

Minutes of a Special Meeting of the
Ferris State University Board of Trustees
Friday, September 9, 2005

1. Call to Order and Roll Call

A special meeting of the Ferris State University Board of Trustees was held on Friday, September 9, 2005 in the classroom of the Katke Clubhouse, Ferris State University campus, Big Rapids, Michigan. Interim Chair R. Thomas Cook called the meeting to order at 9:30 a.m. In addition to Interim Chair Cook, the following individuals were present: Gregory L. Patera, Gary L. Granger, George J. Menoutes, and Ronald E. Snead; Arthur L. Tebo and Olga G. Dazzo (via teleconference); University President David L. Eisler; Vice President Richard P. Duffett; University General Counsel Miles J. Postema; Board Counsel Fredric N. Goldberg; Recording Secretary to the Board Karen K. Paine; and members of the University community. Trustee James K. Haveman was absent with prior notification.

Motion to Amend

It was moved by Trustee Menoutes, supported by Trustee Snead, and unanimously carried that the Board of Trustees amend its agenda for today's meeting by the following:

Add New Item 3e. Contract/Agreement with International Training Fund

2. Hearing of the Public

Professor Fred Wyman extended his appreciation to President Eisler for responding and developing a plan for helping the students that were displaced because of the Hurricane Katrina disaster. President Eisler provided an overview of how the University is approaching the situation and their response. A copy of the University's response is located in the official file for this meeting, and can also be found on the University's website.

Professor Wyman reported that only one other institution in Michigan has reported providing assistance, and that is Madonna University (from Livonia, Michigan). Professor Mike Ryan reported that, on behalf of the Ferris Faculty Association, they are ready and willing to work with the University in support of this cause.

No one else responded to Interim Chair Cook's invitation to address the Board.

3a. Grant Awards

i. Accelerated Health Care Career Training Award – Nursing

President Eisler provided an introduction of this item. Dean Jackie Hooper provided an overview of the grant award and how the funding will be utilized.

ii. Accelerated Health Care Career Training Award – Respiratory Care

Dean Jackie Hooper provided an overview of the grant award and how the funding will be utilized. She extended her appreciation to Dean Don Green for his assistance in making this project happen.

Dean Green extended his appreciation to Dean Hooper and provided further information on the University's benefit of this project to the students.

iii. Carl D. Perkins Vocational and Technical Education Grant

President Eisler provided a brief overview of this annual grant award, which exceeds the amount necessary for Board approval.

It was then moved by Trustee Patera, supported by Trustee Snead, and unanimously carried that the Board of Trustees approves the following Resolutions:

3a.i. Accelerated Health Care Career Training Award – Nursing

“WHEREAS, on August 12, 2005 the College of Allied Health Sciences was notified that it had been awarded an Accelerated Health Care Training Grant in Nursing by the Michigan Department of Labor and Economic Growth and Michigan Department of Community Health in the amount of \$302,187; and,

WHEREAS, receipt of the funding will enable the College to create the Institute for Clinical Instruction in Nursing to address the nursing faculty shortage by developing and implementing an education program that will train 12 staff nurses to serve as clinical faculty and creating a web-based data management system to track availability of qualified clinical faculty to teach in one of nine undergraduate nursing programs in Western Michigan; and,

WHEREAS, the Michigan Department of Labor and Economic Growth and Michigan Department of Community Health requires the University to enter into a Fiduciary and Training Agreement with St. Mary's Health Care prior to budget allocation; and,

WHEREAS, Board approval is required to accept this grant in the amount of \$302,187, and to enter into a Fiduciary and Training Agreement, pursuant to Board-approved Contracting Policy, section 4-102.

WHEREAS, \$132,962 of the grant amount is required to be provided as matching funds by Ferris State University.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby authorizes President David L. Eisler, or his designee, to accept the Accelerated Health Care Training Grant award in Nursing from the Michigan Department of Labor and Economic Growth and Michigan Department of Community Health on behalf of the Board of Trustees, in the amount of \$302,187.

BE IT FURTHER RESOLVED that upon legal review and approval, President David L. Eisler, or his designee, is hereby authorized to execute the Fiduciary and Training Agreement with St. Mary's Health Care and to administer the grant award in accordance with applicable Board-approved Contracting Policy, Section 4-104, as it relates to contracts and grants-in-aid.

BE IT FURTHER RESOLVED that the required matching funds will be provided by the office of the Vice President for Academic Affairs."

3a.ii. Accelerated Health Care Career Training Award – Respiratory Care

"WHEREAS, on August 12, 2005 the College of Allied Health Sciences was notified that it had been awarded an Accelerated Health Care Training Grant in Respiratory Care by the Michigan Department of Labor and Economic Growth and Michigan Department of Community Health in the amount of \$293,910; and,

WHEREAS, receipt of the funding will enable the College to purchase equipment and supplies specifically for the Grand Rapids campus and hire faculty to teach two back-to-back 18-month programs that will prepare a total of 48 respiratory care graduates to meet the workforce need for respiratory therapists in the Grand Rapids metropolitan area; and,

WHEREAS, the Michigan Department of Labor and Economic Growth and Michigan Department of Community Health requires the University to enter into a Fiduciary and Training Agreement with St. Mary's Health Care prior to budget allocation; and

WHEREAS, Board approval is required to accept this grant in the amount of \$293,910, and to enter into a Fiduciary and Training Agreement, pursuant to Board-approved Contracting Policy, section 4-102; and,

WHEREAS, \$129,204 of the grant amount is required to be provided as matching funds by Ferris State University.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby authorizes President David L. Eisler, or his designee, to accept the Accelerated Health Care Training Grant award in Respiratory Care from the Michigan Department of Labor and Economic Growth and Michigan Department of Community Health on behalf of the Board of Trustees, in the amount of \$293,910.

BE IT FURTHER RESOLVED that upon legal review and approval, President David L. Eisler, or his designee, is hereby authorized to execute the Fiduciary and Training Agreement with St. Mary's Health Care and to administer the grant award in accordance with applicable Board-approved Contracting Policy, Section 4-104, as it relates to contracts and grants-in-aid.

BE IT FURTHER RESOLVED that the required matching funds will be provided by available funds from Ferris State University-Grand Rapids."

3a.iii. Carl D. Perkins Vocational and Technical Education Grant

“WHEREAS, on July 29, 2005 the University received notification from the Michigan Department of Labor & Economic Growth that they had been awarded a grant in the amount of \$408,312 through the Carl D. Perkins Vocational and Technical Education Act; and,

WHEREAS, the term of this grant is from July 1, 2005 through June 30, 2006; and,

WHEREAS, Board approval is required to accept this grant in the amount of \$408,312, pursuant to Board-approved Contracting Policy, section 4-102.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby authorizes President David L. Eisler, or his designee, to accept the grant award through the Carl D. Perkins Vocational and Technical Education Act from the Michigan Department of Labor and Economic Growth on behalf of the Board of Trustees, in the amount of \$408,312.

BE IT FURTHER RESOLVED that President David L. Eisler, or his designee, is hereby authorized to administer the grant award in accordance with applicable Board-approved Contracting Policy, Section 4-104, as it relates to contracts and grants-in-aid and per the requirements of the Carl Perkins Vocational and Technical Education Act of 1998.”

Trustee Dazzo extended her congratulations to all who worked on obtaining these grant awards.

3b. Professional Services Contract – RPA, Inc.

President Eisler provided information regarding the challenges relative to the College of Technology Dean search. He provided an overview of RPA, Inc., his experience in working with them, and the services that they will provide.

In response to an inquiry from Trustee Tebo, President Eisler reported that in his experience, this firm has never exceeded their projected costs for a search. In response to an inquiry from Trustee Menoutes, President Eisler reported that he did not expect their expenses to be substantial, likely less than \$1,000. Board Counsel Goldberg reported that typically, dollar limits are not utilized in contract language; rather, contract language including “reasonable” expenses, and resolutions that provide that the contracts are subject to legal review and approval help to establish the oversight necessary for travel and other expenses. Chair Cook reported that the nature of these specialized, reputable search firms is that their reputations are of such importance that it would be to their disadvantage to submit any unreasonable charges to their clients. In response to an inquiry from Trustee Granger, President Eisler reported that any new or existing Engineering degree programs are under the supervision of the College of Technology Dean, and there will be multiple areas of expertise to consider during this search.

It was then moved by Trustee Patera, supported by Trustee Dazzo, and unanimously carried that the Board of Trustees approves the following Resolution:

“WHEREAS, since the resignation of the University’s former Dean of the College of Technology on March 24, 2004, the duties of the Dean of the College of Technology have been assumed by two Interim Deans: Charles Matrosic until July 29, 2005 and currently by Dr. Thomas Oldfield; and,

WHEREAS, President David L. Eisler has determined that an executive search will be performed to fill the position of the Dean of the College of Technology (“COT”); and,

WHEREAS, the firm of RPA, Inc. has proven effective in terms of locating well-qualified candidates for deanships; and,

WHEREAS, President David L. Eisler has determined that utilizing the services of the executive search firm of RPA, Inc. to assist with certain aspects of the search for the new Dean of the College of Technology (the “COT Dean Search”) will be in the best interest of the University; and,

WHEREAS, President David L. Eisler wishes to enter into a contract with RPA, Inc. for services to be provided to the University in connection with the COT Dean Search; and,

WHEREAS, contracting for these services requires full Board approval, in accordance with the Board-approved Purchasing Policy, Section 4-205, as it relates to professional services contracts, and Board-approved Contracting Policy, Section 4-102.

NOW THEREFORE BE IT RESOLVED that in accordance with Board-Approved Purchasing Policy, and Board-Approved Contracting Policy, President David L. Eisler is hereby authorized to execute a contract with RPA, Inc., upon appropriate legal review, at a cost not to exceed \$33,000 for fees, plus expenses.

BE IT FURTHER RESOLVED that funding for this contract shall be provided through University Central Funding.”

3c. Classroom Renovation Project

President Eisler provided an overview of this project, on which some work has been completed, but is now approaching the projected cost limit for Board approval. In response to an inquiry from Trustee Tebo, President Eisler reported that the administration is not only within the budgeted cost for the project (\$1 million), but are currently projected below it. They will return to the Board for additional funding approval only if necessary. In response to an inquiry from Trustee Dazzo, the time period of this project is for the current academic year, in the amount of \$800,000. In response to an inquiry from Trustee Snead, President Eisler reported that this is not a part of the IRC renovation project.

It was then moved by Trustee Granger, supported by Trustee Patera, and unanimously carried that the Board of Trustees approve the following Resolution:

“WHEREAS, as a result of a significant University-wide strategic planning effort, Ferris State University identified six task forces to study various issues impacting the University, one of which was charged with evaluating all classroom space on the Big Rapids campus, soliciting campus input and making recommendations for improvements; and,

WHEREAS, in response to the report of the task force, an implementation committee was appointed and charged with devising a plan for classroom improvements and renovations (the “classroom renovation project”); and,

WHEREAS, this project strongly supports the Ferris State University mission to be a national leader in providing opportunities for innovative teaching and learning in career-oriented, technological and professional education; and,

WHEREAS, Board of Trustees approval to move forward with this project is required pursuant to Board-approved Purchasing policy, Section 4-205, Matters Reserved to the Board, as it relates to capital construction services and professional services contracts.

NOW THEREFORE BE IT RESOLVED that the Vice President for Administration and Finance or his designee, is hereby authorized to proceed with the retention of necessary construction, professional, and other services, including the negotiation of and entering into contracts for the design, construction, installation and renovation of facilities included in the classroom renovation project, in accordance with Board policy, at a total project cost not to exceed \$800,000.

BE IT FURTHER RESOLVED that funding for the classroom renovation project will be provided from existing renovation funds and cost savings at the University.”

3d. Slate of Candidates for Ferris Foundation Board

President Eisler extended his appreciation of the excellent work of the Foundation. He provided a brief background of Lt. Col. Morris and reported that Lt. Col. Morris has full support of the Ferris Foundation.

In response to an inquiry from Trustee Menoutes, Vice President Duffett provided a brief overview of the Ferris Foundation structure, members and terms. He will provide the Trustees with a current list of the Foundation’s Board of Directors. Vice President Duffett extended his appreciation to Assistant Vice President Carla Miller for her assistance.

It was then moved by Trustee Tebo, supported by Trustee Dazzo, and unanimously carried that the Board approve the following Resolution:

“WHEREAS, Section 4.04 of the "Restated Bylaws of the Ferris Foundation" (hereinafter "Restated Bylaws") provide that there will be a minimum of 13 and a

maximum of 40 directors of the Ferris Foundation (hereinafter "Foundation") Board of Directors (hereinafter "Directors"); and,

WHEREAS, the maximum allowable number of Directors has not yet been attained, allowing for the election of additional Directors pursuant to Section 4.05 of the Restated Bylaws; and,

WHEREAS, the Ferris Foundation Board has approved the slate of names for addition to the Board of Directors, consisting of one individual, Lt. Col. David W. Morris of Battle Creek, Michigan.

NOW THEREFORE BE IT RESOLVED that the approved slate is hereby accepted by Ferris State University's Board of Trustees."

3e. Contract/Agreement with International Training Fund

President Eisler provided an introduction of this item. Dean Roberta Teahen provided an overview of the United Association, the type of curriculum development services that the University will provide in this contract, and indicated it will be necessary to hire a temporary curriculum coordinator.

It was then moved by Trustee Tebo, supported by Trustee Patera, and unanimously carried that the Board of Trustees approves the following Resolution:

"WHEREAS, the United Association of Plumbers and Pipefitters ("UA"), an international skilled trade union, has requested curriculum development services from the Corporate and Professional Development office, University Center for Extended Learning ("CPD"); and

WHEREAS, the requested curriculum development services include the development of instructor and participant guides, lesson plans, assignment sheets, lab exercise sheets, and module testing tools for the development of a five-year HVAC Service Technician Apprenticeship program; and,

WHEREAS, in response to this request, the CPD wishes to enter into a contract with the United Association's International Training Fund for these curriculum development services for the duration of twelve months from time of signing for a project payment amount of \$256,876 plus required travel, paid to CPD; and,

WHEREAS, Board approval to enter into this contract is required pursuant to Board-approved Contracting Policy, Section 4-102.

NOW THEREFORE BE IT RESOLVED that in accordance with Board-approved Contracting Policy, Section 4-103, the Vice President for Administration and Finance, or his designee, is hereby authorized to execute a contract between Corporate & Professional Development of Ferris State University and International Training Fund, upon appropriate legal review and approval of the form of contract, providing for a project payment amount to CPD of not less than \$256,876, plus reimbursement for costs of required travel."

4. Informational Item – President's Quarterly Expenses

No additional information was requested regarding this item.

5. Hearing of the Public

President Eisler provided a brief update on the status of the state budget at this time. He will keep the Trustees posted as further information develops.

Interim Chair Cook extended his appreciation to Trustee Tebo for allowing him to serve as Interim Chair for this meeting, and for the attendance of Trustees Tebo and Dazzo by teleconference. He extended, with support of all Trustees, his appreciation for all the excellent work done on our enrollment. President Eisler reported that this fall the enrollment is up by 743 students from last fall.

No one else responded to Interim Chair Cook's invitation to address the Board.

6. Adjournment

At 9:58 a.m., it was moved by Trustee Snead, supported by Trustee Menoutes, and unanimously carried that the Board adjourn.

Approved by



R. Thomas Cook
Interim Chair

Submitted by

Karen K. Paine
Recording Secretary