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March 13, 2009 Meeting Minutes

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
March 13, 2009**

Chairperson Jack McCoy called the meeting to order at 1:18 p.m. noting the meeting was in compliance with RC § 121.22(F).

Roll Call

Members Present: Mr. Harcha, Ms. Higgs-Horwell, Mr. McCoy, Mr. Mooney, Mr. Warren, Ms. Dunham

Members Absent: Dr. Ball, Mr. Coleman, Mr. Lodwick, Ms. Seif, Ms. Stricklett

Approval of the March 13, 2009 Agenda

Mr. Harcha moved and Ms. Higgs-Horwell seconded a motion to approve the March 13, 2009 agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the January 9, 2009 Board Meeting Minutes

Mr. Mooney moved and Mr. Warren seconded a motion to approve the January 9, 2009 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the February 26, 2009 Executive Committee Meeting Minutes

Mr. Harcha moved and Mr. Warren seconded a motion to approve the February 26, 2009 Executive Committee Meeting Minutes. Without discussion, the Board unanimously approved said minutes.

President's Report

Dr. Morris summarized the written report that she submitted to the Board and is made a part of these minutes. Mr. McCoy said he would like to thank Dr. Morris and Ms. Boyles for their presentation during lunch today.

Committee Reports

Academic Affairs Committee – Mr. Jim Warren

Mr. Warren reported on behalf of the Academic and Student Affairs Committee and said the committee did not have a quorum present and would be presenting two action items for approval.

Mr. Warren said the Academic and Student Affairs Committee presented Resolution ASA03-09, Master of Education. Mr. Warren said that Dr. Dave Todt, Provost and Vice President for Academic Affairs, and Dr. Paul Madden, Chair of Teacher Education, reported that the master's program would include 33-34 semester hours, including a three-hour capstone experience and, ideally, would begin in fall, 2009. Mr. Warren noted that the program will be offered in a cohort format, with each cohort accommodating 30 graduate students. Mr. Warren moved and Mr. Harcha seconded a motion to approve Resolution ASA03-09.

Ayes: Mr. Harcha, Ms. Higgs-Horwell, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Warren said the Academic and Student Affairs Committee presented Resolution ASA04-09, Department of Athletics Reorganization, Division of Student Affairs. Mr. Warren said that Dr. Jim Settle, Vice President for Student Affairs, reported on the proposed reorganization. Mr. Warren said the reorganization would result in changes in duties for some positions, combine the positions of Athletic Director and Head Men's Basketball Coach, create one full-time position to support student academic success through intrusive management of academic assistance, eligibility and academic services and combines several part-time coaching and administrative functions into one full-time position. Mr. Warren moved and Mr. Harcha seconded a motion to approve Resolution ASA04-09.

Ayes: Mr. Harcha, Ms. Higgs-Horwell, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Warren reported on the Academic and Student Affairs Committee informational items.

Mr. Warren said Dr. Barb Bradbury, Director of Financial Aid, and Ms. Charlotte Hardy, Loan Manager in Financial Aid, reported on the William D. Ford Direct Loan Program through the U.S. Department of Education that Shawnee State University will begin participating in at the beginning of the 2009-2010 academic year.

Mr. Warren reported that Ms. Jennifer Bourne, Special Events Chair of the Student Programming Board, reported on activities of the SPB which included homecoming, community services endeavors and Springfest.

Mr. Warren said Mr. Matt Matthews, Coordinator, Multicultural Student Affairs, reported on SSU activities during Black History Month.

Mr. Warren reported that Ms. Kelly Hatas, VISTA Volunteer, reported on the Alternative Winter Break and other community projects.

Mr. Warren said Mr. Steve Gregory, Director of Career Planning and Placement, reported on the Health Care Job Fair and the Job Fair.

Mr. Warren noted that Dr. Jim Settle gave an update on Athletics. The SSU Women's Basketball team was playing in tournament action in Sioux City, Iowa during today's Board Meeting. Mr. Warren said the Coach Robin Hagen-Smith was named Coach of the Year.

Mr. Warren said that Mr. Jim Weaver, Coordinator, Disability Services, presented an educational session on services available to students with disabilities. Mr. Warren said some of the services provided included note taking, parking and handicapped access.

Finance and Facilities – Mr. Howard Harcha

Mr. Harcha reported on behalf of the Finance and Facilities Committee and said the Committee had three action items.

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F02-09, Approval of Room and Board Fee Schedules. Mr. Harcha said the university must generate sufficient revenue to cover the inflationary costs of operating the residence halls but that the proposed schedule remains relatively inexpensive compared to the rates charges at other Ohio public universities. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution F02-09.

Ayes: Mr. Harcha, Ms. Higgs-Horwell, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommend approval of Resolution F03-09, Approval of the Consolidation of Two Grants Management Policies and Amendment of By-laws of the Board of Trustees. Mr. Harcha said there are currently several University policies in place that address grants. This resolution would rescind Policy 5.15, amend Policy 1.01 by eliminating Section 5.2.3, and approve the adoption of Policy 5.13, REV. as submitted. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution F03-09.

Ayes: Mr. Harcha, Ms. Higgs-Horwell, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution 04-09, Approval of New Positions. Mr. Harcha said this information was discussed earlier by Mr. Warren on behalf of the Academic and Student Affairs Committee. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution 04-09.

Ayes: Mr. Harcha, Ms. Higgs-Horwell, Mr. McCoy, Mr. Mooney, 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 December 29, 2008 through February 24, 2009 included the resignation of Ms. Brenda Covert, Manager of Business and Industry Education, the resignation of Mr. Bradley Carrel, EOC Outreach Coordinator and the employment of Ms. Paula Sue Ratcliff as Grants Accountant

Mr. Harcha said Ms. Elinda Boyles, Vice President for Finance and Administration, reviewed the update on the status of the multi-purpose field. Mr. Harcha said the Master Plan included a multi-purpose field adjacent to Third Street but once core drillings in the area were done, it was discovered that this additional work would the University over budget and therefore the multi-purpose field would be located behind the University Townhouses. Mr. Harcha reported the Committee's commitment to continue with the field.

Mr. Harcha said Mr. Boyles reviewed the capital status report which reflected current information on the major capital projects. Mr. Harcha said the University Center construction is 25% complete; bids are out on the Founders' Plaza but awarding would be deferred until after graduation; the Public Address System is 90% complete with all outside work completed and the remaining work is on the inside of the buildings; and the Administration Building rehabilitation is on hold but will probably need to update heating and air units.

Mr. Harcha said Ms. Boyles reviewed the general fund revenue and expenditures as of February, 2009. He noted that revenues from tuition are up 4% but that other income was down substantially because of current market conditions.

Mr. Harcha said Ms. Boyles reviewed the University's investment activity. Mr. Harcha said the University's portfolio is down due to the current market conditions but is hopeful that investments will turn around.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Mr. McCoy said the Nominating Committee for the 2009-2010 Board Officers would consist of Mr. Warren and Ms. Higgs-Horwell. Mr. Warren will serve as chair of the Nominating Committee.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

None.

Executive Session, if necessary

Mr. Harcha moved and Mr. Warren seconded a motion to move into Executive Session under RC § 121.22(G) to discuss negotiations with a bargaining unit.

Ayes: Mr. Harcha, Ms. Higgs-Horwell, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

The Board moved into Executive Session at 1:50 p.m.

The Board returned to regular session at 2:29 p.m.

Adjournment

The Board was adjourned by acclamation at 2:30 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees