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### July 21, 1980 Meeting Minutes

Shawnee State University

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M I N U T E S  
SHAWNEE STATE COMMUNITY COLLEGE  
Board of Trustees Meeting  
Monday, July 21, 1980

The meeting was called to order by Chairman Baxter.

ROLL CALL

Members Present: Mr. Brown, Dr. Carson, Mrs. Kennedy, Mr. Jenkins, Mr. Hyland, Mr. Rittenour, Mr. Vetter, Mr. Baxter (Dr. Carson joined the meeting at 8:20 p.m.)

Members Absent: Mr. Morgan

APPROVAL OF MINUTES

Mr. Jenkins moved that the minutes of the June 16, 1980 Board meeting be approved.

Ayes: Mr. Brown, Mrs. Kennedy, Mr. Jenkins, Mr. Hyland, Mr. Rittenour, Mr. Vetter, Mr. Baxter

Nays: None

EXECUTIVE VICE PRESIDENT'S REPORT

Mr. Taylor began his report with information for the Board about two energy audits that have been completed on campus and their recommendations. The first audit was done by three engineers from Cincinnati, with the report being done by W.E. Monks and Company consultants for this project. There were three recommendations made by these engineers: (This audit was done on Massie Hall only).

1. Conversion of Reheat System to Variable Volume System.
2. Reduced Operating Hours for Fan System
3. Replacement of Oversized Fan Motors

These changes will result in an annual savings of \$17,657 per year. The cost would be \$88,200. The money for these energy saving recommendations will be provided under Title III moneys that are included in the Capitol Improvements Bill that is still under consideration in the Ohio Legislature.

The second audit was done by Zimmerman Electrical Equipment, Inc. at the request of the Ohio Power Company and it covers all the buildings on campus with the exception of the new T & I building. The recommendation of this company is the installation of power factor corrective capacitors. The cost involved in this change is \$18,717. These changes would save \$12,478 per year, therefore the investment would be returned in approximately 18 months.

Mr. Wolfe, Plant Maintenance Engineer, explained to the Board that the Zimmerman survey was done at the request of the Ohio Power Company and that this recommendation can only be made after buildings have been in use for at least one year, therefore the new T & I building is not included. Mr. Wolfe also recommended that if the

the decision to install the capacitors is made, he would recommend that they not be installed in Massie Hall until the changes recommended by the Ohio Board of Regents energy report have been complete for a year and a new survey done on Massie Hall to see if the capacitors are needed there.

Chairman Baxter referred the matter of the Zimmerman audit to the Buildings and Grounds Committee, to investigate the matter further and to try to find funding.

Mr. Taylor continued his report commenting on the Governor's Executive Order for budget reductions. Shawnee State's budget was reduced by 3%. However, this reduction had already been built into our budget.

Mr. Taylor introduced Mr. Howard, Dean of Student Services, who spoke to the board about student fees. Mr. Howard gave the Board members some statistics and comparisons in fees with other two year colleges in Ohio. Shawnee State is very near the median for two year institutions. Mr. Howard recommended that the Board look into raising fees maybe by Winter Quarter, citing reasons of the need to have some continuing education courses, the recommendation of the North Central Accreditation Team that the college work more closely with industry, and some research projects. Chairman Baxter referred this matter for further discussion and recommendation to the Finance Committee.

Mr. Taylor asked Mr. Foti to speak to the 1 + 1 Respiratory Program. Shawnee State offers a one year program for certified respiratory technicians. Students who want to continue must go someplace else to get an associate degree. Mr. Foti stated that the Board of Regents had approved the program for associate degree. Mr. Foti and the Program Director, Medical Director and staff of the respiratory program have prepared application to Joint Review Committee for Respiratory Therapy Education for their approval and accreditation of the program. Mr. Foti feels the chance for accreditation is very good. The program, if accredited, would begin in Fall quarter 1981. Mr. Foti gave the Board members results of tests taken by Shawnee State students indicating that Shawnee students had an 80% rate of success surpassing the National Average of 75%.

Mr. Taylor continued his report to the Board by stating that the North Central Focused Visit will be March 12 and 13, 1981, and gave them names of the possible team that will do the on site visit.

#### COMMITTEE REPORTS

Mr. Brown, Chairman of the Buildings and Grounds Committee, indicated that they had not met due to the fact that the Capitol Improvements Bill has not been approved at this time. Mr. Taylor indicated that he had met with Representative Riffe, and Mr. Riffe feels that the Capitol Improvements Bill could be passed this year.

Mrs. Kennedy, Chairman of the Educational Policies Committee, reported that her committee had met on July 15 to discuss the instrument for evaluating the Chief Executive of the College. Mr. Taylor had provided the committee with some forms and these were discussed by the committee and given to the whole Board at the meeting for their review and further discussion and recommendation at the next Board meeting.

Mr. Vetter, Chairman of the Finance Committee, stated that the Finance Committee had met July 9 to discuss Faculty and Staff Development. He stated that \$25,000 from the reserve fund will be used for this project. Some guidelines must be drawn up and Mr. Vetter feels that the recommendations should come not only from the Finance Committee but the Educational Policies Committee. This meeting has been set for Tuesday, August 12, 1980 in the Board room.

NEW BUSINESS

Mr. Baxter, Chairman of the Board, read a letter of resignation from Dr. Robert W. Flinchbaugh, President of the College, effective July 1, 1980.

Mr. Jenkins moved and Mr. Hyland seconded the motion to accept Dr. Flinchbaugh's resignation.

Ayes: Mr. Brown, Dr. Carson, Mr. Hyland, Mrs. Kennedy, Mr. Jenkins, Mr. Rittenour, Mr. Vetter, Mr. Baxter

Nays: None

RESOLUTION 26-80 EMPLOYMENT OF DR. FLINCHBAUGH AS CONSULTANT

Mr. Vetter moved that Resolution 26-80, employing Dr. Flinchbaugh as consultant for the Master Plan, be approved. The motion was seconded by Mrs. Kennedy.

Ayes: Mr. Brown, Dr. Carson, Mr. Hyland, Mrs. Kennedy, Mr. Jenkins, Mr. Rittenour, Mr. Vetter, Mr. Baxter.

Nays: None

A letter of resignation has been received from Dr. Jack Spratt, Director of the Dental Hygiene Program. He is going into private practice.

Mr. Brown moved and Mr. Rittenour seconded the motion to accept Dr. Spratt's resignation.

Ayes: Mr. Brown, Dr. Carson, Mr. Hyland, Mrs. Kennedy, Mr. Jenkins, Mr. Rittenour, Mr. Vetter, Mr. Baxter.

Nays: None

Mr. Baxter commended Dr. Spratt on an excellent job in directing the Dental Hygiene program during his tenure here at Shawnee State College and commented that Dr. Spratt has left the college with a viable on going institution. He also stated that the Board wished Dr. Spratt much success in his new venture.

RESOLUTION 27-80 EMPLOYMENT OF DR. SCOTT OLIVER

Mr. Hyland moved and Mr. Rittenour seconded the motion to approve Resolution 27-80, employing Dr. Oliver as Director of the Dental Hygiene Program.

Ayes: Mr. Brown, Dr. Carson, Mr. Hyland, Mrs. Kennedy, Mr. Jenkins, Mr. Rittenour, Mr. Vetter, Mr. Baxter

Nays: None

RESOLUTION 28-80 EMPLOYMENT OF CATHERINE CHAFFIN

Mr. Jenkins moved and Dr. Carson seconded the motion to approve Resolution 28-80, employing Ms. Chaffin as a senior instructor in the Executive Secretarial Program.

Ayes: Mr. Brown, Dr. Carson, Mr. Hyland, Mrs. Kennedy, Mr. Jenkins, Mr. Rittenour, Mr. Vetter, Mr. Baxter

Nays: None

RESOLUTION 29-80 EMPLOYMENT OF MING-HUI HUANG

Mr. Hyland moved and Mr. Brown seconded the motion to approve Resolution 29-80, employing Mr. Ming-Hui Huang as an Assistant Professor of Physics/Physical Science.

Ayes: Mr. Brown, Dr. Carson, Mr. Hyland, Mrs. Kennedy, Mr. Jenkins, Mr. Rittenour, Mr. Vetter, Mr. Baxter

Nays: None

RESOLUTION 30-80 REVISION OF TRAVEL POLICY

Mr. Vetter moved and Mr. Jenkins seconded the motion to adopt Resolution 30-80, concerning changes in travel regulations.

Ayes: Mr. Brown, Dr. Carson, Mr. Hyland, Mr. Kennedy, Mr. Jenkins, Mr. Rittenour, Mr. Vetter, Mr. Baxter.

Before adjourning Mr. Baxter commented that with the acceptance of Dr. Flinchbaugh's resignation, the first president of Shawnee State had resigned. He continued that he hoped this was a first in a long history for Shawnee State Community College and that Dr. Flinchbaugh would historically be the first president of Shawnee State Community College, having served from 1975 to 1980 in that capacity. Mr. Baxter further stated that he and the Board wished Dr. Flinchbaugh success in his future career.

Dr. Flinchbaugh has indicated to Mr. Baxter that he will be in his office, available to help in the preparation of papers necessary for the North Central on the Master Plan.

ADJOURNMENT

Mr. Hyland moved that the meeting be adjourned. The next meeting of the Board of Trustees will be September 15, 1980.

Duncan M. Baxter  
Chairman, Board of Trustees

R. Neil Hawk  
Secretary, Board of Trustees

RESOLUTION 26-80

Whereas Dr. Robert Flinchbaugh has resigned his position of President at Shawnee State Community College effective July 1, 1980

Now, therefore, be it resolved that the Board of Trustees of Shawnee State Community College employs Dr. Robert Flinchbaugh as a consultant for the Master Plan effective July 1, 1980 and ending on September 30, 1980 at an annual salary of \$38,600 prorated for the period specified above to yield \$11,134.65.

RESOLUTION 27-80

Whereas, Dr. Jack Spratt has resigned his position as Director of the Dental Hygiene Program at Shawnee State Community College as of August 29, 1980

Whereas, Dr. Scott Oliver is currently a full time faculty member and

Whereas, Dr. Oliver has assisted with the Dental Hygiene Program during the past years and

Whereas, Mr. Foti has recommended the employment of Dr. Oliver as the Programs new Director,

Now, therefore, be it resolved that the Board of Trustees of Shawnee State Community College appoints Dr. Scott Oliver as Director of Dental Hygiene, said position to be a twelve month position at an annual salary of \$26,000, prorated for ten-month contract effective September 1, 1980 through June 30, 1981 at a salary of \$21,670.

RESOLUTION 28-80

Whereas the Executive Secretarial Program has been using quarterly part-time faculty the past several years and,

Whereas, the quarterly person has been teaching a full time day load and,

Whereas, the projected enrollment for the 1980-81 academic year is even larger than previous years and,

Whereas, Mr. Foti, feels a full-time position is better for the program both financially and for teaching continuity,

Now, therefore, be it resolved that the Board of Trustees of Shawnee State Community College appoints Catherine Chaffin to a nine month teaching contract as a senior instructor step 6 at a salary of \$15,158, said contract to begin on September 8, 1980 and run through June 14, 1981.



RESOLUTION 29-80

Whereas, a position for a physics instructor was budgeted during 1979-80 academic year but not filled with a full time person and,

Whereas, the position has been maintained for the 1980-81 academic year and,

Whereas, further search has provided a qualified candidate and,

Whereas, Dr. Come has recommended Mr. Ming-Hui Huang,

Now, therefore, be it resolved that the Board of Trustees of Shawnee State Community College appoints Mr. Ming-Hui Huang as a Physics/Physical Science instructor at the rank of Assistant Professor Step 3 for a period of nine months, said contract to begin on September 8, 1980 and run through June 14, 1981, at a salary of \$14,310.

RESOLUTION 30-80

Whereas, the Office of Budget and Management have adopted the following changes to travel regulations

1. automobile mileage rate increased from eighteen (18¢) to nineteen (19¢) per mile
2. meal rates adjusted as follows:
  - (a) breakfast \$2.50 to \$3.00
  - (b) lunch \$3.50 to \$4.00
  - (c) dinner \$7.00 to \$7.50
  - (d) calendar day \$13.00 to \$14.50
3. lodging rates \$25.00 to \$30.00

and,

Whereas, the changes are effective August 10, 1980

Now, therefore, be it resolved that the Shawnee State Community College Board of Trustees hereby approves the changes as stated.