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1-9-2009

### January 9, 2009 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
January 9, 2009**

Chairperson Jack McCoy called the meeting to order at 1:15 p.m. noting the meeting was in compliance with RC § 121.22(F).

**Roll Call**

Members Present: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren, Ms. Dunham and Ms. Stricklett

Members Absent: None

**Approval of the January 9, 2009 Agenda**

Mr. Harcha moved and Dr. Ball seconded a motion to approve the January 9, 2009 agenda. Without discussion, the Board unanimously approved said agenda.

**Approval of the November 14, 2008 Board Meeting Minutes**

Mr. Mooney moved and Mr. Lodwick seconded a motion to approve the November 14, 2008 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

**President's Report**

Dr. Morris updated the Board on the White Paper that was included in the information mailed to them for the Board meeting regarding the AQIP process. She briefly discussed the AQIP process and asked if anyone had any questions. There being none, she summarized the written report that she submitted to the Board and is made a part of these minutes.

**Committee Reports**

**Academic Affairs Committee – Ms. Elizabeth Seif**

Ms. Seif reported on behalf of the Academic and Student Affairs Committee and said the committee had two action items.

Ms. Seif said the Academic and Student Affairs Committee recommended approval of Resolution ASA01-09, Honoring the Fall Sports Teams and Individual Athletes. Ms. Seif said that Dr. Jim Settle, Vice President for Student Affairs, reported that SSU had nine students named to the NAIA All-Scholar category. These student athletes maintain a 3.5 GPA or higher.

Ms. Seif also noted that the women's basketball team is currently undefeated for this season. Ms. Seif moved and Dr. Ball seconded a motion to approve Resolution ASA01-09.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Ms. Seif said the Academic and Student Affairs Committee approved Resolution ASA02-09, Approval of the 2009-2010 Academic Calendar. Ms. Jonica Burke, Registrar, that the academic calendar had been developed and reviewed by the Calendar Advisory Committee and approved by the Provost and President. Ms. Seif noted that school will begin a week earlier next year which will mean graduation will occur a week earlier. She also noted that there will be a fall commencement next year. Ms. Higgs-Horwell moved and Mr. Coleman seconded a motion to approve Resolution ASA02-09.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Ms. Seif reported on the Academic and Student Affairs Committee informational items.

Ms. Seif said Ms. Halea Hatton, President of the Student Government Association, reported on the SGA activities, including the student feedback survey, political forums and homecoming.

Ms. Seif reported that Ms. Ginnie Moore, Director of University Outreach Services, reported on the 2009 Appalachian Studies Association Conference. The conference will be held March 27-29 and will bring approximately 700 guests to our community.

Ms. Seif said Dr. Jim Kadel, Interim Dean, College of Professional Studies, reported on Allied Health Partnerships.

Ms. Seif reported Dr. Settle reported on Fall, 2008 housing numbers and the projections for Spring, 2009 and Fall, 2009. Dr. Settle said the occupancy rate in 2007 was 90.3% compared to the occupancy rate in 2008 of 108%. Dr. Settle said they are projecting 117-120% occupancy for fall. He also noted that the triple rooms were very well received.

### **Finance and Facilities – Mr. Howard Harcha**

Mr. Harcha reported on behalf of the Finance and Facilities Committee and said the Committee had one action item.

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F01-09, Grant Proposal. Mr. Harcha said this grant proposal was for Connecting the Dots – attracting new STEM teachers through coordinated scholarship programs. He said this grant

encourages people to teach in the areas of science, technology, engineering and medicine. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution F01-09.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Mr. Harcha reported on the Finance and Facilities Committee informational items.

Mr. Harcha said in accordance with Policy 5.16Rev., the personnel appointments for the period October 28, 2008 through December 12, 2008 included one library appointment, three security sergeants' appointments and the restructuring of printing services who will now report to the Director of Communications.

Mr. Harcha said Ms. Elinda Boyles, Vice President for Finance and Administration, reviewed the general fund revenues and expenditures pace report, fiscal year to date. Mr. Harcha noted that tuition was up 4.2% and the state subsidy funding increased 8.2%. He also noted that revenue decreased from 11.4% to 5%.

Mr. Harcha said Ms. Joanne Charles reviewed the Vern Riffe Center for the Arts revenues and expenditures pace report, fiscal year to date.

Mr. Harcha said the capital status report reflects current information on each capital project which included that the facilities office is 100% complete, the Rhodes will be completed in mid-January, the UC renovation is moving forward and the advertising for bids for the Founders' Plaza will be submitted in mid-January. He also noted that the multipurpose field is proceeding on schedule and the public address system interior installation is not complete but on schedule.

Mr. Harcha said Ms. Boyles reviewed the University's investment activity.

Mr. Harcha also reported that Ms. Boyles shared the Housing Master Plan Preliminary Review with the Finance and Facilities Committee. He said the projections by 2019 showed an increase of 2,200 students and the 10-year goal is to require all freshmen to live on campus if they live outside a certain radius from campus and also consider requiring sophomore students to live in housing. Mr. Harcha complimented Dr. Settle on this report.

Mr. Harcha said Ms. Boyles shared information regarding University reserves and distribution of funds in the Shawnee State University Development Foundation. Mr. Harcha said the reserves policy was established in 2001 and discussed allocated and unallocated funds and how they are managed. He said this was a very comprehensive report but noted that the policy may need review and revision given the current economic climate.

**Reports, if any, from Board Liaisons with other Organizations**

None.

**New Business**

President Morris said that the USO strategic plan that was released in March, 2008 and required the President to submit to the Chancellor a document indicating how the University will contribute to meeting the system-wide accountability measures by November 30, 2008. President Morris said the Board approved Resolution E07-08, Shawnee State University Institutional Accountability Targets, at the November 14, 2008 meeting. After the Board approved Resolution E07-08, the university received more guidelines from the Chancellor which required modifications to the USO Accountability and Affordability Reports. Mr. Harcha moved and Mr. Lodwick seconded a motion to approve Resolution E01-09, Shawnee State University Modified USO Accountability and Affordability Reports.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

**Comments from Constituent Groups (if any) and the Public**

None.

**Other Business**

None

**Executive Session, if necessary**

Mr. Lodwick moved and Mr. Harcha seconded a motion to move into Executive Session under RC § 121.22(G) to discuss the compensation of an employee.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

The Board moved into Executive Session at 1:57 p.m.

The Board returned to regular session at 2:15 p.m.

**Adjournment**

Dr. Ball moved and Ms. Seif seconded a motion to adjourn the meeting at 2:16 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees