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Board of Trustees

7-18-1983

July 18, 1983 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 18, 1983

The meeting was called to order by Chairman Hyland.

ROLL CALL

Members Present: Dr. Carson, Mrs. Kennedy, Mr. Rittenour, Dr. White, Mr. Baxter,
Mr. Hyland.

Members Absent: Mr. Jenkins, Mr. Morgan, Mr. Brown.

APPROVAL OF MINUTES

Mr. Baxter moved and Mr. Rittenour seconded a motion to approve the minutes of the June 20, 1983 meeting.

Ayes: Dr. Carson, Mrs. Kennedy, Mr. Rittenour, Dr. White, Mr. Baxter, Mr. Hyland

Nays: None

PRESIDENT'S REPORT

Mr. Taylor began his report by giving the Board members a letter from Dr. Kadel, Director of the Dental Hygiene Program, indicating the performance of the Dental Hygiene students in regional clinical examinations. (Letter attached for information.)

Mr. Taylor also gave Board members for their information a letter from the Gannett Foundation indicating that they are awarding Shawnee State a grant of \$2,000 toward the cost of getting the older homes in the neighborhood nominated to the National Register. Also a grant of \$3,000 has been awarded from the Ohio Historic Society for the same purpose. (Information about both grants is attached to these minutes). This is a matching grant and the work is being completed by Landmarks Renaissance Corporation for the nomination to the National Register of the neighborhood.

Continuing his report Mr. Taylor indicated that the Home for the Aged at the corner of Second and Bond Streets has been offered to the college for a purchasing price of \$125,000. The college appraiser had appraised the property at \$97,000. The consensus of opinion among the Trustees was that a position of compromise be taken by Mr. Taylor. Mr. Taylor was to discuss this position with the appropriate individuals at the Home for the Aged.

In regard to the topic of student housing, Mr. Taylor indicated that Mr. Riffe had put at the disposal of the college Ms. Jody Piehowicz to work with the Attorney General's office in obtaining an opinion of the legality of the college leasing the houses they own to a developer for student housing. Ms. Piehowicz and Mr. Riffe have indicated they feel the problem of developing student housing can be resolved to the satisfaction of the college.

Mr. Levi and Mr. Glockner, Portsmouth developers are interested in developing the ten houses owned by the College should approval be obtained. Mr. Dues has met with Mr. Levi and Mr. Glockner's accountants and attorneys and these people agreed that the project is a good investment. However, they are asking that the college guarantee that 81 students are available as renters. After some discussion the Board members decided that when the decision concerning student housing is resolved that the Board will meet again to discuss the development of this property into student housing, to look at all options, and recommended that the project should be re-bid.

Shawnee State Community College entered into a contract with Endeco Corporation to formulate plans for the development of student housing and the renovation of the property purchased by the college. The sum of \$48,000 was agreed upon. Dr. Carson, Acting Chairman of the Finance Committee, made a motion to pay Endeco \$25,000 at this time. The motion was seconded by Dr. White.

Ayes: Dr. Carson, Mrs. Kennedy, Mr. Rittenour, Dr. White, Mr. Baxter, Mr. Hyland.

Nays: None

COMMITTEE REPORTS

BUILDINGS AND GROUNDS COMMITTEE

The Buildings and Grounds Committee toured the campus and observed the new building construction. Mr. Howard and Dr. Come answered questions and concerns of this committee about the construction.

FINANCE COMMITTEE

Dr. Carson, Acting Chairman, indicated that the report of the Finance Committee is included in the minutes recorded above.

EDUCATIONAL POLICIES COMMITTEE

Mr. Kennedy, Chairman of the Educational Policies Committee, reported that they had not met this month.

NEW BUSINESS

Dr. Carson moved and Mr. Rittenour seconded the motion to approve Resolution 55-83, accepting John Galyean's resignation as Director of OTTO.

Ayes: Dr. Carson, Mrs. Kennedy, Mr. Rittenour, Dr. White, Mr. Baxter, Mr. Hyland,

Nays: None

Mr. Baxter moved and Mrs. Kennedy seconded the motion to approve Resolutions 56-83, 57-83, 58-83, 59-83.

Dr. White suggested that the appointment of Fran Griffith be questioned since she has accepted a job as Director of a Nursing Facility in the area.

Ayes: Dr. Carson, Mrs. Kennedy, Mr. Rittenour, Dr. White, Mr. Baxter, Mr. Hyland.

Nays: None

Mr. Hyland asked Mr. George Trampe, President of the SEA at Shawnee State if he had any comments. He asked the Trustees to give attention to a letter that was sent by the Association concerning a deadline for the adoption of a new promotion system. (Letter attached).

Dr. Carson moved and Dr. White seconded a motion to move into Executive Session.

Ayes: Dr. Carson, Mrs. Kennedy, Mr. Rittenour, Dr. White, Mr. Baxter, Mr. Hyland

Nays: None

The Board went into executive session at 8:18 p.m.

The meeting was reconvened at 9:18 p.m. The Chairman called the meeting to order.

Dr. White inquired if Cable Huntington Hospital and Mercy Hospital had withdrawn from the Respiratory Program. Mr. Taylor responded that Cable Huntington has not withdrawn. However, Mercy Hospital has withdrawn due to a hospital staffing problem.

ADJOURNMENT

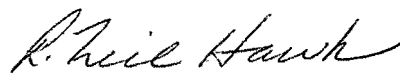
Dr. White moved and Mr. Baxter seconded the motion to adjourn.

Ayes: Dr. Carson, Mrs. Kennedy, Dr. White, Mr. Baxter, Mr. Hyland.

Nays: None



Chairman, Board of Trustees



Secretary, Board of Trustees

RESOLUTION 55-83

Whereas John Galyean, Director of OTTO program has submitted a letter of resignation,

Now therefore, be it resolved that the Board of Trustees of Shawnee State Community College hereby accepts said resignation.

July 13, 1983

2415 Thomas Ave Apt A
Portsmouth OH 45662

Mr. Tom Foti
Vice President of Technical Programs

Mr. Frank Taylor, President
Shawnee State Community College
940 Second Street
Portsmouth OH 45662

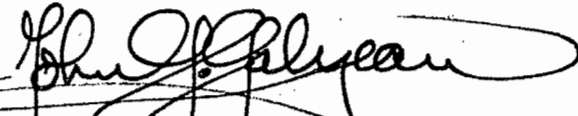
Dear Tom and Frank:

I herewith tender my resignation as Coordinator for Shawnee State Community College's agency of the Ohio Technology Transfer Organization. I am leaving Portsmouth to accept a position as Assistant Professor and Director of Theatre at East Central University in Ada, Oklahoma.

I would like to take this opportunity to thank you both for your support and encouragement during my year and a half tenure as Shawnee's OTTO agent. Your steadfast faith in me as an effective communicator and spokesman for the agency's concerns was needed and appreciated.

I wish both of you, and the institution, the best of luck in future development.

Sincerely yours,



John G. Galyear, Ph.D.

Jgg

Note: resignation effective 7/20/83

9/15/83
vacation due
AMY 3007 AMY 7/15, 19.24

RESOLUTION 56-83

Whereas Mr. Foti has advertised, screened, and interviewed candidates for the position vacated by Mr. Potts, and

Whereas Mr. Foti has recommended to Mr. Taylor, Kenneth Warfield to fill this position as Assistant Instructor Electro-Mechanical Engineering, and

Whereas Mr. Taylor recommends to the Board the same,

Now therefore, be it resolved that the Board of Trustees employs Mr. Warfield as Assistant Instructor, Electro-Mechanical Engineering for the 1983-84 academic year at a salary of \$12,487. Said salary to be adjusted pending completion of the 1983-84 Shawnee Education Associations contract.

Assistant Instructor
Electro-Mechanical Program

Kenneth W. Warfield
Route 1, Box 214-A
Chesapeake, Ohio 45619

Education:

Dawson Bryant High School, Coal Grove, Ohio

Shawnee State Community College--Associate degree in Electro-Mechanical Engineering

Graduate of Vickers Industrial Hydraulic School, Detroit, Michigan

Taken computer classes at Shawnee State Community College

Graduate of Ingersoll-Rand Air Motor and Service Center Management School, Pittsburg, PA and has attended many other related seminars and workshops.

Work Experience: 6 years

Barney William Co. as a Hydraulic and Air Tool Mechanic

City of Ironton, Maintenance Supervisor of Sewage Treatment Plant

Air Equipment S & S as a Service Manager which includes: all service work in shop and on road. Shop work details: complete rebuilding of all types of pneumatic and hydraulic tools and equipment, including electronic and electrical switching and control. Road service involves: installation and service of new equipment and repair of used equipment, such as compressors, filtration and cooling (refrigeration) components, emergency electric generating equipment, etc. Also, electric, pneumatic, and hydraulic circuit troubleshooting and design work. Typical installations include: steel mills, chemical industry, petroleum refiners, coal mining and processing, railroad shops, sewage and water treatment, food processing, hospitals and labs, and various other industrial applications. As a service manager, I am also in charge of shop equipment, store inventory, ordering parts, records management, and invoicing of repairs, etc.

Interviewed By:

Mr. John Potts
Mr. Ray Irwin, Program Coordinator
Mr. Tom Foti

Salary Placement:

Assistant Instructor - 9 month position
Index: $110 \times 11,352 = \$12,487$ based on 1982-83 salary schedule. Salary to be adjusted after negotiations.

RESOLUTION NO. 57-83

Whereas Mr. Foti has recommended that the position of Director of EMT be made a full time position due to the increase in enrollment during the 82-83 academic year, and the projected increase in enrollment for the 83-84 academic year, and

Whereas Mr. Foti has advertised, screened and interviewed candidates for the position and has recommended Frances Griffith to said position, and

Whereas Mr. Taylor concurs with this recommendation,

Therefore, be it resolved that the Board of Trustees of Shawnee State Community College employs Frances Griffith as Director of EMT Program for the year 1983-84 at a salary of \$17,957 (12 month contract). Said salary to be adjusted pending completion of the 1983-84 Shawnee Education Association contract.

RESOLUTION 58-83

Whereas Mr. Foti has advertised for the position of Coordinator of Ohio Technology Transfer Organization, received 12 applications for the position and interviewed four of the applicants, and

Whereas, Mr. Foti recommends to Mr. Taylor that Mr. Gary Gulker be employed as Coordinator of Ohio Technology Transfer Organization Program and

Whereas, Mr. Taylor concurs with the recommendation

Now therefore, be it resolved that the Board of Trustees of Shawnee State Community College employes Mr. Gulker for the 1983-84 fiscal year at a salary of \$21,000.

NOTE: The OTTO program is a special program funded by the Department for Development and this funding may lapse June 30, 1985.

PROGRAM DIRECTOR
EMT PROGRAM

Frances Holsinger Griffith
1404 Fourth Street
Portsmouth, Ohio 45662

Education:

Portsmouth High School Graduate

Graduate of Licensed Practical Nurse program and Associate Degree Nursing program at Shawnee State Community College.

Experience:

CPR Instructor/Trainer, RN at Scioto Memorial Hospital. Has worked in intensive care and emergency room, served as staff nurse and charge nurse, and as a Registered Nurse Consultant at Hilltop Nursing Home.

She has served as Program Director of the EMT Program at Shawnee State Community College during the 1982-83 academic year on a part-time basis and has taught every class required in the program.

Salary:

Placement per administrative salary system. (12 months).
 $11.325 \times 1.35 \times 1.35 \times .87 = \$17,957$

Salary to be adjusted after negotiations.

RESUME'

PERSONAL SECTION

NAME: Gary D. Gulker
AGE: 47 (9/27/35)
ADDRESS: 3124 North Hill Road
Portsmouth, OH 45662
TELEPHONE: [REDACTED]

WORK EXPERIENCE

OCTOBER 1979 - PRESENT: Scioto Economic Development Corporation, Portsmouth, Ohio. A private non-profit corporation organized to perform economic development activities (technical, financial and managerial assistance, i.e. business retention and expansion, new business attraction, financing, labor relations and project planning) in Southern Ohio, Northern Kentucky.

DIRECTOR, BUSINESS DEVELOPMENT

Developed and coordinated small business assistance programs for new business and industry and the retention and expansion of existing business and industry, together with community relations and business communication activities. Coordinated economic development activities with training and employment generating services as well as coordinating an area labor-management committee. Also coordinated company activities on \$164 million waste heat utilization project with U.S. Department of Energy, Ohio Department of Energy and other private contractors.

DIRECTOR, PRIVATE INDUSTRY COUNCIL

Planned and directed implementation and administration, as a business-oriented intermediary, SEDC/PIC manpower training and employment generating programs and other appropriate activities. Directed research activities which provide vocational and career information and placement opportunities, as well as conducting community surveys to gather labor market information, such as prevailing wages, hours, training and employment opportunities. Collaborated with representatives of business, education, labor and industrial organizations including community leaders to acquire and develop the private sector's views and recommendations for making programs more responsive to local employment needs. Provided technical and informational assistance to the SEDC Executive Staff. Planned and coordinated SEDC/PIC functions such as conferences, exhibits and workshops. Preparation of all necessary advertising -- brochures and catalogs.

JANUARY 1979 - MAY 1979: AMP, Inc., Harrisburg, Pennsylvania. Major manufacturer of electrical and electronic connecting devices and related manufacturing equipment. Attended four (4) month corporate electronics marketing school. Assigned to corporate marketing headquarters.

responsibilities for five distributors and bulk plants, analysis of distributor sales activities, and management procedures. Duties also included development of new commercial accounts, location and development of new distributors and distributor salesmen.

EDUCATION

COLLEGE: Graduated January 1961. Received Bachelor of Science, Business Administration, Findlay College, Findlay, Ohio.

COLLEGE: Attended freshman year 1953-54 - The Ohio State University, Columbus, Ohio.

HIGH SCHOOL: Graduated May 1953, Findlay Senior High School, Findlay, Ohio.

MILITARY

U.S. ARMY, FEBRUARY 1955 - JANUARY 1957: Served in the 82nd Airborne Division. Attended and graduated from Parachutist School and non-commissioned officers school, Ft. Bragg, N.C.

PROFESSIONAL ASSOCIATION MEMBERSHIP

1. American Economic Development Council
2. National Council for Urban Economic Development
3. Ohio Development Association
4. National Association of Labor-Management Associations

APPOINTMENTS

AUGUST 1980 - JULY 1981: Appointment by Governor James A. Rhodes, Alcohol Fuels Advisory Council, to the Ohio Department of Energy.

MARCH 1981: Member, Economic Development Advisory Group, Ohio House Small Business and Economic Development Committee.

OTHER

MAY 1980 - MAY 1981: President, Scioto County Airport Authority

JANUARY 1973 - NOVEMBER 1978: Pennsylvania Dutch Company, Inc., Mt. Holly Springs, Pennsylvania. Large regional manufacturer and wholesaler of imported foods and confectionaries.

SALES REPRESENTATIVE

Primary duties and responsibilities included soliciting, acquiring, and servicing approximately 200 accounts in Central and Eastern Pennsylvania.

AUGUST 1968 - OCTOBER 1972: Union Oil Company of California, Eastern Division, Industrial Sales Department, Palatine, Illinois. Major producer, refiner and marketer of petroleum products.

INDUSTRIAL/COMMERCIAL SALES REPRESENTATIVE

Responsibilities included soliciting, acquiring and servicing industrial and fleet accounts. Complete responsibility for all pricing, marketing of products in my sales area. Graduate of American Petroleum Institute/Union Oil Company Advanced Products Course, Automotive and Commercial.

MAY 1967 - JULY 1968: Stewart-Warner Corporation, Chicago, Illinois. Major Manufacturer of Diversified Automotive Products.

AREA ACCOUNT MANAGER (EXPORT)

Europe and Middle East. Responsibilities included servicing, order processing, correspondence, credit, shipping, and general maintenance of a dozen European and Middle Eastern distributors. Other responsibilities included special pricing projects and advertising for export distributors.

FEBRUARY 1966 - MAY 1967: Dallas Smith Corporation, Subsidiary Southern Pacific Railroad, Phoenix Arizona.

TERMINAL MANAGER

Indianapolis, Indiana. Responsible for all warehousing, inventory control, shipping for automobile distribution center. Supervision of 10-12 employees, wage and salary, branch office accounting and implementing of company personnel policies.

SEPTEMBER 1962 - FEBRUARY 1966: Stewart-Warner Corporation, Chicago, Illinois.

LUBRICATION EQUIPMENT PRODUCT GROUP REPRESENTATIVE

Duties included product development, sales programming, merchandising, promotion and advertising for group products. Represented product group in contacting nationwide distributor organizations, industrial and national accounts. Responsible for organizing and conducting factory and field product sales schools.

JANUARY 1961 - SEPTEMBER 1962: Marathon Oil Company, Findlay, Ohio.

CONSUMER SALES REPRESENTATIVE

Completed ten-month training program in petroleum marketing and management. Assigned as consumer sales representative in the Michigan district with the

Additional schools, courses, conferences and seminars attended:

JANUARY 1980
5 days

Community Economic Development
National Council for Urban Economic Development
New Orleans, Louisiana

FEBRUARY 1980
4 days

Community Economic Development (advanced)
National Council for Urban Economic Development
Baltimore, Maryland

APRIL 1980
2 days

Economic Development Seminar
The Ohio State University
Columbus, Ohio

OCTOBER 1980
5 days

Basic Economic Development Course
American Economic Development Council
Department of Continuing Education
University of Illinois
Urbana, Illinois

APRIL 1981
4 days

Annual Conference
Urban Land Institute
Portland, Oregon

AUGUST 1981
5 days

Economic Development Institute - Year I of Three
American Economic Development Council
Department of Continuing Education
University of Oklahoma
Norman, Oklahoma

SEPTEMBER 1981
5 days

Development Financing Seminar
National Development Council
Columbus, Ohio

JUNE 1982
2 days

Riverport Development Seminar
Department of Continuing Education
University of Oklahoma
Memphis, Tennessee

AUGUST 1982
5 days

Economic Development Institute - Year II of Three
American Economic Development Council
Department of Continuing Education
University of Oklahoma
Norman, Oklahoma

RESOLUTION 59-83

Whereas Mr. Foti has advertised, screened and interviewed candidates for the position of instructor in Data Processing,

Whereas Mr. Foti has recommended to Mr. Taylor and Mr. Taylor concurs with the recommendation of Anita M. Holt to fill this position,

Now therefore, be it resolved that the Board of Trustees of Shawnee State Community College employs Anita M. Holt as a Senior Instructor of Data Processing for the academic year of 1983-84 at a salary of \$14,303. Said salary to be adjusted pending completion of the 1983-84 Shawnee Education Association contract.

100-100000-100

100-100000-100

100-100000-100

Senior Instructor
Data Processing

Anita M. Holt
1519 Kendall Avenue, Apt. 46
Portsmouth, OH 45662

Education: Bachelor of Science Degree, Biology - Indiana State University.

Thirty-two semester hours graduate work at Boston University, Pennsylvania State University, and Carlow College at Pittsburg, Pennsylvania.

Shawnee State Community College - Majoring in Data Processing.

Experience: 11 years

Currently employed full-time as a computer programmer for W.M. Lewis & Associates.

Has taught at Shawnee State Community College part-time three quarters - taught Basic Language I & II, Cobol I & II, and Fortran.

Goodyear Atomic Corporation - taught special science and computer classes.

Shaler Area School District, Glenshaw, Pennsylvania
Science Teacher - nine years.

Recommended by: Mr. Gerald Barry, Data Processing Instructor
Mr. Mike Gamp, Data Processing Instructor
Mr. Tom Foti, Vice President of Technical Programs

Salary Placement: Nine month teaching position
Senior Instructor
11.352 x 126 Index = 14,303 - 1982-83 salary

Salary to be adjusted after negotiations for 1983-84 year.

July 13, 1983

Mr. R. Neil Hawk
Vice President of Finance/Treasurer
Shawnee State Community College
940 Second Street
Portsmouth, Ohio 45662

Dear Neil:

Enclosed is my resume' to be considered for the position of Assistant Comptroller at Shawnee State Community College.

I feel my experience and educational background provide me with the necessary qualifications to meet the expectations of this position.

As we discussed previously, I do have minimum salary requirements in order to make a move worthwhile.

I will be looking forward to hearing from you soon.

Sincerely,



Joseph R. Jackson

19,107 + 6%

20,253