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Board of Trustees

7-12-2013

July 12, 2013 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
July 12, 2013**

Swearing-in of New Board Member

Chairperson Melissa Higgs-Horwell administered the oath of office to newly appointed Board member, Mr. Scott Williams. Chairperson Higgs-Horwell presented Mr. Williams with a Shawnee State University lapel pin and congratulated him on his appointment. A round of applause followed.

Call to Order

Chairperson Higgs-Horwell 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: Ms. Melissa Higgs-Horwell, Mr. Robert Howarth, Mr. Gary Paine, Ms. Kay Reynolds, Ms. Elizabeth Seif and Mr. Scott Williams

Members Absent: Dr. Rita Roberts

Approval of the July 12, 2013 Agenda

Ms. Seif moved and Mr. Howarth seconded a motion to approve the July 12, 2013 agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the May 3, 2013 Board Meeting Minutes

Mr. Paine moved and Ms. Reynolds seconded a motion to approve the May 3, 2013 Board meeting minutes as amended. Without discussion, the Board unanimously approved said minutes.

Committee Reports

Academic and Student Affairs Committee – Mr. Robert Howarth, Vice Chair

Mr. Howarth reported on behalf of the Academic and Student Affairs Committee. Mr. Howarth said the Committee had three action items and several information items.

Action Item***Resolution ASA04-13, Approval of Policy 2.15, University Promotion and Tenure System***

Mr. Howarth moved and Ms. Seif seconded a motion to approve Resolution ASA04-13, Approval of Policy 2.15, University Promotion and Tenure System. Mr. Howarth said the promotion and tenure system will become effective at the beginning of the Fall Semester, 2013. The policy reflects the process articulated in the Shawnee State University and Shawnee Education Association 2012-2015 Collective Bargaining Agreement.

Ayes: Ms. Higgs-Horwell, Mr. Howarth, Mr. Paine, Ms. Reynolds, Ms. Seif, Mr. Williams

Nays: None

Resolution ASA05-13, Award of Faculty Tenure

Mr. Howarth moved and Mr. Paine seconded a motion to approve Resolution ASA05-13, Award of Faculty Tenure. Mr. Howarth reported that with the approval of the University Promotion and Tenure System being implemented in the Fall Semester, 2013, we can now implement the grandfather clause in the SSU-SEA Collective Bargaining Agreement, 2012-2015 awarding automatic tenure for all existing Professors and all existing Associate Professors who have received that rank as of Fall Semester, 2013.

Ayes: Ms. Higgs-Horwell, Mr. Howarth, Mr. Paine, Ms. Reynolds, Ms. Seif, Mr. Williams

Nays: None

Resolution ASA06-13, Approval of the Proposal for a Bachelor of Arts, Political Science Degree

Mr. Howarth moved and Ms. Seif seconded a motion to approve Resolution ASA06-13, Approval of the Proposal for a Bachelor of Arts, Political Science Degree. Mr. Howarth said the necessary steps had been completed for the approval of this degree and upon Board approval, the proposal would be forwarded to the Ohio Board of Regents for its review and approval.

Ayes: Ms. Higgs-Horwell, Mr. Howarth, Mr. Paine, Ms. Reynolds, Ms. Seif, Mr. Williams

Nays: None

Information Items

Dr. Todt introduced Dr. Jeffrey Bauer, the new Dean for the College of Arts and Sciences. Dr. Bauer joined the Department of Natural Sciences at the University in 1987 after completing his doctoral program at The Ohio State University in Geology. Most recently, he served as the Interim Dean of Research and Interim Associate Provost. He has been very active at the

University serving on numerous committees including the Economic Task Force and AQIP. He replaces Dr. Timothy Scheurer who recently retired from this position.

Dr. Todt reported on Faculty Promotions. The President has awarded promotions in accordance with the provisions of the Collective Bargaining Agreement between SSU and SEA. Individual faculty portfolios are reviewed by department screening committees, deans, Provost and President. Nine faculty were promoted to Professor, fifteen promoted to Associate Professor, five to Assistant Professor, and one to Senior Instructor.

Dr. Todt reported five faculty retired from the University this year. Collectively, these faculty had 112 years of service. There were:

Dr. Julia Coll, Professor, Department of English and Humanities
Dr. Kathryn Locke, Associate Professor, Department of Teacher Education
Ms. Linda Nickel, Professor, Department of Health Sciences, Dental Hygiene
Ms. Virginia Hamilton, Professor, Department of Mathematical Sciences
Dr. Michael Fiske, Professor, Department of Mathematical Sciences

Dr. Todt reported these five faculty were given the designation of Emeritus Professor by the President per University Policy:

Mr. William Sykes, Professor, Health Sciences, Radiology Technology
Dr. Julia Coll, Professor, Department of English and Humanities
Ms. Linda Nickel, Professor, Department of Health Sciences, Dental Hygiene
Ms. Virginia Hamilton, Professor, Department of Mathematical Sciences
Dr. Michael Fiske, Professor, Department of Mathematical Sciences

Dr. Todt reported on new faculty hires for the upcoming academic year. There were sixteen faculty positions advertised, and we have been successful in hiring qualified personnel for most of these positions, including two in Natural Sciences, three in Mathematical Sciences, one in Business, two in Nursing, one in Athletic Training/Sports Studies, two in Social Sciences, one in Dental Hygiene, and one in Teacher Education. Interviews are continuing for the open positions.

Mr. Moore presented the Summer Enrollment Report. Total headcount for summer students was 1,167. This included undergraduate and graduate students. This equates to an FTE of 598 students.

Dr. Morris reported on temporary leadership assignments for the Division of Student Affairs. With the resignation of the Vice President in May, Dr. Morris is acting as interim leader for the division. She asked the Student Affairs staff to develop a list of qualities desired in the new leader as the search for a Vice President will begin in the fall.

Education Item

The Education Item included a presentation on the TRIO Programs. Dr. Morris gave an overview of the Programs. Then, Ms. Mary Ann Malone, Director, TRIO Program; Steve Cunningham, Director, Upward Bound, Math Science; and Rebecca Harr, Director, Upward Bound presented information on their programs.

Finance and Administration Committee – Ms. Elizabeth Seif, Chair

Ms. Seif reported on behalf of the Finance and Administration Committee and said the Committee had no action items and several information items.

Action Items

None.

Information Items**Review of AY13-14 Undergraduate Tuition and Fees**

The Committee reviewed the AY13-14 undergraduate tuition and fees set by the President pursuant to BOT Resolution F06-13. The governing legislation (H.B. 59) was enacted and signed by the Governor on June 30, 2013. The allowable increase for SSU stipulated by this legislation is \$188 for AY13-14.

Status Update of FY13 Budget and FY14 Budget Planning

Updates were provided on (1) the status of the FY13 general operating budget through May 31, 2013 and (2) the FY14 budget planning process.

- The FY13 year-end financial closing process is underway at this time.
- The FY14 budget is being reviewed and adjusted to reflect revised revenue numbers due to reduced state funding and projected decline in enrollment for fall 2013. The budget is scheduled to be presented for approval at the September 13 BOT meeting.

University Investment Report

The University's investment performance report revealed gains for April and May and a loss for June. With an overall positive adjustment, the portfolio has realized a 9.4% gain in the amount of \$1,222,928 for the reporting period (July 1, 2012 – June 30, 2013).

Capital Projects Report

- Administration Building – construction is near completion with scheduled moves to occur during July and first part of August.
- Founders Plaza Project – demolition underway with projected completion by mid-October, 2013.
- 310 Chillicothe – infrastructure and exterior upgrade in progress; programming efforts are underway; scheduled completion date of July, 2014.
- Townhouse Roof Project –scheduled completion early July 2013.

Education Item

Mr. Dave Zender, Director of Human Resources presented information on the HR department's recent realignment.

External Relations Committee - Ms. Melissa Higgs-Horwell, Chair

Ms. Higgs-Howard said the External Relations Committee had no actions items but had two information items to report. She said President Morris reported on the impact of HB 59 upon higher education and especially Shawnee State University. Ms. Higgs-Horwell also said Mr. Eric Braun, Director of Development, updated the Committee on the FY13 activities of the Development Foundation.

President's Report

President Morris referred the Board members to new materials in the notebooks they receive at each meeting. As a result of requests from Board members, the following materials will now be in the notebooks at each meeting: sample motions, a copy of the Board bylaws, the University's mission statement, organizational charts, and an overview of ethics for Board members.

Dr. Brenda Haas was introduced to update the Board on the status of the pilot "Success Curriculum" which is being implemented during the Fall Semester, 2013. A copy of her materials is attached.

Dr. Morris and Mr. Chris Shaffer, Director of Institutional Effectiveness, shared with the Board the plans for comprehensive program reviews for both academic and non-academic units. A copy of the materials presented, Summary of Planned Program Review and PowerPoint, is attached.

Mr. Jeff Hamilton, Director of Athletics and Head Men's Basketball Coach, reported to the Board on the role and status of Athletics and presented information on academic performance and graduation rates of our student athletes. A copy of his PowerPoint presentation titled "Shawnee State University Athletics" is attached.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

None.

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

None.

Executive Session

Ms. Reynolds moved and Ms. Seif seconded a motion to enter into Executive Session to consider the purchase of property and review a collective bargaining matter.

Ayes: Ms. Higgs-Horwell, Mr. Howarth, Mr. Paine, Ms. Reynolds, Ms. Seif, Mr. Williams

Nays: None

Ms. Higgs-Horwell asked President Morris, Vice President Boyles, and the General Counsel, Ms. Cheryl Hacker, remain for Executive Session. The Board moved into Executive Session at 3:03 p.m. The Board exited Executive Session at 4:10 p.m. and returned to public session.

Ms. Reynolds moved and Mr. Paine seconded a motion for the Board to endorse the efforts of the Shawnee State University Development Foundation to develop the Bennett gift as a home for the University's President and, if appropriate management agreements can be made between the University and the Foundation, and after the Foundation possesses the property and title to the property, direct that the current President's home on Camelot be sold and the President take up residence at the Bennett property.

Ayes: Ms. Higgs-Horwell, Mr. Howarth, Mr. Paine, Ms. Reynolds, Ms. Seif, Mr. Williams

Nays: None

Adjournment

The Board was adjourned by acclamation at 4:33 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

RESOLUTION ASA 04-13

APPROVAL OF POLICY 2.15

UNIVERSITY PROMOTION AND TENURE SYSTEM

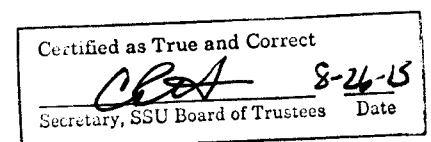
WHEREAS, Shawnee State University will have a promotion and tenure system, effective the beginning of Fall Semester, 2013, which reflects a process articulated in the Shawnee State University and Shawnee Education Association 2012-2015 Collective Bargaining Agreement; and

WHEREAS, the SSU Board of Trustee recognizes that tenure is universally viewed as the standard of academic excellence and that a clearly established promotion and tenure system will ensure that faculty academic excellence will continuously be promoted; and

WHEREAS, an SSU Board of Trustees approved promotion and tenure system policy will help ensure that the University's promotion and tenure system remains established.

THEREFORE BE IT RESOLVED, that the Board of Trustees approves Policy 2.15, University Promotion and Tenure System.

(July 12, 2013)



Shawnee State University

| | | |
|--|-------------------------|-----------|
| SUBJECT: UNIVERSITY PROMOTION AND TENURE SYSTEM | POLICY NO. : | 2.15 |
| | ADMIN CODE: | 3362-2-15 |
| | PAGE NO.: | 1 of 2 |
| | EFFECTIVE DATE: | 7/12/13 |
| | NEXT REVIEW DATE: | 7/12/16 |
| | RESPONSIBLE OFFICER(S): | PROVOST |
| | APPROVED BY: | BOT |

1.0 POLICY PURPOSE

- 1.1 Shawnee State University recognizes that a clearly articulated promotion and tenure system that is based upon a comprehensive peer review process serves as an effective means towards promoting and supporting continued excellence of its faculty.

2.0 DEFINITIONS

- 2.1 **Tenure System:** A peer based mentoring, evaluation and promotion system for faculty.
- 2.2 **Tenure:** After successful completion of a defined period of an established peer mentoring and rigorous review that adheres to the existing collectively bargained process, the continuous employment status awarded to an eligible faculty member who has been deemed to have earned tenure.


3.0 AWARDING OF TENURE

- 3.1 The awarding of tenure is the University's recognition of a faculty member's achievement and reflects the highest standard of academic excellence.
- 3.2 The awarding of tenure is the sole prerogative of the Board of Trustees.

4.0 ELIGIBILITY AND REVIEW FOR AWARDING TENURE

- 4.1 Only faculty appointed to established tenure-track positions will be eligible for tenure. SSU faculty recognized as having tenure under any previous University agreement will continue to have tenure status.

Certified as True and Correct

 8-26-13
Secretary, SSU Board of Trustees Date

- 4.2 The awarding of tenure will be the result of an articulated promotion and tenure system that is rigorous in nature and will include a systematic and structured peer review that includes mentoring, performance review and performance evaluation of each faculty member serving in a tenure-track position over an established period of time. Faculty who successfully complete the tenure review process will be awarded tenure by the BOT.

5.0 POST TENURE REVIEW

- 5.1 In order to promote continuous development of faculty awarded tenure, SSU tenure system will include an articulated peer review process of its tenured faculty.

History: (Eff. 7/12/13)

Certified as True and Correct

CPH 8-26-13
Secretary, SSU Board of Trustees Date

RESOLUTION ASA 05-13

AWARD OF FACULTY TENURE

WHEREAS, Shawnee State University and Shawnee Education Association entered into a Collective Bargaining Agreement for August 2012-2015 (CBA); and

WHEREAS, effective fall semester, 2013, the University will implement a tenure system; and

WHEREAS, the CBA includes a grandfather clause for automatic tenure for all existing Professors and all existing Associate Professors who have received that rank as of fall semester 2013; and

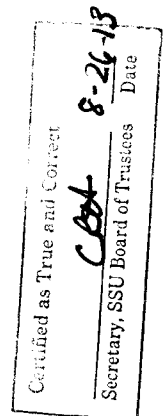
THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University grants tenure to all faculty and administrators with the rank of Professor and Associate Professor as noted in the attachment.

(July 12, 2013)

| | |
|----------------------------------|---------|
| Certified as True and Correct | |
| <i>CBH</i> | 8-26-13 |
| Secretary, SSU Board of Trustees | Date |

**Academic and Student Affairs, Resolution ASA 05-13
Award of Faculty Tenure**

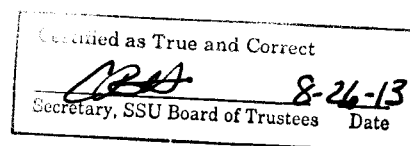
| Faculty: | Department: | Rank: |
|------------------------|---|---------------------|
| Jeff Bauer* | Natural Sciences | Professor |
| Jon Bedick | Natural Sciences | Professor |
| Philip Blau | Mathematical Sciences | Professor |
| Eugene Burns | Natural Sciences | Professor |
| Elizabeth Chrisman | Allied Health Sciences (Dental) | Professor |
| Barbara Conn | Nursing | Professor |
| Karen Crummie | Business Administration | Professor |
| Douglas Darbro | Mathematical Sciences | Professor |
| Robert Deal | Natural Sciences | Professor |
| Steve Doster | Business Administration | Professor |
| J. Scott Douthat | Social Sciences | Professor |
| Barbara Duncan | Allied Health Sciences (Dental) | Professor |
| Anthony Dzik | Social Sciences | Professor |
| Wendi Fleeman | Natural Sciences | Professor |
| Stylianios Hadjiyannis | Social Sciences | Professor |
| Carl Hilgarth | Engineering Technologies (Computer) | Professor |
| Jean Houser | Business Administration | Professor |
| Xiaodan Huang | Teacher Education | Professor |
| Christopher Kacir | Social Sciences | Professor |
| James Kadel* | Allied Health Sciences (Dental) | Professor |
| Jinlu Li | Mathematical Sciences | Professor |
| Kejing Liu | Teacher Education | Professor |
| Gayle Massie | Nursing | Professor |
| Krista Maxson | Mathematical Sciences | Professor |
| Rhoni Maxwell-Rader | Social Sciences | Professor |
| James McPherson | Rehabilitation and Sport Professions (MOT) | Professor |
| Nicholas Meriwether | English and Humanities | Professor |
| Larry Miller | Engineering Technologies (Plastics) | Professor |
| Roberta Milliken | English and Humanities | Professor |
| Mark Mirabello | Social Sciences | Professor |
| Rita Rice Morris* | English and Humanities | Professor |
| Andrew Napper | Natural Sciences | Professor |
| Clifford Poirot | Social Sciences | Professor |
| Christine Raber | Rehabilitation and Sport Professions (MOT) | Professor |
| Steven Rader | Rehabilitation and Sport Professions (Sports Studies) | Professor |
| Lane Raiser | Fine, Digital & Performing Arts | Professor |
| Becky Thiel* | Nursing | Professor |
| Marla Thoroughman | Allied Health Sciences (Med Lab) | Professor |
| Dave Todt* | Teacher Education | Professor |
| Amr Al-Azm | Social Sciences | Associate Professor |
| Catherine Bailey | Nursing | Associate Professor |
| Michael Barnhart | Fine, Digital & Performing Arts | Associate Professor |
| Nancy Bentley | Allied Health Sciences (Dental) | Associate Professor |
| Kenneth Carlson | Teacher Education | Associate Professor |
| Neil Carpathios | English and Humanities | Associate Professor |



| | | |
|----------------------|--|---------------------|
| Daniel Chaffin | Natural Sciences | Associate Professor |
| Jeradi Cohen | Teacher Education | Associate Professor |
| Matthew Cram | Fine, Digital & Performing Arts | Associate Professor |
| Charles Davis | Fine, Digital & Performing Arts | Associate Professor |
| Andrew Feight | Social Sciences | Associate Professor |
| Daniel Finnen | Natural Sciences | Associate Professor |
| Isabel Graziani | Fine, Digital & Performing Arts | Associate Professor |
| Timothy Hamilton | Natural Sciences | Associate Professor |
| James Hudson | Engineering Technologies (Computer) | Associate Professor |
| John Huston | Fine, Digital & Performing Arts | Associate Professor |
| Steven Ison | Engineering Tech (Environmental) | Associate Professor |
| Janice Johnson | Business Administration | Associate Professor |
| Allyson Klutenkamper | Fine, Digital & Performing Arts | Associate Professor |
| Debra Knutson | English and Humanities | Associate Professor |
| Ted Kosan | Engineering Technologies (Computer) | Associate Professor |
| Adair Lattimer | Nursing | Associate Professor |
| Patric Leedom | Teacher Education | Associate Professor |
| Greg Lyons | Fine, Digital & Performing Arts | Associate Professor |
| Paul Madden* | Teacher Education | Associate Professor |
| Jerry McCoy | Business Administration/Health Management | Associate Professor |
| Chris Meade | Natural Sciences | Associate Professor |
| Robert Mendris | Mathematical Sciences | Associate Professor |
| James Miller | Social Sciences | Associate Professor |
| Valerie Myers | Teacher Education | Associate Professor |
| Preston Nichols | Mathematical Sciences | Associate Professor |
| Christopher O'Connor | Mathematical Sciences | Associate Professor |
| Jennifer Pauley | English and Humanities | Associate Professor |
| Carl Priode | Engineering Tech. (Electro/Mechanical) | Associate Professor |
| James Reneau | Business Administration | Associate Professor |
| Brenda Renfroe | Allied Health Sciences (Radiologic Technology) | Associate Professor |
| Darrell Rudmann | Social Sciences | Associate Professor |
| Debra Scurlock | Rehabilitation and Sport Professions (MOT) | Associate Professor |
| Gay Lynn Shipley | Teacher Education | Associate Professor |
| Kurt Shoemaker | Natural Sciences | Associate Professor |
| Patricia Spradlin | English and Humanities | Associate Professor |
| Douglas Sturgeon | Teacher Education (M.Ed) | Associate Professor |
| Lavanya Vemsani | Social Sciences | Associate Professor |
| Eli Vestich | Engineering Technologies (CADD) | Associate Professor |
| Kyle Vick | Social Sciences | Associate Professor |
| Anthony Ward | Rehabilitation and Sport Professions (Athletic Training) | Associate Professor |
| Ken Warfield | Engineering Tech. (Electro/Environmental) | Associate Professor |
| John Whitaker | Mathematical Sciences | Associate Professor |
| Jason Witherell | Engineering Technologies (Gaming) | Associate Professor |
| Carlson Yost | English and Humanities | Associate Professor |

* Currently in Administrative Role

ASA Resolution 05-13 Award of Faculty Tenure, July 12, 2013



RESOLUTION ASA 06-13

**APPROVAL OF THE PROPOSAL FOR
A BACHELOR OF ARTS,
POLITICAL SCIENCE**

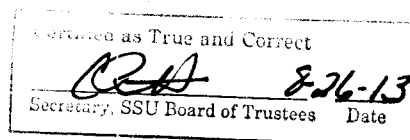
WHEREAS, the Ohio Board of Regents granted preliminary approval for a Bachelor of Arts, Political Science, instructing the institution to proceed with the process of the "Formal Proposal" development for this degree; and

WHEREAS, the Educational Policy and Curriculum Committee (EPCC) and the University Faculty Senate approve the proposal for the Bachelor of Arts, Political Science degree; and

WHEREAS, the Provost and the President recommend approval of the proposed Bachelor of Arts, Political Science degree;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the proposal for the Bachelor of Arts, Political Science degree, and directs the proposal be forwarded to the Ohio Board of Regents for its review and approval.

(July 12, 2013)



Bachelor of Arts
Political Science – Summary of New Major
Shawnee State University

Background

Discussion about a B.A. in Political Science began with the last Shawnee State University Strategic Planning Process, *Shawnee 20/20*. According to ACT surveys of high school students and information from the Admissions Office, Political Science is the most strongly desired major that SSU does not yet offer.

Degree Development and Approval

During the 2011/12 Academic year, the Social Science Department developed a preliminary proposal for a Political Science major. The proposal was submitted through the governance process at SSU and led to a Letter of Intent submitted to the Ohio Board of Regents. Following approval from the Regents, the Social Science Department developed the full proposal for a traditional Political Science degree and submitted the degree package to the SSU governance process. Board of Trustees approval is needed to submit the full proposal to the Ohio Board of Regents requesting authorization to grant this new degree. Notification of the Higher Learning Commission of the North Central Association is also required.

The degree is comprised of 42 semester hours of courses in the major, 44 elective hours, and 34 hours of general education for a total of 120 semester hours. Two new TAG courses have been created for this degree. Ten additional new courses have been developed to support the degree proposal. A total of eighteen existing Social Science courses are used as part of this degree proposal.

In addition to five required courses comprising the Political Science Foundational Core, students will take courses from four categories: National Government, Comparative Politics, Political Theory, and International Relations. Students will also be required to do an internship or capstone research project to complete the Political Science major.

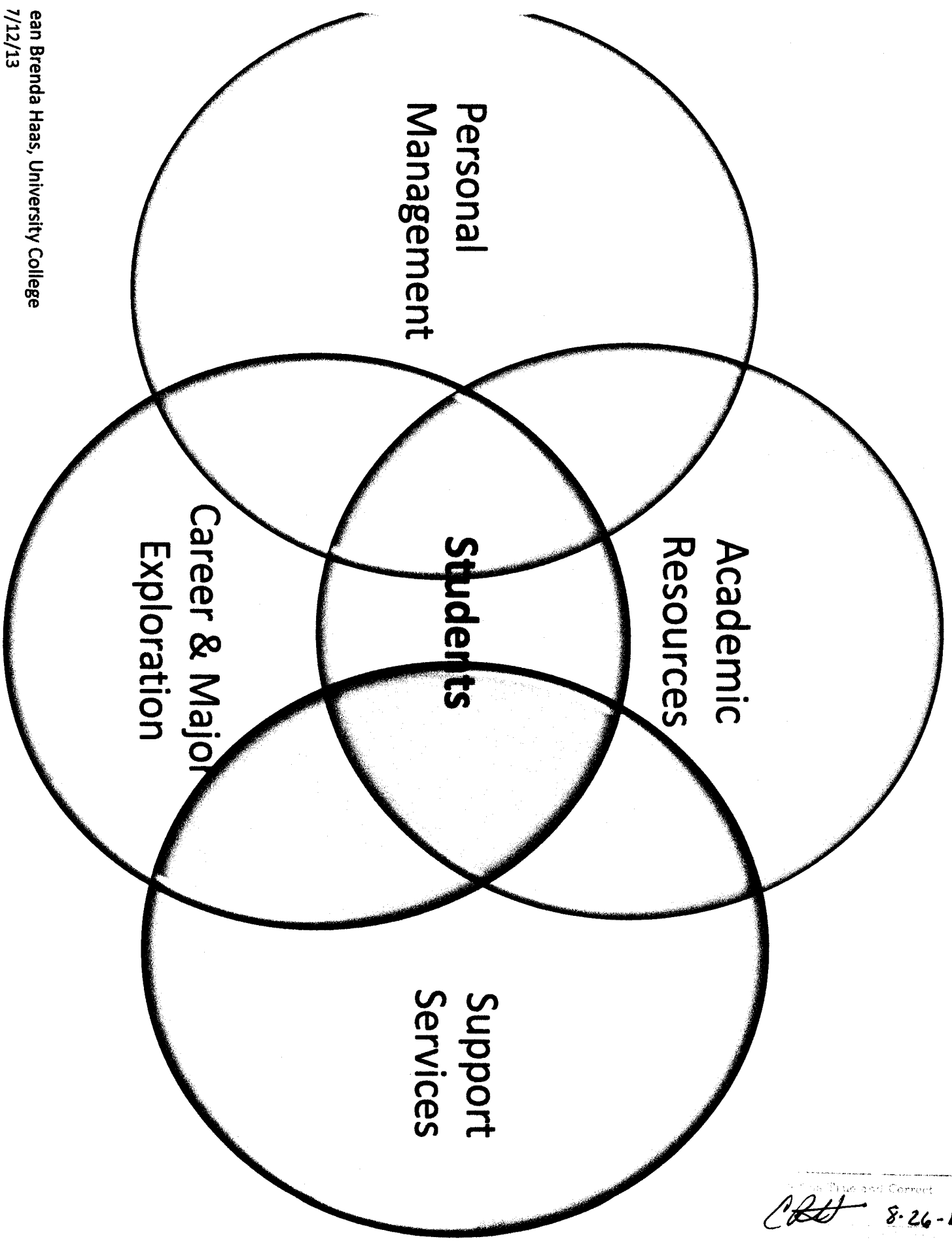
Job and Career Outlook for Graduates

Political Science graduates work in a wide range of fields including the government, the corporate and non-profit sectors. Political Science graduates also frequently pursue graduate and professional degrees, particularly in law and public administration programs.

Projected Enrollment

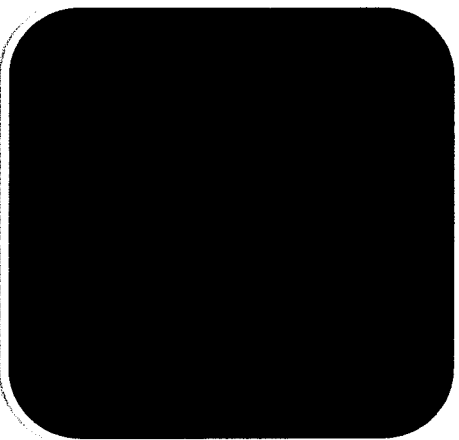
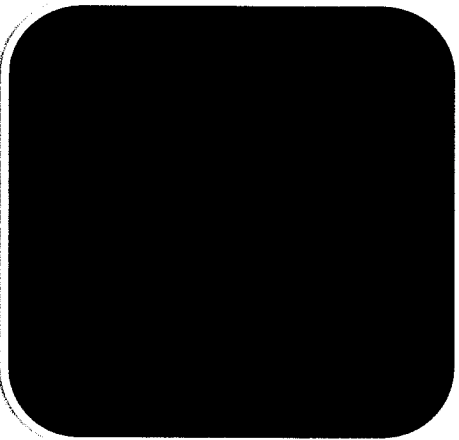
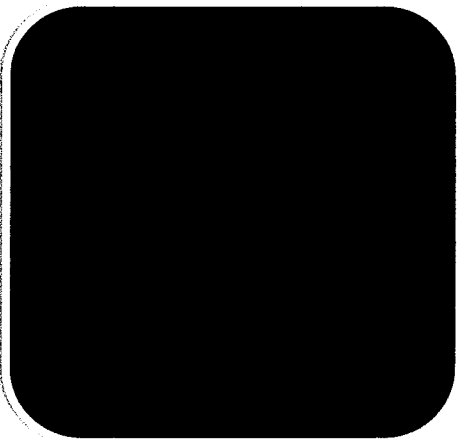
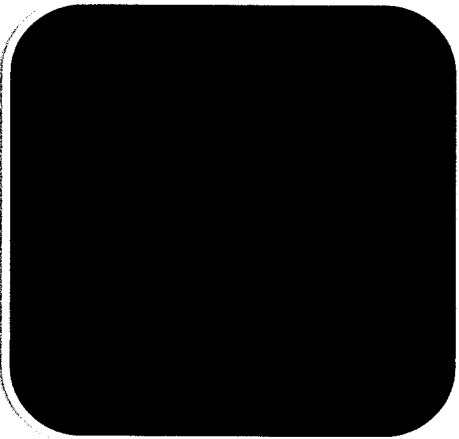
The Social Science faculty have very conservatively estimated new enrollments in this program as 10 per year, with some attrition due to students changing major, transferring, or being unsuccessful at college. At the fourth year of implementation of the new major in Political Science, total enrollment is projected to be 31 students when the first group of 5 or 6 students graduate from the program.

Done Date and Correct
CBH 8-26-13



Success Curriculum Applications July 12, 2013

| # Students Placing in DE courses | 1 developmental | 2 developmental | 3 developmental | TOTAL |
|----------------------------------|-----------------|-----------------|-----------------|---|
| | 38 | 50 | 50 | *138 |
| | | | | *36 applied with no developmental needs |



I declare this to be True and Correct

[Signature]

8-26-13

Date

Summary of Planned Program Review

Fall 2013-Spring 2015

Academic Programs

Goals of review

1. Develop information as a benchmark for reporting,
2. Serve as a foundation for future program reviews,
3. Engage academic units in information about their programs as a basis for future planning and provide preliminary information for planned program expansion as we develop new instructional space
4. Assist with compliance monitoring
5. Bring focus to retention and improvement of graduation rates efforts

Phase I—Data Development

A comprehensive data set has been prepared for each department and there is now the capacity to compare each program to every other program within the university on the factors within the data set.

Phase II—Program Review and Analysis

Utilizing the data provided by the Office of Institutional Effectiveness, each academic unit will complete, for each program within the unit, a question set addressing:

- Curriculum
- Student performance
- Performance and success of students
- Faculty workload
- How each factor compares to peer institutions
- National trends in the discipline
- Challenges
- Utilization and recommendations of advisory groups
- Performance on specialized accreditation standards
- Future plans

Utilizing information provided through state and national workforce and census databases and surveys of graduates, each academic unit will complete, for each program within the unit, an:

- Employment history of and analysis of employment prospects for its graduates

As True and Correct
CBH 8-26-13
Secretary, CSU Board of Trustees Date

- Information for prospective and current students about employment opportunities utilizing a template designed to support recruitment and retention efforts

Phase III—Review of Resources

The Office of Institutional Finance will prepare information on financial support for the program. This analysis will seek to identify patterns that will assist with future planning.

Phase IV—Compilation of Results

Employment information for current and future students will be compiled for all programs into a common template and integrated into retention programming. All other results will be compiled under the direction of the Office of Institutional Effectiveness, distributed to Academic Affairs leadership and appropriate committees, and archived in order to provide access for future planning and to interested parties.

Timelines

- Data sets have been designed, reviewed and prepared
- Question sets and templates are in final stages of completion
- Academic departments will receive question and data sets immediately after Labor Day
- Employment information templates will be completed by December 15, 2013 and information will be integrated into retention efforts during the Spring 2014 semester
- Review of Resources will be completed by February 1, 2014
- Completed questions sets will be submitted by March 1, 2014
- Compilations will be completed by Fall 2014

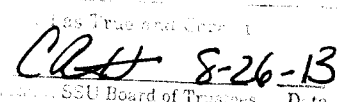
Non-Academic Units

Goals and Processes

See Attached Information

Timelines

- Consultant has been engaged and strategies developed
- Plan of order for review has been developed
- All units will be completed by Dec 2014



 SSU Board of Trustees Date

Program Review

Chris Shaffer
Office of Institutional Effectiveness

Academic Data

15th Day Report

Grade Report AY 12-13

- Three Terms
- 39,713 Grades
- Course
- Major

Goals

Accepted

Common

Interactive and Customizable

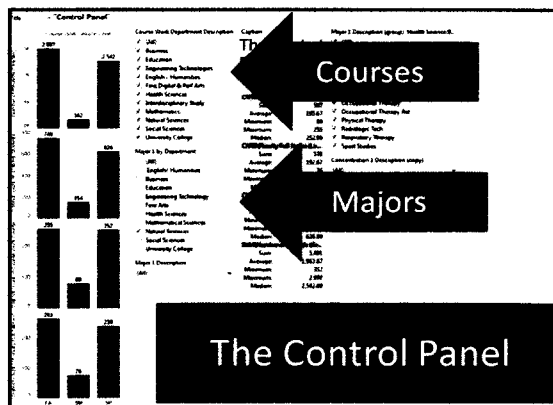
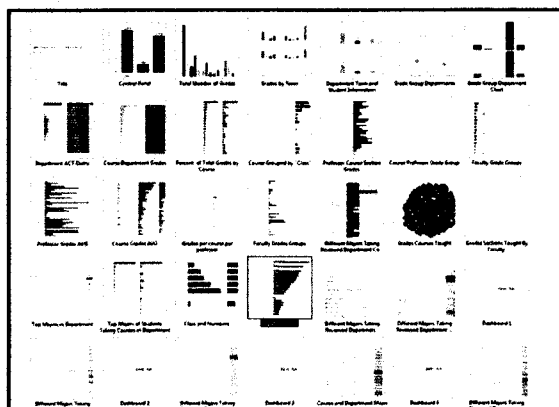
Audit Data

Signal out of the Noise

The Data

Same

| Name | Term | Grade | Course Name | Major 1 | Instructor | City | State | ACT |
|---------------|--------|-------|-------------|-----------|-------------|------------|-------|-----|
| Chris Shaffer | Fall | A | Course 1 | Geography | Paul Madden | Portsmouth | Ohio | 33 |
| Chris Shaffer | Fall | A | Course 2 | Geography | Paul Madden | Portsmouth | Ohio | 33 |
| Chris Shaffer | Fall | A | Course 3 | Geography | Paul Madden | Portsmouth | Ohio | 33 |
| Chris Shaffer | Fall | B | Course 4 | Geography | Paul Madden | Portsmouth | Ohio | 33 |
| Chris Shaffer | Fall | B | Course 5 | Geography | Paul Madden | Portsmouth | Ohio | 33 |
| Chris Shaffer | Fall | A | Course 6 | Geography | Paul Madden | Portsmouth | Ohio | 33 |
| Chris Shaffer | Spring | A | Course 7 | Geography | Rita Morris | Portsmouth | Ohio | 33 |
| Chris Shaffer | Spring | C | Course 8 | Geography | Rita Morris | Portsmouth | Ohio | 33 |
| Chris Shaffer | Spring | A | Course 9 | Geography | Rita Morris | Portsmouth | Ohio | 33 |
| Chris Shaffer | Spring | A | Course 10 | Geography | Rita Morris | Portsmouth | Ohio | 33 |
| Chris Shaffer | Spring | A | Course 11 | Geography | Rita Morris | Portsmouth | Ohio | 33 |



Themes

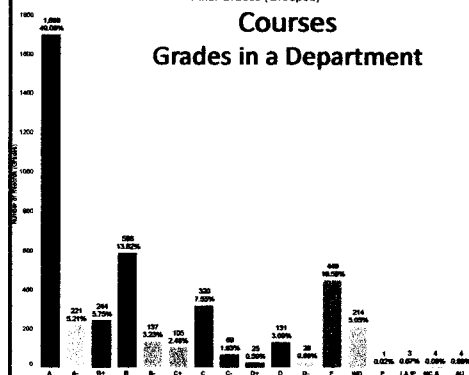
| | | | |
|---------------------------------------|------------------------------------|---|--|
| Total Number of Grades | Grades by Term | Department Information by Year | Grade Groups by Department |
| Department ACT Distro | Top Courses and Grade Distribution | Percent of Total Grades by Course and Faculty | Course Profile by Class |
| Professor Grade by Section | Course Professor Grade Group | AVG Professor Grades by Year | Course Grade Average by Course by Term |
| Course Faculty Grade Percent of Total | Faculty Grade by Groups | Major Grade Group Interaction | Faculty/Course/Grades |
| Top Majors in the Department | Class Profile | Top High Schools | |

The Green Sheets

| |
|---|
| Major Course Relationship |
| Major Course Grades |
| Major Department/Major/Course Department/Course |
| Course Work Department/ Course Number/Major |
| Course/ Major/ Course Department |
| Course/ Major/ Course Department /Final Grade Group |
| Course/ Major/ Final Grade Group |
| Course Work Department/Major Department/ Major Final Grade |
| Course Department/Major/Major Department/Course Number/ Finals Grades |

Course Information

Final Grades (Grouped)
Courses
Grades in a Department



Courses Top Courses in the Department

| Course | Count | Percentage |
|--------|-------|------------|
| BA101 | 107 | 0.01% |
| BA102 | 106 | 0.01% |
| BA103 | 105 | 0.01% |
| BA104 | 104 | 0.01% |
| BA105 | 103 | 0.01% |
| BA106 | 102 | 0.01% |
| BA107 | 101 | 0.01% |
| BA108 | 100 | 0.01% |
| BA109 | 99 | 0.01% |
| BA110 | 98 | 0.01% |
| BA111 | 97 | 0.01% |
| BA112 | 96 | 0.01% |
| BA113 | 95 | 0.01% |
| BA114 | 94 | 0.01% |
| BA115 | 93 | 0.01% |
| BA116 | 92 | 0.01% |
| BA117 | 91 | 0.01% |
| BA118 | 90 | 0.01% |
| BA119 | 89 | 0.01% |
| BA120 | 88 | 0.01% |
| BA121 | 87 | 0.01% |
| BA122 | 86 | 0.01% |
| BA123 | 85 | 0.01% |
| BA124 | 84 | 0.01% |
| BA125 | 83 | 0.01% |
| BA126 | 82 | 0.01% |
| BA127 | 81 | 0.01% |
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| BA131 | 77 | 0.01% |
| BA132 | 76 | 0.01% |
| BA133 | 75 | 0.01% |
| BA134 | 74 | 0.01% |
| BA135 | 73 | 0.01% |
| BA136 | 72 | 0.01% |
| BA137 | 71 | 0.01% |
| BA138 | 70 | 0.01% |
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| BA140 | 68 | 0.01% |
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| BA148 | 60 | 0.01% |
| BA149 | 59 | 0.01% |
| BA150 | 58 | 0.01% |
| BA151 | 57 | 0.01% |
| BA152 | 56 | 0.01% |
| BA153 | 55 | 0.01% |
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| BA155 | 53 | 0.01% |
| BA156 | 52 | 0.01% |
| BA157 | 51 | 0.01% |
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| BA160 | 48 | 0.01% |
| BA161 | 47 | 0.01% |
| BA162 | 46 | 0.01% |
| BA163 | 45 | 0.01% |
| BA164 | 44 | 0.01% |
| BA165 | 43 | 0.01% |
| BA166 | 42 | 0.01% |
| BA167 | 41 | 0.01% |
| BA168 | 40 | 0.01% |
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| BA298 | 0 | 0.00% |
| BA299 | 0 | 0.00% |
| BA300 | 0 | 0.00% |

Courses
Top Courses, Percent of all courses in the department and number of faculty that teach the course.

| Course | Count | Percentage | Faculty |
|--------|-------|------------|---------|
| BA101 | 107 | 14.8% | 1 |
| BA102 | 106 | 14.6% | 1 |
| BA103 | 105 | 14.4% | 1 |
| BA104 | 104 | 14.2% | 1 |
| BA105 | 103 | 14.0% | 1 |
| BA106 | 102 | 13.8% | 1 |
| BA107 | 101 | 13.6% | 1 |
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| BA109 | 99 | 13.2% | 1 |
| BA110 | 98 | 13.0% | 1 |
| BA111 | 97 | 12.8% | 1 |
| BA112 | 96 | 12.6% | 1 |
| BA113 | 95 | 12.4% | 1 |
| BA114 | 94 | 12.2% | 1 |
| BA115 | 93 | 12.0% | 1 |
| BA116 | 92 | 11.8% | 1 |
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| BA118 | 90 | 11.4% | 1 |
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| BA150 | 58 | 5.0% | 1 |
| BA151 | 57 | 4.8% | 1 |
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| BA155 | 53 | 4.0% | 1 |
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| BA157 | 51 | 3.6% | 1 |
| BA158 | 50 | 3.4% | 1 |
| BA159 | 49 | 3.2% | 1 |
| BA160 | 48 | 3.0% | 1 |
| BA161 | 47 | 2.8% | 1 |
| BA162 | 46 | 2.6% | 1 |
| BA163 | 45 | 2.4% | 1 |
| BA164 | 44 | 2.2% | 1 |
| BA165 | 43 | 2.0% | 1 |
| BA166 | 42 | 1.8% | 1 |
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| BA232 | 0 | 0.0% | 1 |
| BA233 | 0 | 0.0% | 1 |
| BA234 | 0 | 0.0% | 1 |
| BA235 | 0 | 0.0% | 1 |
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| BA237 | 0 | 0.0% | 1 |
| BA238 | 0 | 0.0% | 1 |
| BA239 | 0 | 0.0% | 1 |
| BA240 | 0 | 0.0% | 1 |

Courses

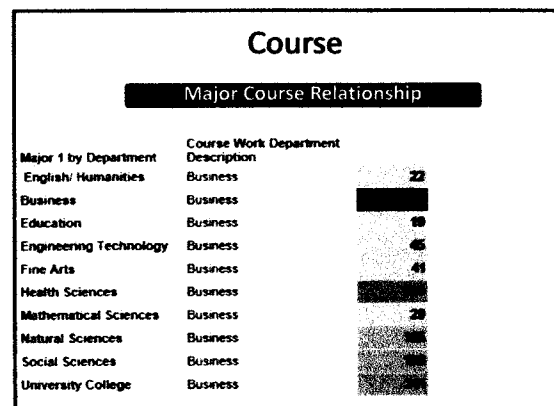
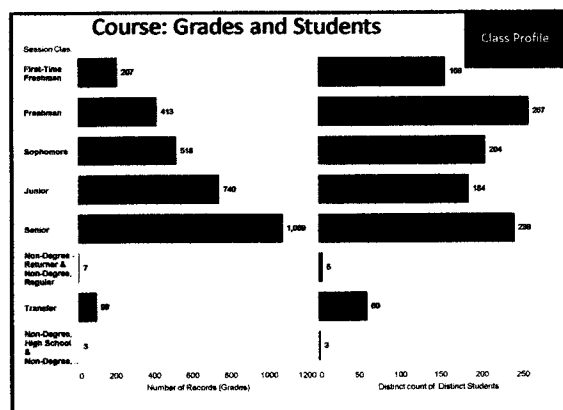
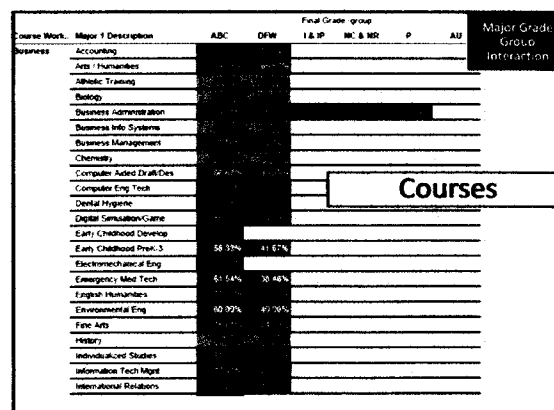
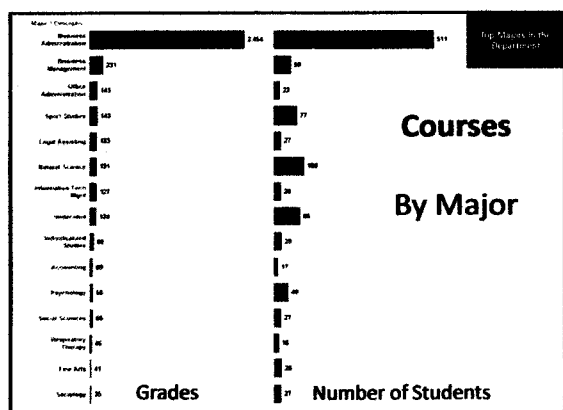
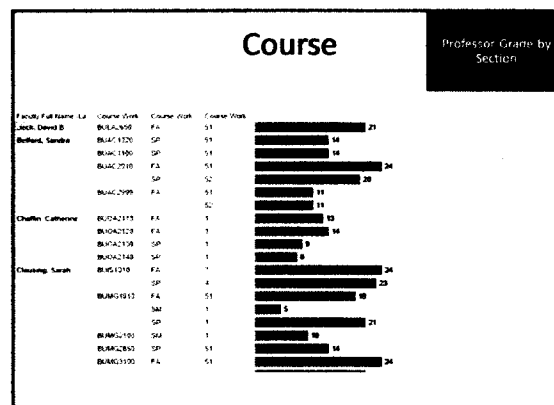
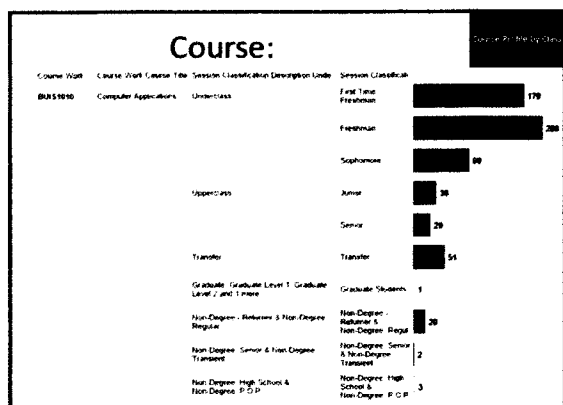
Percent of all
Credits by course
Faculty

Top Courses, Percent of all courses in the department and number of faculty that teach the course.

| Course | Count | Percentage | Faculty |
|--------|-------|------------|---------|
| BA101 | 107 | 14.8% | 1 |
| BA102 | 106 | 14.6% | 1 |
| BA103 | 105 | 14.4% | 1 |
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| BA117 | 91 | 11.6% | 1 |
| BA118 | 90 | 11.4% | 1 |
| BA119 | 89 | 11.2% | 1 |
| BA120 | 88 | 11.0% | 1 |

Number of Faculty (0 1 2 3 4 5 6 7 8 9 10)

Percent of all Credits by course (0% 2% 4% 6% 8% 10% 12% 14%)

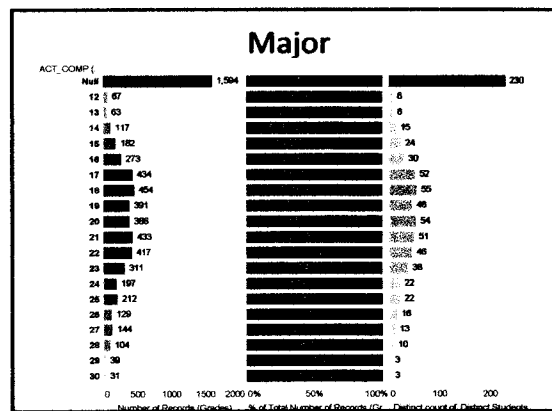
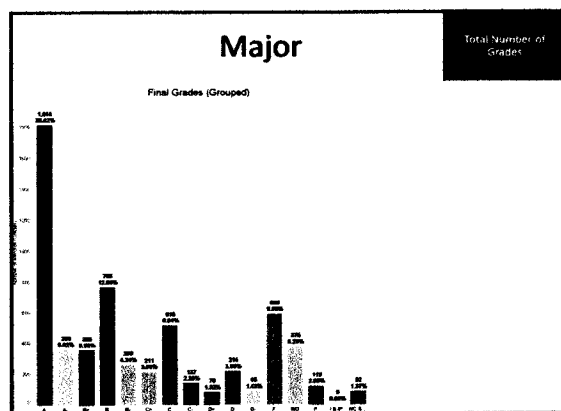


| Major 1 by Department | Course Work Department Description | Final Grade | Count |
|------------------------|------------------------------------|-------------|-------|
| English / Humanities | Business | ABC | 2 |
| | | DFW | 2 |
| | | I & P | 2 |
| | | NC & NR | 1 |
| | | P | 1 |
| Education | Business | ABC | 12 |
| | | DFW | 7 |
| | | P | 1 |
| Engineering Technology | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Fine Arts | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Health Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Mathematical Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Natural Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Social Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| University College | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |

Course

Majors Course Grades

Major Information



Major

Major Course Relationship

| Major 1 by Department | Course Work Department Description | Count |
|-----------------------|------------------------------------|-------|
| Business | Business | 28 |
| | Education | 47 |
| | Engineering Technologies | 60 |
| | English / Humanities | 28 |
| | Fine, Digital & Perf Arts | 28 |
| | Health Sciences | 28 |
| | Interdisciplinary Study | 79 |
| | Mathematics | 28 |
| | Natural Sciences | 28 |
| | Social Sciences | 28 |
| University College | Business | 28 |
| | University College | 28 |

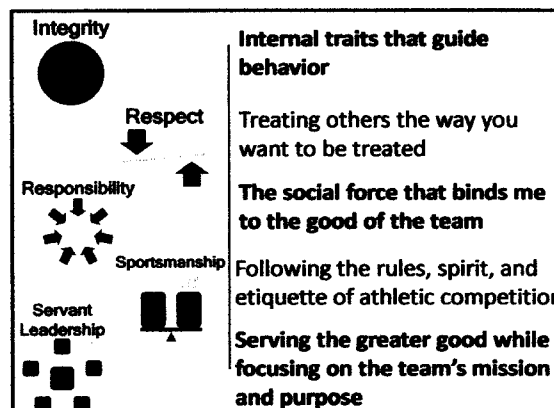
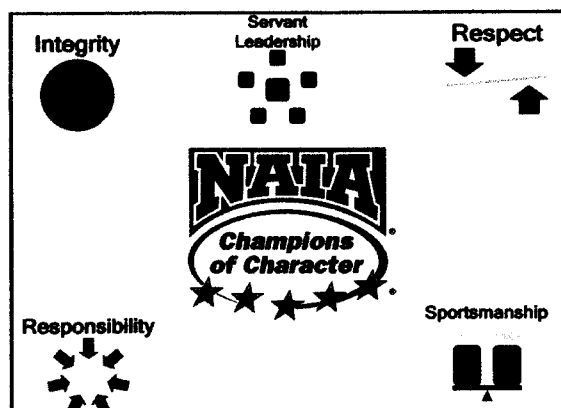
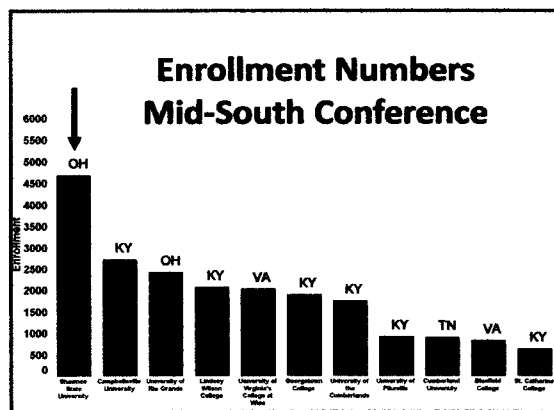
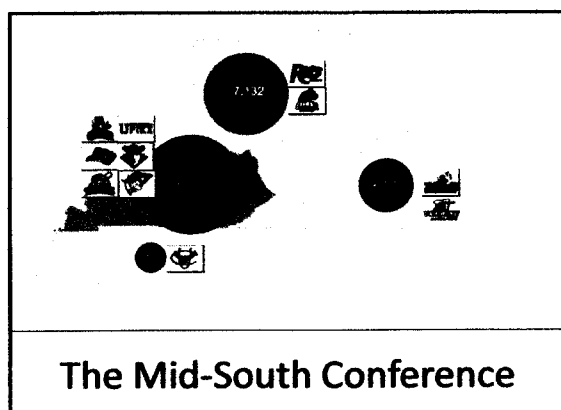
Major

Majors Course Grades

| Major 1 by Department | Course Work Department Description | Final Grade | Count |
|--------------------------|------------------------------------|-------------|-------|
| Business | Business | ABC | 2 |
| | | DFW | 2 |
| | | I & P | 2 |
| | | NC & NR | 1 |
| | | P | 1 |
| Education | Business | ABC | 12 |
| | | DFW | 7 |
| | | P | 1 |
| Engineering Technologies | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| English / Humanities | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Fine Digital & Perf Arts | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Health Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Mathematical Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Natural Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| Social Sciences | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |
| University College | Business | ABC | 28 |
| | | DFW | 12 |
| | | P | 1 |

and is True and Correct
 [Signature] 8-26-13

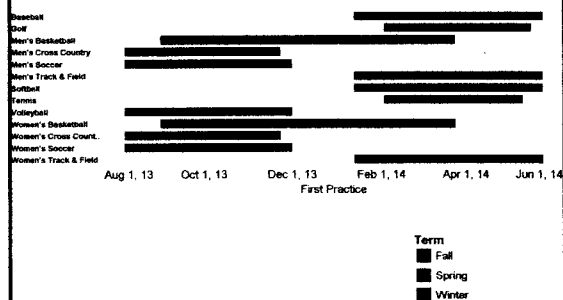
Questions



Varsity Teams (Participating Athletes)

| Fall | Winter | Spring |
|----------------------------|-------------------------|--------------------|
| Men's Sports (6) | | |
| Men's Cross Country (23) | Men's Basketball (20) | Baseball (42) |
| Men's Soccer (30) | | Golf (7) |
| | | Track & Field (16) |
| Women's Sports (7) | | |
| Women's Cross Country (18) | Women's Basketball (16) | Softball (16) |
| Women's Soccer (23) | | Track & Field (16) |
| Volleyball (15) | | Tennis (8) |

Sport Season First Practice to NAIA Tournament

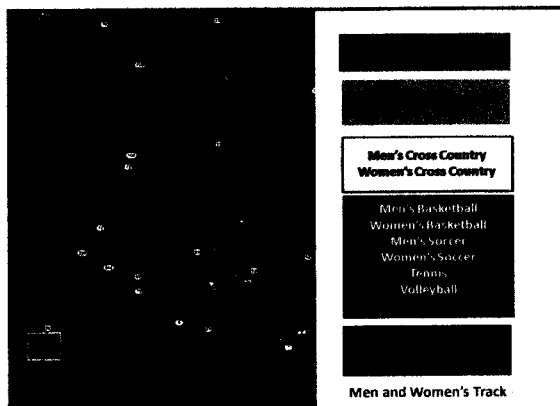


Head Coaches

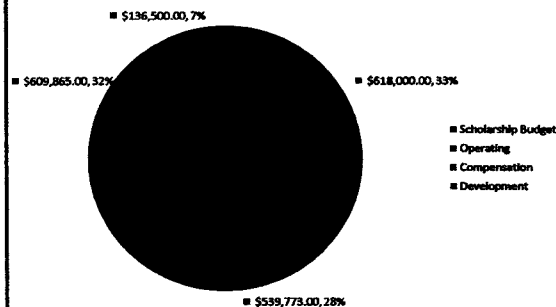
| | | |
|--|--|--|
|  Jeff Hamilton Men's Basketball Athletic Director 12 th Season |  Roger Merb Golf 26 th Season |  Ralph Cole Softball 23 rd Season |
|  Ted Tom Baseball Asst. AD 7 th Season |  Rob Appell Women's Soccer Tennis 8 th Season |  Ron Goodson Men's Soccer 15 th Season |
|  Eric Putnam Asst. AD Cross Country Track & Field 9 th Season |  Jeff Nickel Women's Basketball 2 nd Season |  Susan Shelton Volleyball 3 rd Season |

Athletics Staff

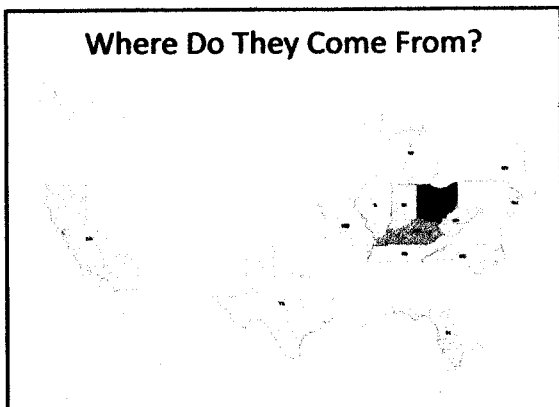
- Athletic Director - Jeff Hamilton
- Assistant Athletic Directors
 - Ted Tom (Academics)
 - Eric Putnam (Equipment)
- Head & Assistant Coaches
- Two Athletic Trainers – Ryan Boggs & Megan Swayne
- Administrative Assistant – Jonna Cook
- Sports Information Director – Justin Grube
- Intramural Coordinator – Jay Eason
- Athletic Center Representative – Chris Brown
- Athletic Center Program Leaders
- Student Employment
 - Game Management Staff
 - Athletic Center Staff
 - Intramural Staff



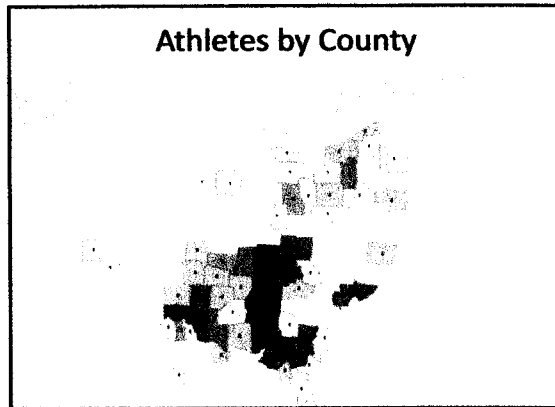
Athletic Department Budget Fiscal Year 2012-13



Where Do They Come From?



Athletes by County



History of Athletic Success

Mid-South Conference

- 10 Combined Championships
 - 5 Teams
- Men's Cross Country (3)
 - 2010, 2011, 2012
- Women's Cross Country (3)
 - 2010, 2011, 2012
- Volleyball (2)
 - 2010 Reg. Season & Tourn.
- Women's Basketball (1)
 - 2011-12 Regular Season
- Baseball (1)
 - 2011 Tournament

NAIA Level

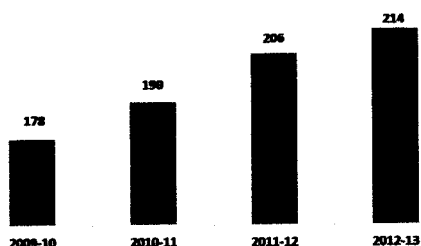
- Women's Basketball
 - 18 NAIA Tournaments, 6 straight
- Softball
 - 6 NAIA Tournaments, last in 2001
- Men's Cross Country
 - 8 Team Appearances, 4 straight
- Women's Cross Country
 - 4 Team Appearances, 3 straight
- Volleyball
 - 3 NAIA Tournaments (2008-10)
- Baseball
 - 3 NAIA Tournaments (1999, 2000, 11)
- Golf
 - 1997 NAIA Tournament (13th)

MSC Champions of Character Award Recipients

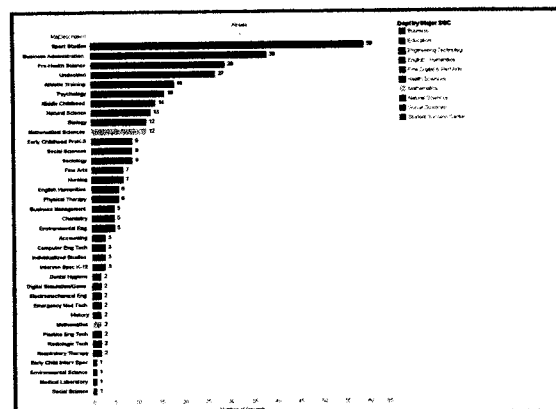
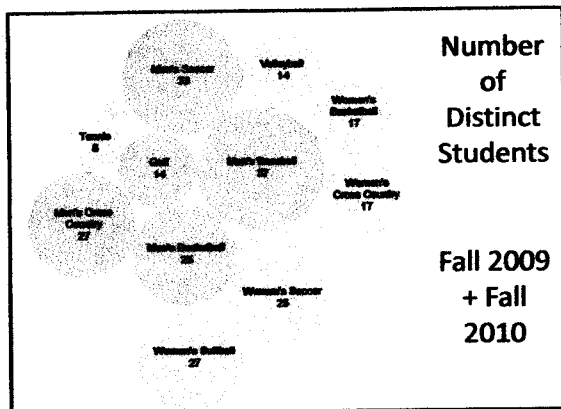
- | | |
|---|--|
| <ul style="list-style-type: none"> • Baseball <ul style="list-style-type: none"> – Cory Pallutch (2011) – Aaron Suydam (2013) • Men's Basketball <ul style="list-style-type: none"> – Alex Bruns (2011) – Tyler Morgan (2012) – Tyler Boyles (2013) • Men's Cross Country <ul style="list-style-type: none"> – Brad Liston (2011) • Men's Soccer <ul style="list-style-type: none"> – Jacob Hackworth (2012) – Ron Goodson (2012) | <ul style="list-style-type: none"> • Women's Basketball <ul style="list-style-type: none"> – Abby Ballman (2012) – Tristan Ruffield (2013) • Women's Soccer <ul style="list-style-type: none"> – Kelley Bowles (2010) |
|---|--|



Student-Athletes Per Academic Year

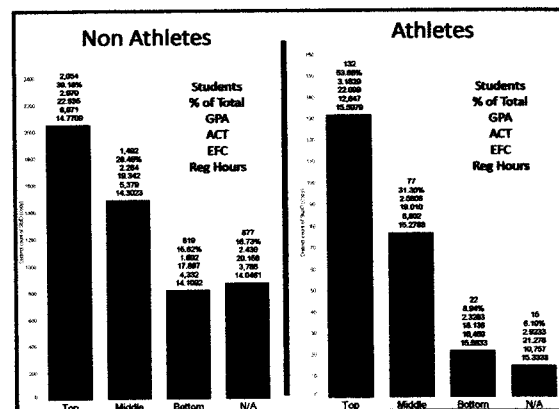
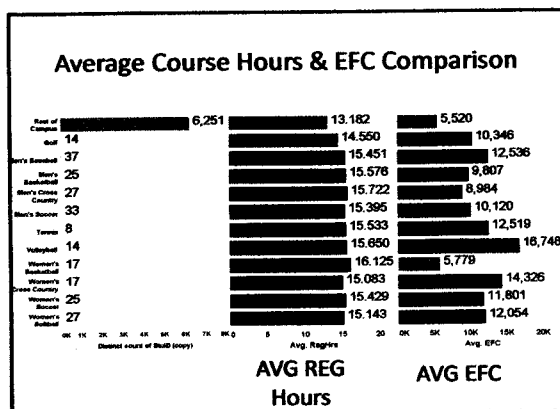
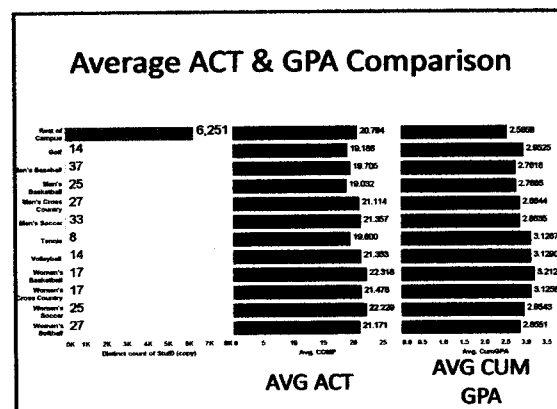


Data Set
Fall 2009 and Fall 2010



Non Athletes

Athletes



CRH 8-26-13

