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Board of Trustees

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11-16-2007

### November 16, 2007 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
November 16, 2007**

Chairperson Howard Harcha 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. Campbell, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Reynolds and Mr. Warren (entered meeting at 1:16 p.m.)

Members Absent: Ms. Seif

**Approval of the November 16, 2007 Agenda**

Mr. McCoy moved and Mr. Lodwick seconded a motion to approve the November 16, 2007 agenda. Without discussion, the Board unanimously approved said agenda.

**Approval of the September 14, 2007 Board Meeting Minutes**

Mr. McCoy moved and Ms. Reynolds seconded a motion to approve the September 14, 2007 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.

**Committee Reports**

**Academic Affairs Committee – Dr. Gail Ball**

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

Dr. Ball said the Academic and Student Affairs Committee recommended approval of Resolution ASA10-07, Commendation, 2007 Men's Soccer Team and Coaches. Dr. Ball said she was honored to help recognize the men's soccer team for their heroic actions when they helped rescue three people from their vehicle after a wreck. Members of the soccer team and head coach, Ron Goodson, were in attendance at the Board meeting and were recognized by a round of applause. Dr. Ball moved and Mr. Warren seconded a motion to approve Resolution ASA10-07, Commendation, 2007 Men's Soccer Team and Coaches.

Ayes: Dr. Ball, Mr. Lodwick, Mr. Harcha, Mr. McCoy, Mr. Mooney, Ms. Reynolds, Mr. Warren

Nays: None

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

Dr. Ball reported that Dr. Michael Field, Provost and Vice President for Academic Affairs, reported on the Shawnee 5.0 Conference, Interactive Digital Technology, held on the SSU campus on October 26, 2007. Dr. Ball said this conference brings national recognition to Shawnee State as a leader in the field of interactive digital technology.

Dr. Ball stated that Ms. Barbara Bradbury, Director, Financial Aid, reported on financial aid activities. Dr. Ball said the percentage of students receiving financial aid/loans is approximately the same as last year. She said the default rate on student loans has decreased from 20 percent in 1994 to just five percent in 2005.

Dr. Ball stated that Mr. John Campbell, President of the Student Government Association, reported on the activities of the Student Government Association. Dr. Ball said one of the main goals of the SGA is to increase membership and interest in student activities. She said it was nice to see so many of our students active in the community.

Dr. Ball said that Ms. Amy Richardson, Americorps/VISTA coordinator of community service for volunteer programs, reported on the current volunteer activities. Dr. Ball said Ms. Richardson also reported on behalf of Ms. Kelly Hatas, VISTA representative for recycling, on the involvement of the University community on recycling.

Dr. Ball stated that Dr. Settle reported on the latest progress of the University Center renovation and expansion. She said the groundbreaking is scheduled for January, 2008.

Dr. Ball said that Mr. Jim Arnzen, Athletic Director, reported on the Fall Bear Run/Walk and the fall sports. Dr. Ball reported that over 1100 people participated in the run/walk.

Dr. Ball said the personnel appointments would be addressed by the Finance and Facilities Committee.

#### **Finance and Facilities – Mr. Jack McCoy**

Mr. McCoy reported on behalf of the Finance and Facilities Committee and said the Committee had four action items.

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F35-07, Enabling and Nurturing Activity Based Learning (ENABL) Grant. Mr. McCoy said the Ohio Board of Regents grant is for an amount of \$120,436.20 and a period of one year. He said

the purpose of the grant is to improve teacher quality in the instruction of mathematics in grades 4-8. Mr. McCoy moved and Mr. Lodwick seconded a motion to approve Resolution F035-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Reynolds, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F36-07, Southern Ohio Youth Regents STEM and Foreign Language Academy Grant. Mr. McCoy said the Ohio Board of Regents grant was in the amount of \$300,000 for a one-year period. He said this grant is designed to encourage high school-aged students to explore and consider the STEM/foreign language disciplines as possible college majors with an emphasis on teaching careers in those areas. Mr. McCoy moved and Dr. Ball seconded a motion to approve Resolution F36-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Reynolds, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F37-07, Enhancing Opportunities for the Professional Nursing Degree. Mr. McCoy said the purpose of this grant is to expand enrollment in the baccalaureate nursing programs. He said the grant was for \$375,000 for a three-year period. Mr. McCoy moved and Mr. Mooney seconded a motion to approve Resolution F37-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Reynolds, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F38-07, Recognition of Authority Granted under Sub. H.B. 187. Mr. McCoy said the Ohio General Assembly enacted Sub. H.B. 187 that revises the Ohio civil service laws as they relate to classified staff at Ohio's public universities. Mr. McCoy moved and Ms. Reynolds seconded a motion to approve Resolution F38-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Reynolds, Mr. Warren

Nays: None

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

Mr. McCoy reported that representatives from the audit firm of Crowe Chizek and Company reported to the Finance and Facilities Committee on the fiscal year 2007 audit. Mr. McCoy said this was a clear audit with no finding. He commended the staff of the Business Office for a job well done.

Mr. McCoy said in accordance with Policy 5.16Rev., Personnel Appointments, the attached list summarizes personnel action taken between August 23, 2007 and November 2, 2007. He said all personnel activity was reported in the attached consolidated report.

Mr. McCoy said Ms. Boyles reviewed the Investment Report that reflected activity through October 31, 2007. He said the results of this report speak very highly of the Investment Committee.

Mr. McCoy reported on the PACE report that summarized the fiscal year to date financial information from July, 2007 through September, 2007 for the Vern Riffe Center for the Arts. Mr. McCoy reported expenses were down over 36.5 percent compared to the same period last year however Ms. Joanne Charles, who oversees the Vern Riffe Center's operation, observed that an expenditure made in the first quarter last year was made in the second quarter this year and thus does not appear in this PACE report. Similarly, the reported 31.5 percent increase in revenues for the quarter may be the result of the Columbus Symphony being scheduled earlier in the season. Because of these differences it may not be able to establish the Vern Riffe Center's relative fiscal position until later in the year.

Mr. McCoy said the capital status report reflects current information on each capital project and they are all on schedule.

Mr. McCoy reported that the PACE Report summarized the fiscal year to date Revenue and Expenditures from July, 2007 through October, 2007.

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

None.

#### **New Business**

None.

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

Mr. Carl Hilgarth reported to the Board on the IT Day being held on the SSU campus today. He said this program was for 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> grade high school girls with an emphasis in getting them interested in pursuing a career in the information technology field. Mr. Hilgarth said this program was the outcome from a grant that was previously approved by the Board.

**Other Business**

None.

**Executive Session, if necessary**

Mr. McCoy moved and Ms. Reynolds seconded a motion to move into Executive Session under RC § 121.22(G)(4) to discuss collective bargaining negotiations.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Reynolds, Mr. Warren

Nays: None

The Board moved into Executive Session at 1:55 p.m.

The Board returned to regular session at 2.27 p.m.


Mr. McCoy moved and Ms. Reynolds seconded a motion to approve Resolution E05-07, Ratification of Collective Bargaining Agreement between Shawnee State University and Communication Workers of America, Local 4372.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Reynolds, Mr. Warren


Nays: None

**Adjournment**

The meeting was adjourned by acclamation at 2.30 p.m.



Chairperson, Board of Trustees



Secretary, Board of Trustees

**President's Report to the  
Shawnee State University Board of Trustees  
November 16, 2007  
Rita Rice Morris, President**

**Dr. Jim Settle**


Jim was featured in a *Wall Street Journal* article and on ABC News for his part of a study on "Helicopter Parents." Dr. Settle co-wrote the national study which focuses on the generation of mothers and fathers who hover over their children from the cradle to college. Helicopter parents are very evident in universities across the country, including Shawnee State University. We are fortunate to have Jim's expertise on our campus and enjoyed sharing in his publicity.

**OACHE Conference**

In October, I attended the 14<sup>th</sup> annual OACHE Conference, co-hosted by Belmont Technical College and Ohio University Eastern Campus near St. Clairsville. The conference included more than 20 breakout sessions on topics including best practices in college-access programs, P-16 initiatives, college retention, 21<sup>st</sup> century technology tools, engaging parents and families for student success, and increasing student's financial literacy. At the meeting, I was elected to a two-year term as Vice Chair of the OACHE Board.

**China Trip**

In mid-October, I traveled to China to attend the China International Conference on Education and participate in an AACSU delegation traveling to universities in Anhui Province. At the conference, I was able to learn more about the Chinese educational system and understand the barriers international students face trying to study in both our countries. The delegation explored means to share students and faculty and facilitate expanded exchange programs. I completed my trip with a visit to South China Normal University with which we signed an agreement last year. I met with the leadership of the university to confirm our commitment to the agreement and to encourage students and faculty to attend Shawnee State University. I was able to visit the institutions where four of our students will student teach in the spring 2008 semester in Xi'An and Guangzhou. I was impressed with the supervision and support they will receive from both SCNU and their supervising teachers on-site and the program put together by SSU personnel. They will have an incomparable experience. I was able to visit with Professor David Finlow of our Plastics program and his wife to learn about their experiences as David teaches in the Chemical Engineering Department at SCNU and visit the Guangdong Polytechnic University, the home institution of Professor Zhu who is currently visiting Shawnee State to study our instructional methods.

  
Certified as True and Correct  
Secretary, SSU Board of Trustees      Date 12/10/07

### **Veterans Day Ceremony**

Our 15<sup>th</sup> annual Veteran's Recognition Ceremony was held on campus on Thursday, November 8. The Ohio National Guard Blackhawk helicopter, the 1191<sup>st</sup> Engineer company equipment, antique military jeeps and the Ohio National Guard F-350 "Buckeye Lighting" customized truck were all displayed on the campus lawn. The Clark Planetarium was part of the event this year by showing "To Heal a Nation." This movie is the true story behind the building of our national memorial, "The Wall."

### **Soccer Team Recognized**

Our soccer team has been named "Hometown Heroes" and will be recognized in a story to be aired on WSAZ on November 30. The team is credited for possibly saving the lives of three people involved in a car accident last month on interstate 64 as they returned from a game at Berea College.

### **USO Planning**

As you are aware, Chancellor Fingerhut has begun to release draft goals for the University System. We are making every effort to share these draft goals with members of the university community and invite feedback to the Chancellor. Additionally, I am chairing an ad hoc group appointed by the Chancellor to develop recommendations for expanding community college services in southern Ohio. We expect to have preliminary recommendations to him in early December.

### **Operation Christmas Child**

Students, faculty and staff opened their hearts and wallets and donated over 392 gift-filled shoe boxes to the local Operation Christmas Child drive on November 14. The Health Sciences building staff as well as their students donated a record 66 boxes. The project was coordinated by Amy Richardson, one of our VISTA Community Service coordinators.





RESOLUTION ASA10-07

COMMENDATION, 2007 MEN'S SOCCER TEAM AND COACHES

WHEREAS, on Sunday, October 28<sup>th</sup>, 2007, the Shawnee State University's soccer team was returning from competition at Berea College in Kentucky; and

WHEREAS, the soccer team and the coach observed a sports utility van swerve off Interstate 64 (to avoid a deer) and plunge over an embankment, down a ravine rolling over several times, and landing on its top in a creek; and

WHEREAS, the soccer team and coach reacted immediately and pulled the occupants - two adults and one child out safely; and

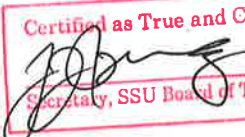
WHEREAS, because of the dark of the night and the depth of the ravine, their quick response and rescue prevented possible serious injury.

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University grants special recognition to the 2007 men's soccer team and their coach and commend them for their quick reaction in rescuing this family injured in this crash.

Ron Goodson, Head Coach  
Graham Purdy  
Brad Reffitt  
Gonzalo Perez Beck  
Bryan Barker  
Ryan Appell  
Jordan Buck  
Andrew Kachilla  
Paul Adkins  
Michael Cornell  
Michael Mohr

Weston Thobaben  
Kurt Rininger  
Ken Shonkwiler  
Drew Sampson  
Danny Frantz  
Chris George  
Curtis Jones  
Josh Hall  
Milan Maddox  
Wayne Daugherty

(November 16, 2007)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees  
Date 12/10/07

**RESOLUTION F35-07**

**ENABLING AND NURTURING ACTIVITY BASED LEARNING (ENABL)**

WHEREAS, the grant listed below and summarized on the attached grant proposal has been reviewed by the appropriate University committees and/or individuals, and is recommended for submission;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves submission of the Enabling and Nurturing Activity Based Learning Grant proposal.

(November 16, 2007)

Certified as True and Correct  
*[Signature]* 12/10/07  
Secretary, SSU Board of Trustees Date

## Grant Proposal Summary

**TITLE:** Enabling and Nurturing Activity Based Learning (ENABL)

**GRANTING AGENCY:** Ohio Board of Regents

**PRINCIPAL INVESTIGATOR:** Krista Maxson and Ginny Hamilton

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** 15%

**PURPOSE:** The purpose of this grant is to improve teacher quality in the instruction of mathematics in grades 4 - 8. Teachers will gain a better understanding of the content standards through activity based lessons that directly address the mathematics content standards. Teachers will also be given instruction on how to teach reading comprehension as it relates to mathematics to help improve student's performance on short answer to extended response problems. Teachers will also be introduced to intervention strategies to address the needs of inclusion students.

**CLIENTELE TO BE SERVED:** Teachers in southeast Ohio will participate in a week long summer institute followed by a four follow up sessions during the academic year. Specific counties that will be targeted are Ross, Pike, Scioto, Adams, Highland and Lawrence.

**RELATIONSHIP TO SSU MISSION:** This proposal is very much related to the mission of SSU in that its aim is to improve the education of mathematics in the communities that are served by SSU.

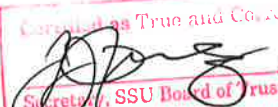
**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:** The Southeast Ohio Center for Excellence in Math and Science (SEOCEMS) along with several Education Service Centers (ESC).

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:** ENABL will be a year-long professional development program including an intensive 1- week summer institute with an additional four follow up sessions to take place during the school year.

**FUNDING PERIOD:** January 25, 2008 to May 31, 2009.

**BUDGET:** \$120,436.20

<u>Fund Source Ohio Board of Regents</u>		<u>Year One</u>	<u>Total, all years</u>
Grant	Improving Teacher Quality State Grants Program		
	Direct Costs	\$111,515.00	
	Indirect Costs	\$8,921.20	
Other		none	
University-In Kind		Not required	
University Match		Not required	
<b>TOTAL</b>		<b>\$120,436.20</b>	

Corrected as True and Correct  
  
Secretary, SSU Board of Trustees  
Date 12/20/07

**RESOLUTION F36-07**

**SOUTHERN OHIO YOUTH REGENTS STEM AND FOREIGN LANGUAGE ACADEMY**

WHEREAS, the grant listed below and summarized on the attached grant proposal has been reviewed by the appropriate University committees and/or individuals, and is recommended for submission;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves submission of the Southern Ohio Youth Regents Stem and Foreign Language Academy Grant proposal.

(November 16, 2007)

Certified as True and Correct  
*[Signature]* 12/10/07  
Secretary SSU Board of Trustees Date

## GRANT SUMMARY PROPOSAL

**TITLE:** Southern Ohio Youth Regents STEM and Foreign Language Academy

**GRANT AGENCY:** Ohio Board of Regents

**PRINCIPAL INVESTIGATOR:** David Todt/Judy Meeker

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** Todt, less than 10% Meeker, 75%

**PURPOSE:** Funded by the OBR, the Southern Ohio Youth Regents Academy is designed to encourage high school-aged students to explore and consider the STEM/Foreign Language disciplines (science, technology engineering, and math) as possible college majors, with emphasis on teaching careers in those areas. The Southern Ohio Youth Regents STEM and Foreign Language Academy provides a unique opportunity for collaboration and leadership between three partner universities and other organizations such as Upward Bound and the Ohio Appalachian Center for Higher Education.

**CLIENTELE TO BE SERVED:** Ohio rising high school juniors and seniors who might be interested in STEM careers

**RELATIONSHIP TO SSU MISSION:** This grant aims to increase college attendance in STEM disciplines from the Appalachian region. This is also an example of a cooperative partnership with Ohio University-Southern and the University of Rio Grande serving southern Ohio.


**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:** Ohio University – Southern and the University of Rio Grande

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:** Forty high school juniors and seniors will be chosen to attend; exploring the opportunities for careers, especially teaching, in the areas of science technology, engineering, mathematics, medicine, and foreign languages. Students will select up to two courses during the summer residential academy and one course during the following school year.

All students will take an introduction to the teaching profession during the school year. The school year courses may be distance learning courses. One week will be spent on each campus, the University of Rio Grande (June 9-13), Shawnee State University (June 16-20), and Ohio University—Southern (June 23-27). As students move from campus to campus, their professors and course work will move as well. Each course will have an online learning component between June 30 and August 7. A final course meeting will be held on Friday, August 8, 2008 at the University of Rio Grande. Two follow-up classes will be taken during the 2008/09 Academic Year (Introduction to the Teaching Profession and an elective course).

**BUDGET:**

Fund Source	Year 2008/09
Grant	\$300,000
Other	\$ 5,000 (Scioto Foundation – pending)
University	
In-kind	\$ 24,000 (contribution of indirect cost)
<b>TOTALS</b>	<b>\$329,000</b>

Certified as True and Correct  
 12/10/07  
Secretary, SSU Board of Trustees Date

**RESOLUTION F37-07**

**Enhancing Opportunities for the Professional Nursing Degree**

WHEREAS, the grant listed below and summarized on the attached grant proposal has been reviewed by the appropriate University committees and/or individuals, and is recommended for submission;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves submission of the Enhancing Opportunities for the Professional Nursing Degree Grant proposal.

(November 16, 2007)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      Date 12/10/07

## Grant Proposal Summary

**TITLE:** Enhancing Opportunities for the Professional Nursing Degree

**GRANTING AGENCY:** US Dept of Health and Human Services, Health Resources and Services Administration (HRSA)

**PRINCIPAL INVESTIGATOR:** Dr. Mattie Burton

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** 10%

**PURPOSE:** As part of the Nurse Education, Practice and Retention program, the purpose is to expand enrollment in baccalaureate nursing programs. At SSU, the goal of the program will be to encourage Associate Degree Nursing students at Southern State Community College and those already working at area hospitals to continue their education by pursuing a Bachelor of Science in Nursing at Shawnee State.

**CLIENTELE TO BE SERVED:** Associate Degree Nursing students at Southern State Community College, and ADN nurses already working in regional hospitals.

**RELATIONSHIP TO SSU MISSION:** As the need for BS-RNs continues to rise, the program responds to our mission by "...prepar(ing) students for the changing needs of business, industry, education and society..." The proposal also addresses Chancellor Fingerhut's call for more collaborative efforts among Ohio's postsecondary institutions by expanding collaborative efforts between SSU and Southern State Community College.

**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:**

Southern State Community College

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:** Recent research by the Institute of Medicine shows that patient outcomes while under the care of a BS-RN are better than that of AD Nurses. However, there is a severe shortage of nurses with those credentials nationwide. This proposal hopes to recruit Southern State ADN students who are completing their last year, and ADN students working in area hospitals, and offer three courses (one per quarter – SSCC is on quarters) on their campus. These are introductory courses from SSU's BSN program, and will be taught by SSU Nursing Faculty. Those who complete the courses will be encouraged to continue through the BSN program on Shawnee's campus.

**FUNDING PERIOD:** July 2008 – June 2011

**BUDGET: ESTIMATES ONLY – NOT EXACT FIGURES**

Fund Source	Year One	Total, all years
Grant		
Direct Costs	\$125,000	\$375,000
Indirect Costs	10,000	30,000
Other	0	
University-In Kind	0	
University Match	0	
<b>TOTAL</b>	<b>\$135,000</b>	<b>\$405,000</b>

Certified as True and Correct

[Signature]

Secretary, SSU Board of Trustees      Date      12/10/07

## RESOLUTION F38-07

### RECOGNITION OF AUTHORITY GRANTED UNDER SUB. H.B. 187

WHEREAS, the 126<sup>th</sup> Ohio General Assembly enacted Sub. House Bill 187 that revised the Ohio civil service laws as they relate to classified staff at Ohio's public universities; and


WHEREAS, Shawnee State University is granted the authority to implement policies and procedures that are applicable to classified civil service employees and that satisfy the requirements of Ohio Revised Code (ORC) Chapter 124; and

WHEREAS, Sub. H.B. 187 makes clear that nothing in the Act "abrogates, annuls, or modifies, or may be construed as abrogating, annulling, or modifying, any collective bargained agreement between a public employer and an exclusive representative that was entered into before the effective date of the Act;" and

WHEREAS, the University has shared information and made assurances to the Communications Worker's of America Local 4372 of no intent to abrogate, annul, or modify the current labor agreement between CWA and SSU;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University:

1. Recognizes the authority granted under Sub. H.B. 187,
2. Authorizes the President to carry out the charge of modernizing the laws, rules, policies and procedures that are not specifically addressed in the applicable labor agreement and that govern classified staff,
3. Empowers the Department of Human Resources to review the applicable policies for civil service employees in accordance with Ohio Revised Code in a controlled and incremental fashion,
4. Directs that existing laws, rules, policies and regulations of ORC 124 be followed until such time that the President elects to implement rule changes pursuant to Section 111.15 of the Ohio Revised Code in accordance with Sub. H.B. 187.

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      Date 12/10/07



## PERSONNEL ACTION ITEMS

All appointments are subject to any contingency included in the written offers of employment.

### November 2007 BOT MEETING

Actions submitted for approval August 23 to November 2, 2007

(Developed from information received in HR Department through November 2, 2007)

#### **ACADEMIC AFFAIRS DIVISION**

*Nothing to report.*

#### **DIVISION OF FINANCE AND ADMINISTRATION**

*Nothing to report.*

#### **OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION**

*Nothing to report.*

#### **PRESIDENT'S OFFICE**

*Nothing to report.*

#### **STUDENT AFFAIRS DIVISION**

*Nothing to report.*

  
Secretary, SSU Board of Trustees      Date

Per Policy 5.16

Board of Trustees has prior approval for appointment or removal of the position of vice president and creation of all new faculty and administrative positions.

Board of Trustees has subsequent approval for appointment to and removal of all faculty and administrators, establish the compensation for same, and award or deny continuing contracts and promotions for faculty.

Prepared 5/25/06

**PERSONNEL INFORMATION ITEMS**  
**NOVEMBER 2007 BOT MEETING**  
**Changes processed from August 23 to November 5, 2007**  
(Developed from information received in the HR Department through November 5, 2007)

**ACADEMIC AFFAIRS DIVISION**

***Appointment - Faculty***

***Cheryl Clevenger***, Assistant Professor in the Department of Nursing, effective August 27, 2007, at an academic year salary of \$54,150. Ms. Clevenger possesses a Post-Master Nursing Certificate (Family Nurse Practitioner) from the University of Kentucky, a Master in Science in Nursing from the University of Kentucky, a Bachelor of Science in Nursing from Morehead State University, and an Associate Degree in Nursing from Morehead State University.

***Appointment - Faculty***

***Patsy E. Todt, A.B.D.***, one-year full-service temporary, Senior Instructor in the Department of Teacher Education, effective August 27, 2007, at an academic year salary of \$51,450. Ms. Todt possesses a Master's Degree in Education from Ohio University, a Bachelor of Arts in Elementary Education from Ohio State University, and is currently enrolled in a doctoral program (in Reading) from Ohio State University.

***Appointment - Faculty***

***Dr. Deron S. Newman***, one-year full-service temporary, Assistant Professor in the Department of English and Humanities, effective August 27, 2007, at an academic year salary of \$41,550. Dr. Newman possesses a Doctorate in Philosophy from the University of Edinburgh, a Master of Divinity from Asbury Theological Seminary, and Bachelor of Science in Education from Ohio University.

**DIVISION OF FINANCE AND ADMINISTRATION**

***Appointment - Administrative***

***Terry R. Noel***, Web Developer, effective September 1, 2007, at a fiscal year salary of \$17,095 (part-time). Mr. Noel possesses a Bachelor in Business Administration (Management Information Systems concentration) from Shawnee State University and previously served the University as a Blackboard System Administrator for four years.

***Resignation - Administrative***

***J. Chris Nourse***, Interim Director, Human Resources, resignation effective November 9, 2007.

***Retirement - Administrative***

***Mark W. Grundler***, Associate Director, Administrative Computing in the Department of University Information Services, resignation effective October 1, 2007.

**OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION**

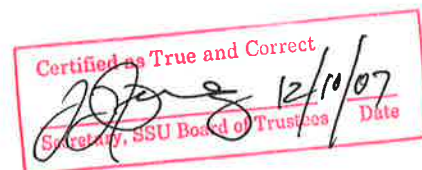
***Resignation - Administrative***

***Angela S. Drabik***, Coordinator, Educational Opportunity Center, resignation effective September 2, 2007

**PRESIDENT'S OFFICE**

***Appointment - Administrative***

***Phyllis Noah***, Communications Coordinator, effective October 15, 2007, at a fiscal year salary of \$35,000. Ms. Noah possesses a Bachelor of Individualized Studies from Shawnee State University and has served the University as a part-time writer/editor in the Office of Communications and Governmental Affairs for the past year.



**STUDENT AFFAIRS DIVISION**

***Appointment – Administrative***

***Aaron Stewart***, Project Director, Upward Bound Math Science/Educational Talent Search, effective December 3, 2007, at a fiscal year salary of \$50,500. Mr. Stewart possesses a Master of Science in Adult and Technical Education from Marshall University and a Bachelor of Arts in History from Ohio University.

Certified as True and Correct  
*[Signature]* 12/10/07  
Secretary, SSU Board of Trustees Date

**BALANCE INFORMATION, SSU'S MONEY MANAGERS  
FY05 TO DATE**

**COMMONFUND**

**MELLON**

	BALANCE	CHANGE	PERCENT from prior month	Total Cumulative Return Beginning July 1, 2005
June 30, 2005	\$5,142,929.09			
July 31, 2005	\$5,226,711.17	\$83,782.08	1.6%	1.6%
Aug. 31, 2005	\$5,223,874.64	-\$2,836.53	-0.1%	1.6%
Sept. 30, 2005	\$5,220,931.44	-\$2,943.20	-0.1%	1.5%
Oct. 31, 2005	\$5,143,057.95	-\$77,873.49	-1.5%	0.0%
Nov. 30, 2005	\$5,291,251.20	\$148,193.25	2.9%	2.9%
Dec. 31, 2005	\$5,339,621.86	\$48,370.66	0.9%	3.8%
Jan. 31, 2006	\$5,457,953.43	\$118,331.57	2.2%	6.1%
Feb. 28, 2006	\$5,462,141.37	\$4,187.94	0.1%	6.2%
March 31, 2006	\$5,485,724.75	\$23,583.38	0.4%	6.7%
April 30, 2006	\$5,539,146.32	\$53,421.57	1.0%	7.7%
May 31, 2006	\$5,422,709.77	-\$116,436.55	-2.1%	5.4%
June 30, 2006	\$5,415,776.38	-\$6,933.39	-0.1%	5.3%
July 31, 2006	\$5,441,894.63	\$26,118.25	0.5%	5.8%
Aug. 31, 2006	\$5,530,042.09	\$88,147.46	1.6%	7.5%
Sept. 30, 2006	\$5,618,598.13	\$88,556.04	1.6%	9.2%
Oct. 31, 2006	\$5,743,855.16	\$125,257.03	2.2%	11.7%
Nov. 30, 2006	\$5,853,784.16	\$109,929.00	1.9%	13.8%
Dec. 31, 2006	\$5,896,614.06	\$42,829.90	0.7%	14.7%
Jan. 31, 2007	\$5,975,555.00	\$78,940.94	1.3%	16.2%
Feb. 28, 2007	\$5,935,654.90	-\$39,900.10	-0.7%	15.4%
March 31, 2007	\$5,982,336.77	\$46,681.87	0.8%	16.3%
April 30, 2007	\$6,153,999.69	\$171,662.92	2.9%	19.7%
May 31, 2007	\$6,269,651.35	\$115,651.66	1.9%	21.9%
June 30, 2007	\$6,205,948.38	-\$63,702.97	-1.0%	20.7%
July 31, 2007	\$6,144,033.92	-\$61,914.46	-1.0%	19.5%
Aug. 31, 2007	\$6,214,274.79	\$70,240.87	1.1%	20.8%
Sept. 30, 2007	\$6,431,430.35	\$217,155.56	3.5%	25.1%
Oct. 31, 2007	\$6,562,706.24	\$131,275.89	2.0%	27.6%

	BALANCE	CHANGE	PERCENT from prior month	Total Cumulative Return Beginning July 1, 2005
June 30, 2005	\$4,774,466.85			
July 31, 2005	\$4,864,560.69	\$90,093.84	1.9%	1.9%
Aug. 31, 2005	\$4,865,994.31	\$1,433.62	0.0%	1.9%
Sept. 30, 2005	\$4,898,194.90	\$32,200.59	0.7%	2.6%
Oct. 31, 2005	\$4,811,578.96	-\$86,615.94	-1.8%	0.8%
Nov. 30, 2005	\$4,917,354.04	\$105,775.08	2.2%	3.0%
Dec. 31, 2005	\$4,972,778.90	\$55,424.86	1.1%	4.2%
Jan. 31, 2006	\$5,089,814.53	\$117,035.63	2.4%	6.6%
Feb. 28, 2006	\$5,088,134.62	-\$1,679.91	0.0%	6.6%
March 31, 2006	\$5,121,849.98	\$33,715.36	0.7%	7.3%
April 30, 2006	\$5,177,951.96	\$56,101.98	1.1%	8.5%
May 31, 2006	\$5,040,469.44	-\$137,482.52	-2.7%	5.6%
June 30, 2006	\$5,046,949.11	\$6,479.67	0.1%	5.7%
July 31, 2006	\$5,074,962.15	\$28,013.04	0.6%	6.3%
Aug. 31, 2006	\$5,157,571.91	\$82,609.76	1.6%	8.0%
Sept. 30, 2006	\$5,231,681.08	\$74,109.17	1.4%	9.6%
Oct. 31, 2006	\$5,344,532.12	\$112,851.04	2.2%	11.9%
Nov. 30, 2006	\$5,457,384.95	\$112,852.83	2.1%	14.3%
Dec. 31, 2006	\$5,468,436.14	\$11,051.19	0.2%	14.5%
Jan. 31, 2007	\$5,544,995.75	\$76,559.61	1.4%	16.1%
Feb. 28, 2007	\$5,532,512.63	-\$12,483.12	-0.2%	15.9%
March 31, 2007	\$5,590,634.23	\$58,121.60	1.1%	17.1%
April 30, 2007	\$5,742,944.32	\$152,310.09	2.7%	20.3%
May 31, 2007	\$5,848,128.04	\$105,183.72	1.8%	22.5%
June 30, 2007	\$5,798,888.45	-\$49,239.59	-0.8%	21.5%
July 31, 2007	\$5,716,594.35	-\$82,294.10	-1.4%	19.7%
Aug. 31, 2007	\$5,760,243.01	\$43,648.66	0.8%	20.6%
Sept. 30, 2007	\$5,913,606.35	\$153,363.34	2.7%	23.9%
Oct. 31, 2007	\$6,032,246.72	\$118,640.37	2.0%	26.3%

Certified True and Correct  
 Secretary, SSU Board of Trustees  
 Date 12/10/07

# VERN RIFFE CENTER FOR THE ARTS PACE REPORT

## July, 2007 Through September, 2007

Certified as True and Correct  
 Secretary, SSU Board of Trustees  
 Date 12/10/07

	FISCAL YEAR				ACTUAL		ACTUAL		
	2006-2007 ACTUAL	BUDGET 2007-2008	DIFFERENCE	PERCENT	THROUGH Sept. 2006	THROUGH Sept. 2007	DIFFERENCE	PERCENT	
<b>REVENUE</b>									
UNIVERSITY GF	\$180,000	\$187,200	\$7,200	4.0%	\$0	\$0	\$0		
GIFTS	\$149,568	\$145,000	-\$4,568	-3.1%	\$3,368	\$6,203	\$2,835	84.2%	
GATE	\$318,702	\$388,000	\$49,298	15.5%	\$130,870	\$164,540	\$33,670	25.7%	
OTHER INCOME	\$18,997	-\$10,200	-\$29,197	-153.7%	\$573	\$6,487	\$5,914	1032.1%	
<b>TOTAL REVENUE</b>	<b>\$667,267</b>	<b>\$690,000</b>	<b>\$22,733</b>	<b>3.4%</b>	<b>\$134,811</b>	<b>\$177,230</b>	<b>\$42,419</b>	<b>31.5%</b>	
<b>EXPENDITURES</b>									
COMPENSATION	\$600,741	\$641,914	\$41,173	6.9%	\$109,399	\$69,433	-\$39,966	-36.5%	
OTHER	\$52,463	\$48,086	-\$4,377	-8.3%	\$9,813	\$10,358	\$545	5.6%	
<b>TOTAL EXPENDITURES</b>	<b>\$653,204</b>	<b>\$690,000</b>	<b>\$36,796</b>	<b>5.6%</b>	<b>\$119,212</b>	<b>\$79,791</b>	<b>-\$39,421</b>	<b>-33.1%</b>	
					<b>Difference</b>	<b>\$15,599</b>	<b>\$97,439</b>	<b>\$81,840</b>	<b>524.6%</b>

## Status of Projects through October 31, 2007

Page 1 of 1

Certified as True and Correct  
 Date 12/10/07  
 Secretary, CSU Board of Trustees

ITEM NO.	PROJECT TITLE	PROJ. TYPE	PHASE	STATUS % COMP.	SCHEDULE NEXT ACTION	REMARKS
1.	Facilities Office Project	B	III	95%	Construction	New offices for the Facilities Department to be developed. Project to be re-bid; bids were over the estimate.
2.	University Center Rehabilitation Project	A/B	I	90%	Design	Building program complete; schematic design started. Design committee meets weekly to keep project on task.
3.	Rhodes Center Rehabilitation	B	III	99%	Construction	Phase I contracts being developed. Project submitted to Controlling Board for funding approval. Phase II construction documents submitted for review.
4.	Massie Hall 3 <sup>rd</sup> Floor HVAC Evaluation	B/E	IV	99%	Occupancy/Accepted	New, energy efficient control system being installed. Four-year return on investment estimated. Project complete 8/31/07. Operator training scheduled for mid-November, 2007.
5.	Plaza Concrete Replacement	B/C/D	I	95%	Design	Architectural firm selected. Contract being developed.
6.	Multi Purpose Sports Field	A	I	5%	Design	Short list developed; interviews will be scheduled for mid to late November.

### Capital Construction Codes

**PROJECT TYPES**

A-NEW CONSTRUCTION      B-REMODELING  
 C-SITework/CIVIL          D-LANDSCAPING  
 E-INTERNALLY FUNDED CAPITAL PROJECTS  
 F-CONSULTING

**PROJECT PHASES**

I-PROGRAMMING      II-DESIGN  
 III-BID DOCUMENTS      IV-CONSTRUCTION  
 V-OCCUPANCY/ACCEPTED

GENERAL FUND STATUS

	FISCAL YEAR FY 2006/2007 ACTUAL	BUDGET FY 2007/2008	PERCENTAGE DIFFERENCE	ACTUAL THROUGH October, 2006	ACTUAL THROUGH October, 2007	PERCENTAGE DIFFERENCE
REVENUE						
TUITION	\$19,525,176	\$19,666,000	0.7%	\$11,792,176	\$10,927,852	-7.3%
STATE	\$14,815,074	\$16,111,650	8.8%	\$4,657,974	\$5,217,785	12.0%
OTHER	\$3,352,387	\$2,293,500	-31.6%	\$1,186,156	\$1,161,906	-2.0%
TOTAL REVENUE	\$37,692,637	\$38,071,150	1.0%	\$17,636,306	\$17,307,543	-1.9%
USE OF RESERVE	\$0	\$3,660,425		\$0		
TOTAL REVENUE AND RESERVE USE	\$37,692,637	\$41,731,575	10.7%	\$17,636,306	\$17,307,543	-1.9%
EXPENSE AND TRANSFERS						
COMPENSATION	\$27,708,908	\$29,699,890	7.2%	\$8,731,918	\$9,509,163	8.9%
OTHER	\$9,308,457	\$12,031,685	29.3%	\$2,948,550	\$3,219,088	9.2%
TOTAL EXPENSE AND TRANSFERS	\$37,017,365	\$41,731,575	12.7%	\$11,680,468	\$12,728,251	9.0%

NOTE: The actual October 2006 "Tuition" amount was \$7,861,451. In an effort to compare tuition income at October 31, 2006 with tuition income at October 31, 2007, assuming a semester system existed in both years, the actual October 2006 "Tuition" income has been multiplied by 1.5. It should be noted that no factor has been included at this time to reflect any decrease in enrollment between Fall Quarter 2006 and Winter Quarter 2007.

Certified as True and Correct  
 Secretary, SSU Board of Trustees  
 Date: 12/10/07

GENERAL FUND STATUS

	FISCAL YEAR FY 2006/2007 ACTUAL	BUDGET FY 2007/2008	PERCENTAGE DIFFERENCE	ACTUAL THROUGH October, 2006	ACTUAL THROUGH October, 2007	PERCENTAGE DIFFERENCE
<b>REVENUE</b>						
<b>TUITION</b>						
INSTRUCTION	\$18,463,212	\$18,400,000	-0.3%	\$7,431,899	\$10,118,414	36.1%
TECHNOLOGY	\$226,969	\$226,000	-0.4%	\$91,964	\$138,081	50.1%
NON RESIDENT	\$281,667	\$350,000	24.3%	\$123,748	\$215,999	74.5%
COURSE FEE	\$553,328	\$690,000	24.7%	\$213,840	\$455,358	112.9%
<b>SUB-TOTAL</b>	<b>\$19,525,176</b>	<b>\$19,666,000</b>	<b>0.7%</b>	<b>\$7,861,451</b>	<b>\$10,927,852</b>	<b>39.0%</b>
<b>STATE SUBSIDY</b>						
INSTRUCTION	\$10,920,207	\$11,696,068	7.1%	\$3,606,928	\$3,906,740	8.3%
ACCESS	\$1,110,383	\$1,169,848	5.4%	\$273,810	\$292,462	6.8%
SUCCESS	\$620,946	\$633,411	2.0%	\$142,970	\$158,353	10.8%
SPECIAL	\$2,056,986	\$2,502,323	21.6%	\$607,628	\$834,104	37.3%
OTHER	\$106,552	\$110,000	3.2%	\$26,638	\$26,126	-1.9%
<b>SUB-TOTAL</b>	<b>\$14,815,074</b>	<b>\$16,111,650</b>	<b>8.8%</b>	<b>\$4,657,974</b>	<b>\$5,217,785</b>	<b>12.0%</b>
<b>OTHER</b>						
PAYMENT PLAN	\$8,200	\$10,000	22.0%	\$3,980	\$4,240	6.5%
LATE PAYMENT	\$208,300	\$200,000	-4.0%	\$116,720	\$149,345	28.0%
TRANSCRIPTS	\$25,369	\$20,000	-21.2%	\$6,570	\$9,851	49.9%
CREDIT BY EXAM	\$520	\$1,000	92.3%	\$260	\$130	-50.0%
CREDIT BY ARRANG	\$107,341	\$100,000	-6.8%	\$53,469	\$34,932	-34.7%
OUTREACH SERVICES	\$64,607	\$65,000	0.6%	\$14,011	\$14,996	7.0%

Corrected Trust Fund Correct  
 Secretary, SSU Board of Trustees  
 Date 12/6/07



	FISCAL YEAR FY 2006/2007 ACTUAL	BUDGET FY 2007/2008	PERCENTAGE DIFFERENCE	ACTUAL THROUGH October, 2006	ACTUAL THROUGH October, 2007	PERCENTAGE DIFFERENCE
CENTRAL STORES	\$5,103	\$6,500	27.4%	\$19,902	\$17,684	-11.1%
PLANETARIUM	\$2,481	\$6,000	141.8%	\$489	\$150	-69.3%
INTEREST	\$2,126,088	\$1,000,000	-53.0%	\$762,033	\$706,000	-7.4%
PRINT SHOP	\$297,339	\$275,000	-7.5%	\$106,740	\$102,967	-3.5%
MISC INCOME	\$289,123	\$370,000	28.0%	\$97,143	\$106,637	9.8%
INDIRECT	\$217,916	\$240,000	10.1%	\$4,839	\$14,974	209.4%
 SUB-TOTAL	 \$3,352,387	 \$2,293,500	 -31.6%	 \$1,186,156	 \$1,161,906	 -2.0%
 TOTAL REVENUE	 \$37,692,637	 \$38,071,150	 1.0%	 \$13,705,581	 \$17,307,543	 26.3%
 USE OF FUND BALANCE	 \$0	 \$3,660,425		 \$0		
 TOTAL REVENUE AND USE OF FUND BALANCE	 \$37,692,637	 \$41,731,575	 10.7%	 \$13,705,581		

Certified as True and Correct  
 Secretary, SSU Board of Trustees  
 Date 12/10/07

	FISCAL YEAR FY 2006/2007 ACTUAL	BUDGET FY 2007/2008	PERCENTAGE DIFFERENCE	ACTUAL THROUGH October, 2006	ACTUAL THROUGH October, 2007	PERCENTAGE DIFFERENCE
<b>EXPENSE AND TRANSFERS</b>						
<b>COMPENSATION</b>						
SALARY	\$19,298,873	\$20,804,478	7.8%	\$6,155,996	\$6,714,009	9.1%
BENEFITS	\$8,410,035	\$8,895,412	5.8%	\$2,575,922	\$2,795,154	8.5%
SUB-TOTAL	\$27,708,908	\$29,699,890	7.2%	\$8,731,918	\$9,509,163	8.9%
<b>NON COMPENSATION</b>						
UTILITIES	\$1,365,018	\$1,400,000	2.6%	\$263,013	\$270,078	2.7%
SCHOLARSHIPS	\$1,718,968	\$1,988,405	15.7%	\$644,412	\$815,461	26.5%
TECHNOLOGY	\$248,622	\$226,000	-9.1%	\$138,390	\$135,717	-1.9%
OTHER	\$5,617,206	\$8,000,000	42.4%	\$1,888,667	\$1,997,832	5.8%
SUB-TOTAL	\$8,949,814	\$11,614,405	29.8%	\$2,934,482	\$3,219,088	9.7%
TOTAL EXPENSE	\$36,658,722	\$41,314,295	12.7%	\$11,666,400	\$12,728,251	9.1%
<b>TRANSFERS</b>						
FINE ARTS	\$180,000	\$187,200	4.0%	\$0	\$0	
OTHER	\$0	\$48,333		\$0	\$0	
AUX. AND AGEN	\$178,643	\$181,747	1.7%	\$14,068	\$0	-100.0%
SUB-TOTAL	\$358,643	\$417,280	16.3%	\$14,068	\$0	-100.0%
TOTAL EXPENSE AND TRANSFERS	\$37,017,365	\$41,731,575	12.7%	\$11,680,468	\$12,728,251	9.0%

Certified as True and Correct,  
  
 Secretary, SSU Board of Trustees      Date

RESOLUTION E5-07

RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT  
BETWEEN SHAWNEE STATE UNIVERSITY AND COMMUNICATION  
WORKERS OF AMERICA, LOCAL 4372

WHEREAS, the result of negotiations between the University and CWA was an agreement ratified by the CWA membership on November 13, 2007; and

WHEREAS, such agreement is binding on SSU and CWA from the effective date, November 7, 2007 until midnight November 6, 2010; and

WHEREAS, the President recommends the approval of the agreement;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees accepts and approves the agreement attached hereto effective November 7, 2007; and

BE IT FURTHER RESOLVED that the Board of Trustees expresses its appreciation to both negotiating teams for their conscientious efforts in negotiating an agreement that could be ratified by the members of CWA and approved by the Board of Trustees.

(November 16 2007)

Certified as True and Correct  
*[Signature]* 12/10/07  
Secretary, SSU Board of Trustees Date