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Board of Trustees

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8-12-2005

### August 12, 2005 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
August 12, 2005**

Chairwoman Kay Reynolds said the first order of business would be the swearing-in of SSU's new student Board member, Ms. Melissa Laugle. Ms. Reynolds administered the oath of office to Ms. Laugle and presented her with a Shawnee State University lapel pin. Ms. Reynolds welcomed Ms. Fennell to the SSU Board and a round of applause followed.

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

**Roll Call**

Members Present: Dr. Ball, Mr. Harcha, Ms. Laugle, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Mr. Warren

Members Absent: Dr. Payne, Mr. Teichman, Ms. Fennell

**Approval of the August 12, 2005 Agenda**

Mr. Warren moved and Dr. Ball seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the August 12, 2005 agenda.

**Approval of June 1, 2005 Special Board Meeting Minutes**

Mr. Mooney moved and Mr. McCoy seconded a motion to approve the June 1, 2005 Special Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

**Approval of June 10, 2005 Board Meeting Minutes**

Dr. Ball moved and Mr. McCoy seconded a motion to approve the June 10, 2005 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.

## Committee Reports

### Academic and Student Affairs Committee - Mr. Jim Warren

Mr. Warren reported on behalf of the Academic and Student Affairs Committee and said the Committee had two action items.

Mr. Warren said the Academic and Student Affairs Committee had the honor of presenting the resolution recommending the title of Professor Emeritus be granted to Dr. John L. Kelley. Mr. Warren said Dr. Kelley has served as an outstanding professor of history and a leader of the faculty. Mr. Harcha moved and Dr. Ball seconded a motion to approve Resolution ASA01-05, John L. Kelley, Professor Emeritus.

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

Nays: None

Mr. Warren said the Academic and Student Affairs Committee also had the honor of presenting Resolution ASA02-05, Approval of Hagop S. Pambookian, Professor Emeritus. Mr. Warren said Dr. Pambookian had represented the University well over his tenure at SSU and had been elected by his colleagues to serve as President of the University Faculty Assembly. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution ASA02-05, Hagop S. Pambookian, Professor Emeritus.

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

Nays: None

Mr. Harcha said he had known and worked with both Dr. Kelley and Dr. Pambookian and said this honor was justly rewarded. Dr. Pambookian was a member of the audience and was asked to stand and a round of applause followed.

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

Mr. Warren said Mr. Ryan McCall, Project Director, Educational Talent Search, Upward Bound and Upward Bound Math/Science, and Ms. Rebecca Harr, Associate Director, Upward Bound, presented a report on this summer's Upward Bound and Upward Bound Math Science programs which served over 80 students who lived on campus and participated in academic and enrichment classes and cultural events.

Mr. Warren said Dr. Michael Field, Provost and Vice President for Academic Affairs, reported on the Performance Recognition Awards (PRA). He said Ms. Ann McCarthy, Secretary to the Dean in the College of Professional Studies, received the award from the Division of Academic

Affairs. Dr. Larry Mangus, Vice President for Student Affairs, reported the PRA was granted to Ms. Kristy Porter, Admission Officer in the Division of Student Affairs

Mr. Warren said Dr. Jerry Holt, Dean, College of Arts and Sciences, reported on changes in Department Chairpersons. He said Dr. Paul Madden is serving as Interim Associate Dean (in lieu of Chairperson) for the Department of Teacher Education. Dr. Holt also reported that Mr. Matt Cram is serving as Chairperson for the Department of Fine, Digital and Performing Arts.

Mr. Warren said Dr. Steve Midkiff, Registrar, reported on the preliminary enrollment data for summer and fall quarters (report attached). He said Dr. Midkiff reported a 2% increase for the fall quarter and the resident halls were full. Mr. Warren said the increase in enrollment speaks well of the University and its leadership.

Mr. Warren said Dr. Field reported on the SSU Distinguished Teaching Award. He said the recipient of the 2005 award is Dr. Douglas Darbro, Assistant Professor in the Department of Mathematical Sciences.

Mr. Warren said the personnel appointments were self-explanatory and would be covered by the Finance & Facilities Committee report.

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

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

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F17-05, Bank Account. Mr. McCoy said that this resolution authorized the Treasurer to enter into agreements with banking institutions for management of accounts. Mr. McCoy moved and Dr. Ball seconded a motion to approve Resolution F17-05, Bank Account Agreement.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee approved Resolution F18-05, Crime Insurance Coverage. Mr. McCoy said this language was established through the IUC insurance consortium and concerned the loss coverage for the Treasurer and as a result of the change in the law included in H.B. 66. The resolution will approve coverage of \$5 million in loss with a \$100,000 deductible. Mr. McCoy said this issue was discussed at length with Mr. Murphy in Committee. Mr. McCoy moved and Mr. Mooney seconded a motion for the approval of Resolution F18-05, Crime Insurance Coverage.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F19-05, Re-Employment of Jerry G. Holt. Mr. McCoy said the re-employment of Dr. Holt met all the requirements of the Administrative Retirement Incentive Program. Mr. McCoy moved and Mr. Warren seconded a motion to approve Resolution F19-05, Re-Employment of Jerry G. Holt.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee approved the adoption of Resolution F20-05, Personnel. Mr. McCoy said there were five new faculty hires and several internal changes including the appointment of Ms. Barbara Bradbury as the Financial Aid Director. Mr. McCoy moved and Mr. Warren seconded a motion to approve Resolution F20-05, Personnel.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee approved the adoption of Resolution F21-05, Approval of Room and Board Fees for Privately Owned Facilities. Mr. McCoy said the University is experiencing student housing demand for the fall quarter and it is anticipated that we will exceed our housing capacity. Mr. McCoy said the same fees for room and board that are currently be charged to students who use University housing would be applied to any privately owned facilities. Mr. McCoy moved and Mr. Harcha seconded a motion to approve Resolution F21-05, Approval of Room and Board Fees for Privately Owned Facilities.

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

Nays: None

Mr. McCoy said the Personnel Appointments had already been discussed.

Mr. McCoy said Mr. Murphy reviewed the FY06 and FY07 biennial appropriations. Mr. McCoy asked Mr. Murphy to expand on his report to the Committee. Mr. Murphy said the major line items of appropriations between 05/06 increased less than 1%; the increase from 06 to 07 was about 3.2%. He said there was not a lot of gain for higher education. He said his concern regarding the formation of the higher education committee is that it was composed mostly by politicians. He said that the committee will be looking at all line items including housing and tuition and should make recommendations by May, 2006. Mr. Murphy said this could have an impact on 2007 appropriations.

Mr. McCoy said Mr. Murphy also reviewed the capital status report that reflects current information on each capital project. Mr. McCoy said there were eight projects in various stages of completion but that all were on schedule.

Mr. McCoy said the committee reviewed the 4<sup>th</sup> quarter draft financial report for the VRCFA. In FY04, the VRCFA returned a net \$10,000 whereas in FY05, it suffered a loss of about \$47,000. He said Dr. Daehler also provided information about the upcoming season.

### **Executive Committee Report**

None.

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

None.

### **New Business**

Ms. Reynolds asked for reports on campus tours from the three groups.

Group 1: Mr. Harcha, Mr. Warren, Ms Laugle, Mr. Murphy and guided by Mr. Randy Warman. Mr. Harcha reported for Group 1. He said their tour began at the Art Annex and continued to the soccer field. Mr. Harcha said in the long-term planning for the soccer field was to install artificial turf but that it was currently well-maintained. The group next visited the Townhouses. He said the Townhouses had new foundations and were well-maintained and were implemented with the latest safety features. He said Mr. Murphy pointed out that parents feel students are safe in our facilities. The group then toured the Children's Learning Center (CLC) and Mr. Harcha said it is a delightful center. He said improvements had been made to the playground and said the CLC was a hidden jewel on our campus. Mr. Harcha said the group visited the Carriage and Cedar Houses where they saw improvements, including central heat and air. Mr. Harcha said their last stop was the Campus View apartments. He said these facilities are delightful and highly sought after by students.

Group 2: Mr. Mooney, Dr. Ball, Mr. Donohue, Dr. Mangus, and guided by Mr. Butch Kotcamp.

Mr. Mooney reported for Group 2. He said they toured the bookstore that will be demolished with the renovation of the new Student Union. Mr. Mooney said this should be a focal point on campus and should be very nice and welcoming. The group next toured Massie Hall/Administration Building. He said Massie Hall is an icon to this area; however, there was an ongoing need for capital improvements. The group toured the Library and the Flohr Lecture Hall. Mr. Mooney said the group also toured ATC, the VRCFA and the UC.

Group 3: Mr. McCoy, Ms. Reynolds, Dr. Field, and guided by Mr. Joe Van Deusen.

Mr. McCoy reported for Group 3. Mr. McCoy said they visited the Athletic Center, including the Natatorium that was very nice and had a controlled environment. Mr. McCoy reported that

all parking lots had either been resealed or patched. He said the Health Clinic was a very positive addition that brings peace of mind to parents. He reported that the gym had undergone renovations including new bleachers. Mr. McCoy said the group toured the Health Sciences building and Kricker Hall. He said Kricker Hall had undergone a major renovation and that Health Sciences would be renovated as a mirror image to Kricker Hall. Mr. McCoy said the group toured the overlook plaza, maintenance shop, security/receiving and the office annex.

Ms. Reynolds thanked Mr. Kotcamp and Mr. Van Deusen for all their help with the campus tours.

### **Executive Session**

None.

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

None.


### **Other Business**

None.

### **Adjournment**

Dr. Ball moved and Mr. Warren seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 2:10 p.m.

  
Chairperson, Board of Trustees

  
Secretary, Board of Trustees

**President's Report to the**  
**Shawnee State University Board of Trustees**  
**August 12, 2005, Meeting**  
**Rita Rice Morris, President**

In addition to the activities to be reported on by Board committees, we have several university-wide matters that should be of interest to the Board.

**1. New Board Member Welcome**

It is my pleasure to welcome Shawnee State University's new student member of the Board of Trustees—Melissa Laugle of Portsmouth, for a term ending June 30, 2007. Ms. Laugle is a junior history and international relations major at SSU.

**2. Budget**

We are at a time during SSU's history that requires the university to do more with less state support. The Finance Committee reviewed the final figures that show a small, but still significant cut in SSU's special supplement. This illustrates a decrease in the state's policy commitment to low tuition for residents of the Appalachian region of Ohio.

**3. OACHE**

I am pleased to welcome Dr. Brenda Haas to the Shawnee State University campus as executive director of the Ohio Appalachian Center for Higher Education (OACHE). Dr. Haas, who resides in Ironton, will carry on OACHE's important mission of increasing the college-going rate in the Appalachian region of Ohio. She has served as principal at Coal Grove's Dawson Bryant High School since 1999, and will begin her work as executive director of OACHE on Aug. 15.

One important project that Dr. Haas faces as she begins her new duties is the phase out of the GEAR-UP program. This will entail a loss of positions in the program.

(more)

  
Certified as True and Correct  
Secretary, SSU Board of Trustees      Date 9/19/05



#### 4. MOT Degree

After three years of extensive research, preparation, and presentation of a proposal, Shawnee State University, thanks to Ohio Board of Regents approval recently, will begin offering its own master's degree program in occupational therapy, starting in August 2006.

I would like to congratulate Professor Debra Scurlock, Professor Edward Kehres, Professor Christine Raber, Professor Mendy Sissel, Dr. Dave Todt, Dr. Martha Rader, Sherry Scott, Sarah Clausing, and Barb Warnock—SSU faculty and staff members—for their hard work in developing and defending the proposal.

#### 5. School Bond Levies

I was pleased to see the citizens of our area step forward and support our schools during the recent school bond levies. This will play an important role in SSU receiving well-prepared students when they arrive on our campus.

#### 6. Other Activity

##### ➤ University President's Meeting

In June, Mrs. Reynolds and I attended a meeting in Columbus that allowed university presidents and their board chairs to strategize by working together to impact state funding in future years.

##### ➤ AASCU Meeting

In July I attended the AASCU Summer Council of Presidents, held in Montreal. The focus was international education—an important and strong aspect of Shawnee State University.

##### ➤ Opening of Portsmouth Cinemas

It was exciting to be a part of the opening of the new Portsmouth Cinemas. I am pleased our city and county are working hard to ensure our students have the social elements they desire.

###



**RESOLUTION ASA01-05**

**JOHN L. KELLEY, Ph.D.**

**PROFESSOR EMERITUS**

WHEREAS, the Shawnee State University Board of Trustees has the inherent authority to grant Emeritus Status for outstanding service and contribution of selected faculty and administrators; and

WHEREAS, Dr. John Kelley has served with distinction for over 36 years in higher education as teacher, mentor, leader, and interim provost; and

WHEREAS, Dr. Kelley, retired Professor of Shawnee State University, provided exceptional leadership to the university and its predecessor institutions during a period of unprecedented change, challenges, and campus growth since 1969; and

WHEREAS, Dr. Kelley is and was an outstanding professor of history at the University as evidenced by his continued dedication and devotion to the mission, the region and especially his students; and

WHEREAS, Dr. Kelley was instrumental in serving on the committee which studied and ultimately recommended the conversion of Shawnee from a community college to a university; and

WHEREAS, the Dean, Provost, and the President strongly recommend this action; and

WHEREAS, the Board of Trustees finds the service of Dr. Kelley to be extraordinarily meritorious and that he meets the minimum requirements in Board Policy 5.18 for Emeritus status;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees confers the title of Professor Emeritus on Dr. John Kelley, together with all rights and privileges of the position herein granted.

(August 12, 2005)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      9/19/05  
Date

## RESOLUTION ASA02-05

**HAGOP S. PAMBOOKIAN, Ph.D.**

### PROFESSOR EMERITUS

WHEREAS, the Shawnee State University Board of Trustees has the inherent authority to grant Emeritus Status for outstanding service and contribution of selected faculty and administrators; and

WHEREAS, Dr. Hagop Pambookian has served with distinction for over 38 years in higher education as teacher, mentor, leader, and is internationally recognized for his contributions to the field of psychology ; and

WHEREAS, Dr. Pambookian, retired Professor of Shawnee State University, helped to establish the psychology degree at the University, and developed many of the courses currently used for that major; and

WHEREAS, Dr. Pambookian served as the campus representative for the Fulbright program and was instrumental in forging a cooperation and exchange agreement with Russia's Novgorod State University; and

WHEREAS, Dr. Pambookian was elected by his colleagues and served as president of the University Faculty Assembly for two terms, was a strong supporter of community projects, and initiated the University's International Awareness Week; and

WHEREAS, Dr. Pambookian served as an editor, consultant, and contributor to the American Psychological Association and was selected as a member of the International Council of Psychologists holding positions as ambassador-at-large and member of the Board of Directors; and

WHEREAS, the Dean, Provost, and the President strongly recommend this action; and

WHEREAS, the Board of Trustees finds the service of Dr. Pambookian to be extraordinarily meritorious and that he meets the minimum requirements in Board Policy 5.18 for Emeritus status;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees confers the title of Professor Emeritus on Dr. Hagop Pambookian, together with all rights and privileges of the position herein granted.

(August 12, 2005)

Certified as True and Correct  
*Hagop S. Pambookian*  
Secretary, SSU Board of Trustees  
9/9/05  
Date

**Shawnee State University**  
 Summer Quarter 2005  
 Preliminary Enrollment Report  
*(compared to 2004)*

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Category	Summer 2004	Summer 2005	Difference	
			#	%
Headcount Enrollment	1108	1192	+84	7.5
<b>Total Quarterly FTE</b>	651	701	+50	7.7
<i>Annualized FTE</i>	217	234	+17	7.8

Summer 2005 Enrollment Highlights...

Total Enrollment (headcount)..... 1192 *(up 84 students or 7.6%*  
 Total Enrollment (FTE) ..... 701 *(up 50 FTE)*  
 New Students ..... 205 *(up 108 students)*  
 Female Students ..... 822 *(69.0% of total)*

NOTE: 90 of the 205 new students are enrolled in one course – BSNR495.

The enrollment data remains preliminary until the final report in late September.

Prepared by the Office of the Registrar  
 August 1, 2005.

  
 as True and Correct  
 Secretary, SSU Board of Trustees  
 Date 9/1/05

## RESOLUTION F17-05

### BANK ACCOUNT AGREEMENT

WHEREAS, Shawnee State University must open new bank accounts to comply with new insurance requirements; and

WHEREAS, Shawnee State University will be opening new bank accounts as new banking relationships are created;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the adoption of the following resolution:

BE IT RESOLVED, that the President or Treasurer of Shawnee State University can designate a bank as a depository of the University with authority to accept or receive at any time for the credit of the University deposits by whomsoever made of funds and other property in whatever form or manner transferred to endorsed; and that any officer designated by the President or Treasurer is hereby authorized to open or cause to be opened one or more accounts with the Bank on such terms, conditions and agreements as the Bank may now or hereafter require and to make any other arrangements deemed advisable in regard to any of the foregoing. The University acknowledges and agrees that the services contemplated by this resolution shall be governed by the Bank's customer agreement for commercial deposit accounts, as amended from time to time; and

BE IT FURTHER RESOLVED, that checks, drafts or other orders for the payment, transfer or withdrawal of any of the funds or other property of the University on deposit with the Bank shall be binding on the University when signed, manually or by use of a facsimile or mechanical signature or otherwise authorized, by any one of the individuals listed as an authorized signer, and the Bank is hereby authorized to pay and charge to the account of the University any such checks, drafts or other orders so signed or otherwise authorized, including those payable to the individual order of the same person or persons signing or otherwise authorizing the same and including also those payable to the Bank or to any other person for application, or which are actually applied to the payment of any such indebtedness owing the Bank from the person or persons who signed such checks, drafts or other withdrawal orders or otherwise authorize such withdrawals. In particular, and not in limitation of foregoing, such persons may authorize payment, transfer or withdrawal by oral or telephonic directions to the Bank complying with such rules and regulations relating to such authorization as the Bank may communicate to the University from time to time; and

as True and Correct  
  
Secretary, SSU Board of Trustees  
Date 9/19/05

BE IT FURTHER RESOLVED, that the President or Treasurer will certify to the Bank the names and signatures (either actual or any form or forms of facsimile or mechanical signatures adopted by the person authorized to sign) of the Authorized Signers and shall from time to time hereafter, upon a change in the facts so certified, immediately certify to the Bank the names and signatures (actual or facsimile) of the persons then authorized to sign or to act. The Bank shall be fully protected in relying on such certificates and on the obligation of the certifying officer (set forth above) to immediately certify to the Bank any change in any facts to certified, and the Bank shall be indemnified and saved harmless by the University from any claims, demands, expenses, loss or damage resulting from or growing out of honoring or relying on the signature of other authority (whether or not properly used and, in the case of any facsimile signature, regardless of when or by whom or by what means such signature may have been made or affixed) of any officer or person whose name and signature was so certified, or refusing to honor any signature or authority not so certified; and

BE IT FURTHER RESOLVED, that these resolutions shall continue in force until express written notice of their rescission or modification has been furnished to and received by the Bank; and

BE IT FINALLY RESOLVED, that any and all transactions by or on behalf of the University with the Bank prior to the adoption of this resolution be, and the same hereby are, in all respects ratified, approved and confirmed.

(August 12, 2005)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      7/19/05  
Date

**RESOLUTION F18-05**  
**CRIME INSURANCE COVERAGE**

WHEREAS, the statutory language below concerning the loss coverage for the Treasurer appointed by the Board of Trustees was changed by Am. Sub. H.B. 66 (June 30, 2005); and

WHEREAS, we are in the process of reducing investments to under \$5 million where the Treasurer has single signature transfer authority; and

WHEREAS, our target date to complete the necessary investment authority changes is no later than September 1, 2005;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the University's crime insurance coverage of \$5 million with a \$100,000 deductible.

Ohio Revised Code Sec. 3362.02. The Board of Trustees of Shawnee State University shall annually elect from their members a chairperson and vice-chairperson; and they may also appoint a secretary of the board, a treasurer, and such other officers of the university as the interests of the university require, who may be members of the board. The treasurer, before entering upon the discharge of official duties, shall give bond to the state or be insured for the faithful performance of the treasurer's duties and the proper accounting for all moneys coming into the treasurer's care. The amount of said bond or insurance shall be determined by the board, but shall not be for a sum less than the estimated amount which may come into the treasurer's sole control at any time, less any reasonable deductible.

(August 12, 2005)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      9/19/05  
Date

## RESOLUTION F19-05

### RE-EMPLOYMENT OF JERRY G. HOLT

WHEREAS, Dr. Jerry G. Holt has fulfilled the requirements of Shawnee State University's Administrative Retirement Incentive Program (ARIP) by making application for re-employment beginning September 1, 2005 through August 31, 2008 and after service retirement under Ohio Public Employees Retirement System (OPERS) effective September 1, 2005; and

WHEREAS, in accordance with O.R. C. § 145.381, Dr. Holt's intent to retire and to make application for re-employment to the position of Dean, College of Arts and Sciences was made public at the June 2005 Shawnee State University Board of Trustees' meeting; and

WHEREAS, Dr. Holt has requested and, as required under the ARIP, obtained the approval of the Vice President of Academic Affairs/Provost contingent upon approval by the Board of Trustees to begin re-employment in the capacity of Dean, College of Arts and Sciences on September 1, 2005 through August 31, 2008 with the full knowledge that doing so results in the forfeiture of two months' of OPERS benefits as stipulated by Ohio law; and

WHEREAS, Dr. Holt's retirement is subject to Board of Trustees' policies and practices regarding the normal service retirement of University employees and his re-employment is subject to the provisions, conditions and duration stipulated by the ARIP and applicable Board of Trustees policies regarding administrative employees; and

WHEREAS, the August 12, 2005 Board of Trustees' meeting in which the action of re-employment is being considered fulfills the O.R. C. § 145.381 requirement to hold a public meeting 15 to 30 days before the re-employment is to commence; and

WHEREAS, the Shawnee State University Board of Trustees has complied with State of Ohio rules and regulations regarding this re-employment action;

THEREFORE BE IT RESOLVED, re-employment of Dr. Jerry G. Holt to the position of Dean, College of Arts and Sciences beginning September 1, 2005 through August 31, 2008 and in compliance with all stipulations, conditions and duration of the Shawnee State University ARIP is approved.

(August 12, 2005)

Certified as True and Correct  
*[Signature]* 9/19/05  
Secretary, SSU Board of Trustees Date



## RESOLUTION F20-05

### 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;

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.

(August 12, 2005)

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

## PERSONNEL ACTION ITEMS

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

### August 2005 BOT MEETING

#### Actions submitted for approval, June 1, 2005 through July 31, 2005

(developed from information received in HR Department through August 1, 2005)

#### ACADEMIC AFFAIRS DIVISION

##### Appointment - Administrative

*Jerry Holt*, re-employment to Dean of College of Arts and Sciences, beginning September 1, 2005 through August 31, 2008 under the terms of the Shawnee State University *Administrative Retirement Incentive Program* (ARIP).

##### Change of Status - Administration

*Paul Madden*, change of status from Director Pre-Professional Services to Interim Associate Dean Teacher Education, beginning July 1, 2005, at the annualized salary of \$62,426;

*Debra Weber*, change of status from Coordinator Clinical/Field Experiences to Interim Director Pre-Professional Services Teacher Education, beginning July 1, 2005, at the annualized salary of \$43,549.

##### Appointment - Faculty

*Monique Balsam*, full-service Assistant Professor of Sociology for the Department of Social Sciences, beginning September 8, 2005, at the academic year salary of \$37,050 (salary contingent on attainment of doctorate by date of hire). Ms. Balsam possesses a Master of Arts in Social Psychology and Organizational Psychology from the University of Groningen, The Netherlands, and is currently a Ph.D. candidate (ABD) in Sociology from the University of Nevada Las Vegas;

*Isabel Graziani*, full-service Assistant Professor of Art History for the Department of Fine, Digital, and Performing Arts, beginning September 8, 2005, at the academic year salary of \$37,050 (salary contingent on attainment of doctorate by date of hire). Ms. Graziani possesses a Master of Arts in Studio Arts and a Bachelor of Arts in Liberal Arts from West Virginia University, and is currently a Ph.D. candidate (ABD) in Interdisciplinary Arts from Ohio University;

*Allyson Klutenkamper*, full-service Senior Instructor in Photography for the Department of Fine, Digital and Performing Arts, beginning September 8, 2005, at the academic year salary of \$31,650. Ms. Klutenkamper possesses a Master of Fine Arts in Photography from the University of Notre Dame and a Bachelor of Fine Arts in Photography from the University of Missouri;

*Darrell Rudmann*, full-service Assistant Professor of Psychology for the Department of Social Sciences, beginning September 8, 2005, at the academic year salary of \$37,950 (salary contingent on attainment of doctorate by date of hire). Mr. Rudmann possesses a Master of Arts and a Bachelor of Arts in Psychology from California State University, and is currently a Ph.D. candidate (ABD) in Educational Psychology, Learning and Instruction from the University of Illinois, Urbana-Champaign;

*Kyle Vick*, full-service Assistant Professor of Psychology for the Department of Social Sciences, beginning September 8, 2005, at the academic year salary of \$36,150. Mr. Vick possesses a Doctorate in Neuroscience and Cognitive Science and a Master of Science in Physics from the University of Maryland, College Park, and a Bachelor of Arts in Physics and Philosophy from the University of Minnesota, Morris.

#### BUSINESS AFFAIRS DIVISION

##### Appointment - Administrative

*Barbara Bradbury*, Assistant Director of Human Resources, internal appointment and promotion to Director of Financial Aid, effective August 15, 2005 at the annualized salary of \$66,294.

#### OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

*Nothing to report.*



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 8/1/05

**PRESIDENT'S OFFICE**

***Change of Status – Administration***

*Susan Warsaw, Executive Director of Development from full-time 9-month (.75 FTE) to full-time 12-month (1.00 FTE), beginning July 1, 2005 at the annualized salary of \$63,928.*

**STUDENT AFFAIRS DIVISION**

*Nothing to report.*

Certified as True and Correct  
*[Signature]* 9/19/05  
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.*

**RESOLUTION F21-05**

**APPROVAL OF ROOM AND BOARD FEES FOR PRIVATELY OWNED FACILITIES**

WHEREAS, the Shawnee State University is experiencing student housing demand for the upcoming fall that we anticipate will exceed our housing capacity, and

WHEREAS, fees need to be established as the authority to charge students living in these facilities;

THEREFORE BE IT RESOLVED, that room and board rates established for the University Townhouse are to be charged students living in University contracted privately owned housing facilities, excluding the Campus View units, beginning fall quarter, 2005.

BE IT FURTHER RESOLVED, since computer communications services are not provided to these facilities, no communication system fee will be charged.

(August 12, 2005)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      9/19/05  
Date

**PERSONNEL INFORMATION ITEMS**  
**August 2005 BOT MEETING**  
**Changes processed from June 1, 2005 to July 31, 2005**  
(developed from information received in the HR Department through August 1, 2005)

**ACADEMIC AFFAIRS DIVISION**

***Appointment - Administrative***

*Beverly Hamilton*, 10-month part-time (.42 FTE) Nursing Lab Coordinator for the Department of Health Sciences, beginning August 1, 2005, at the fiscal year salary of \$17,600. Ms. Hamilton possesses a Bachelor of Science in Nursing from Ohio University.

***Resignation - Faculty***

*Priscilla Pope*, Senior Instructor/Program Leader, Physical Therapy Assistant Program, Department of Health Sciences, resignation effective September 7, 2005;

*Pam Scheurer*, Assistant Professor of Early Childhood/Reading for the Department of Teacher Education, resignation effective July 22, 2005.

***Rescission of Resignation - Faculty***

*William Turner*, Instructor/Program Leader, Emergency Medical Technology, Department of Health Sciences, resignation rescinded.

***Retirement - Faculty***

*Gary Gemmer*, Professor of Physics for the Department of Natural Sciences, last employment date June 15, 2005, retirement effective July 1, 2005;

*Brent Lyle Smith*, Assistant Professor of Plastics Engineering Technology for the Department of Industrial and Engineering Technologies, last employment date June 15, 2005, retirement effective July 1, 2005.

**BUSINESS AFFAIRS DIVISION**

None.

**OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION**

None

**PRESIDENT'S OFFICE**

None.

**STUDENT AFFAIRS DIVISION**

***Resignation - Administration***

*Dick Howard*, Counselor, Educational Talent Search Program, resignation effective August 31, 2005.



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

Prepared 6/1/05

**Board Tour 8/12/05**  
**Group I**  
**Randy Warman, Tour Guide**

- **Parking lots were added on Waller Street and between 3<sup>rd</sup> and 4<sup>th</sup> Streets; existing lots were resealed and repainted 2005**
- **Total of 128 Surveillance Cameras Campus-Wide**
- **All housing units with gas appliances have carbon monoxide sensors; all units have sprinklers, and central fire alarms installed.**
- **All major buildings on campus have at least one Automated External Defibrillator (AED) installed.**

**1. Art Annex:**

Removed brick wall and recontoured landscape 2004

**2. Soccer Field:**

Constructed 2000

Maintenance/upkeep ongoing

**3. Children's Learning Center:**

Electric Relocation Project 2004 (relocated overhead utility lines to underground for safety reasons and to create space for future playground expansion)

Vacation of Grimes Alley between Waller and Union Streets 2004

**4. Townhouse:**

Bathroom Upgrade Summer 2003 (water saving fixtures installed)

Picnic tables/grills installed Fall 2004

Surveillance cameras installed 2004 (16)

General repairs/landscape ongoing



**5. Carriage House:**

Structural Evaluation and Repairs 2005 (central heat and cool installed in lieu of resistance ceiling heat; anticipated operating savings with new HVAC equipment and water conserving fixtures)

Surveillance cameras installed 2004 (5)

General repairs/landscape ongoing

**6. Cedar House:**

Bathroom renovations scheduled for Winter 2005

Surveillance cameras installed 2004 (13)

General repairs/landscape ongoing

**7. Campus View:**

First two buildings retro-fit with central fire alarm systems 2004

Surveillance cameras installed 2004 (22)

General repairs/landscape ongoing

Certified as True and Correct  
*[Signature]* 9/19/05  
Secretary, SSU Board of Trustees Date

**Board Tour 8/12/05**  
**Group II**  
**Butch Kotcamp, Tour Guide**

- **Parking lots were added on Waller Street and between 3<sup>rd</sup> and 4<sup>th</sup> Streets; existing lots were resealed and repainted 2005**
- **Total of 128 Surveillance Cameras Campus-Wide**
- **All housing units have carbon monoxide sensors, sprinklers, and central fire alarms installed.**
- **All major buildings on campus have at least one Automated External Defibrillator (AED) installed.**

**1. Advanced Tech Center:**

Parking Lot Lights Upgraded 2004 (high efficient fixture installed increasing light level and reducing energy cost)

Facilities Office Move to West Bay

Room 132 Carpet Replacement 2004

**2. Bookstore:**

UC Feasibility Study-Combine

New Roof 1998

Operated By Barnes & Noble

**3. Massie Hall/Administration:**

Roof handrail installed 2005. Roof replacement estimated at \$600,000

Massie Hall 95% Renovated 1991-1997

Massie Lecture Hall Project in design stage; renovation to begin Fall, 2005.

New Fire Alarm System in Administration 2003

President's Office Renovation 2005





**4. Library:**

Chiller Cross-Tie w/ CFA 2005 (estimated energy savings 12-15 thousand dollars per year)

Variable Speed Fan Controls added 2003 (energy saving upgrade)

New Roof July 2003

Window System Evaluation

**5. Fine Arts:**

Chiller Cross-Tie w/ Library 2005

Boiler Rebuild Summer 2004

General Maintenance Items

Door Closures

**6. University Center:**

Expansion Feasibility Study Ongoing

Cafeteria Renovation Summer 2004

Built 1991

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      9/19/05  
Date

**Board Tour 8/12/05**  
**Group III**  
**Joe VanDeusen, Tour Guide**

- **Parking lots were added on Waller Street and between 3<sup>rd</sup> and 4<sup>th</sup> Streets; existing lots were resealed and repainted 2005**
- **Total of 128 Surveillance Cameras Campus-Wide**
- **All housing units have carbon monoxide sensors, sprinklers, and central fire alarms installed.**
- **All major buildings on campus have at least one Automated External Defibrillator (AED) installed.**

**1. Athletic Center:**

Natatorium Rehabilitation 2005

Parking Lot Lights Upgraded 2004 (high efficient fixture installed to increase light level and reduce energy cost)

Health Clinic added 2003

Bleacher Replacement 2003

Tennis Court Upgrade being explored

PE Training Room 2002

Gym Renovation – Upcoming (new floor systems, HVAC upgrade)

**2. Health Sciences Buildings:**

HS Renovation Design Phase 2005

**3. Kricker Hall:**

Renovated 2002

IT Room Upgrade 2005

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      9/19/05  
Date

**4. Overlook Plaza:**  
Constructed 2000

Maintenance/Upkeep Ongoing

**5. Maintenance Shop:**  
New storage and loft system being evaluated

**6. Security/Receiving:**  
New roof to be installed next year

**7. Office Annex:**  
To be demolished when new Facilities office is complete

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      9/19/05  
Date