perform and/or supervise all work (including the hiring of architects, engineers and contracts) that involves the physical construction, alteration, or improvement to University owned, leased, or occupied facilities, or any improvements or modifications to land owned or leased by the University. No other department or individual is authorized to contract for or perform these functions.

In order to fulfill this responsibility, plans and construction for this work are managed by the Physical Plant, who will insure compatibility with established University standards, regulations, and building codes, and will coordinate the work of the architects, engineers, contractors and physical plant maintenance and operations staff.

Capital Construction

Capital construction consists of those projects which provide totally new facilities on the campus, which materially alter the use of a facility, or construct a major addition, alteration or improvement to a facility; cost of a Capital construction project shall exceed \$75,000; they are financed by capital provided by the state or federal government, bond proceeds, or other localized funding as appropriated by the chief financial officer; and they require professional and technical services in the planning, construction and closeout stages.

The Vice President of Operations and Facilities and the Chief Financial Officer shall review and recommend to the President the priority of projects, the plans and the method of financing for his or her review and recommendation to the Board of Regents.

Bids for capital construction projects will be obtained from the Physical Plant in conformance with the physical plant and the purchasing department procurement policies and procedures.

Construction contracts are awarded in accordance with the physical plant and purchasing Department policies and procedures.. Each request for payment from a contractor is to be reviewed and approved in accordance with the physical plant and purchasing department policies and procedures for signatory authority prior to payment.

Asset Preservation/Deferred Maintenance & Minor Capital Improvement

Asset Preservation/Deferred Maintenance consists of those projects costing over \$25,000 whose aim is to restore a facility to its former state without changing the purpose or program for which it was designated.

Minor Renovation Improvement consists of those projects costing between \$25,000 and \$75,000 which alter the facility by increasing its value or changing its use.

Funds to support asset preservation/deferred maintenance and minor renovation improvement projects, which are estimated to cost over \$25,000, shall be appropriated in the annual capital appropriations priority project list submitted annually to the President for Board of Regents approval or funded by the benefitting department and approved in accordance with the departmentally funded project procedures.

Projects in this category costing less than \$25,000 are financed from the appropriate operations budget.

Asset preservation/ deferred maintenance and minor renovation improvement projects may require professional and technical services in the planning, construction, and closeout stages.

Programs for minor renovation improvement projects are developed cooperatively with the physical plant professional staff and the using department(s).

Bids for asset preservation/deferred maintenance and minor renovation improvement projects will be obtained from the Physical Plant in conformance with the physical plant and purchasing policies and procedures. Each request for payment from a contractor is to be reviewed and approved in accordance with physical plant and purchasing policies and procedures for signatory authority prior to payment. An asset preservation/deferred maintenance or minor renovation improvement project, costing in excess of \$25,000, consists of the sum total of all contracts including labor, material, furnishings and equipment related to a certain designated project to complete the total project.

Reason for Policy

To establish clear authority for the maintenance, repair, renovation, remodeling and new construction (including the hiring of architects, engineers and contracts) related to the University facilities.

Violation

Non-approved work that is initiated in violation of this policy will be corrected if necessary by the Physical Plant Management Department, with all associated costs charged to the responsible unit.

Authority for Creation and Revision

Minutes of the Board of Regents, August 3, 1964; para. .102M; .103M; .104M; .105M; .106M; .107M;
.108M; .109M; .110M; .111M; .112M; .113M.



Policies, Rules and Regulations

Chapter Name: Facilities: Acquisition, Disposal, Improvement and Use

Chapter No. 13.2.1

Issue: Building Security: Keys and Access

Effective Date:

Revision Date: ~~4-25-90~~ 12.14.18

University Policy Statement

Eastern Michigan University Physical Plant will provide authorized keys access to employees who demonstrate an employment related need to gain ~~entrance to~~ limited access to EMU building and roomsspace. Keys will also be temporarily provided to other authorized individuals on an as needed basis. Keys are University property and duplication is prohibited.

In order to fulfill this responsibility, the Physical Plant is responsible for the initial issuance of keys for campus facilities.

Purpose

To establish clear authority for keys and access to the University p. rperty to help minimize the risk to safety and security of the students, faculty, staff, and assets of EMU.

University Practice

1. All buildings ~~and interior spaces~~ will be equipped with locks.
2. Employees and other authorized individuals receiving keys will be required to sign an agreement detailing the responsibilities associated with possession of a key and to comply with approved procedures and practices.
3. The Physical Plant Director may limit access to various spaces and will be responsible for unassigned space.
4. Charges to an individual or a department may be made for new keys, lost keys and lock changes

Responsibility for Implementation

The Vice President for ~~Business and Finance~~ Operations and Facilities is vested with the authority to issue or deny issuance of University keys.

The Director of Physical Plant is responsible for implementing the procedures supporting this policy.

Scope of Policy Coverage

This policy applies to all University buildings, interior space and persons requiring access to such space.

Violation

Any employee who violates this policy may be subject to disciplinary action.

Authority for Creation and Revision

Procedures manual, System 1, Procedure 1; 9-13-66 and 10-22-79.

Minutes of the Board of Regents, April 25, 1990; para. .4183M.



Policies, Rules and Regulations

Chapter Name:	Facilities: Acquisition, Disposal, Improvement and Use
Chapter No.	13.2.1
Issue:	Building Security: Keys and Access
Effective Date:	
Revision Date:	12.14.18

Policy Statement

Eastern Michigan University Physical Plant will provide authorized key access to employees who demonstrate an employment related need to gain limited access to EMU building and rooms. Keys will also be temporarily provided to other authorized individuals on an as needed basis. Keys are University property and duplication is prohibited.

In order to fulfill this responsibility, the Physical Plant is responsible for the initial issuance of keys for campus facilities.

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To establish clear authority for keys and access to the University property to help minimize the risk to safety and security of the students, faculty, staff, and assets of EMU.

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The Director of Physical Plant is responsible for implementing the procedures supporting this policy.

Scope of Policy Coverage

This policy applies to all University buildings, interior space and persons requiring access to such space.

Violation

Any employee who violates this policy may be subject to disciplinary action.

Authority for Creation and Revision

Procedures manual, System 1, Procedure 1; 9-13-66 and 10-22-79.

Minutes of the Board of Regents, April 25, 1990; para. .4183M.



Policies, ~~Rules and Regulations~~

Chapter Name: Facilities: Acquisition, Disposal, Improvement and Use
Chapter No. 13.2.2
Issue: Use of Facilities
Effective Date: 12-18-68
Revision Date: 12-10-71, 12-14-18

Property

Academic Use

The Office of the ~~Provost and Executive Vice President; Vice President for Academic Affairs~~ is charged with the responsibility for administering the use of University ~~and Student Affairs~~ buildings and property for academic use. Academic use includes the use of buildings and property for the instructional program- e.g., scheduled classes and laboratories, field experiences, clinical experiences, theatre production, and field trips.

Non-Academic Use

The Office of the Vice-President ~~for Operations and Facilities for Student Affairs~~ ~~is~~ Facilities is charged with the responsibility for administering non-academic use of University buildings and property according to the policies of Eastern Michigan University. Non-academic includes the use of buildings and property for other than the instructional program, ~~e.g.g.~~ student organizations, university departments, groups unaffiliated with the University, and public individuals. ~~All groups will be required to have a signed confirmed reservation and by signing, agree to follow all University rules and regulations, for each individual facility, as stated on the confirmed reservation.~~

Athletic Use

~~The Office of the Vice-President and Director for Intercollegiate Athletics is charged with the responsibility for administering athletic and non-athletic use of University Athletic buildings and property according to the policies of Eastern Michigan University. Non-athletic use includes the use of buildings and property for other than athletics, instructional program, e.g., student organizations, university departments, groups unaffiliated with the University, and public individuals.~~

~~Student Center- McKenny Hall Union – Lakehouse Hoyt~~ ~~Conference Center~~

University-recognized student organizations may use the facilities in ~~the Student Center, McKenny Union and McKenny Hall, and the Lakehouse on campus and the Hoyt Conference Center~~ according to the following guidelines:

- The organizations must be provisionally or fully recognized by the University.
- The facilities may only be used for activities that conform to the federal and state laws and policies and procedures of Eastern Michigan University.

Further specific requirements are as follows:

- ~~University employees must be present at all functions. If this refers to student orgs, should read~~
- ~~The Student Organization's President, Vice President, or other authorized signor (for reservations) must be present at all functions at these prescribed spaces~~
 - Fire, safety, traffic, parking and public safety requirements will be observed.
 - Food and beverage will not be brought to the event except as provided by the ~~EMU Dining Services or University with an approved exception made by the Director of EMU Dining Services and/or the Assistant Director - Conference and Event Services, director of McKenny Union and university conferences~~
 - The organization is responsible for damages incurred as a result of the function.
 - The organizations will be charged for the use of facilities according to the approved schedule of rental rates.
 - Organizations having outstanding debts with ~~the Conference and Event Services Office/McKenny Union or Hoyt Conference Center~~ will ~~not be allowed to make a future reservation until either payment or a payment schedule has been arranged for the outstanding debt to be paid with the Conference and Event Services Office. It is required to place a 10% non-refundable deposit at the time of the reservation and full payment seventy-two hours in advance of the event.~~
- ♦ Arrangements for security will be made for each event depending upon the following factors:
 - Service of alcoholic beverages;
 - Fee or charge for the event;
 - Whether the event is limited to Eastern Michigan University faculty, staff, students, or whether it is open to guests and/or the public;
 - Size of the anticipated crowd;
 - Past history of the type of event;
 - Other relevant factors;
 - Request of the organization.

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Organizations failing to comply with the regulations may be denied use of University facilities for a time specified by the ~~Assistant Director of Conference and Event Services/director of McKenny Union and university conferences~~, with the right to appeal through the administrative grievance procedure.

Authority for Creation and Revision

Minutes of the Board of Regents, December 18, 1968; para. .739M.

Minutes of the Board of Regents, December 10, 1971; para. .1058M.

Minutes of the Board of Regents, December 14, 2018.



Policies

Chapter Name:	Facilities: Acquisition, Disposal, Improvement and Use
Chapter No.	13.2.2
Issue:	Use of Facilities
Effective Date:	12-18-68
Revision Date:	12-10-71, 12-14-18

Property

Academic Use

The Office of the Provost and Executive Vice President is charged with the responsibility for administering the use of University and Student Affairs buildings and property for academic use. Academic use includes the use of buildings and property for the instructional programs, scheduled classes and laboratories, field experiences, clinical experiences, theatre production, and field trips.

Non-Academic Use

The Office of the Vice-President for Operations and Facilities is charged with the responsibility for administering non-academic use of University buildings and property according to the policies of Eastern Michigan University. Non-academic includes the use of buildings and property for other than the instructional program, e.g. student organizations, university departments, groups unaffiliated with the University, and public individuals. All groups will be required to have a signed confirmed reservation and by signing, agree to follow all University rules and regulations, for each individual facility, as stated on the confirmed reservation.

Athletic Use

The Office of the Vice-President and Director for Intercollegiate Athletics is charged with the responsibility for administering athletic and non-athletic use of University Athletic buildings and property according to the policies of Eastern Michigan University. Non-athletic use includes the use of buildings and property for other than athletics, instructional program, e.g., student organizations, university departments, groups unaffiliated with the University, and public individuals.

Student Center- McKenny Hall – Lakehouse

University-recognized student organizations may use the facilities in the Student Center, McKenny Hall, and the Lakehouse on campus according to the following guidelines:

- The organizations must be provisionally or fully recognized by the University.
- The facilities may only be used for activities that conform to the federal and state laws and policies and procedures of Eastern Michigan University.

Further specific requirements are as follows:

- The Student Organization's President, Vice President, or other authorized signer (for reservations) must be present at all functions at these prescribed spaces.
- Fire, safety, traffic, parking and public safety requirements will be observed.
- Food and beverage will not be brought to the event except as provided by the EMU Dining Services or with an approved exception made by the Director of EMU Dining Services and/or the Assistant Director –Conference and Event Services.
- The organization is responsible for damages incurred as a result of the function.
- The organizations will be charged for the use of facilities according to the approved schedule of rental rates.

Organizations having outstanding debts with the Conference and Event Services Office will not be allowed to make a future reservation until either payment or a payment schedule has been arranged for the outstanding debt to be paid with the Conference and Event Services Office.

- Arrangements for security will be made for each event depending upon the following factors:
 - Service of alcoholic beverages;
 - Fee or charge for the event;
 - Whether the event is limited to Eastern Michigan University faculty, staff, students, or whether it is open to guests and/or the public;
 - Size of the anticipated crowd;
 - Past history of the type of event;
 - Other relevant factors;
 - Request of the organization.

Organizations failing to comply with the regulations may be denied use of University facilities for a time specified by the Assistant Director of Conference and Event Services, with the right to appeal through the administrative grievance procedure.

Authority for Creation and Revision

Minutes of the Board of Regents, December 18, 1968; para. .739M.

Minutes of the Board of Regents, December 10, 1971; para. .1058M.

Minutes of the Board of Regents, December 14, 2018.

Policies, Rules and Regulations

Chapter Name: Auxiliary Operations

Chapter No. 14.2.1

Issue: Residence Hall Eligibility

Effective Date: 4-19-72

Revision Date: ~~8-21-18 12-2-03, 10-26-18 12-14-18~~

UNIVERSITY POLICY STATEMENT

All first-year ~~unmarried~~ students shall be required to live in ~~the university~~ University residence halls ~~unless commuting to the campus from the permanent home of their parents or guardians and it is within a 50-mile radius, contingent on space availability. Sophomore students may be required to live on campus as well, space permitting. The university reserves the right to grant exceptions to the housing requirement. Exceptions may be granted to students who are:~~

- ~~a. commuting from the permanent home of their parents/guardian;~~
- ~~b. 21 years of age or older; or~~
- ~~c. veterans who have served on active duty.~~

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All students living in University residence halls assume responsibility for their own hours.

~~The university may modify these requirements as deemed appropriate based on market demand. Sophomore students may be required to live on campus as well, space permitting.~~

~~Residents and guests are responsible for complying with the current terms of the housing contract, Guide to Campus Living, other University policies, and federal, state, and local laws and regulations.~~

UNIVERSITY PRACTICE

Occupancy in a University residence hall is restricted to ~~currently enrolled~~ currently enrolled students ~~currently enrolled~~ at Eastern Michigan University. Occupants other than currently enrolled ~~Eastern~~ students are allowed ~~on an exception basis only in exceptional circumstances, which rest within the sole discretion of the Director of Housing and Residence Life~~. However, priority will be maintained for current Eastern students. Each resident agrees to make the

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designated prepayment and agrees to the payment of fees as established for the term(s) of occupancy according to the current payment schedule.

~~In the instances in which a resident's continued presence in on-campus housing jeopardizes the health, safety, well-being, or poses a significant disruption to the on-campus housing community, the Director of HRL Housing and Residence Life or their designee reserves the right to remove the resident or guest from the halls or apartments on a temporary or permanent basis. The Director may also move the student to another location on a temporary or permanent basis.~~

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~~Additionally, the residents are responsible for compliance with all terms and conditions set forth in the contract and the Residence Hall Handbook.~~

RESPONSIBILITY FOR IMPLEMENTATION

Housing and Residence Life management staff members are responsible for implementing this policy and for granting waivers in a fair and consistent manner within policy guidelines.

SCOPE OF POLICY COVERAGE

This policy shall apply to ~~first-year and sophomore~~ all students wishing to live in student housing on the campus of Eastern Michigan University.

Authority for Creation or Revision:

Minutes of the Board of Regents: April 19, 1972, para. .1097M.
December 2, 2003, para. .6201M

Policies, Rules and Regulations

Chapter Name: Auxiliary Operations

Chapter No. 14.2.1

Issue: Residence Hall Eligibility

Effective Date: 4-19-72

Revision Date: 12-14-18

UNIVERSITY POLICY STATEMENT

All first-year students shall be required to live in the university residence halls unless commuting to the campus from the permanent home of their parents or guardians and it is within a 50-mile radius. The university reserves the right to grant exceptions to the housing requirement.

The university may modify these requirements as deemed appropriate based on market demand.

Residents and guests are responsible for complying with the current terms of the housing contract, Guide to Campus Living, other University policies, and federal, state, and local laws and regulations.

UNIVERSITY PRACTICE

Occupancy in a University residence hall is restricted to students currently enrolled at Eastern Michigan University. Occupants other than currently enrolled students are allowed only in exceptional circumstances, which rest within the sole discretion of the Director of Housing and Residence Life. However, priority will be maintained for current Eastern students. Each resident agrees to make the designated prepayment and agrees to the payment of fees as established for the term(s) of occupancy according to the current payment schedule.

In the instances in which a resident's continued presence in on-campus housing jeopardizes the health, safety, well-being, or poses a significant disruption to the on-campus housing community, the Director of Housing and Residence Life or their designee reserves the right to remove the resident or guest from the halls or apartments on a temporary or permanent basis. The Director may also move the student to another location on a temporary or permanent basis.

RESPONSIBILITY FOR IMPLEMENTATION

Housing and Residence Life staff members are responsible for implementing this policy and for granting waivers in a fair and consistent manner within policy guidelines.

SCOPE OF POLICY COVERAGE

This policy shall apply to all students wishing to live in student housing on the campus of Eastern Michigan University.

Authority for Creation or Revision:

Minutes of the Board of Regents: April 19, 1972, para. .1097M.
December 2, 2003, para. .6201M

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: c
DATE: December 14, 2018

RECOMMENDATION

TO APPROVE DELETION OF BOARD POLICIES

ACTION REQUESTED

It is recommended that the Board of Regents of Eastern Michigan University approve the attached deletions of existing Board Policies:

Deletions

Section 9.3.6	List of Other References to Traffic and Parking
Section 12.2.5	Speech And Hearing Clinic Fees
Section 12.2.7	ROTC Uniform Deposits And Refunds

STAFF SUMMARY

All University policies must be approved by The Board of Regents of Eastern Michigan University. A University policy is defined by all of the following: a) has broad application throughout the University; and b) helps to ensure compliance with applicable laws and regulations, promotes operational efficiencies, enhances the university's mission or reduces institutional risks.

In an ongoing effort to enhance the transparency of the actions of the University and to align University practice with Board policy, Board Policies are subject to ongoing review and updated as appropriate. All Board Policies are published.

The policies listed for deletion above were found to be outdated and, in some cases, unnecessary for the ongoing operations of the university. They are recommended for deletion.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Lauren M. London
General Counsel

12/19/18

Date

BOARD POLICY MANUAL

9.3.6 List of Other References to Traffic and Parking

Printable Version

Effective Date:

~~8-3-64~~

Revision Date:

~~12-15-17~~

- ~~1. Minutes of the State Board of Education, Apr. 26, 1956; page 93.~~
- ~~2. Minutes of the State Board of Education, May 27, 1959; page 170.~~
- ~~3. Minutes of the Regents, April 11, 1962; para. 220.~~
- ~~4. Minutes of the Regents, Aug. 3, 1964; para. 2.13.106.~~
- ~~5. Minutes of the Regents, Apr. 15, 1965; para. 2.13.211.~~
- ~~6. Minutes of the Regents, July 19, 1967; para. 566.~~
- ~~7. Minutes of the Regents, December 5, 1979.~~
- ~~8. Systems Manual, System 12, Procedure 4.~~
- ~~9. Minutes of the Regents, December 15, 2017.~~

Authority for Creation and Revision

~~Minutes of the Board of Regents, August 3, 1964; para. 2.13.106M.
Minutes of the Board of Regents, December 5, 1979; para. 2166M.
Minutes of the Board of Regents December 15, 2017~~

12.2.5 ~~Speech And Hearing Clinic Fees~~

Printable Version

~~Effective Date:~~

~~12-5-73~~

~~Revision Date:~~

~~5-19-76~~

~~Speech and Hearing Clinic fees are adjusted effective July 1, 1976.~~

~~Fees for the Speech and Hearing Clinic are assessed to the general public to cover the cost of direct services and materials. As a teaching laboratory, the clinic is not intended to be fully self-supporting.~~

~~Clinic fees do not apply to full-time Eastern Michigan University staff and students. Authority is granted for the reduction or waiver of fees on a basis of need.~~

~~The University administration is authorized to make adjustments to the clinic fees as the need arises, and to report such changes to the Board of Regents at its next meeting.~~

Authority for Creation and Revision

~~Minutes of the Board of Regents, December 5, 1973; para. 1290M.~~

~~Minutes of the Board of Regents, May 19, 1976; para. 1645M.~~

~~Last Review Date: June 2018~~

12.2.7 ROTC Uniform Deposits And Refunds

Printable Version

Effective Date:

8-3-64

Revision Date:

Students enrolled in the ROTC program are required to place a deposit with the University to assure the return of the uniform at the end of the academic year.

Refund of the uniform deposit must be requested prior to June 30 of the year for which the deposit was made. After June 30, unclaimed deposits for that fiscal year are forfeited.

Authority for Creation and Revision

Minutes of the Board of Regents, August 3, 1964; para. 121M.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: D
DATE: December 14, 2018

RECOMMENDATION

TO APPROVE ADDITION OF A BOARD POLICY

ACTION REQUESTED

It is recommended that the Board of Regents of Eastern Michigan University approve the attached addition to existing Board Policies:

Addition:

Section 13.1.5

Physical Plant Facilities Maintenance

STAFF SUMMARY

All University policies must be approved by The Board of Regents of Eastern Michigan University. A University policy is defined by all of the following: a) has broad application throughout the University; and b) helps to ensure compliance with applicable laws and regulations, promotes operational efficiencies, enhances the university's mission or reduces institutional risks.

In an ongoing effort to enhance the transparency of the actions of the University and to align University practice with Board policy, Board Policies are subject to ongoing review and updated as appropriate. All Board Policies are published.

The policy listed above provides new clarity with respect to the maintenance of existing facilities on the Eastern Michigan University campus. The policy will be maintained and enforced by the Physical Plant.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Lauren M. London
General Counsel

12/14/18
Date



Policies, Rules and Regulations

Chapter Name: Facilities: Acquisition, Disposal, Improvement and Use
Chapter No. 13.1.54
Issue: Physical Plant Facilities Improvements Maintenance
Effective Date: 8-3-64 12-14-18

Policy – ~~General~~ Statement

The broad term of Physical facilities improvements is separated into four categories for purposes of planning, financing and accomplishment:

1. ~~Capital Construction~~
2. ~~Remodeling Maintenance~~
3. ~~Special Maintenance~~
4. ~~Routine Maintenance~~

Specific policies and procedures apply to each of these categories. The Physical Plant Director of Facilities Maintenance shall have the authority to determine means and methods used for maintenance and operation of University facilities, buildings, and equipment including, but not limited to, type of equipment used, space temperature parameters, and code applicability.

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Definitions

Self-Liquidating Projects

Self-liquidating structures are defined as those constructed with funds raised through the use of a debt instrument and which are expected to generate revenues to amortize the loan. These structures or projects constructed with funds derived from gifts, grants or with institutional sources also are considered to be self-liquidating projects. Self-liquidating projects may or may not be self-supporting.

Self-Supporting Facilities

In accounting for operations, self-supporting describes a function or activity where revenue and fees are expected to cover all direct and indirect costs without additional transfer of general fund money.

Capital Construction

Capital construction consists of those projects which provide totally new facilities on the campus which materially alter the use of a facility, or construct a major addition to a facility. Most of Capital construction projects shall exceed \$75,000; they are financed by capital provided by the state or federal government, or from bond proceeds; and they require professional and technical services in the planning stages and inspection during the course of construction.

All new self-liquidating projects to be constructed with borrowed funds, gifts, grants or institutional sources, and any expenditure in a self-liquidating project which will ~~increase~~ create a capital value and change the present use and method of financing, are considered to be capital construction. Projects in this category must be reviewed by the Joint Capital Outlay Subcommittee.

The Executive Capital Outlay Project Committee shall review and recommend to the president the priority of projects, the plans and the method of financing for his or her review and recommendation to the Board of Regents.

Construction contracts are awarded by the Board of Regents after any ~~approval~~ Michigan

A schedule of anticipated payments will be prepared and become a part of each construction contract. Each request for payment from a contractor is to be reviewed and approved by the architect/engineer, the Physical Plant administrator, and the vice-president for business and finance prior to payment.

Equipment which is affixed to the construction is purchased and installed by the contractor and is capitalized as "Buildings".

Movable equipment is procured in accordance with purchasing policies and procedures, and is capitalized as "Equipment". Payment of invoices is made in conformance with accounting procedures.

Special Maintenance and Remodeling

Special maintenance consists of those projects intended to restore a facility to its former state without changing the purpose or program for which it was designated.

Funds to support special maintenance, which are estimated to cost between \$25,000 and \$75,000, shall be appropriated in the capital outlay bill in a lump sum. A list of such projects will be submitted annually to the Michigan director of the Bureau of Management and Budget with the regular capital outlay request. Projects in this category costing less than \$25,000 are financed from the appropriate operations budget.

Remodeling consists of those projects costing between \$25,000 and \$75,000 which alter ~~the~~ increasing its value or changing its use.

Funds for remodeling projects are appropriated in the capital outlay bill either in lump sum or line item.

Programs for special maintenance and remodeling projects are developed cooperatively with the Physical Plant professional staff and the using department(s). Plans are prepared by the professional staff and approved by the Executive Capital Outlay Project Planning Committee; inspection of construction performance is supervised by the Physical Plant staff.

Bids for special maintenance and remodeling projects will be obtained from the Physical Plant and from ~~the~~ performance with purchasing policies and procedures. Bids are reviewed by the Purchasing Committee and a recommendation of the successful bidder made to the vice-president for business and finance. Approval of the successful bidder will be made by the vice-president for business and finance.

Invoices from the contractor are approved by the Physical Plant administrator prior to payment with final approval by the vice-president for business and finance.

~~A special maintenance and remodeling or additions project costing in excess of \$25,000 consists of the sum total of all contracts or separate work orders issued for labor, material, furnishings and equipment related to a certain designated project to complete the total project.~~

~~Exceptions to the above are made for emergency situations. An emergency is defined as a situation where the delay of needed repairs or ~~equipment~~ for the amount of time necessary to accomplish the bidding and awarding process might cause danger to life or property or conflict with normal operations of the University, as determined by the vice president for business and finance.~~

~~Costs of both special maintenance and remodeling projects, whether the work is accomplished by the Physical Plant Department or by an independent contractor, are capitalized as an addition to the original cost of the facility.~~

Routine Maintenance Implementation

Routine maintenance is the service performed by the Physical Plant staff to preserve a part or all of a facility from failure or decline or to return a facility to its original value without changing the purpose or program for which it was designed.

Cost of routine maintenance is a part of the operating budget for the facility.

~~Plans, when necessary, are drawn by the Physical Plant professional staff after consultation with the user department(s) and as approved by the Physical Plant administrator.~~

~~The need, priority, plans and cost estimates for routine maintenance projects which will cost less than \$5,000 are approved by the Physical Plant administrator and ~~submitted~~ to the Executive Capital Outlay Project Planning Committee for its information. Those projects which exceed a cost of \$5,000 are reviewed and approved by the EXCAP Committee.~~

Maintenance projects costing \$25,000 or more are classified as [special maintenance asset reservation/deferred maintenance](#) projects.

Materials and equipment are procured in accordance with purchasing policies and procedures, and invoices are paid through normal accounting procedures.

A routine maintenance project is defined as a planned project making use of one or more maintenance departments, and with a total project cost of less than \$25,000.

~~The Physical Plant shall have the authority to prohibit installation of any equipment which is not compatible with existing building systems, building infrastructure, or does not comply with applicable codes or regulations, including but not limited to, those of the National Fire Protection Association (NFPA), the National Electric Code (NEC), and the Michigan Occupational Safety and Health Administration (MIOSHA).~~

~~The Physical Plant shall have the authority to establish operational parameters for EMU buildings and equipment, ~~such as~~, including but not limited to, building room heating setpoints, cooling setpoints, ventilation rates, lighting levels, lighting color, paint colors, and flooring material, etc.~~

Violation

Departments or employees who make modifications to the facilities or install equipment without receiving written approval from the Physical Plant Director of Facilities Maintenance shall be responsible for all expenses required to restore the Facilities for proper operation.

Authority for Creation and Revision

Minutes of the Board of Regents, August 3, 1964; para. .102M; .103M; .104M; .105M; .106M; .107M; .108M; .109M; .110M; .111M; .112M; .113M.



Policies, Rules and Regulations

Chapter Name: Facilities: Acquisition, Disposal, Improvement and Use
Chapter No. 13.1.5
Issue: Physical Plant Facilities Maintenance
Effective Date: 12.14.18

Policy Statement

The Physical Plant Director of Facilities Maintenance shall have the authority to determine means and methods used for maintenance and operation of University facilities, buildings, and equipment including, but not limited to, type of equipment used, space temperature parameters, and code applicability.

Implementation

Routine maintenance is the service performed by the Physical Plant staff to preserve a part or all of a facility from failure or decline or to return a facility to its original value without changing the purpose or program for which it was designed.

Cost of routine maintenance is a part of the operating budget for the facility.

Maintenance projects costing \$25,000 or more are classified as asset preservation/deferred maintenance projects.

Materials and equipment are procured in accordance with purchasing policies and procedures, and invoices are paid through normal accounting procedures.

A routine maintenance project is defined as a planned project making use of one or more maintenance departments, and with a total project cost of less than \$25,000.

The Physical Plant shall have the authority to prohibit installation of any equipment which is not compatible with existing building systems, building infrastructure, or does not comply with applicable codes or regulations, including but not limited to, those of the National Fire Protection Association (NFPA), the National Electric Code (NEC), and the Michigan Occupational Safety and Health Administration (MiOSHA).

The Physical Plant shall have the authority to establish operational parameters for EMU buildings and equipment, including but not limited to, building/room heating setpoints, cooling setpoints, ventilation rates, lighting levels, lighting color, paint colors, and flooring material.

Violation

Departments or employees who make modifications to the facilities or install equipment without receiving written approval from the Physical Plant Director of Facilities Maintenance shall be responsible for all expenses required to restore the Facilities for proper operation.

Authority for Creation and Revision

Minutes of the Board of Regents, August 3, 1964; para. .102M; .103M; .104M; .105M; .106M; .107M; .108M; .109M; .110M; .111M; .112M; .113M.

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: E
DATE:
December 14, 2018

RECOMMENDATION

APPOINTMENT OF EAGLE ADMINISTRATIVE SERVICES BOARD MEMBERS

ACTION REQUESTED

In accordance with the Eagle Administrative Services By-Laws, Article III, Section 3.2, it is recommended that the Board of Regents appoint Regent Mike Hawks to serve a two-year term on the Eagle Administrative Services Board from January 1, 2019 – December 31, 2020 and Regent Eunice Jeffries to serve a two-year term on the Eagle Administrative Services Board from January 1, 2019 – December 31, 2020.

STAFF SUMMARY

Not applicable

FISCAL IMPLICATIONS

Not applicable

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.



University Executive Officer
Vicki Reaume

12-14-18

Date

RESOLUTION

Recognition of the Women's Cross Country Team and MAC Coach of the Year Sue Parks

WHEREAS, the Eastern Michigan University Women's Cross Country Team won the 2018 Mid-American Conference championship, its fourth consecutive championship in the past four years, and fourth in its history; and,

WHEREAS, Natalie Cizmas won the individual championship to become the fourth Eagle in five years to capture the individual title, and,

WHEREAS, Sydney Meyers placed fourth and joined Cizmas in earning First Team All-MAC honors, and both competed in the NCAA Championships; and,

WHEREAS, Emily Smith finished in the top 15 and earned Second-Team All-MAC honors; and,

WHEREAS, Head Coach Sue Parks was named MAC Coach of the Year for the fourth consecutive year.

NOW, THEREFORE BE IT RESOLVED that the Eastern Michigan University Board of Regents congratulates the Women's Cross Country Team and Head Coach Sue Parks and commends them for the honor and distinction they have brought to themselves as well as to Eastern Michigan University.

December 14, 2018

RESOLUTION

Recognition of Frank Sickelsmith as the Distinguished Speaker for Winter 2018 Commencement

WHEREAS, Frank Sickelsmith has graciously accepted the opportunity to serve as the Distinguished Speaker for Eastern Michigan University's 2018 Winter Commencement;

WHEREAS, Mr. Sickelsmith is the Global Director of Brand Development and Strategic Partnerships for the Autogrill Group, the world's leading provider of food and beverage services for travelers;

WHEREAS, he has built a successful career managing global relationships with strategic brand partners, while collaborating with regional teams to find new partnerships with potential for global expansion;

WHEREAS, Mr. Sickelsmith is a proud alumnus of Eastern, having earned a bachelor's degree in Interdisciplinary Studies with a focus on French, International Relations, and Advertising.

WHEREAS, he personifies the Eastern experience, where our graduates are prepared with relevant skills and real world awareness, and are ready to make a difference in businesses, organizations, and communities around the world.

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents congratulates Frank Sickelsmith and commends him for the honor and distinction he has brought to himself as well as to Eastern Michigan University.

December 14, 2018

RESOLUTION

Recognition of Michael Morris

WHEREAS, Michael Morris honorably served as Chairman of the Eastern Michigan University Board of Regents from 2015-2017, as Vice Chair, and as a member of the Board for sixteen years, with an extraordinary commitment of time, energy and passion; and,

WHEREAS, he served as Chair of the Finance, Audit and Investment Committee, Chair of the Personnel and Compensation Committee, Vice Chair of the Educational Policies Committee, and as a member of the Audit Committee; and,

WHEREAS, Regent Morris is a proud two-time graduate of Eastern Michigan University, receiving both his bachelor's and master's degrees in biology; served as commander of the ROTC Brigade during his graduate years; and in 1995, received the university's Distinguished Alumnus Award; and,

WHEREAS, he earned a juris doctorate from the Detroit College of Law and has had a distinguished career, serving as a Chairman and CEO of American Electric Power, Chairman, President, and CEO of Northeast Utilities System, and President and CEO of Consumers Energy.

NOW, THEREFORE, BE IT RESOLVED, that the Eastern Michigan University Board of Regents thanks Michael Morris for his immeasurable contributions and commends him for the honor and distinction he has brought to himself as well as to Eastern Michigan University; and,

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Board of Regents at Eastern Michigan University confers upon Michael Morris the title "Regent Emeritus," with all the rights, honors and privileges thereto.

December 14, 2018

Eastern Michigan University Board of Regents
2019 Meetings

Thursday, February 7

Tuesday, April 23

Thursday, June 13

Friday, October 25

Friday, December 13

President's Report
EASTERN MICHIGAN UNIVERSITY
Board of Regents Meeting
December 14, 2018

Mr. Chairman and Distinguished Members of the Board of Regents:

We have much to celebrate as we approach the end of the fall semester. Number one is Commencement Day tomorrow. Nearly 1,700 students are receiving degrees this semester. That includes 1,303 undergraduate students along with 374 graduate students, including 16 doctoral candidates. In addition, graduates from August also are eligible to participate, adding another 800 graduates. The Convocation Center will be packed with our graduating students and their families.

Prominent businessman and Eastern Michigan alumnus Frank Sickelsmith is our commencement speaker. He is the Global Director of Brand Development and Strategic Partnerships for the Autogrill Group. We encourage everyone to join us at 9:30 a.m. tomorrow for this rewarding celebration of student achievement.

We also are midway through finals week – and I know our students are working diligently to wrap up the semester. Our outstanding faculty leads the way in guiding students through this important step every year, and I thank them for their expertise, their care and their dedication.

I am always proud to share recognition Eastern receives. Here are some recent accolades since the October Board of Regents meeting:

- For the 15th consecutive year, The Princeton Review has named our College of Business among the best in the nation;
- The MBA in International Business has been recognized as one of the nation's best for its global emphasis by OnlineMBA.com, and is the only university named in Michigan in this category;
- Eastern's Clinical Research program, which ranks high in many assessments, was ranked seventh in the nation by OnlineMasters.com and is the only clinical research program ranked in the state of Michigan;
- Eastern's chapter of Beta Alpha Psi, a national accounting honors organization, was again recognized internationally as a superior chapter.

In addition to those accolades, other recent academic and University achievements include these highlights:

- Dr. Tsu-Yin Wu, professor of Nursing, received a federal grant of nearly \$3 million to lead a broad effort to improve the health of Asian Americans in the Michigan counties of Wayne and Kent. Dr. Wu will serve as principal investigator on a cooperative agreement with the Centers for Disease Control and Prevention (CDC) and lead a team of co-investigators, including EMU faculty members Dr. Alice Jo Rainville and Dr. Olivia Ford from Nutrition and Dietetics, and Dr. Xining Yang from Geography and Geology.

- The College of Health and Human Services held its second annual Interprofessional Education Day on Nov. 16. Eastern students from a variety of integrated health care disciplines confronted challenging scenarios during a day of patient simulations and teachable moments at St. Joseph Mercy Ann Arbor Hospital and at Rackham.
- Eastern hosted 450 middle school girls from across metro Detroit for the eighth annual Digital Divas event hosted by the College of Technology. The program featured hands-on activities in cyber security, coding, chemistry, drones, robotics, and other technology-based areas.
- And, in fundraising, we set a single-day giving record for the #GIVINGTRUEDAY campaign on Nov. 28, bringing in more than \$875,000 through a combination of grassroots fundraising, collaboration with campus community and major gifts. We surpassed our goal of a half-million-dollars.

One of Eastern's signature events will take place early in the new year. The annual celebration of the life of Dr. Martin Luther King will take place from January 17-22, with a keynote address by CNN political commentator Keith Boykin on Monday, January 21. For the complete schedule and details, please visit the website at www.emich.edu/mlk.

Tomorrow, our football student athletes, band members, and cheer team will experience what for many is a once-in-a-lifetime experience – participating in a bowl game. Tomorrow's Raycom Media Camellia Bowl features the Eagles vs. Georgia Southern in Montgomery, Alabama. Game time is 5:30 p.m.– the game will be nationally televised on ESPN. Congratulations to Coach Creighton, the coaching staff, all of the athletes, and particularly our faculty and staff who help prepare all of our students for moments in their lives such as this. Go Eagles!

As we approach the conclusion of today's meeting, I would like to acknowledge Regent Michael Hawks, who has been appointed to a second term on the Board of Regents. I also would like to acknowledge incoming Regent Rich Baird who begins his term in January.

Finally, I would like to acknowledge the dedication and commitment of one of Eastern's finest graduates, Regent Mike Morris. Regent Morris is a two-time graduate of Eastern with both bachelor's and master's degrees. He also received a juris doctorate degree from the Detroit College of Law. A nationally-recognized energy executive, Regent Morris has served on the Board of Regents for two terms -- from 1997 to 2004 and again from 2011 to today, and served as Chair for three years. Today marks his final Board meeting as a Regent and I want him to know how much I value his leadership and friendship, and I speak for many in acknowledging the powerful impact he has had on Eastern over the years. Thank you, Mike.

Other accomplishments are listed in the Appendix to this report on the University website. Thank you, Chairman Webb.

James M. Smith, Ph.D.
President

Of Note

- Students who have earned an **associate nursing degree at Henry Ford College can transfer their credits to Eastern** under an agreement announced Oct. 31. The agreement was a joint effort between Eastern's School of Nursing and HFC's School of Health and Human Services.
- The new **Eagle Engage Corps pilot program** focuses on efforts to re-engage current and former Eastern undergraduate students who started at EMU but were unable to continue due to financial challenges. The program combines student debt forgiveness and public service to give students another opportunity to finish their degrees.
- The November episode of **EMU Today** featured the award-winning **Forensics** program, one of the best programs in the Nation, and Eastern's partnerships with community colleges. The program can be seen on Eastern's YouTube channel and on Xfinity on Demand.

Events

- **MLK Week**, Eastern's annual celebration of the life and legacy of Dr. Martin Luther King, Jr. will be held Jan. 17-22. The keynote speaker will be CNN political commentator Keith Boykin.
- The **EMU Theatre** presented "James and the Giant Peach," directed by Dr. Christine Tanner, on Nov. 30 – Dec. 9
- The **Alumni Association** held its annual "**Lights Before Christmas**" event at the Toledo Zoo on Nov. 17.
- A **Veterans Day reception** was held on Nov. 8 at the Lt. Colonel Charles S. Kettles Military and Veteran Services Resource Center in honor of Eastern's student, faculty, and staff veterans.
- The **Fall Career Fair** was held on Nov. 7, bringing together Eastern students and a wide range of employers.

Athletics

- Cross Country (Women): The women's cross country team won its **fourth consecutive Mid-American Conference Championship**.
- Cross Country (Women): **Natalie Cizmas, Madison Distelrath, Sydney Meyers, and Ashleigh Simonis** were named to the Academic All-MAC team.
- Cross Country (Men): **Ian Cook, Solomon Costa, Phoenix Myers, and Austin Wicker** earned **Academic All-MAC honors**.
- Football (Men): **Blake Banham** and **Mike Van Hoven** were named Google Cloud Academic All-District by the College Sports Information Directors of America (CoSIDA).
- Football (Men): Ten student-athletes were named to **All-Mid-American Conference Teams**, the second-most in program history. The students honored were **Blake Banham, Vince Calhoun, Maxx Crosby, Jeremiah Harris, Brody Hoying, Jake Julien, Jimmy Leatiota, Steve Nielsen, Pat O'Connor, and Kyle Rachwal**.
- Football (Men): The EMU football team will take on Georgia Southern University in the **2018 Raycom Media Camellia Bowl** on Dec. 15 in Montgomery, Alabama.
- Soccer (Women): **Marla Cobetto, Mia Colavito, Mikayla Cupp, Alia Frederick, Aubry Martin, Sabrina McNeill, Kristin Nason, Madeline Olson, Tessa Osborne, and Kaylin Williams** were named **Academic All-MAC**.
- Soccer (Women): **Kristin Nason** named to the **Google Cloud Academic All-District First Team**, and to the **Google Cloud All-America Third Team** by the College Sports Information Directors of America (CoSIDA).
- Soccer (Women): **Sabrina McNeill** was named to the **United Soccer Coaches All-Midwest Second Team**.
- Soccer (Women): **Sabrina McNeill** garnered **All-MAC First Team** honors and **Kristin Nason** was named to the **All-MAC Second Team**.
- Volleyball (Women): The EMU volleyball team made history by winning the program's first-ever **MAC Championship**, earning its **first NCAA Tournament appearance** in program history.

- **Volleyball (Women): Cassie Haut, Alyssa LaFace, and Jordan Smith** were named to the **All-MAC First Team**.
- **Volleyball (Women): Cassie Haut, Alyssa LaFace, Mallory Rajewski, Camille Schomer, and Jordan Smith** were named to the **Academic All-MAC team**.
- **Volleyball (Women): Alyssa LaFace** was named to the **American Volleyball Coaches Association (AVCA) All-Region team**. She is the first to receive the honor since 2002.
- **EMU student-athletes** posted a **Graduation Success Rate (GSR) of 85 percent**, an increase of two points over last year, and a 13-point jump from 2010-11.