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10-13-2006

October 13, 2006 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
October 13, 2006**

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

Swearing-in of New Board Member

Mr. Harcha said the first order of business would be the swearing-in of SSU's new student Board member, Mr. John Campbell. Mr. Harcha administered the oath of office to Mr. Campbell and presented him with a Shawnee State University lapel pin. Mr. Harcha welcomed Mr. Campbell to the SSU Board and a round of applause followed.

Designation of New Board Secretary and Treasurer

Mr. Harcha announced that Board Chair Reynolds has appointed Dr. Jeff Perez as the new Board secretary replacing Mr. Stephen Donohue and Mr. Donohue would serve as the new Board treasurer replacing Dr. Mark Davis.

Roll Call

Members Present: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, Mr. Warren, and Mr. Campbell

Members Absent: Ms. Reynolds, Mr. Mooney and Ms. Laugle

Approval of the October 13, 2006 Agenda

Mr. McCoy moved and Dr. Ball seconded a motion to approve the October 13, 2006 agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the August 11, 2006 Board Meeting Minutes

Dr. Ball moved and Mr. McCoy seconded a motion to approve the August 11, 2006 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the September 18, 2006 Special Board Meeting Minutes

Mr. Warren moved and Dr. Ball seconded a motion to approve the September 18, 2006 Special Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

President's Report

Dr. Morris summarized her written report that she submitted to the Board and is made a part of these minutes. As part of her report, Dr. Morris commented on the white paper presented by Bob Trusz, "Reflections on Growing Enrollment at Shawnee State University," that was distributed to the Board. She asked the Board if anyone had any questions for Mr. Trusz and there being none, thanked him for the report.

Committee Reports**Academic Affairs Committee – Mr. William McKinley**

Mr. McKinley reported on behalf of the Academic and Student Affairs Committee and said the committee had two actions items.

Mr. McKinley said the Academic and Student Affairs Committee recommended approval of Resolution ASA16-06, 2006-2007 Academic Calendar Amended. He stated that the amended calendar notes the change in the advance registration date for winter quarter. Mr. McKinley moved and Ms. Seif seconded a motion to approve Resolution ASA16-06, 2006-2007 Academic Calendar Amended.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

Mr. McKinley said the Academic and Student Affairs Committee recommended approval of Resolution ASA17-06, Ohio Core Legislation. Mr. McKinley stated that the legislation calls for the rigorous core curriculum with a special emphasis on higher-level science and mathematics courses. Mr. McKinley moved and Dr. Ball seconded a motion to approve Resolution ASA17-06, Ohio Core Legislation.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

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

Mr. McKinley reported on Constitution Day activities as being inspirational.

Mr. McKinley reported on the campus visit by Anita Hill as the featured speaker for the 2006 Leslie Williams Symposium, the Distinguished Lecture Series and SSU's 20th

anniversary celebration. He also stated that Ms. Hill attended the ribbon cutting ceremony for the new Women's Center.

Mr. McKinley reported on the faculty statistics. He reported the increase of full-time faculty appointments as well as the increase in salaries.

Mr. McKinley reported on the enrollment report provided by Mr. Midkiff, registrar. He stated that the University hit a high for the fifth consecutive year. He also stated that we now have students from 80 of the 88 counties in Ohio. He further stated that we have students from ten different countries attending SSU.

Mr. McKinley reported on the Student Programming Board activities. He announced a few of the activities planned, which include bingo games, a Halloween dance, and Homecoming. He stated the students were trying to develop a wider and more active campus life.

Mr. McKinley reported on the activities of the Americorps VISTA, Center for Community Service. He stated that they are having a blood drive, a trike & treat trail and Operation Christmas Child.

Mr. McKinley reported on the 2006 Fall Housing Report. Mr. McKinley stated there are 523 students living in the residence halls at present for an 85% occupancy rate, and that the University is exploring ways to further boost occupancy.

Mr. McKinley reported on the 12th Annual Fall Bear Run/Walk, which had over 1100 entries, with runners ranging in age up to 90 years of age. He stated the Bear Run/Walk enhances SSU's image.

Mr. McKinley said the personnel appointments would be covered by the Finance and Facilities Committee.

Finance and Facilities – Jack McCoy

Mr. McCoy reported that the Finance and Facilities Committee had four action items.

Mr. McCoy said the Finance and Facilities Committee recommended approval of the attached personnel action items, Resolution F27-06. Mr. McCoy moved and Dr. Ball seconded a motion to approve Resolution F27-06, Personnel.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F28-06, Personnel Appointments, Policy 5.16Rev. Mr. McCoy stated this resolution addresses efficiency by authorizing the University President to hire faculty and staff in anticipation of Board approval. Mr. McCoy moved and Ms. Seif seconded a motion to approve Resolution F28-06.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of the Resolution F29-06, Upward Bound and Upward Bound Math Science Grants. Mr. McCoy moved and Dr. Ball seconded a motion to approve Resolution F29-06.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F30-06, Approval of New Position, Counselor, Counseling & Psychological Services creating a new counselor position in the Office of Counseling and Psychological Services. Mr. McCoy moved and Mr. Warren seconded a motion to approve Resolution F30-06.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

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

Mr. McCoy said the Personnel Items were summarized in the attached listing for personnel action taken between July 25, 2006 and September 29, 2006.

Mr. McCoy said the capital status report reflects current information on each capital project. Mr. McCoy said the Health Science building is complete and all other projects were on schedule.

Mr. McCoy said that a historical financial report was presented to the Committee by Mr. Donohue. Mr. McCoy stated that the overall downward financial trend of the Vern Riffe Center for the Arts is a concern and must be reversed.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Mr. Harcha thanked Ms. Reynolds for suggesting the Board perform tours of the campus each year. He asked that each group give a summary. Ms. Seif reported for Tour Group I stating she was very impressed with the campus. She reported that it is very clean and even the students seem to keep up their living facilities. Mr. McCoy reported for Tour Group II stating the University is very efficient with its use of space. He further stated that SSU is on the cutting edge of information technology. Dr. Ball reported for Tour III stating she was very impressed with the cleanliness of each building and of the security that has been added around campus.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

None.

Executive Session, if necessary

Ms. Seif moved and Mr. McKinley seconded a motion to move into executive session to consider the appointment of new personnel and the compensation of a public employee pursuant to ORC Section 121.22(G)(1).

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

The Board entered into Executive Session at 2:08 p.m.

The Board returned to regular session at 3:11 p.m.

Ms. Seif moved and Mr. McKinley seconded a motion to approve Resolution E06-06, Presidential Employment Contract Amendment. These changes amend the University President's contract to permit a deferred compensation plan, to increase the reimbursable annual premium for the current insurance policy, to recognize the President's spouse as

an uncompensated University employee, and to clarify that the President may conduct charitable work or, with the Board Chair's approval, provide consulting services.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

Ms. Seif moved and Mr. McKinley seconded a motion to approve Resolution E07-06, Deferred Compensation of the President.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Ms. Seif, and Mr. Warren

Nays: None

Adjournment

The meeting was adjourned by acclamation at 3:12 p.m.


Chairperson, Board of Trustees


Secretary, Board of Trustees

President's Report to the
Shawnee State University Board of Trustees
October 13, 2006
Rita Rice Morris, President

The New School Year

I am happy to report that for the fifth consecutive year, Shawnee State University has set a fall enrollment record, with 3,880 students registered for the 2006-07 academic year. Enrollment increased 1.57 percent over the previous year, and has grown more than 18 percent since 2000.

The new Women's Center and Teaching and Learning Center also opened their doors this fall. We all look forward to the contributions they will make to our academic community.

Spreading the Good News about Shawnee State

We are deeply committed to continued enrollment growth so that we may provide even more students with the advantages of a university education. To that end we have boosted our advertising, especially in the Columbus area.

We filmed a three-minute segment that aired in the Columbus market during a television special on higher education. From that three-minute piece we created a 30 second commercial that has been running on two TV stations. These productions emphasize the student-centered nature of Shawnee State.

Shawnee State also appeared in Ohio Magazine's "Ohio College Tour" included in the October issue. We have a two-page spread that highlights the scholarly endeavors of our students and promotes the new Merit Based Scholarships that provide significant support to top students.

20th Anniversary Celebration

Our celebration of the university's first 20 years was a smashing success. I would like to thank the 20th Anniversary Committee for all their hard work in putting together a series of events that showcased the broad spectrum of endeavors at Shawnee State.

The celebration culminated in a big picnic that gave us the chance to welcome the community onto campus. The picnic was very well attended and I believe further strengthened the bonds between the university, the City of Portsmouth and the surrounding region. We work hard to be good neighbors.

I would also like to share with you a poignant moment after Kathleen Battle's stirring performance. Board Chair Kay Reynolds presented Ms. Battle with an honorary doctorate that had been bestowed by the board in 1991. Back then, she had performed in the gym. How wonderful it was to present the honor to Ms. Battle in the lobby of the Vern Riffe Center for the Arts – a venue worthy of her talents.

Department of Administrative Services Audit

This year, Ohio's Department of Administrative Services is conducting on-site audits of the human resources and payroll offices at all state universities and community colleges.

I am very proud to report that Shawnee State's office came through the audit with flying colors. The auditors reviewed a number of aspects of the human resources and payroll operations for compliance with state law. In every area reviewed the auditors recommended the university continue with current policies. In their summary the auditors concluded "The Human Resources and Payroll office continues to be a smooth-running and proactive operation," and noted the office's "continued willingness to establish and manage an efficient, customer-driven human resources operation." That is high praise indeed.

OACHE Meeting

Last week I traveled to Zane State College to attend OACHE's annual conference – as Shawnee State's president, I sit on the OACHE board of directors. The conference served as a reminder that, while we work to address broad challenges affecting the entire region, every day our efforts result in many individual victories.

"Compact 2012"

This Tuesday the board chair and I were invited to a meeting with leaders of the other state universities and the Board of Regents to discuss "Compact 2012."

The Regents are looking for ways to form partnerships to address the long-term needs of higher education. The idea of the compact is to bring together all the sectors of higher education to begin a dialog with the legislature regarding our needs are their expectations. This initiative is at a very early stage, but shows promise as a means for keeping higher education in the minds of legislators.

While "Compact 2012" will help us all to agree on long-range goals, we will continue to advocate aggressively for sufficient funding in the upcoming biennial budget.

RESOLUTION ASA16-06

2006-2007 ACADEMIC CALENDAR (QUARTERS) AMENDED

WHEREAS, members of the Calendar Advisory Committee developed and reviewed the Proposed 2006-2007 Shawnee State University Academic Calendar (Quarters); and

WHEREAS, the Board of Trustees approved the calendar for 2006-2007 in Board Resolution ASA02-06 (February 10, 2006) which had erroneous dates for advance registration for Winter Quarter; and

WHEREAS, the Academic Affairs Committee recommends approval of the following changes to the 2006-2007 academic calendar (quarters);

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the following change to the 2006-2007 Shawnee State University Academic Calendar (Quarters):

November 6 - Advance registration opens for winter quarter.

(October 13, 2006)



Shawnee State University
Approved 2006-2007
Quarter Calendar

Summer Quarter 2006-2007

May 2	Advance registration opens for summer quarter
June 14	First day of summer quarter – classes begin (full summer quarter and first five-week term)
June 21	Last day to add a class (first five-week term) Last day to apply for pass/no credit (first five-week term)
June 23	Last day for 100% refund upon complete withdrawal (all summer terms) Last day to add a class (full summer term)
July 3	Last day to apply for pass/no-credit (full summer term)
July 4	Independence Day Holiday Observed (University closed)
July 17	Last day to apply for non-credit (first five-week term)
July 21	Last day to drop a class (first five-week term)
July 24	Last day of first five-week term
July 18-24	Final Exams (first five-week term) – scheduled for last class session of this week
July 25	First day of second five-week term
July 26	Grades due in Office of the Registrar by noon (first five-week term)
July 27	Last day to add a class (second five-week term)
July 29	Last day to apply for summer quarter graduation
August 1	Last day to apply for pass/no credit (second five-week term)
August 4	Last day to apply for non-credit (full summer quarter)
August 7	Last day to drop a class (full summer quarter)
August 16	Last day to drop a class (second five-week term)
August 21-26	Final Exams (second five-week and full summer quarter) – scheduled last class session of this week
August 26	Last day of quarter (full summer term and second five-week term)
August 28	Grades due in Office of the Registrar by noon (full summer quarter and second five-week term)

Fall Quarter 2006-2007

May 16	Advance registration opens for fall quarter
September 4	Labor Day Holiday (University closed)
September 7	First day of fall quarter – classes begin
September 13	Last day for 100% refund upon complete withdrawal from full quarter Last day to add a class
September 20	Last day to apply for pass/no credit
September 23	Rosh Hashanah (University open)
October 1	Yom Kippur (University open)
October 2	Last day to apply for Fall Quarter Graduation
October 9	Columbus Day (University open)

Certified as True and Correct

Secretary, SSU Board of Trustees 10/24/06 Date

October 24	Last day to apply for non-credit
October 25	Last day to drop a class
November 6	Advance registration opens for winter quarter
November 10	Veteran's Day Observed (University closed)
November 15	Last day of fall quarter
November 16-22	Final Exams
November 23	Thanksgiving Day (University closed)
November 24	Thanksgiving Holiday (University closed in lieu of Columbus Day)
November 28	Grades due in Office of the Registrar by noon
December 25	Christmas Day (University closed)
December 26	Christmas Holiday (University closed in lieu of President's Day)

Winter Quarter 2006-2007

November 6	Advance registration opens for winter quarter
January 1	New Years Day (University closed)
January 3	First day of winter quarter – classes begin
January 9	Last day for 100% refund upon complete withdrawal from winter quarter Last day to apply for Winter quarter graduation/ Last day to add a class
January 15	Martin Luther King, Jr Day (University closed)
January 17	Last day to apply for pass/no credit
February 13	Advance registration opens for spring quarter
February 19	President's Day (University open)
February 21	Last day to apply for non-credit/ Last day to drop a class
March 14	Last day of winter quarter
March 15-21	Final Exams
March 22-31	Spring break
March 26	Grades due in the Office of the Registrar by noon.

Spring Quarter 2006-2007

January 31	Last day to apply for spring quarter graduation (and participate in June commencement)
February 13	Advance registration opens for spring quarter
April 2	First day of spring quarter – classes begin
April 6	Last day for 100% refund upon complete withdrawal from spring quarter/ Last day to add a class
April 13	Last day to apply for pass/no-credit
May 8	Advance registration opens for summer quarter/Last day to apply for non-credit
May 15	Advance registration opens for fall quarter
May 16	Last day to drop a class
May 28	Memorial Day (University closed)
June 9	Last day of spring quarter
June 11-16	Final exams
June 16	Commencement
June 19	Grades due in Office of the Registrar by noon

Certified as True and Correct

 10/20/06
Secretary, CSU Board of Trustees Date

RESOLUTION ASA17-06

OHIO CORE LEGISLATION (SENATE BILL 311 AND HOUSE BILL 565)

WHEREAS, maintaining scientific and technological leadership is essential to our nation's economic growth, national security and a productive future for our children; and

WHEREAS, Ohio – and the nation as a whole – is facing a critical talent gap in science, technology, engineering and mathematics (the “STEM” disciplines); and

WHEREAS, Ohio's competitive position – and its opportunities for thriving in a global economy – will be won or lost based on the quality of our human capital and their collective capacity for leadership in innovation; and

WHEREAS, too many of Ohio's young people are graduating from high school unprepared for what will be required of them in college and in the workplace, where they increasingly will be competing for jobs with workers from around the world; and

WHEREAS, despite the fact that an increasing percentage of jobs require some level of postsecondary education, Ohio ranks well below the national average for college participation and degree attainment; and

WHEREAS, the evidence clearly shows that students who complete a rigorous core curriculum in high school have more choices and greater opportunities, and are more likely to enroll in college and earn degrees, regardless of gender, family income, race or prior level of achievement; and

WHEREAS, to close “the talent gap,” Ohio must improve math and science education in our public schools and inspire more of our high school graduates to pursue careers in science, technology, engineering and mathematics fields; and

WHEREAS, legislation has been introduced in the Ohio General Assembly to implement the “Ohio Core” proposal, which calls for all Ohio high school students to complete a rigorous core curriculum, with a special emphasis on higher-level science and mathematics courses; and

WHEREAS, many other states are moving forward with plans to implement a rigorous core curriculum in their high schools;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State supports the immediate passage of the Ohio Core legislation (SB 311/HB 565) by the Ohio General Assembly.

(October 13, 2006)



FACULTY STATISTICS

		2005-2006	2006-2007
Full Service Faculty (Includes one-year, full service temps)		140	143
Gender:	Males	81	83
	Females	59	60
College of Professional Studies Faculty	Business Administration	17	17
	Health Sciences	31	32
	Industrial/Engineering Tech.	<u>14</u>	<u>13</u>
	Totals	62	62
College of Arts and Sciences Faculty	English/Humanities	20	20
	Fine, Digital & Perf. Arts	8	8
	Mathematics	13	13
	Natural Sciences	14	16
	Social Sciences	13	14
	Teacher Education	<u>10</u>	<u>10</u>
	Totals	78	81
Faculty Rank	Professors	35	35
	Associate Professors	34	37
	Assistant Professors	44	43
	Senior Instructors	21	24
	Instructors	6	4
Types of Faculty Contracts	Continuing Contracts	86	87
	One-Year Contracts	48	50
	One-Year Temp Contracts	6	6
Faculty Degrees	Doctorates	69	72
	Masters	64	64
	Bachelors	7	7
New Hires	full service	15	9
	full service temps	4	5
	full serv. hired winter qtr. 06	<u>2</u>	<u>X</u>
	TOTAL	21	14
Resignations/Retirees/etc.		16	11
Average Faculty Salary Per Rank	Professor	\$ 67,554	\$70,008.47
	Associate Professor	\$ 55,639	\$58,273.69
	Assistant Professor	\$ 42,459	\$44,910.85
	Senior Instructor	\$ 38,132	\$39,700.01
	Instructor	\$ 34,324	31,902.95
Average Faculty Salary	All Faculty	\$ 51,121	\$53,272.74
Faculty by Hire Dates	2006	X	14
	2005	21	16
	2004	11	11
	2003	8	8
	2002	3	3
	2001	6	6
	2000	8	7
	1990-1999	35	33
	1980-1989	37	34
	1971-1979	11	11

Information based on Presidential Contracts issued to Faculty by the Office of the Provost (9-27-06 kll)

Certified as True and Correct

 Secretary, SSU Board of Trustees 10/20/06 Date

Shawnee State University

Preliminary 15th Day Enrollment Report

Fall Quarter 2006-2007 (compared to 2005-2006)

Enrollment Highlights:

- 1) 3880 New record Undergraduate Headcount Enrollment, increased 60 students (+1.57%)
- 2) 3364 A new record Undergraduate Full Time Equivalent (FTE) Enrollment, increased 46 students (+1.39%)
- 3) 3293 A new record Undergraduate Subsidy Eligible (FTE) Enrollment, increased 37 students (+1.40%)
- 4) 1103 New Undergraduate Students Enrolled, decreased 49 students (-4.23%)
- 5) 9 Graduate Headcount Enrollment (*Master of Occupational Therapy*) – first year for new program
- 6) 10 Graduate Full Time Equivalent (FTE) Enrollment – first year for new program
- 7) 3889 Total Student Headcount Enrollment – increased 69 students (+1.81%)
- 8) 3374 Total Student Full Time Equivalent (FTE) Enrollment – increased (+1.71%)
- 9) 1559 (40.2%) Male undergraduates and 2321 (59.8%) Female undergraduates enrolled
- 10) Ohio Resident undergraduate enrollment is 3526, increased 1.4%
- 11) Kentucky Resident undergraduate enrollment is 285, increased 2.1%
- 12) Full-Time undergraduate enrollment increased 25 students (<+1.0%)
- 13) Part-Time undergraduate enrollment increased 35 students (+5.6%)
- 14) Undergraduate student ages range from 14 to 80
- 15) 754 (19.4%) of undergraduate student enrollment is under the age of 19
1778 (45.8%) of undergraduate enrollment is of ages 19 through 25
1348 (34.7%) of undergraduate enrollment is over age 25
- 16) Students are from:
 - 80 of Ohio's 88 Counties
 - 13 Kentucky Counties
 - 5 West Virginia Counties
 - 17 States (*other than Ohio*)
 - 10 Countries (*other than the U.S.*)

Enrollment Category	Enrolled	Change #	Change %
Headcount			
Undergraduate	3880	+60	+1.57
Graduate	9	+9	*
Total	3889	+69	+1.81

Enrollment Category	Enrolled	Change #	Change %
FTE			
Undergraduate	3364	+46	+1.39
Graduate	10	+10	*
Total	3374	+56	+1.69

Enrollment Category	Enrolled	Change #	Change %
Subsidy Eligible FTE			
Undergraduate	3293	+37	+1.40
Graduate	9	+9	*
Total	3302	+46	+1.41

Enrollment Category	Enrolled	Change #	Change %
New Student Headcount			
First-Time Freshmen	830	-3	<1.0
Transfers	181	-42**	-18.8
Post Secondary	76	-11**	-12.6
Other	16	+7	+78.0
Undergraduate Sub-Total	1103	-49	-4.3
Graduate	9	+9	*
Total	1112	-40	-3.6

Enrollment Category	Enrolled	Change #	Change %
Continuing Student Headcount			
Freshmen	646	+16	+2.4
Sophomores	736	+71	+10.7
Juniors	547	-14	-2.5
Seniors	784	+45	+6.1
Non-Degree	64	-8	-11.1
Total	2777	+109	+4.1

*New program

**The decrease in New Student Headcount Enrollment is primarily due to the double-digit decline in transfer students and the Postsecondary Enrollment Option Program (POP) students.

Prepared by the Office of the Registrar
September 25, 2006

Housing Occupancy

Fall Quarters

	SSU Owned Capacity	Campus View Capacity	Residents On Campus	Percentage Of Occupancy	Men Living On Campus	Women Living On Campus
Fall 2006	185	430	523	85%	254	269
Fall 2005	185	334	527*	101.5%	237	290
Fall 2004	168***	288	452	99.12%	200	252
Fall 2003	193**	192	390*	101%	175	215
Fall 2002	200**	96	335*	113%	146	189
Fall 2001	189	94	304*	107%	129	175
Fall 2000	189	94	279*	98.6%	129	150
Fall 1999	190		218*	115%	94	124
Fall 1998	190		185	97.4%	76	109
Fall 1997	190		188	98.9%	77	111
Fall 1996	147		145	98.6%	68	77
Fall 1995	116		120	103%	63	57

*Includes residents housed in the Ramada

**SSU capacity decrease due to the following action:

- Providing the traditional single room to Resident Advisors..

***SSU capacity decrease due to Carriage being closed for renovations.

Number of students in Campus View Apartments	364
Occupancy percentage for Campus View Apartments	84.7%
Occupancy percentage for University Housing	85%
Number of students in Ramada Inn	0

Prepared by: Office of Student Activities and Auxiliaries
October 2, 2006



RESOLUTION F27-06

PERSONNEL

WHEREAS, the University-wide Board policy 5.16 "Approval of Personnel Appointments" establishes the procedure for the approval of those personnel changes requiring action by the Board of Trustees and for the reporting of other personnel actions to the Board; and

WHEREAS, this policy establishes a procedure for the consolidation of personnel resolutions; and

WHEREAS, all actions in this resolution are in compliance with this policy; and

WHEREAS, this approval is contingent upon all appointees complying with applicable sections of Senate Bill 9 (effective April 14, 2006);

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University authorizes the following personnel actions attached to this resolution effective on the dates indicated.

(October 13, 2006)



PERSONNEL ACTION ITEMS

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

October 2006 BOT MEETING

Actions submitted for approval July 25 to September 29

(Developed from information received in HR Department through September 29, 2006)

ACADEMIC AFFAIRS DIVISION

Appointment - Administrative

James Farmer, Admissions Officer in Enrollment Management/Admissions, beginning September 5, 2006 at a fiscal-year salary of \$30,000. Mr. Farmer possesses a Bachelor of Arts in Psychology degree from Shawnee State University.

Promotion - Administrative

Debra Weber, Coordinator of Clinical and Field Experiences, internal appointment and promotion to Director of Pre-Professional Services in the Department of Teacher Education, effective August 14, 2006 at the annualized salary of \$43,814.

Appointment - Faculty

Vena Pearl Bongolan, one-year full-service temporary Assistant Professor in the Department of Mathematics beginning September 7, 2006 at an academic year salary of \$46,950. Dr. Bongolan possesses a Doctorate in Applied Mathematics from the Illinois Institute of Technology, a Master of Science in Mathematics from the University of Illinois at Urbana-Champaign, and a Bachelor of Science in Applied Mathematics from the University of the Philippines.

Amy France, full-service Instructor in the Department of Respiratory Therapy beginning September 7, 2006 at an academic year salary of \$28,050. Ms. France possesses a Bachelor of Individualized Studies in Healthcare Management and an Associates of Applied Science in Respiratory Therapy from Shawnee State University.

Vincent George, one-year full-service temporary Senior Instructor in the Department of Natural Sciences beginning September 7, 2006 at an academic year salary of \$38,850. Mr. George possesses a Master of Science in Physical Science, Master of Science in Biology, and a Bachelor of Science in Zoology from Marshall University.

James Hayes, one-year full-service temporary Senior Instructor in the Department of Fine, Digital, and Performing Arts beginning September 7, 2006 at an academic year salary of \$34,350. Mr. Hayes possesses a Master of Fine Arts in Interdisciplinary Arts (Theatre and Photography) from Goddard College in Plainfield, Vermont and a Bachelor of Arts in History from Shawnee State University.

Keenan Perry, full-service Senior Instructor in the Department of Athletic Training beginning September 7, 2006 at an academic year salary of \$34,350. Mr. Perry possesses a Masters of Science in Exercise Science and Health Promotion from the California University of Pennsylvania and a Bachelor of Science in Sports Studies from Shawnee State University. Prior to accepting this faculty position, Mr. Perry worked as an Athletic Trainer at Shawnee State University for two years.

BUSINESS AFFAIRS DIVISION

Nothing to report.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Nothing to report.

PRESIDENT'S OFFICE

Interim Appointment - Administrative

Stephen P. Donohue, Vice President and General Counsel, interim appointment to Vice President for Finance and Administration effective October 1, 2006 at a stipend of \$5,000 per month until a full-time appointment is made. Mr. Donohue will retain his current duties and assume responsibility for the business and financial affairs of the University.

STUDENT AFFAIRS DIVISION

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.

Certified as True and Correct
Secretary, SSU Board of Trustees
Date 5/25/06

Promotion - Administrative

Timothy Amburgey, Associate Director of Upward Bound Math Science/Educational Talent Search, internal appointment and promotion to Project Director of Upward Bound Math Science/Educational Talent Search effective August 14, 2006 at the annualized salary of \$46,106.

Rebecca Harr, Associate Director of Upward Bound, internal appointment and promotion to Project Director of Upward Bound effective August 14, 2006 at the annualized salary of \$43,226.

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.

Certified as True and Correct
[Signature]
Secretary, SSU Board of Trustees
Date 10/20/06
Prepared 9/30/2005

RESOLUTION F28-06


PERSONNEL APPOINTMENTS POLICY 5.16REV

WHEREAS, the Personnel Appointments Policy 5.16REV needs updating to address position appointments and removals; and

WHEREAS, the cabinet, and the President recommends these changes;

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves the Personnel Appointments policy changes to the attached policy.

(October 13, 2006)

Certified as True and Correct	
	10/20/06
Secretary, SSU Board of Trustees	Date

Shawnee State University

AREA:	UNIVERSITY-WIDE POLICY	POLICY NO.:	5.16 REV
		PAGE NO.:	1 OF 1
		EFFECTIVE DATE:	
SUBJECT:	PERSONNEL APPOINTMENTS	RECOMMENDED BY:	
		APPROVED BY:	

1.0 Purpose

This policy describes the procedures whereby faculty, administrators, and staff are approved for appointment at Shawnee State University, and whereby appointments, resignations, reassignments and separations are reported to the Board of Trustees.

2.0 General Policy

- 2.1 The President of the University shall appoint and remove all university personnel and establish compensation for same within the guidelines set forth by the Board of Trustees and in conformance to the laws of the State of Ohio. This authority shall include, but not be limited to, the authority to award or deny continuing contracts for faculty and decide upon promotions of faculty. Except for the appointment to interim positions the Board must give prior approval for the appointment to, or removal from, the position of vice president. The President may appoint interim vice presidents pending a search for a successor to the position.
- 2.2 The President may delegate the authority to make administrative, faculty, and staff appointments and removals to appropriate vice presidents.
- 2.3 The President or his/her designee is the appointing authority for classified employees.
- 2.4 The President or his/her designee is authorized to employ hourly staff, part-time personnel, short-term consultants, volunteers, and individuals on personal services contracts.

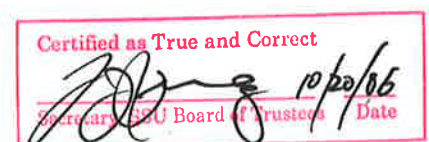
3.0 Position Authorization

- 3.1 The Board of Trustees must approve the creation of all new positions except those created under paragraph 2.4.
- 3.2 The Board reserves the right to withdraw the authorization of new and vacant positions any time prior to the acceptance of the position by the employee.
- 3.3 The President may in his/her judgment, subject to Board review; place a "freeze" on vacant or unfilled positions.

4.0 Reporting Personnel Appointments, Removals and Status Changes

- 4.1 Appointments, separations, removals and changes in status for administrative and faculty positions will be reported to the Board.

(Approved 6/14/91; Revised 10/14/94; Revised 4/11/97; Revised x/x/06)



RESOLUTION F29-06

UPWARD BOUND AND UPWARD BOUND MATH SCIENCE GRANTS

WHEREAS, the grants summarized on the attached have been reviewed by the appropriate University committees and/or individuals, and are recommended for renewal;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University approves the renewal submission of the Upward Bound and Upward Bound Math Science Grant proposals.

(October 13, 2006)



Grant Proposal Summary

TITLE: Upward Bound

GRANTING AGENCY: U.S. Department of Education

PRINCIPAL INVESTIGATOR: Rebecca Harr

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 100

PURPOSE: The Upward Bound program is designed for Scioto County high school students who are interested in attending college but may need an extra "push" to turn that interest into a reality. Funded through the U.S. Department of Education, the Shawnee State University Upward Bound Program will provide academic, social, recreational, cultural, and counseling services in order to generate the skills, motivation, and self-confidence necessary for success in college. At least two-thirds of the Upward Bound participants must qualify as both low-income and first-generation students as defined by the U.S. Department of Education.

CLIENTELE TO BE SERVED: Students who are currently served and future students from the target schools within Scioto County.

RELATIONSHIP TO SSU MISSION: The Upward Bound program helps to prepare students for entrance into a post-secondary program of study by concentrating on developing the skills that are necessary to attain this level of education. In turn, the grant, directly relates to the SSU mission by cultivating the "importance of knowledge, values, and cultural enrichment," through the various workshops and cultural enrichment trips the students attend as participants in the Upward Bound program. Also by focusing on obtaining a post-secondary education, the Upward Bound program is helping SSU by "preparing students for the changing needs of business, industry, education, and society."

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:

East High School	Portsmouth High School
Glenwood High School	Portsmouth West High School
Minford High School	South Webster High School
Northwest High School	Wheelersburg High School

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

Grant funds from the U.S. Department of Education will be used to cover the costs of the project. These costs include: salaries, benefits, staff and participant travel, academic and summer component costs, and staff development. Program staff will conduct monthly visits to each of the target schools and hold a Saturday workshop once per month during the academic year. Program staff will also plan and implement a six-week residential summer component for program participants.

FUNDING PERIOD: Four fiscal years beginning September 1, 2007 and ending August 31, 2011.

BUDGET:

Fund Source	Year One	Total, all years
Upward Bound Grant	\$293,474	\$1,173,896
Direct Costs		\$1,106,787
Indirect Costs		\$ 67,109
Other		\$0
University-In Kind		\$0
University Match		\$0
TOTAL	\$293,474	\$1,173,896

Certified as True and Correct

Secretary, SSU Board of Trustees 10/20/06 Date

Grant Proposal Summary

TITLE: Upward Bound Math Science

GRANTING AGENCY: United States Department of Education

PRINCIPAL INVESTIGATOR: Tim Amburgey

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 50%

PURPOSE: This grant is designed to increase postsecondary education awareness, knowledge, and enrollment, for low-income and first generation students in the five county (Adams, Brown, Greenup, Lawrence, and Pike) program target area, and provide cultural opportunities not normally available to them.

CLIENTELE TO BE SERVED: Current and future students of the Upward Bound Math Science Program who attend target schools.

RELATIONSHIP TO SSU MISSION: The Upward Bound Math Science Program prepares students to enter college through workshops and personal interactions, by helping prepare these students the grant helps SSU "preparing students for the changing needs of business, industry, education, and society..." Additionally, by providing students with the opportunity to attend cultural events they are not normally capable of doing, the grant helps SSU "enrich the lives of the community".

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:


West Union High School, Ripley-Union-Lewis-Huntington High School, Greenup County High School, Ironton High School, and Piketon High School

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED: U.S. Department of Education grant funds will be used to pay for salaries, benefits, staff and participant travel, participant workshops, and professional development. Program staff will conduct school visits throughout the academic year to follow-up on participants. During the summer component students will stay on campus, take classes with college professors, participate in academic workshops, and attend cultural trips and college visits throughout the tri-state area.

FUNDING PERIOD: Four fiscal years beginning September 1, 2007 and ending August 31, 2011

BUDGET:

<u>Fund Source</u>	<u>Year One</u>	<u>Total, all years</u>
UBMS Grant	\$250,000	\$1,000,000
Direct Costs	\$223,652	\$894,608
Indirect Costs	\$16,567	\$66,268
Other		
University-In Kind		\$0
University Match		\$0
TOTAL	\$250,000	\$1,000,000

Certified as True and Correct

Secretary SSU Board of Trustees
Date 10/20/06

RESOLUTION F30-06

APPROVAL OF NEW POSITION COUNSELOR, COUNSELING & PSYCHOLOGICAL SERVICES

WHEREAS, student enrollment, and the resident student population continues to rise; and

WHEREAS, Shawnee State University's current student to counselor ratio is more than double national average as compared to a nationwide university survey; and

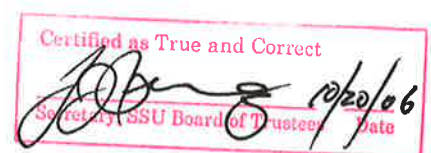
WHEREAS, there is also evidence that counseling helps to retain students and improves their academic performance; and

WHEREAS, the President recommends the creation of a new full-time, 10-month administrative position to expand the range of counseling services to students; and

WHEREAS, a close approximation of the salary and benefit costs are shown on the attached addendum;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the funding and establishment of the above-described administrative position.

(October 13, 2006)

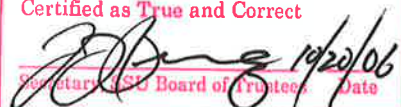


ADDENDUM TO RESOLUTION F30-06
ANNUAL COST ESTIMATION
COUNSELOR, COUNSELING & PSYCHOLOGICAL SERVICES

Full-time, 10-month administrative
FLSA Exempt
O.R. C. Unclassified

Estimated Salary	\$37,240 (\$44,867 12 mo., based on mid range placement at grade 26, Administrative Salary Structure)
Estimated Benefits	<u>\$22,455</u> (assumes family insurance)
Total estimated Salary and benefits	\$59,695

(October 13, 2006)

Certified as True and Correct

Secretary, CSO Board of Trustees Date 10/20/06

PERSONNEL INFORMATION ITEMS
October 2006 BOT MEETING
Changes processed from July 25 to September 29, 2006
(Developed from information received in the HR Department through September 29, 2006)

ACADEMIC AFFAIRS DIVISION

Resignation - Faculty

Mary Ann Canter, Associate Professor of Respiratory Therapy in the Department of Health Sciences, resignation effective September 19, 2006.

Retirement - Faculty

Carl Schwing, Associate Professor of Environmental Engineering Technology in the Department of Industrial and Engineering Technologies, retirement effective September 1, 2006.

Retirement - Administrative

George Lawson, Director of Ohio South Tech Prep Consortium in the Department of University Outreach Services, retirement effective January 1, 2007.

BUSINESS AFFAIRS DIVISION

None.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

None.

PRESIDENT'S OFFICE

Resignation - Administrative

Mark Davis, Vice President of Finance and Administration for the Division of Business Affairs, resignation effective September 29, 2006.

STUDENT AFFAIRS DIVISION

Resignation - Administrative

Ryan McCall, Project Director of Upward Bound, Upward Bound Math/Science, and Educational Talent Search (TRIO Programs), resignation effective August 11, 2006.

Keenan Perry, Athletic Trainer in the Athletics Department, resignation effective September 6, 2006.

Appointment - Coach

William Levi, Head Women's Tennis Coach in the Athletics Department, beginning September 9, 2006 at a stipend of \$9,990.

Renee Tallerico, Assistant Volleyball Coach in the Athletics Department, beginning July 1, 2006 at a stipend of \$2,000.

Resignation - Coach

Daniel Dodson, Head Women's Tennis Coach in the Athletics Department, resignation effective August 31, 2006.

Per Policy 5.16 Part-time administrative appointments and changes in status for administrative and faculty positions are reported to the Board of Trustees.



RESOLUTION E06-06

PRESIDENTIAL EMPLOYMENT CONTRACT AMENDMENT

WHEREAS, the Board of Trustees desires to ensure the continuity of strong leadership and to maintain a successful long-term relationship with the President; and

WHEREAS, the Board of Trustees intends to establish and maintain a competitive presidential compensation package that is commensurate with similarly sized institutions, mission and budget; and

WHEREAS, the Board of Trustees desires the President to participate in national, regional, and state educational and advisory groups which help to advance the cause of higher education which reflect favorably on the University; and

WHEREAS, the Board of Trustees recognizes the significant intangible contributions the President's spouse provides the President and the University which help to advance the mission and goals set by the Board;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University amends the terms and conditions of the president's employment contract dated June 10, 2005, as Amended by Board Resolution E03-06, as follows:

Paragraph 4. COMPENSATION OF PRESIDENT; SALARY. – add the following sentence to the third paragraph;

The University will offer a separate deferred compensation plan for the purposes of rewarding continued leadership of the University which will be effective upon mutual agreement of the parties.

Paragraph 5. INSURANCE; WORKMAN'S COMPENSATION; RETIREMENT BENEFITS. – change the last sentence to read:

Reimbursement shall be made upon presentment of documentation of premium paid but shall not exceed \$10000 for the annual premium.

Paragraph 9. PROFESSIONAL DUES AND MEETINGS - change the last paragraph to read;

The President's spouse plays an integral part in assisting the President in carrying out her Executive duties especially helping to represent the University in the community and assisting in critical fund raising activities. The President's spouse is considered an uncompensated employee of the University. The University will pay the President's and her spouse's reasonable travel expenses, accommodations, and other bona fide business expenses when the President is traveling or in



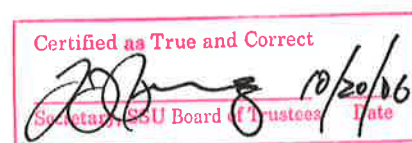
attendance at places other than the University when carrying out their respective official duties on behalf of the University in accordance with IRC § 274(m)(3). The expenses may be approved by the Treasurer of the Board of Trustees in accordance with the IRS Regulations, Section 1.132-5(t).

Paragraph 10. OTHER EMPLOYMENT. – change the entire paragraph to read:

The President shall devote substantially all time, attention and energies to the duties of the office of President of Shawnee State University. The expenditure of reasonable amounts of time for charitable activities shall not be deemed a breach of this Contract, provided that such activities do not interfere with the services required to be rendered to the University under the provisions of this Contract. The President shall not render services of any professional nature to or for any person or firm as a gift or for compensation other than to the University without approval of the Board Chair or the Chair's designee. The President may not engage in any activity which may be competitive with and adverse to the best interest of the University. The making of passive and personal investments and the conduct of private business affairs shall not be prohibited hereunder.

BE IT FURTHER RESOLVED, that these changes become effective July 1, 2006, upon execution of the amended contract by the President and Chairperson of the Board of Trustees.

(October 13, 2006)



RESOLUTION E07-06

DEFERRED COMPENSATION

PRESIDENT

WHEREAS, the President's employment contract, as amended, provides for deferred compensation to assure continuity of leadership; and

WHEREAS, the Board has determined that it is in the best interests of the University to provide incentives to the President to continue her outstanding leadership of Shawnee State University; and

WHEREAS, the Board has determined that deferred compensation in the form of a single plan which complies with changes in law including, but not limited to, Internal Revenue Code Sections 409A and 457(f);

THEREFORE BE IT RESOLVED that the Board adopts the attached deferred compensation plan for the President and authorizes the Chairperson of the Board to execute the plan on behalf of the University.

(October 13, 2006)

