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Board of Trustees

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6-20-1977

### June 20, 1977 Meeting Minutes

Shawnee State University

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#### Recommended Citation

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6/30/79  
HAB

M I N U T E S

SHAWNEE STATE COLLEGE  
Board of Trustees  
Meeting  
June 20, 1977

The meeting was called to order by Chairman Brown.

ROLL CALL

Members Present: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford,  
Mr. Vetter, Mr. Brown.

Members Absent: Mrs. Kennedy, Mr. Levi, Mr. Hyland

APPROVAL OF MINUTES

Mr. Morgan moved that the minutes of the Board of Trustees meetings held on May 16, 1977, May 31, 1977, June 13, 1977 and June 20, 1977 be approved.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter,  
Mr. Brown.

Nays: None

MEETING WITH OHIO POWER COMPANY

Mr. Probasco, Ohio Board of Regents representative, Mr. Cardaras, State Architech representative, Mr. Luby and Mr. Gilliland representatives from the Ohio Power Company and Mr. Barany and Mr. Haygs representing Hayes, Donaldson Architectural firm met with the Board of Trustees to discuss the removing of the overhead 69KV facilities and burying electric transmission line for the new facilities of Shawnee State College's new campus site.

NEW BUSINESS

RESOLUTION 20-77 - New Administrative Contracts

Mr. Horr moved that Resolution 20-77 awarding new administrative contracts be approved. Mr. Strafford seconded the motion.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter,  
Mr. Brown.

Nays: None

RESOLUTION 21-77 - ADMINISTRATIVE SALARIES

Mr. Vetter moved that Resolution 21-77 approving salaries for fiscal year administrative personnel be approved. Mr. Morgan seconded the motion.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter,  
Mr. Brown.

Nays: None

RESOLUTION 22-77 POLICY ON EMERGENCY CALLS

Mr. Morgan moved that Resolution 22-77 approving a policy concerning Emergency calls received on the Shawnee State campuses be adopted.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

RESOLUTION 23-77 AUTHORIZATION OF TERMINAL CONTRACT

Mr. Horr moved and Mr. Strafford seconded that Resolution 23-77 authorizing a terminal one year contract to Ms. Mona Bias be approved.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

RESOLUTION 24-77 EMPLOYMENT OF FULL-TIME FACULTY

Mr. Strafford moved and Mr. Rittenour seconded the motion that Resolution 24-77 granting contracts to new full-time faculty members be approved.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

RESOLUTION 25-77 CONTRACT FOR PROGRAMMER/OPERATOR

Mr. Vetter moved that Resolution 25-77 approving a fiscal year contract for Terry Nichols as computer programmer/operator be approved. Mr. Morgan seconded the motion.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown

Nays: None

RESOLUTION 26-77 - SUMMER CONTRACT FOR MEDIA SPECIALIST

Mr. Rittenour moved and Mr. Vetter seconded that Resolution 26-77, approving a part-time contract for Shannon Kiser in the amount of \$2,250 for summer work as a media specialist be approved.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None.

RESOLUTION 27-77 - SUMMER CONTRACT FOR PART-TIME RADIOLOGIC INSTRUCTOR

Mr. Strafford moved with Mr. Rittenour seconding that Resolution 27-77 awarding a part-time contract for Summer quarter to Kevin Moore in the amount of \$1,850 to teach in the Radiologic Program be approved.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

RESOLUTION 28-77 - SUMMER CONTRACTS FOR NURSING FACULTY

Mr. Morgan moved and Mr. Rittenour seconded Resolution 28-77 awarding contracts to nursing faculty for summer work on curriculum be approved.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

PRESIDENT'S REPORT

Dr. Flinchbaugh congratulated Mr. Foti, Technical Dean, Dr. Spratt, Director of the Dental Hygiene Program and Dr. Spratt's faculty for being given full accreditation by the American Dental Association.

Dr. Flinchbaugh commended Mr. Howard on his Graduate Analysis Report. Mr. Strafford thanked Mr. Howard on behalf of the Board of Trustees and suggested that some of this analysis could be used in promotional brochures.

OTHER BUSINESS

Mr. McCoy reported that summer registration is up over 200 over last years summer quarter.

Mr. Foti gave the board some information concerning the Emergency Medical Technican-Paramedic program that will be operational in September 1977.

Mr. Horr moved that the Board of Trustees go into executive session to discuss financial matters. The meeting went into executive session at 10:09 p.m.

Ayes: Mr. Horr, Mr. Rittenour, Mr. Morgan, Mr. Vetter, Mr. Strafford, Mr. Brown.

Nays:

The meeting was reconvened at 11:00 p.m.

ADJOURNMENT

Mr. Horr moved that the meeting be adjourned.

Ayes: Mr. Horr, Mr. Morgan, Mr. Rittenour, Mr. Strafford, Mr. Vetter, Mr. Brown.

Nays: None

*Walter N. Brown* 9-19-77  
Walter N. Brown, Chairman Board of Trustees

*Robert W. Flinchbaugh* 9/19/77  
Robert W. Flinchbaugh, Secretary Board of Trustees

RESOLUTION 20-77

Be it resolved that the Board of Trustees of Shawnee State General and Technical College grants new contracts for 1977-78 to the administrators listed below:

|   |                 |
|---|-----------------|
| Neil Hawk, Treasurer                          | 1 year contract |
| Paul Crabtree, Counselor                      | 2 year contract |
| Alice Miller, Library Assoc.                  | 1 year contract |
| Barry Smith, Director of<br>Computer Services | 1 year contract |
| Tess Midkiff, Asst. Librarian                 | 2 year contract |

RESOLUTION 21-77

Be it resolved that the Board of Trustees of Shawnee State General and Technical College hereby approves salaries for all fiscal year administrative personnel at the 1976-77 salaries, and

Be it further resolved that the Board of Trustees will review 1977-78 administrative salaries at the time the 1977-78 College budget is approved by the Board.

RESOLUTION 22-77

Whereas, there have been a considerable number of telephone calls entering the campuses in which callers indicated that the situation about which they were calling was an emergency, and

Whereas, College personnel on duty at the time of these calls have had no guidelines to follow when receiving the calls,

Now, therefore, be it resolved that the Shawnee State General and Technical College Board of Trustees hereby approves a policy and procedures for identifying and handling such calls, said policy (Section 9.803) being attached to this resolution.

### 9.803 Emergency Telephone Calls

Students who are expecting emergency phone calls are requested to advise an administrator or counselor as to the nature of the call and where he/she will be located if they are called.

"Emergency" is defined as any circumstances involving sickness or an accident that may be life-threatening to those involved.

To reduce the number of unnecessary calls, Shawnee State College reserves the right to monitor all calls.

All emergency calls will be screened by the administrator/counselor on duty at the time of the call. If there is not an administrator on campus at the time, the secretary will ask three questions:

1. Is this an absolute emergency?
2. If yes, is it necessary that the student come to the phone immediately or can he/she wait until the end of class?
3. Will you please give me the phone number where the student can call so that you may know that he/she has been located?

If affirmative replies are received to the above questions, the student will be contacted concerning the emergency.



RESOLUTION 23-77

Be it resolved by the Board of Trustees of Shawnee State General and Technical College that the Board authorizes a terminal one academic year contract to Ms. Mona Bias as Assistant Professor of Political Science as per an agreement between Ms. Bias and the College which provides her with

- (a) health insurance coverage during the terminal year as provided for all faculty by Board policy.
- (b) an academic year salary increase based on salary increases provided other full time faculty under the College's collective bargaining agreement.
- (c) similar professional benefits provided other full time faculty.
- (d) the option that she may resign from her position during the terminal year provided she completes her professional responsibilities for the quarter after which the resignation is to occur.
- (e) a prorated salary so that if she resigns during the terminal year, she will be paid for the amount of service she provides the College.

RESOLUTION 24-77

Be it resolved by the Board of Trustees of Shawnee State General and Technical College that the following individuals are granted one year contracts as recommended by the President and deans and at salaries determined by provisions of the collective bargaining agreement.

|                      | <u>Contract</u>                             | <u>Position</u>                  | <u>Rank</u> | <u>Salary</u> |
|----------------------|---|----------------------------------|-------------|---------------|
| William H. Penn      | Academic                                    | Mechanical Engr.                 | Sr. Instr.  | \$11,700      |
| Paulette Condon      | Academic                                    | Associate Nursing                | Sr. Instr.  | \$10,700      |
| Janie L. Luchini     | 12 Month<br>Director                        | Radiologic                       | Instructor  | \$12,400      |
|                      | Plus 9 days - June 20, 1977 - June 30, 1977 |                                  |             | 465           |
| Carol M. Ward        | Academic                                    | Associate Nursing                | Sr. Instr.  | \$12,700      |
| Scott Oliver, D.D.S. | Academic                                    | Biological &<br>Physical Science | Asst. Prof. | \$11,600      |

RESOLUTION 25-77

Be it resolved that the Board of Trustees of Shawnee State General and Technical College hereby approves a fiscal year twelve month contract for Terry Nichols as computer programmer/operator at a salary of \$7,200.

RESOLUTION 26-77

Be it resolved that the Board of Trustees of Shawnee State General and Technical College hereby approves a contract for summer quarter for Shannon Kiser to work as a media specialist in the amount of \$2,250.

RESOLUTION 27-77

Whereas the Radiologic Program must have an instructor immediately,  
and

Whereas it has been possible to find a qualified person from Ohio  
State University,

Be it resolved that the Board of Trustees of Shawnee State General  
and Technical College approves a ten week Summer part time teaching contract  
for Kevin Moore in the amount of \$1,850 for 14 contact hours of teaching in  
the radiologic program, said salary being determined under the provisions of  
Section 5.303 of College policy.

RESOLUTION 28-77

Be it resolved by the Board of Trustees of Shawnee State General and Technical College that the following nursing instructors are approved to work on curriculum development for the Associate Degree Nursing Program during Summer Quarter. Each individual is to be paid at the daily rate of \$40, and said payment not to exceed \$1,000 per individual for the Summer Quarter. Funds to pay for said services are to be taken from the Nursing Capitation Grant.

|                  |                 |         |
|------------------|-----------------|---------|
| Paulette Condon  | Maximum payment | \$1,000 |
| Sharon Mullen    | " "             | \$1,000 |
| Ann Gampp        | " "             | \$1,000 |
| Dorothy Matthews | " "             | \$1,000 |
| Carol Ward       | " "             | \$1,000 |