

**RECOMMENDATIONS
TO THE BOARD OF TRUSTEES
NORTHERN MICHIGAN UNIVERSITY
MARQUETTE, MICHIGAN**

DATE: MAY 1-2, 2003

A. Approval of Minutes of Previous Meetings:

1. That the minutes of the meeting of the Board held on December 12-13, 2002, be approved. ([Backup](#))
2. That the minutes of the Annual Retreat meeting of the Board held on February 13-14, 2003, be approved. ([Backup](#))
3. That the minutes of the Special Meeting of the Board held on April 8, 2003, be approved. ([Backup](#))

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B. Gifts, Grants, Agreements and Contracts:

1. A gift to the Art and Design Department from Stuart Goode, New York, New York, four paintings by Allison Lasley (appraised value: \$3,000).
2. A gift to the Athletics Department from Scooters Motor Sports, Marquette, Michigan, a Skidoo Rev 600 Snowmobile (appraised value: \$7,049).
3. A gift to the Engineering Technology Department from Pioneer Surgical Technology, Marquette, Michigan, assorted materials including titanium, nitronic, stainless steel, and gall tough in round bar stock length (appraised value: \$5,517.67).
4. A gift to the Engineering Technology Department from Team Tech Motorsports, Saginaw, Michigan, one off-road vehicle seat for student project (appraised value: \$225).
5. A gift to the Technology and Occupational Sciences Department from Mr. and Mrs. Fred Cairati, Marquette, Michigan, a 1990 Honda Civic (appraised value: \$1,800).
6. A gift to the Technology and Occupational Sciences Department from The Peninsula Bank, Ishpeming, Michigan, a 1992 Dodge Dynasty (appraised value: \$1,000).
7. A gift to the Technology and Occupational Sciences Department from Lake Superior Christian Church, Marquette, Michigan, a 1992 Ford Aerostar Van (appraised value: \$1,000).
8. A gift to the Technology and Occupational Sciences Department from Patricia Ann Brady, Marquette, Michigan, a 1988 Nissan Sentra (appraised value: \$1,000).
9. A gift to the Technology and Occupational Sciences Department from Mr. Wrecker, Marquette, Michigan, a 1991 Buick (appraised value: \$1,000).
10. A gift to the Technology and Occupational Sciences Department from Kenneth Lee Koltvedt, Marquette, Michigan, a 1989 Honda Accord (appraised value: \$1,000).

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B. Gifts, Grants, Agreements and Contracts (continued):

11. A gift to the Technology and Occupational Sciences Department from Leonard and Lillian Heldreth, Marquette, Michigan, a 1991 Isuzu Stylus (appraised value: \$1,000).
12. A gift to the Technology and Occupational Sciences Department from Suzanne Banton, Marquette, Michigan, a 1990 Subaru Wagon (appraised value: \$900).
13. A gift to the Theatre Department from Richard Wester, Pride Printing, Marquette, Michigan, 525 mousepads (appraised value: \$820.05).
14. The Television Community Service grant from the Corporation for Public Broadcasting for WNMU-TV, in the amount of \$545,998, for the period October 1, 2002, through September 30, 2004, under the direction of Mr. Scott Seaman.
15. The grant from the Michigan Department of Education for vocational/technical education program improvement activities, in the amount of \$350,002, for the time period July 1, 2002, through June 30, 2003, under the direction of Dr. Mark Curtis.
16. The Radio Community Service Grant from the Corporation for Public Broadcasting, in the amount of \$172,319, for the period October 1, 2002, to September 30, 2004, under the direction of Mr. Scott Seaman.
17. The grant from the Michigan State Department of Consumer and Industry Services, Michigan Council for Arts and Cultural Affairs, to document on digital video the oral history traditions of the Lac Vieux Desert Band of Lake Superior Chippewa, in the amount of \$23,200, with cash matches from Federal Work Study in the amount of \$11,760, and the NMU Sociology Department and UP North Films in the amount of \$14,175, for a total cash match of \$25,935, and an In-Kind University match of \$42,155 (NMU and Lac Vieux Desert match), for a total grant of \$91,290, for the period October 1, 2002, through September 30, 2003, under the direction of Dr. Michael Loukinen.
18. The grant from the Michigan Department of Education to conduct motorcycle safety classes throughout the Upper Peninsula, in the amount of \$75,000, for the period October 1, 2002, through September 30, 2003, under the direction of Ms. Kristine Martin.

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B. Gifts, Grants, Agreements and Contracts (continued):

19. The Television Local Service grant from the Corporation for Public Broadcasting for WNMU-TV in the amount of \$35,324, for the time period October 1, 2002, through September 30, 2004, under the direction of Mr. Scott Seaman.
20. The grant from the Economic Development Corporation to train employees at the Louisiana-Pacific Corporation in Newberry, in the amount of \$25,001, with a cash/In-Kind Louisiana-Pacific Corporation-Newberry match of \$10,200, for a total award of \$35,201, under the direction of Mr. Joseph Holman, for the time period December 1, 2002, through December 30, 2003.
21. The contract between the Michigan Department of State and Northern Michigan University to provide and evaluate the role-playing program at Fort Wilkins Historic Complex, in the amount of \$17,000, for the period December 4, 2002, through September 30, 2003, under the direction of Dr. Russell Magnaghi.
22. The Television Interconnection grant from the Corporation for Public Broadcasting for WNMU-TV, in the amount of \$12,392, for the period October 1, 2002, through September 30, 2003, under the direction of Mr. Scott Seaman.
23. The grant from the Society for the Psychological Study of Social Issues (SPSSI) to conduct a study examining whether two-year-old children show memory distortion of material contrasting with traditional gender stereotypes, in the amount of \$1,400, under the direction of Dr. Maya Sen.

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C. Personnel Actions:

1. That the Provost be authorized to provide final approval on adjunct and term faculty appointments.
2. That James W. Moore be appointed to the position of Head Volleyball Coach, effective January 8, 2003.
3. That the following faculty members be promoted to the rank of Full Professor effective August 20, 2003:

Dr. David Donovan
Physics

Dr. Diane Sautter
English

Dr. Alan Rebertus
Biology

Dr. Helen Kahn
Communication Disorders

Dr. Melissa Hearn
English

4. That the following faculty member be promoted to the rank of Associate Professor effective July 1, 2003:

Prof. Marcus Robyns
Archives

5. That the following faculty members be promoted to the rank of Associate Professor effective August 20, 2003:

Dr. Cecelia Pang
Communication and Performance Studies

Dr. Mark Paulsen
Chemistry

Dr. Stephen Grugin
Music

Dr. Aura Syed
Political Science

Dr. Susan Martin
Modern Languages and Literatures

Prof. Kevin McDonough
Library

Prof. Katherine Hanson
English

Prof. Kristi Robinia
Practical Nursing

Dr. Sujay Datta
Mathematics and Computer Science

Prof. Barbara Coleman
HPER

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C. Personnel Actions (continued):

6. That the following faculty members be promoted to the rank of Assistant Professor effective August 20, 2003:

Prof. Christine Ostwald
College of Business

Prof. Karin Stulz
College of Business

7. That the following faculty member be granted tenure effective July 1, 2003:

Prof. Marcus Robyns
Archives

8. That the following faculty members be granted tenure effective August 20, 2003:

Prof. Sam Chung
Art and Design

Prof. Katherine Hanson
English

Dr. Steven Leuthold
Art and Design

Dr. Sujay Datta
Mathematics and Computer Science

Dr. Cecelia Pang
Communication and Performance
Studies

Dr. Mark Paulsen
Chemistry

Dr. Stephen Grugin
Music

Dr. Aura Syed
Political Science

Dr. Susan Martin
Modern Languages and Literatures

Prof. Kevin McDonough
Library

Dr. Alan Rebertus
Biology

9. That Dr. Gary Brunswick, Director-Business Affairs, College of Business, be promoted to the rank of Professor in the College of Business effective August 20, 2003.

10. That Deborah Peterson, Technology and Occupational Sciences, be promoted to the rank of Associate Professor-TAS effective August 20, 2003.

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D. Degrees:

1. That Mr. James P. Hackett, President and CEO of Steelcase, Inc., receive an Honorary Degree, Doctor of Business, at the May 2003 Commencement Ceremony. Mr. Hackett will also be the Commencement Speaker.
2. That the final list of the Fall 2002 graduates be approved. A copy of the list is on file with the Secretary of the Board of Trustees.
3. That the preliminary list of the Winter 2003 graduates be approved. A copy of the list is on file with the Secretary of the Board of Trustees.

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E. Property and Finance Items:

1. That the following revision to the authorized bank signatures be approved:

That the President and Vice President for Finance and Administration be authorized to establish checking and savings accounts for the purpose of conducting University business, and that the President, the Vice President for Finance and Administration, the Controller, the Associate Vice President for Finance and Planning, or the Director of Budget be authorized to endorse, for deposit or negotiation, any and all checks, drafts, bills of exchange, and orders for payment of money.

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F. Special Items:

1. The addition of a new diploma program, Local Corrections, effective Winter 2004.
2. That the following faculty members receive the 2003 NMU Distinguished Faculty Award:

Dr. Carol A. Bays, Professor
Department of English

Dr. David E. Cooper, Professor
Department of Philosophy

Dr. Kathleen O. Thompson, Professor
School of Nursing

3. That the following students receive the 2003 Board of Trustees Student Achievement Award:

Mr. Andy Hill
Ms. Chris Mosier
Ms. Carissa Waters

and that the following student receive the 2003 Board of Trustees Nontraditional Student Achievement Award:

Mr. Randy Carlisle

4. That the following individuals be appointed as board members for the following Public School Academies:

Bahweting Anishnabe Charter School

Mr. Thomas Luoma Expiration date: June 30, 2006

Burton Glen Charter School Academy

Ms. Linda Bailey Expiration date: June 30, 2006

North Star Public School Academy

Mr. Tom Feldhusen Expiration date: June 30, 2006

Ms. Lisa Mongiat Expiration date: June 30, 2006

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F. Special Items (continued):

Walton Charter School Academy

Mr. Fred Witmer

Expiration date: June 30, 2006

Ms. Tanda Knox

Expiration date: June 30, 2006

5. That the following revisions be made to the Northern Michigan University Board of Trustees Bylaws and Procedures, effective May 2, 2003 (~~Strikeover~~ deleted text – **Bold** new text):

BYLAWS: ARTICLE II - Meetings of the Board - 2.1.1

...The notice of meeting schedule and any changes to that schedule shall be posted at ~~two (2)~~ **three (3)** Board of Trustees posting areas: in the Cohodas Administrative Center outside the Board of Trustees Office on the sixth floor and in the first floor lobby; **and in the main entrance of the Services Building.** ...

BYLAWS: ARTICLE VI – ~~Appointments~~ **Personnel Actions**

Recommendations of the President on all **tenure-track** faculty and **executive-level** staff appointments, on faculty promotions and tenure actions, and on all terminations, ~~actions of tenure, leaves of absence, and retirements~~ require the formal approval of the Board. **The Provost is authorized to provide final approval of all other faculty appointments. The Board will approve an annual report of other non-faculty appointments.**

PROCEDURES: B. RECOGNITION

1. Retiring Board Chair **recognition may include a photo album and/or an appropriate university memento.**

- ~~a. The retiring Board Chair will receive a framed photo of the Board~~
~~b. The retiring Board Chair will receive a photo album and gavel plaque~~

2. Retiring from Service on the Board **recognition may include a resolution of appreciation presented at a Board meeting and future consideration for Trustee Emeritus Rank (description attached).**

- ~~a. Resolution of appreciation presented at a subsequent Board meeting~~
~~b. Trustee Emeritus Rank (Description attached)~~

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F. Special Items (continued):

6. That the following revisions be made to the Northern Michigan University Educational Assistance Plan to accommodate Reduction in Force 2003 or 2004, effective May 2, 2003. (**Bold** new text)

Article II – Definitions – 2.07

“Employee” means executives; senior administrators; senior management; academic department heads; **Deans** and coaches....

Article III – Eligibility – 3.02

Participants shall be considered to have left the employ of NMU if they are not employed at NMU on the first day of classes of the semester for which they apply for Benefits; NMU retirees **and former employees who terminate under the Reduction in Force 2003 or 2004 (RIF 2003 or RIF 2004)** continue to be Participants regardless of their employment status.

Article V – Limitations on Benefits – 5.05

Highly compensated Employees shall not **be** entitled to Benefits under this Plan in **greater** proportion to other Employees so as to render the Plan discriminatory, in accordance with Code Section 127(b)(2).

7. That the following resolution of the Board of Trustees of Northern Michigan University to formally designate NMU as a hybrid entity according to HIPAA regulations be approved:

**NORTHERN MICHIGAN UNIVERSITY
BOARD OF TRUSTEES
RESOLUTION**

Recitals

WHEREAS, a primary purpose of the Health Insurance Portability and Accountability Act (HIPAA) is to protect individually identifiable health information, and

WHEREAS, the United States Department of Health and Human Services has promulgated final privacy regulations (“the Final Privacy Rules”) for the use and

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F. Special Items (continued):

disclosure of protected health information that became effective April 14, 2003, and other proposed and final regulations that apply or will apply to HIPAA Covered Entities,

WHEREAS, the University is a Covered Entity subject to the Final Privacy Rules whose activities include both covered and non-covered functions,

WHEREAS, the University wishes to comply with the Final Privacy Rules by (i) declaring itself to be a Hybrid Entity with covered and non-covered components (ii) identifying and designating those Covered Components that are subject to the Final Privacy Rules, and (iii) adopting policies and procedures and taking other actions as appropriate to comply with the Final Privacy Rules and other applicable regulations,

WHEREAS, as part of its HIPAA compliance activities, the University has formed an organized health care arrangement (“OHCA”) for its health plans and may enter into additional OHCAs with Covered Entities that are not part of the University but that work with Covered Components in clinically integrated health care settings where individuals typically receive health care from more than one provider and providers participate in joint utilization review, quality assurance, peer review and credentialing activities.

WHEREAS, the President of the University has taken interim action to declare the University a hybrid entity and to designate Covered Components

Resolved

1. The President’s interim action to allowing the University to comply with HIPAA as a hybrid entity as of April 14, 2003, is hereby ratified and affirmed.
2. Northern Michigan University is designated and declared to be a Hybrid Entity within the meaning of the Final Privacy Rules.
3. The Covered Components within Northern Michigan University shall be as designated from time to time. Initially, the designated Covered Components are:
 - a. The Ada B. Vielmetti Health Center

F. Special Items (continued):

- b. The Self-Insured Health Plan (The “University Plan”) administered by the Human Resources Department, presently in conjunction with Blue Cross-Blue Shield of Michigan and SET/SEG, the NMU Section 125 Flexible Spending Medical Reimbursement Plan, and the fully insured Delta Dental, and MESSA Vision plans,
 - c. To the extent that they perform covered functions for or perform activities that would make them a business associate of the Ada B. Vielmetti Health Center, or the University Health Plan, or another Covered Component if they were a third party: Financial Services, Internal Auditor, and Administrative Information Technology .
4. The Board of Trustees delegates to the President and/or his or her designee the continuing authority to designate Covered Components, enter into one or more OHCAs, adopt required policies and procedures, appoint Privacy Officer(s), Compliance Officer(s) and Complaint or Contact Officers, and take such other actions as necessary or appropriate from time to time in order to operate in accordance with HIPAA, the Final Privacy Rules and other applicable final regulations.
8. That the following Amended Conditions of Enrollment Policy be approved:

**Amended
3.3 Conditions of Enrollment Policy**

3.3.1 Local Address & E-mail Contact Information

As a condition of enrollment, all students are required to report at the beginning of each semester the local address at which they will be living. Changes of address between residence hall rooms may be arranged at the reception desk in the hall where the student has been living. Other changes of address must be filed within five class days of the change.

Every enrolled student automatically receives a university computer account which provides access to instructional files and software, e-mail, free dial-in access from off campus and other resources. Students are required to maintain this account which will be used by the University to send time-critical information to students. The University will use a student’s NMU e-mail account as its primary means of communicating official University business, including legally required information. If a student uses a non-university e-mail address, the student

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F. Special Items (continued):

must forward their university e-mail to the non-university account. (This can be done by visiting <http://myuser.nmu.edu/> and utilizing the e-mail forwarding wizard.)

Failure to comply with this policy may result in summary termination of enrollment by the Dean of Students.