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Board of Trustees

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4-25-1977

### April 25, 1977 Meeting Minutes

Shawnee State University

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## M I N U T E S

Shawnee State College  
April 25, 1977

The Meeting was called to order by Chairman Brown.

### ROLL CALL

Members Present: Mr. Horr, Mrs. Kennedy, Mr. Levi, Mr. Hyland, Mr. Rittenour,  
Mr. Strafford, Mr. Vetter, Mr. Brown.

Members Absent: Mr. Morgan

### APPROVAL OF MINUTES

Mr. Levi moved that the minutes of February 21, 1977 Board of Trustees meeting be approved.

Ayes: Mr. Horr, Mrs. Kennedy, Mr. Levi, Mr. Hyland, Mr. Rittenour, Mr. Strafford,  
Mr. Vetter, Mr. Brown.

Nays: None

Chairman Brown appointed the following members to serve on committees for the coming year.

Finance Committee: Mr. Levi, Chairman, Mr. Vetter and Mr. Morgan.

Educational Policies Committee: Mr. Horr, Chairman, Mr. Rittenour  
Mrs. Kennedy

Buildings & Grounds: Mr. Hyland, Chairman, Mr. Brown, Mr. Strafford

### PRESIDENT'S REPORT

Dr. Flinchbaugh welcomed the newly appointed members to the Board of Trustees. He then introduced Mr. Hawk, Controller/Treasurer of Shawnee State College who gave each member a copy of the third quarter financial statement to look over and ask any questions that they might have.

Dr. Flinchbaugh told the members of the Board about two gifts that have recently been received by the College. A replica of the Liberty Bell has been donated by Banc Ohio National Bank of Portsmouth. Security Central National Bank of Portsmouth has purchased and donated a 12' x 3' painting, painted by Danny Griffith, artist in residence in the City School System. The painting is on campus, but the Bell will not be on campus until the new facility is completed.

Dr. Flinchbaugh reported to the Board that he has called President Carter's office to encourage him to locate the expansion of the A-Plant in the Portsmouth area.

The business office is still investigating the need for insurance coverage for the College. There are several different opinions concerning the need for coverage even within the State offices. A further report will be made on this subject as soon as the problem is solved.

The budget process is not finalized. Dr. Flinchbaugh indicated that he has met with the department heads and they are now revising their budgets. Final budget and budget talks will be held when the State Legislature has passed budget appropriations. The faculty and administrators of the College are being notified by memo that they will receive contracts, if they have not already been notified otherwise, as soon as the budget process is finalized. Hopefully the budget can be presented to the Board at the May meeting.

Dr. Flinchbaugh introduced Mr. Frank Taylor to give a report of the progress on the building program. Before beginning the buildings report Mr. Taylor read a letter of thanks to the Board for their help and support of the Theater-Music departments presentation of Oklahoma.

Mr. Taylor gave a detailed report on the progress of the buildings indicating that footings have been poured, and block being laid now on building "C". There has been some delay in pouring footings on buildings "A" and "B" until the soils engineering firm indicate that the property is ready. However, building "C" will be under roof by October and all of the other buildings should be under roof by Christmas.

At this time a question was raised about when Shawnee State College will be vacating the Vocational School buildings on the north campus. The target date for occupancy of the new facility on south campus is September, 1978 and a letter will be written to the Scioto County Joint Vocational High School Board indicating this date.

Dr. Flinchbaugh again turned to Mr. Hawk to answer questions concerning the third quarter report. Mr. Hawk indicated that the budget spending is on schedule with about 74% of the budget having been spent.

#### REVISION OF TRAVEL POLICY

Mr. Hyland moved and Mr. Vetter seconded the motion that Resolution 12-77, concerning a revision of Section 9.203 of the Travel Policy be adopted.

Ayes: Mr. Horr, Mr. Hyland, Mrs. Kennedy, Mr. Levi, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

#### APPROVAL OF PART-TIME FACULTY

Mr. Strafford moved that Resolution 13, approving the spring quarter part-time faculty, be approved. Mrs. Kennedy seconded the motion.

Ayes: Mr. Horr, Mr. Hyland, Mrs. Kennedy, Mr. Levi, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

### APPROVAL OF YEARLY PART-TIME FACULTY

Mr. Levi moved and Mr. Rittenour seconded the motion that Resolution 14-77, approving yearly part-time faculty be approved.

Ayes: Mr. Horr, Mr. Hyland, Mrs. Kennedy, Mr. Levi, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

### INACTIVE FUNDS

Resolution 15-77 was tabled until the Finance Committee can meet and go over bids from the banks. The Finance Committee will make a recommendation to the Board at the May meeting.

### ACKNOWLEDGEMENT OF TRUSTEE SERVICE

Mr. Horr moved that Resolution 16-77, acknowledging the service of Dr. Sheets, Mr. Ferguson, and Mr. Stevens as Board members be adopted.

Ayes: Mr. Horr, Mr. Hyland, Mrs. Kennedy, Mr. Levi, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

### OTHER BUSINESS

The Board of Trustees meetings will be held on the 3rd Monday of each month beginning at 8 p.m.

Mr. Hawk presented letters of solicitation from the Portsmouth Banking Company, Banc-Ohio National Bank, and Security Central National Bank for the depositing of active funds of Shawnee State College for the period of July 1, 1977 through June 30, 1979. Mr. Horr moved that the Security Central National Bank of Portsmouth be used for the biennium 1977-79 for the depositing of active College funds. Mr. Hyland seconded the motion.

Ayes: Mr. Horr, Mr. Hyland, Mrs. Kennedy, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Abstain: Mr. Levi

Nays: None

Dr. Flinchbaugh continued his President's report to the Board stating that scholarships would be offered to the Valedictorian and Salutatorian of the 1977 graduating classes from the high schools in our service area. Scholarships, also, will be offered in the Plastics Technology program of the College. Students eligible for financial aid from either Federal or State sources will use these funds in preference to College scholarship. Free tuition will be granted, with the students paying the activity and general fee, amounting to about \$30.00 per quarter. Scholarships are one of the areas that the Shawnee State General and Technical College Development Fund, Inc. will be concerned with.

ADJOURNMENT

Mr. Hyland moved that the meeting be adjourned.

Ayes: Mr. Horr, Mr. Hyland, Mr. Levi, Mrs. Kennedy, Mr. Rittenour, Mr. Strafford  
Mr. Vetter, Mr. Brown.

Nays: None

Walter N. Brown 9-19-77  
Chairman of Board of Trustees (Date)

Robert W. Lindberg 5/16/77  
Secretary of Board of Trustees (Date)

RESOLUTION 12-77

Be it resolved that, by direction of the Ohio State Examiners, the Board of Trustees of Shawnee State General and Technical College hereby amends Chapter 9.203, Part D of the Policy and Procedures Manual (Meal Allowances for Travel Not Requiring Overnight Lodging Plus Travel Time Outside of a Calendar Day), said revised Part D being attached to this resolution.

Suprase  
Gilbert bond  
25% cotton

C. Meals and Lodging Expenses Requiring Overnight Lodging

Personnel will be reimbursed a maximum of thirty-two dollars (\$32.00) for any calendar day during which they are on official in-state travel status involving overnight lodging. The calendar day is defined as any twenty-four hour period(s) from time of departure from headquarters to time of return.

Travel for less than a calendar day that requires overnight lodging will be reimbursed up to twenty dollars (\$20.00) for lodging and only for meals as noted in part D below.

The aforementioned allowances provide for reimbursement for lodging, meals, and incidentals, such as gratuities which must be included on a receipt under the limitations set forth in part D below.

Expenses claimed for lodging, meals, and incidentals must be itemized on the Travel Expense Report. Claims for reimbursement for lodging and meals must be accompanied by original receipts. Credit card receipts are not acceptable.

✓D. Meal Allowances for Travel Not Requiring Overnight Lodging Plus Travel Time Outside of a Calendar Day

Personnel authorized to travel on official college business may claim reimbursement for meals not requiring overnight lodging for travel periods less than a calendar day (travel requiring overnight lodging refer to part C, paragraph 1). Basis for reimbursement is as follows:

1. Breakfast \$2.50, if the employee departs from his residence before 7:00 A.M. or returns to his headquarters after 8:00 A.M. from travel involving overnight lodging.
2. Lunch \$3.50, if the employee departs from his headquarters before 11:00 A.M. or returns to his headquarters after 1:00 P.M.
3. Dinner \$6.00, if the employee departs from his headquarters before 5.00 P.M. or returns to his residence after 7:00 P.M.

The above allowances include gratuities. Expenses claimed for meals must be itemized on the Travel Expense Report. Claims for reimbursement must be accompanied by original receipt. Credit card receipts are not acceptable.

RESOLUTION 13-77

Be it resolved by the Board of Trustees of the Shawnee State General and Technical College that the Board affirms the employment and salaries of part time faculty for Spring Quarter 1977 as noted on the pages attached to this resolution and following the guidelines in Section 5.303 of the Policy and Procedures manual.

Part-Time Faculty  
Spring Quarter, 1977

<u>BUSINESS COURSES</u>	<u>Course</u>	<u>Pay</u>	
Jeff Albrecht	Intermediate Accounting III Accounting I	\$750 750	
Jim Branham	Introduction to Retailing	600	
Dave Dautel	Personnel Management	450	
Robert Decker	Basic Computer Concepts	750 +50	Asst. L. Beaver
Bill Essman	Accounting II	600	
Larry Essman	Auditing Accounting III	750 750	
Mitchell Kiser	Credit and Collections	600	
Dave Kuhn	Real Estate Law	800	
Robbie Luther	Introduction to Business	600	
Carl Lyons	Principles of Management Systems Accounting	750 750	
Russell Meyers	Real Estate Principles & Practices I	500	
Gayle Mossbarger	Dictation and Transcription I Shorthand III Shorthand I	750 750 750	
Rosemary Newton	Typing I	750	
Robert Smith	Real Estate Finance	600	
Jo Anne Steiff	Typing II	625	
Frank Vecellio	Accounting III (Chesapeake) Tax Accounting (Chesapeake)	600 600	
<u>CORRECTIONS/SOCIAL SERVICES</u>			
John Baker	Drug Abuse	500	
Kathy Beattie	Social Services Seminar	250	
Wayne Fowler	Community Programs Social Services Seminar	600 300	
Terry McGraw	Community Programs	750	
Terry Morris	Observation Techniques Correctional Programs	600 750	

Jan Oliver	Marriage and the Family Community Resources	\$600 750
Larry Rupp	Philosophy of Corrections	600
Richard Schisler	Constitutional Law Criminology	600 800
Hagar Spurlock	Personal Growth and Development	300

DEVELOPMENTAL COURSES

Pat Gamp	Fundamentals of Biology	500
Ken McCall	Fundamentals of Chemistry	600
Jim Vergne	Fundamentals of Mathematics	600
Orlando Vita	Fundamentals of Chemistry	600

ENGINEERING COURSES

Lamont Beaver	Digital Computer Programming with Engineering Applications	600 & travel
Don Boring	Engineering Drawing II and III	750
Jeff Burke	Electro-Mechanical Drawing	600
Don Cooley	Soil Materials and Testing	600
Richard Craycraft	Electrical Fundamentals II	750
John Hoffman	Strength of Materials	600
Ray Irwin	Electro-Mechanical Devices Electronic Logic Circuits I	600 750
Richard Lauder	Highway Construction II Surveying I	750 1,050
Tim Ohrstrom	Mechanics and Dynamics Control Devices	500 625
Kelly O'Leary	Surveying II	750
Brent Smith	Hydraulics and Pneumatics	625
Charlie Staggs	Surveying V	600
Frank Woltz	Unit Operations II	1,000 & travel

HEALTH COURSES

Chillicothe Medical Center	Clinical Instruction for Respiratory Therapy	\$750
Mary Herrman	Dental Clinic	1,100
Dr. Michael Kelly	Radiology	1,000
Scioto Memorial	Clinical Instruction for Respiratory Therapy	750
Jack Scott	Pharmacology for Respiratory Therapy	600

PARKS & RECREATION

Bill Beattie	Recreational Park Layout and Design	750
David Todt	Taxonomy of the Vertebrates	750
Gene Wilson	Forest Management and Recreation	600
	First Aid & Safety	150

REAL ESTATE SEMINAR

Fred Chrisman	2 Sessions	100
Dick Kiser	2 Sessions	100
Dave Kuhn	1 Session	50
Frank McCown	1 Session	50
Scotty Roberts	1 Session	50
Jerry Ruby	1 Session	50
Bob Sommers	1 Session	50
Neal Hatcher	1 Session	50

Humanities/Soc. Science Division (cont.)  
Page 2

<u>Name</u>	<u>Course</u>	<u>Compensation</u>
Meredith, Lawrence, Ph.D.	Abnormal Psychology	\$1000.00
Midkiff, Steve	Educational Psychology	\$ 750.00
Ross, James P.	Contemporary Writing Skills II	\$ 750.00
	Contemporary Writing Skills II	\$ 750.00
Russell, William	Environment & Man .	\$ 600.00
Simon, John	Human Growth & Development	\$ 600.00
Simon, Kathleen	Mass Communication	\$ 750.00
Stevenson, John	Elementary French	\$ 600.00
Wolfe, James	Principles of Sociology	\$ 600.00
<u>MATH/SCIENCE DIVISION</u>		
Brown, Bill	Basic Algebra	\$ 750.00
Frowine, Jacob	College Algebra II	\$ 750.00
Hickman, Brian	Physical World	\$ 900.00
Kalmon, Ben	Physics (Heat, Light, Sound) (2 labs & lec.)	\$1350.00
Manakkil, Thomas, Ph.D.	Physics Electricity Lec. Lec.	\$1200.00 + travel
Russell, William	Historical Geology	\$ 750.00
Smith, Brent	Physics Electricity Lab	\$ 375.00
Vita, Orlando	Physics Electricity Lec Lab	\$ 900.00
Welton, Michael	Basic Algebra	\$ 750.00
Wisniewski, Ralph	Spring Flora	\$1050.00
<u>CHESAPEAKE CAMPUS</u>		
Dilley, Boots	Human Growth & Development	\$ 600.00
Norman, Rosanne	Contemporary Writing Skills	\$ 750.00

ACADEMIC PART TIME FACULTY - Spring '77

FINE ARTS/EDUCATION

<u>Name</u>	<u>Course</u>	<u>Compensation</u>
Chrisman, Fred	Introduction to Education	\$ 600.00
Crabtree, Paul, Ph.D.	Judo	\$ 400.00
Goeldner, Joseph	Life Drawing Painting I, II, III	\$ 500.00 \$ 500.00 + travel
Ohrstrom, Timothy	Karate	\$ 250.00

HUMANITIES/SOCIAL SCIENCE DIVISION

Beard, Gregory, J.D.	Business Law II	\$ 800.00
Born, Janet	Contemporary Writing Skills I	\$ 750.00
Combs, Chuck	Principles of Sociology	\$ 600.00
Come, Gene, Ph.D.	Principles of Psychology	\$ 800.00
Crabtree, Paul, Ph.D.	Principles of Family Sociology Principles of Family Sociology	\$ 800.00 \$ 800.00
Crowther, Jeanne	Human Adjustment	\$ 450.00 + travel
Distel, Norma	Contemporary Writing Skills I	\$ 750.00
Distel, Norma	Contemporary Writing Skills I	\$ 750.00
Fowler, Wayne	Indep. Study (Reality Therapy)	\$ 450.00
Gillenwater, Mack, Ph.D.	Cultural Geography	\$ 800.00 + travel
Hoke, Donald	Principles of Economics I	\$ 750.00
Howard, Richard	Principles of Sociology	\$ 600.00
James, Jack	Principles of Psychology	\$ 600.00
Johnson, Ralph	Intro. to American Systems	\$ 600.00
Kong, Colleen	Abnormal Psychology	\$ 750.00
Kuhn, David, J.D.	Business Law I	\$ 800.00
Lykins, Dewey (Goodyear)	Contemporary Writing Skills I Contemporary Writing Skills I	\$1350.00
Maroudis, Xenophon	Principles of Economics II	\$ 750.00

SOUTHERN OHIO CORRECTION FACILITY

<u>Name</u>	<u>Course</u>	<u>Compensation</u>
Horvath, Gerald	Humanities	\$ 600.00
Johnson, Ralph	Western Civilization in Modern Times: 1848 to Present	\$ 600.00
Pulsifer, Robert	Contemporary Writing Skills I	\$ 750.00
Pulskamp, Richard	Elementary Topics in Math	\$ 750.00
Simon, John	Human Growth & Development	\$ 600.00
Travis, Robert	Principles of Psychology	\$ 600.00

RESOLUTION 14-77

Be it resolved by the Board of Trustees of Shawnee State General and Technical College that the Board approved yearly part-time contracts for Spring Quarter faculty as noted on this resolution and following the guidelines of Section 5.302 of the Policy and Procedures Manual.

Paul Fowler	Corrections	\$5,366.00
Elizabeth Graham	ADN	2,292.00
Scott Oliver	Microbiology	3,700.00

RESOLUTION 16-77

Be it resolved by the Board of Trustees of the Shawnee State General and Technical College that the Board unanimously and heartily thanks Dr. J. R. Sheets, Robert Stevens, and Orville Ferguson, Sr. for their many contributions to Scioto Technical College and Shawnee State College. As members of the boards of these two institutions, Dr. Sheets, Mr. Stevens and Mr. Ferguson devoted their time and talents unselfishly in helping these institutions during their formative years. Their wisdom during the initial decision-making periods helped make it possible for the College to begin in a proper philosophical and organizational manner.

The people of Southern Ohio also owe a debt of gratitude to Dr. Sheets, Mr. Stevens, and Mr. Ferguson for their devotion to higher educational service and the Board of Trustees expresses the appreciation of the people in thanking these two men for the hand they had in shaping the future of higher education in the area.