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9-19-1977

September 19, 1977 Meeting Minutes

Shawnee State University

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M I N U T E S
SHAWNEE STATE COLLEGE
Board of Trustees
Meeting
September 19, 1977

The meeting was called to order by Chairman Brown.

ROLL CALL

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

Members Absent: Mr. Rittenour, Mr. Morgan

APPROVAL OF MINUTES

Mr. Vetter moved that the minutes of the July 18, 1977, Resolution 40, dated August 4, 1977 and Resolution 41, dated August 29, 1977.

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

Nays: None

PRESIDENT'S REPORT

Mr. Foti, Mr. Hawk and Dr. Flinchbaugh had meetings with the people at the A-Plant that were concerned over the fee charges for classes. These meetings resulted in a change of part-time and full time fee information. The fees will be listed as \$17 per credit hour for part-time classes. The change being that the fees will no longer show the \$2.00 general fee.

Mr. Foti reported that there were four classes being held at Goodyear with about 25 students per class. The classes meet three nights per week and some of the students take more than one class. Goodyear has chosen 25 people to move to supervisory jobs. These people take 22 credit hours on campus and are paid for a full day's work.

Dr. Flinchbaugh announced that the Ad Hoc Committee on Building Evaluation for Handicapped had met under Mr. McCoy's leadership and are finalizing recommendations regarding changes that may need to be made in Massie Hall or in the new buildings. Mr. McCoy said that the Committee work was progressing and that some changes would be required in the restroom facilities, drinking fountains, and wash bowls in Massie Hall. A few minor changes may need to be made in the new buildings.

Dr. Flinchbaugh announced two forthcoming meetings that involve Board of Trustees members. The Ohio Association of Technical and Community Colleges are holding a meeting October 23 and 24 at Perrysburg, Ohio that they would like a representative from the Board to attend. No representative was selected.

There will be a meeting in Columbus, Ohio on November 17, 1977 with the Ohio Board of Regents and Staff and College Board of Trustee members. Mr. James Strafford will attend this meeting to represent Shawnee State.

Dr. Flinchbaugh introduced Dr. Come, Academic Dean to give a report to the Board concerning classes that are being offered at the Southern Ohio Corrections Facility by Shawnee State College. Eight courses are being taught by seven instructors, two of these instructors being full time instructors. There are about 70 full time students in this program.

Dr. Come has been attending steering committee meetings for the organizing of an Ohio Penal Education Consortium. There are many questions, information, etc. to be passed among the different institutions and state agencies that are involved in this educational endeavor. The State of Ohio is one of the few states that offer this type of program.

Dr. Flinchbaugh introduced Mr. Hawk to answer any questions the Board members might have concerning the annual financial report.

Dr. Flinchbaugh read a letter from Scioto County Commissioners asking that a Board member be appointed to represent the College on the Scioto Economic Development Area-wide Corporation. Mr. Levi made a motion that Mr. James Strafford be appointed to this committee.

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

Nays: None

Continuing with the President's Report Dr. Flinchbaugh told the Board that the \$190,000 ARC funding supplement for cost over-run on the building project was being jeopardized by the OVRDC Scioto County Caucus Committee refusing to approve the application for these funds. These funds have been approved at the State and Federal level and now being held up due to the refusal of the local board to approve the application. The basis for this refusal is that Shawnee State is not living up to its Affirmative Action policy in hiring blacks on the construction job. Dr. Flinchbaugh explained that this committee took only the word of Mr. Albert White, local NAACP member, that Shawnee State was not complying. This committee made no attempt to check with College officials or the contractors on the job to verify Mr. White's accusations. This is a very serious matter and must be resolved immediately before this \$190,00 is completely lost to the College.

Dr. Flinchbaugh asked Mr. Taylor to tell the Board about the labor problems on the construction site. There was a 6 day work stoppage concerning the pouring of concrete. Mr. Taylor told the Board many of the problems involved with labor in the building of this project. The work is four weeks behind schedule but it is hoped that this time can be made up during the months of January and February. The contractor still says the job will be finished on schedule.

NEW BUSINESS

RESOLUTION 42-77 Request for Amendment to Official Plan and Charter

Mr. Hyland made the motion that Resolution 42-77 requesting an amendment to the Official Plan and Charter be approved.

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

Nays: None

RESOLUTION 43-77 PART-TIME FACULTY SALARY APPROVAL

Mr. Hyland moved and Mr. Strafford seconded Resolution 43-77 confirming employment and salaries for part time faculty for the Autumn Quarter, 1977.

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

Nays: None

RESOLUTION 44-77 EMPLOYMENT OF YEARLY PART TIME FACULTY

Mr. Levi moved and Mrs. Kennedy seconded the motion that Resolution 44-77 confirming employment and salaries for yearly part time faculty for Autumn Quarter 1977 be approved.

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

Nays: None

RESOLUTION 45-77 POLICY FOR EXTENDED ILLNESS LEAVE

Mr. Horr moved that Resolution 45-77, concerning a revised policy on "Leave for Extended Illness" be approved.

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

Nays: None

F. OTHER BUSINESS

Mr. Strafford moved that Resolution 46-77, concerning Petition Process for students be adopted.

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

Nays: None

Mrs. Kennedy moved and Mr. Strafford seconded the motion that Resolution 47-77, approving the contract for Ms. Beverly Jo Carson as an instructor in the Dental Hygiene Program be approved. The contract will be for 9 months at a salary of \$9,700.

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

Nays: None

ADJOURNMENT

Mr. Horr moved that the meeting be adjourned.

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

Nays: None



Chairman, Board of Trustees (Date)

Secretary, Board of Trustees Date

RESOLUTION 40-77

Be it resolved that the Board of Trustees of Shawnee State General and Technical College hereby approves a fiscal year twelve month contract for Susan Barnes as director of the EMT Paramedic Program. Said position to begin August 29, 1977, at a salary of \$14,000.

Approved by phone 8/4/77

J. D. Heyland
Edward Lewis
William Hays
James Stegford
Vester Morgan
David Vetter

Walter N. Brown 10-17-77
Chairman, Board of Trustees Date
Robert C. Shubert 10/17/77
Secretary, Board of Trustees Date

RESOLUTION 41-77

Be it resolved that the Board of Trustees of Shawnee State General and Technical College hereby approves a nine month contract for Janet Dege as Senior Instructor in the Dental Hygiene Program, at a salary of \$11,700.

Walter N. Brown
Chairman, Board of Trustees Date

Secretary, Board of Trustees Date

Approved by phone 8/29/77

Walter Brown

James Stauffer

Victor Morgan

William Hare

Phyllis Kennedy

John Rittenger

Edward Lewis

D. D. Hyland

RESOLUTION 42-77

Whereas, Shawnee State General and Technical College was created under provisions in Section 3358 of the Ohio Revised Code, and

Whereas, the Ohio Legislature passed Senate Bill No. 229 and the Governor signed said Bill in August 1977, and

Whereas, Senate Bill No. 229, which becomes effective in November 1977, provides that State General and Technical Colleges succeed to State Community Colleges at that time,

Now, therefore be it resolved that the Board of Trustees of Shawnee State General and Technical College hereby requests that the Ohio Board of Regents amend Shawnee State General and Technical College's Official Plan and Charter to effect a change in name to Shawnee State Community College, and

Be it further resolved that the Board requests that the amendment to the Official Plan and Charter includes the provision that Shawnee State Community College shall begin operating in November 1977 under the new statutory laws of Senate Bill No. 229.

RESOLUTION 43-77

Be it resolved that the Shawnee State College Board of Trustees hereby confirms the employment of the following part time faculty for the Autumn Quarter, 1977.

| <u>Name</u> | <u>Course</u> | <u>Amount</u> |
|-----------------|---|----------------|
| Anna Gampp | Nurs. 101 | \$1,125 |
| Dan Light | PSCI 0101 & PSCI 0102 | 1,875 |
| Kevin Moore | RDLT 0101 Lec. & 3 Labs, Seminar 0221 & Field Critiques | 1,500 |
| Jack VanHoose | EDPT 0101 (Goodyear) & EDPT 0101 | 1,500 |
| Cima Katz | Arts 0248 Arts 0292 | 1,200 + travel |
| Joseph Goeldner | Arts 221, 222, 223 & Arts 271, 272, 273 | 1,000 + travel |

RESOLUTION 44-77

Be it resolved that the Shawnee State College Board of Trustees hereby confirms the employment of the following yearly part time faculty for Autumn Quarter, 1977.

| | | |
|-------------------|-----------------------|---------|
| Lois Cox | Executive Secretarial | \$3,900 |
| Paul Fowler | Corrections | 5,624 |
| Carl Lyon | Data Processing | 3,900 |
| Eurla Mowbray | Assoc. Degree Nursing | 3,000 |
| Dr. George Trempe | Chemistry | 4,367 |

RESOLUTION 45-77

Be it resolved that the Shawnee State College Board of Trustees hereby approves a revised policy on "Leave for Extended Illness", Section 5.204 of the Policy and Procedures Manual, the purpose of said revision to more specifically define the provisions of the policy.

5.204 Leave for Extended Illness

A faculty member may request a leave of absence from college service for a period of up to one (1) year for an illness that requires an extended period of recuperation. When making a request for extended leave due to an illness, a faculty member should adhere to the following procedures:

- A. Write a letter to the appropriate dean which indicates the reasons for and anticipated length of an extended leave. Send a copy of the letter to the President.
- B. Obtain a written physician's excuse and incorporate it with the letter.
- C. Indicate in the letter that he does not want to use his accumulated sick leave and that he wants to take the extended leave without salary or benefits.

As noted in part C of this policy, a faculty member has the option of using or not using accumulated sick leave when it is necessary for him to be absent from work for a long period of time due to illness. If a person requests an extended leave, it is the President's responsibility to grant or deny such a request.

If a faculty member requests an extended leave with the option to not use his accumulated sick leave, he shall receive no salary nor College-paid benefits from the College that normally are provided to the faculty. He may, however, pay for his own health/medical insurance by making the necessary arrangements with the College Treasurer.

If a faculty member elects to use his accumulated sick leave rather than take an extended leave or to use his accumulated sick leave as a part of his extended leave, he shall obtain all benefits normally attendant to the use of sick leave until his sick leave is exhausted. Once the sick leave is exhausted, the individual will continue the remaining portion of his extended leave without salary or any of the related benefits normally paid by the College. He may, however, continue his health/medical insurance by making arrangements with the College Treasurer to pay for it himself.

RESOLUTION 46-77

Whereas, a student occasionally wants to pass a petition among the student body for the purpose of securing students' support for a position he is taking, and

Whereas, it is necessary to have a procedure that can be used in a petition process,

Now, therefore be it resolved that the Board of Trustees of Shawnee State College hereby approves the attached policy, Section 7.020 of the "Policy and Procedures Manual."

7.020 Petition Process

If a student or group of students thinks it is necessary to initiate a petition in order to establish that a substantial portion of the student body agrees with the position or subject stated in the petition, the petitioner shall follow the following procedure:

- A. Develop a petition that includes the information about the subject and the purpose of the petition.
- B. Inform the Dean of Student Services that a petition is to be circulated and let the Dean review the language of the petition for accuracy and completeness.
- C. Include on the petition the name of the student or group of students that is interested in circulating the petition. Date the petition so that the date of the first day of circulation is noted together with the date of the last day signatures are to be accepted.
- D. Circulate copies of the petition by (1) passing them among the student body, (2) posting copies on the designated bulletin boards, and/or (3) setting up tables where students can sign a copy of the petition.
- E. Collect the petitions at the end of the last day that signatures are collected (the date that is noted on the petition) and turn all petitions into the Dean of Student Services for validation. Validation shall include a check of the petition signers' full or part time student status, the total number of signatures on the petitions, the grade averages of the students if such is required for the function or action indicated on the petition.
- F. The Dean of Student Services shall confer with the appropriate professional staff regarding the request indicated on the petitions. A decision regarding the action to be taken about the petitioner's request will be forwarded to the petitioners through the normal administrative process.

In all cases in which a student or group of students circulates a petition through one of the approved methods, the petitions, to be valid, must contain in total the signatures of at least twenty (20) percent of the student body that registered the Autumn Quarter of the academic year in which the petitions are circulated. Petitioners may verify the number of signatures required by contacting the Dean of Student Services.

RESOLUTION 47-77

Be it resolved that the Board of Trustees of Shawnee State College hereby approves contracts for new full time faculty for 1977-78 as noted below:

| <u>Name</u> | <u>Subject Area</u> | <u>Rank</u> | <u>Length of Contract</u> | <u>1977-78 Salary</u> |
|-------------------|---------------------|-------------|---------------------------|-----------------------|
| Beverly Jo Carson | Dental Hygiene | Instructor | 9 mo. | \$9,700 |