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September 10, 2010 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
September 10, 2010**

Chairperson McCoy said the first order of business would be the swearing-in of new student trustee, Mr. Matt Allard. Mr. McCoy administered the oath of office to Mr. Allard and welcomed him to the Board. A round of applause followed.

Chairperson McCoy called the meeting to order at 1:20 p.m. noting the meeting was in compliance with RC § 121.22(F).

Chairperson McCoy appointed Ms. Cheryl Hacker as the Board Secretary.

Roll Call

Members Present: Dr. Gail Ball, Mr. David Lodwick, Mr. Jack McCoy, Mr. Dan Mooney,
Dr. Rita Roberts, Mr. Matthew Allard, Ms. Mallory Saltsman

Members Absent: Ms. Melissa Higgs-Horwell, Ms. Elizabeth Seif

Approval of the September 10, 2010 Agenda

Mr. Mooney moved and Dr. Ball seconded a motion to approve the September 10, 2010 agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the July 9, 2010 Board Meeting Minutes

Mr. Mooney moved and Mr. Lodwick seconded a motion to approve the July 9, 2010 Board 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. Dr. Morris also noted that the Board will begin to use a mentoring program for new trustees. Dr. Morris said Mr. Lodwick would be mentoring Mr. Allard. She stated that a draft of the bylaws would be sent to the Board within the next few weeks. Dr. Morris also said that Ms. Robin Hagen-Smith served as grand marshal of the 2010 River Days Parade recently held over Labor Day weekend.

Committee Reports**Academic Affairs Committee – Dr. Roberts**

Dr. Roberts reported on behalf of the Academic and Student Affairs Committee and said the Committee had one action item.

Dr. Roberts said Mr. Mark Moore, Registrar, presented Resolution ASA 10-10, the 2011-2012 Academic Calendar to the Committee. Dr. Roberts said the Academic and Student Affairs Committee reviewed this resolution and forwarded to the Board of Trustees for its approval. Dr. Roberts moved and Mr. Lodwick seconded a motion to approve Resolution ASA 10-10, 2011-2012 Academic Calendar.

Ayes: Dr. Ball, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Dr. Roberts

Nays: None

Dr. Roberts reported on the Academic and Student Affairs Committee informational items.

Dr. Roberts said that Mr. Moore presented the 2010 Fall Semester Enrollment Report.

Dr. Roberts reported that Dr. Dave Todt, Provost and Vice President for Academic Affairs, shared information on the appointment of Dr. John Whitaker, Associate Professor, Department of Mathematics, as Student Ombudsperson. In this role, Dr. Whitaker will serve as a liaison and advocate for students.

Dr. Roberts reported that Ms. Marcie Simms, Associate Director of Housing, gave an update on fall student housing occupancy.

Dr. Roberts said President Morris reported that Shawnee State University was named by *G.I. Jobs* as a Military Friendly School for 2011 and ranks SSU in the top 25% of schools.

Dr. Roberts said President Morris reported on the Upward Bound and Upward Bound Math/Science Summer Programs and the part-time job fair. Dr. Roberts said that most jobs secured during the job fair were on-campus positions.

Dr. Roberts reported that Ms. Maggie O'Malley, President of the Student Programming Board, gave a report on the activities of Student Government.

Dr. Roberts said that Dr. Todt presented the Faculty Statistics Report and reported on Faculty Professional Day and the annual Adjunct meeting.

Finance and Facilities – Dr. Gail Ball

Dr. Ball reported on behalf of the Finance and Facilities Committee and said the Committee had two action items.

Dr. Ball said the Finance and Facilities Committee recommended approval of Resolution F012-10, Department of Campus Security. Dr. Ball said this policy brings University operations into compliance with Ohio Revised Code and gave the President authority to approve policies in alignment with ORC. Dr. Ball moved and Mr. Mooney seconded a motion to approve Resolution F12-10.

Ayes: Dr. Ball, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Dr. Roberts

Nays: None

Dr. Ball said the Finance and Facilities Committee recommended approval of Resolution F13-10, Investment Committee Member. Dr. Ball said the Investment Committee would like to reappoint Mr. Steve Boden to a three-year term to the committee. Dr. Ball said Mr. Boden had been on this committee since its inception and had an excellent professional reputation. Mr. McCoy echoed the positive influence Mr. Boden has had on the committee. Dr. Ball moved and Mr. Lodwick seconded a motion to approve Resolution F13-10.

Ayes: Dr. Ball, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Dr. Roberts

Nays: None

Dr. Ball reported on the Finance and Facilities Committee informational items.

Dr. Ball said Ms. Elinda Boyles, Vice President for Finance and Administration, discussed the President's directive to align all of the University's business operations and related actions in the management of the residential housing and University Center business function.

Dr. Ball said in accordance with Policy 5.16Rev., the personnel appointments for the period June 26, 2010 to August 26, 2010 were reported in the attached consolidated report.

Dr. Ball said that Ms. Joanne Charles, Associate Vice President, Finance and Administration, reviewed the Vern Riffe Center for the Arts FY10 revenues and expenditures pace report. Dr. Ball commended Ms. Charles for a positive report.

Dr. Ball said that Ms. Boyles reviewed the FY10 general fund revenues and expenditures pace report. Dr. Ball said there was a slight increase in total revenue and in FY10, there was no use of reserves.

Dr. Ball reported that Ms. Boyles reviewed the University's investment activity and said there was a \$1.3 million increase for the 2010 year. She said it was good to see positive numbers.

Dr. Ball reported that the status of capital projects was incorporated in the materials provided at the Board's annual inspection of facilities.

For the Education Session, Dr. Ball reported that Dr. Jonica Burke, Director of Institutional Finance, presented a chart of the big picture of the budgeting process. Dr. Ball said Dr. Burke did an excellent job of reporting on the process.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Mr. Mooney reported on the OBR Communications Working Group. He said the new website for trustees was now available and he also passed out a handout that included the Communications Plan. Mr. Mooney said with the establishment of the new website, trustees can communicate with trustees from other universities across the state. He said he would like to hear feedback about the new webpage.

Mr. McCoy said the Board took their annual review of University facilities and asked for reports from each group. Mr. Mooney reported for Group One and said Mr. Kotcamp served as their guide. He said they visited the Teacher Education Center; heard about the emergency response center; were given reports on the energy conservation and the use of security cameras on campus. Dr. Ball reported for Group Two and said Mr. Van Deusen served as their guide. She said the group got to see the new multi-purpose sports field and said it was awesome but to really appreciate it, you needed to walk on the field. She also reported on the Security/Facilities office space and the use of smart boards throughout campus. Dr. Morris commended Mr. Kotcamp and his staff for the work they do to keep our campus in such good shape and also thanked Ms. Blevins for her help with the facilities handout that was provided to Board members for their tour.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

Ms. Seif said that the Shawnee State University Development Foundation had recently put together a trip to Muirfield. She and other members of her family attended the event and said it was a delightful day and that they had done a wonderful job of planning the trip and encouraged other Board members to attend if they plan another trip next year.

Executive Session, if necessary

Mr. Lodwick moved and Mr. Mooney seconded a motion to move into executive session to review collective bargaining negotiations.

Ayes: Dr. Ball, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Dr. Roberts

Nays: None

The Board entered executive session at 2:05 p.m.

The Board exited executive session at 3:10 p.m.

Adjournment

The Board was adjourned by acclamation at 3:10 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees