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Board of Trustees

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8-26-1984

### August 26, 1984 Meeting Minutes

Shawnee State University

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M I N U T E S  
SHAWNEE STATE COMMUNITY COLLEGE  
Board of Trustees Meeting  
Sunday, August 26, 1984

In the absence of both the Chairman and Vice Chairman of the Board, Mr. Hyland moved and it was unanimously agreed to appoint Mr. Brown, Acting Chairman.

Mr. Brown called the meeting to order.

ROLL CALL

Members Present: Dr. Carson, Mrs. Andrews, Mr. Ferguson, Mr. Hyland, Mr. Brown.

Members Absent: Mr. Morgan, Mr. Jenkins, Mr. Rittenour, Dr. White

RESOLUTIONS TO BE ADDRESSED - Resolution 23-84

Mr. Hyland moved and Mr. Ferguson seconded a motion to adopt Resolution 23-84, to approve the lease agreement between the College and Valerie Kramer.

Ayes: Dr. Carson, Mrs. Andrews, Mr. Ferguson, Mr. Hyland, Mr. Brown

Nays: None

Resolution 24-84

Mr. Ferguson moved and Mr. Hyland seconded a motion to adopt Resolution 24-84, approving a painting contract between the College and Loft Painting Company. Work to begin on Monday, August 27, 1984.

Ayes: Dr. Carson, Mrs. Andrews, Mr. Ferguson, Mr. Hyland, Mr. Brown

Nays: None

Resolution 25-84

A motion was made by Mr. Hyland and seconded by Dr. Carson to table this Resolution until after the dedication ceremonies for further discussion.

Ayes: Dr. Carson, Mrs. Andrews, Mr. Ferguson, Mr. Hyland, Mr. Brown

Nays: None

Resolution 26-84

Mr. Hyland moved and Dr. Carson seconded a motion to approve Resolution 26-84, the employment of Steve Midkiff as Counselor/Administrator.

Ayes: Dr. Carson, Mrs. Andrews, Mr. Ferguson, Mr. Hyland, Mr. Brown

Nays: None

Mr. Hyland moved to recess the meeting to reconvene after the dedication ceremonies. This motion was agreed to unanimously by voice vote.

The meeting reconvened after the dedication ceremonies.

Dr. Carson moved Resolution 25-84 from the table to the floor for further discussion by the Board. Mr. Hyland seconded the motion.

Ayes: Dr. Carson, Mrs. Andrews, Mr. Ferguson, Mr. Hyland, Mr. Brown

Nays: None

After further discussion concerning the Health Club Fee structure and some questions being answered by Mr. Weinbrecht, Dr. Carson moved and Mr. Hyland seconded a motion to adopt Resolution 25-84 approving fee schedule for Health Club.

Ayes: Dr. Carson, Mrs. Andrews, Mr. Ferguson, Mr. Hyland, Mr. Brown

Nays: None

There being no further business before the Board, Mrs. Andrews moved for adjournment. Mr. Ferguson seconded the motion. The motion was agreed to unanimously by voice vote.



Chairman, Board of Trustees



Secretary, Board of Trustees

RESOLUTION 23-84

Whereas the Board of Trustees authorized the leasing of college owned property at 949 Second Street, Portsmouth, Ohio, to college faculty and/or staff, and

Whereas Mr. Taylor has identified Ms. Valerie Kramer, recently employed Director of the Occupational Therapy Program as a leasee, and

Whereas Ms. Kramer accepts the conditions of the lease,

Now therefore be it resolved that the Board of Trustees of Shawnee State Community College hereby approves the attached lease and all conditions thereof.

# This Instrument Witnesses:

That SHAWNEE STATE COMMUNITY COLLEGE

DOES hereby lease unto VALERIE KRAMER

the premises situate in the City of Portsmouth in the County  
of Scioto and State of Ohio, and described as follows:

Generally known as 949 Second Street, Portsmouth, Ohio.

with the appurtenances, for the term of one (1) year beginning

on the 15th day of August, A. D. nineteen hundred and eighty-four.

Said lessee agree to pay, as rent for the said premises, the sum of TWO HUNDRED and

no/100 \_\_\_\_\_ dollars per month payable

SHAWNEE STATE COMMUNITY COLLEGE

TO

VALERIE KRAMER

*Lease*

Begins \_\_\_\_\_ A.D., 19\_\_

Expires \_\_\_\_\_ A.D., 19\_\_

Rental \$ \_\_\_\_\_ per \_\_\_\_\_

Payable \_\_\_\_\_

BANNON, HOWLAND, MCCURDY,

DEVER & MEARAN

ATTORNEYS AT LAW

325 MASONIC BUILDING  
PORTSMOUTH, OHIO

45662

It is also agreed, that if said lessee shall perform her obligations under this lease, she shall quietly have and enjoy said premises during said term, free from molestation by said lessor ; and that, at the expiration of this lease, said premises shall be surrendered in as good condition as they now are in, or may be put by said lessor , natural and usual wear and decay and unavoidable casualties excepted. But if said premises shall be destroyed or rendered untenable by fire, or other unavoidable casualty, no rent shall be charged during the time they shall be unoccupied by said lessee because of such destruction or untenable condition.

In Witness Whereof, said parties have hereunto set their hands, on the \_\_\_\_\_ day of August, A. D. nineteen hundred and eighty-four.

Signed and acknowledged in presence of us:

Tom F. Jato

SHAWNEE STATE COMMUNITY COLLEGE

By R. Neil Hawk  
R. Neil Hawk, Vice President of Finance

Tom F. Jato

Valerie Kramer  
Valerie Kramer

State of Ohio, Scioto County, ss.

On this 24<sup>th</sup> day of August, in the year A. D. nineteen hundred and eighty-four, before me, a Notary Public Cynthia J. Evans in

and for said county, personally came Shawnee State Community College by R. Neil Hawk, its Vice President of Finance, who acknowledged that he did sign said instrument in behalf of said corporation and by authority of its board of directors, and Valerie Kramer, the parties to the within Lease, and acknowledged the signing thereof to be their voluntary act and deed.

Witness my official seal and signature on the day last above mentioned.

Cynthia J. Evans  
Portsmouth, O. 45662

NOTARY PUBLIC, STATE OF OHIO  
COMMISSION EXPIRES FEB. 29, 1981

This instrument prepared by Robert K. McCurdy, Attorney at Law, Portsmouth, Ohio.

RESOLUTION 24-84

Whereas the Board of Trustees authorized the painting of College facilities, see attachment A; including 1004 Second Street, and

Whereas the job was advertised in the local paper and three bids were received, see attachment B,

Now, therefore be it resolved that, based on the lowest aggregate bid, awards a contract to Loft Painting in the amount of \$52,427.00, with the work to be scheduled by Carl Wolfe in cooperation with Loft Painting and the appropriate College Administrator.



APRIL 25, 1984

COMMONS BUILDING

1. BOARD ROOM
2. ROLLS VINYL WALLCOVERING 13x25x9 DINNING ROOM

ALLIED HEALTH BLDG

1. CONFERENCE ROOM
2. 108 NURSING DENTAL
3. DEANS OFFICE
4. RESP. ROOM
5. 14 OFFICES

BUSINESS ENGINEERING

1. FACULTY OFFICES-20 ROOMS
2. GUIDANCE OFFICE
3. CONFERENCE ROOM
4. ACCOUNTING LAB
5. ROOM 250
6. ROOM 240
7. BELOW ELECTRICAL STRIP

T&I BLDG

1. WELDING LAB

MASSIE HALL

1. CHEMISTRY LAB
2. PHYS. SCIENCE LAB
3. BIOLOGY LAB
4. 3RD FLOOR ROOMS, LAB AND HALLS
5. 2ND FLOOR ROOMS, HALL-2COATS
6. 4TH FLOOR HALLWAYS
7. 2 STAIR WELLS 5 FLOORS
8. 10 RESTROOMS
9. 2ND FLOOR AND CLASSROOMS WHERE 2 COATS ARE NEEDED
10. TOUCH UP CEILINGS

STAGE FLOOR NEEDED CRACKS FILLED, SANDED  
AND RESTAINED PLUS 2 OFFICES

PAINT SHOULD BE HIGH GRADE OIL BASE SEMI GLOSS.



EXHIBIT B

Contractor: Bragdon Painters  
Box 243 Route 2  
Lucasville, Ohio

Loft Painters  
625 3rd Street  
Portsmouth, Ohio

Harvey Hurt  
Rainbow Paint Co.  
237 8th Street  
Portsmouth, Ohio

Job:

1004 2nd Street \$ 13,000  
All other 40,524  
\$ 53,524

\$ 6,000  
46,427  
\$52,427

                      
\*\$111,000

\*No breakdown available

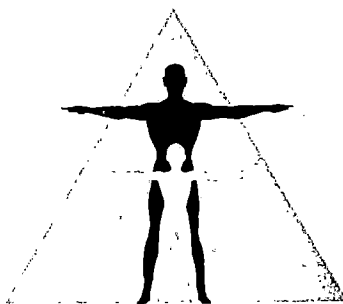
RESOLUTION 25-84

Whereas the Board of Trustees of Shawnee State Community College approves the concept of a Health Club in the Natatorium, and

Whereas a usage schedule for the same has been prepared, and

Whereas attached is a schedule of proposed rates developed for the Health Club by Mr. Weinbrecht and Dr. Come, and accepted by Mr. Taylor,

Now therefore be it resolved that the Board of Trustees of Shawnee State Community College hereby approves the attached rate schedule for the 1984-85 fiscal year.



**SHAWNEE  
HEALTH CLUB**

**940 Second Street  
Portsmouth, Ohio 45662**

**Phone: 354-3205 or 353-9371**

SPORTS CENTER MEMBERSHIPS AND FEES

FULL MEMBERSHIP: (Includes Fitness Club, Pool, Free Tennis, Sauna, Whirlpool, Racquetball [not including court time])  
\$240.00/yr. (Payable on a tri-annual [4 mo.] basis in advance)  
\$320.00/yr. Family  
\$150.00/yr. Senior Citizens

POOL MEMBERSHIP: (Includes Free Tennis, Sauna; Whirlpool, Racquetball [not including court time])  
\$160.00/yr. (Payable on a tri-annual [4 mo.] basis in advance)  
\$130.00/yr. Senior Citizens

FITNESS CLUB MEMBERSHIP: (Free Tennis, Sauna, Whirlpool, Racquetball [not including court time])  
\$160.00/yr. (payable on a tri-annual [4 mo.] basis in advance)  
\$130.00/yr. Senior Citizens

RACQUETBALL/TENNIS MEMBERSHIP: (Not including court time) (Includes Sauna, Whirlpool)  
\$20.00/yr. (Renewable Yearly Membership Fee)  
\$20.00/yr. Senior Citizens

NOTES: Racquetball Court Time \$8.00/hr.  
Tennis Court Time \$2.00/hr.

CORPORATE MEMBERSHIPS:

\$100.00/yr. - guests of Corporate Members have full use of facilities during health club hours upon payment of \$5.00 guest membership fee.

GUEST OF Club Members:

\$5.00 Guest members (must be accompanied by a Health Club Member)

STUDENTS (S.S.C.C.):

S.S.C.C. students are eligible to use facilities during posted "Open Times".  
No one admitted under the age of 18 unless enrolled as a S.S.C.C. student. (children under the age of 18 may be admitted under specialized programs).

EMPLOYEES:

FULL TIME EMPLOYEES are eligible to use the facilities during designated "Open Times" on the printed schedule.

PART TIME EMPLOYEES are eligible to use the facilities during designated "Open Times" on the printed schedule subject to advance payment at the following rate (\$20.00/qtr.) - valid until starting date for classes the insuing quarter.

DEPENDENT OF FULL TIME EMPLOYEE (immediate household) eligible for "Open Times" at the following rate (\$20.00/qtr.)

SPORTS CENTER HOURS

	M	T	W	TH	F	Sat	Sun
8 - 9	Open	Open	Open	Open	Open	Classes	Open Club
9 - 10	Classes	Classes	Classes	Classes	Classes	Classes	Open Club
10 - 11	Classes	Classes	Classes	Classes	Classes		
11 - 12	Open	Open	Open	Open	Open	CLUB MEMBERSHIP	CLUB MEMBERSHIP
12 - 1	Open	Open	Open	Open	Open		
1 - 2	Classes	Classes	Classes	Classes	Classes	CLUB MEMBERSHIP	CLUB MEMBERSHIP
2 - 3	Classes	Classes	Classes	Classes	Classes		
3 - 4	Classes	Classes	Classes	Classes	Classes		
4 - 5	Open Club	Open Club	Open Club	Open Club	Open Club	CLUB MEMBERSHIP	CLUB MEMBERSHIP
5 - 6	Open Club	Open Club	Open Club	Open Club	Open Club		
6 - 7	Club	Club	Club	Club	Club	CLUB MEMBERSHIP	CLUB MEMBERSHIP
7 - 8	Club	Club	Club	Club	Club		
8 - 9	Club	Club	Club	Club	Club		
9 - 10	Club	Club	Club	Club	Club		
10 - 11			DEMAND BASIS (Health Club)				
11 - 12			DEMAND BASIS (Health Club)				

NOTES: OPEN TIMES - Facilities open to students, faculty, staff, part-time employees, and dependents of full-time employees (All patrons subject to requisite sports center fees)

CLUB TIMES - Facilities open to Health Club members only.

CLASSES - Facilities available for S.S.C.C. classes only.

## GENERAL INFORMATION

- Smoking, drinking, and profanity in the health club is prohibited.
- Members are required to wear proper tennis attire and racquetball attire on the court.
- Shirts, shoes, and socks must be worn at all times on the tennis courts, racquetball courts, and in the fitness center. No black sole shoes may be worn on the courts.
- The club will provide a towel rental service.
- The club will provide a lock rental service. Members may furnish their own lock. Your lock must be removed after each visit or they will be cut off.
- A pay telephone is available in Health Club 353-9371.
- The Sauna and Whirlpool are available to all members. If you have a health problem, please see the receptionist for help. Limit visits according to Health Club policy.
- Refreshments restricted to lobby area only.
- Club age limit 18 yrs. of age and over. Children under 18 yrs. will not be allowed to use any facilities in the club and are not permitted to use our club lounge as a waiting room.

## RESERVATION POLICY

- Members may reserve racquetball or tennis courts (1) day in advance; example - to reserve a court for Tuesday reservations must be made on Monday.
- Charge for racquetball court time will be \$8.00 per hour, for members only.
- Members must register before entering courts and must pay court time and guest fee before playing
- Snow or weather cancellation may be made by the club if necessary. All members should notify club if they do not plan to use the court time.
- Racquetball courts will be limited to (1) hour per day for individual club members.
- A (6) hour cancellation notice for racquetball courts is required from club members, or a \$5.00 no show fee will be charged.
- If courts are available, players may make reservations on a short notice - this will be on rare occasions.

## LESSONS

- Racquetball, tennis and swimming lessons are available to members. Inquire with receptionist for rates.
- Clinics and group lessons will be offered periodically by the club pro staff for both members and non-members.

## TANNING BED

- A person is not required to be a member to use the tanning bed.
- Tanning bed will be available for use from 8:00 a.m. to 10:00 p.m.
- Tan bed users are required to sign a waiver form.
- Tan bed prices will be posted at the club.

## GUEST POLICY

- Members are invited to bring guests to the club.
- Guest will be charged a \$5.00 fee and are allowed (2) visits. Racquetball and tennis court cost will be same as for members.
- All guests must register before using any club facility.
- Out of town guests (75 mile or more ) will be excluded from the (2) limit visit.

## SPECIAL EVENTS

- Special classes including such activities as jazzercise, aerobic, karate, etc., will be organized to meet the needs and interest of club members.

## PRIVATE PARTIES

- Member and non-member groups are invited to rent the club for their private parties. Use of racquetball courts, pool, tennis courts, sauna, whirlpool and lounge are available. Reservations should be made (3) weeks in advance or earlier. A \$50.00 deposit is required upon application, no refunds will be made. In case of bad weather rescheduling may be approved. Prices for parties are posted at the club and are subject to change without notice.

RENTALS:

Towels	.25
Locks	.25
Racquets	1.00
Handball	
goggles	.50

- NOTES:
1. All rental items must be returned at conclusion of use.
  2. Institution reserves the right to adjust health club hours due to rental demands. This may occur periodically throughout the year, but not more than 5 times per quarter.
  3. College reserves the right to adjust fees upon patrons' renewal application
  4. Students and staff using facilities during times other than "Open Times" are subject to requisite health club fees.

RESOLUTION 26-84

Whereas the Board of Trustees created a position for a counselor/  
administrator, and

Whereas, Mr. Howard has advertised, formed a selection committee, and  
interviewed for the position, and

Whereas, the selection committee recommends and Mr. Howard and Mr. Taylor  
concur with this recommendation,

Now, therefore be it resolved that the Board of Trustees of Shawnee State  
Community College employ Stephen J. Midkiff as Counselor/Administrator.

This is a 12 month administrative position at an annual salary of \$22,000  
per year, prorated salary to yield \$18,333 for contract beginning date of  
September 1, 1984 and ending June 30, 1985.



Stephen J. Midkiff  
2130 Grandview Avenue  
Portsmouth, Ohio 45662

July 9, 1984

Richard R. Howard  
Vice President of Student Services  
Shawnee State Community College  
940 Second Street  
Portsmouth, Ohio 45662

Dear Dick,

I am writing in application for the Counselor/Administrator position recently advertised in the Daily Times.

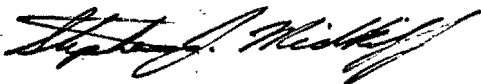
Please note in my enclosed vita details of my several years of counseling and administrative experience. For the past five years, I have been the Executive Director of United Scioto Senior Activities, Inc., a social service agency for the elderly of Scioto County. In this position I have overseen the total operation of this agency, planning, supervision, personnel, evaluation, budgeting etc.. During my tenure as Director this agency has grown from a staff of 8 to a staff of 35+ and has increased its budget almost seven fold. Additionally, my duties have included individual counseling of elderly clients. Further, for the past two years, I have administered a Mental Health Program, with the visitation and peer counseling component, for the elderly in Scioto and Adams Counties.

Also please note my experience with the Family Life Resource Center. Initially I worked as a counselor providing both individual and group counseling with a variety of clients. After four or five months I was promoted to Program System Coordinator which added to my counseling duties program planning, implementation, evaluation, and grants management.

My educational experiences have emphasized counseling and student personnel work, culminating in my M.Ed. (Educational and Community Psychology) from Harvard University with additional coursework from Ohio University and Marshall University.

I feel that my combination of experience and training uniquely qualifies me for the position of Counselor/Coordinator with Shawnee State College. I look forward to the opportunity to discuss this position with you. Thanks.

Sincerely,



Stephen J. Midkiff

Vita

Stephen Jay Midkiff  
2130 Grandview Ave.  
Portsmouth, OH 45662

Education:

M. Ed (Emphasis: Educational and Community Psychology). Harvard University, 1975.  
B.A. (Elementary Education) - University of Kentucky, 1974.

Experience:

April 1979-Present

Executive Director: United Scioto Senior Activities, Inc., Portsmouth, Ohio: Designed, implemented, and supervised county-wide Social Service Agency for the elderly with over 30 employees. Prepared funding applications, grants, and monitored programs. Developed programming which more than doubled the size of the agency's budget, staff, and services. Secured funding for new \$85,000 Multi-Purpose Senior Citizens Center and Medical Clinic.

May 1978 - March 1979

Program Systems Coordinator, Family Life Resource Center, Huntington, West Virginia. Designed, implemented, and evaluated Family Life Education Programs. Developed funding applications, counseled clients, provided consultation with area community service organizations.

September 1975 - May 1983

Adjunct Instructor, Shawnee State Community College, Portsmouth, Ohio. Taught variety of Psychology, Sociology, and Social Service Technology classes at this growing community college.

August 1975 - August 1977

Teacher, Portsmouth Catholic Schools, Portsmouth, Ohio. Taught Junior High School Science and Social Studies in private setting.

October 1974 - May 1975

Research Consultant, Black Analysis, Inc., New York, N. Y., Conducted Research Study investigating self-concept development in Head Start Centers, interviewed subjects, tabulated data, prepared research sites, supervised other researchers.

Professional and Community Activities:

- 1980 - Present President, Aging Program Directors Association of Southeast Ohio, Rio Grande, Ohio.
- 1980 - Present Vice President, Southern Ohio Taskforce on Domestic Violence, Portsmouth, Ohio.
- 1982 - Present Member, Board of Trustees, Ohio Council of Information and Referral Providers, Columbus, Ohio.
- 1982 - Present Member, Nursing Studies Advisory Committee, Shawnee State College, Portsmouth, Ohio.
- 1982 - Present Member, Executive Council, Ohio Valley Regional Development Commission, Portsmouth, Ohio.
- 1982 - Present President, Senior Caucus, Ohio Valley Regional Development Commission, Portsmouth, Ohio.
- 1980 - 1981 Member, Scioto County Transportation Commission, Portsmouth, Ohio.
- 1979 - Present Member, Ohio Association of Senior Centers, Columbus, Ohio.
- 1979 - 1980 Vice President, Board of Trustees, Catholic Social Services, Inc., Columbus, Ohio.
- 1978 - Present Ex. Officio Member, Area Agency on Aging Council, Rio Grande, Ohio.
- 1978 - Present Member, Advisory Council, Retired Senior Volunteer Program, Portsmouth, Ohio.
- 1976 - 1977 Co-Sponsor, Shawnee State College Student Senate, Portsmouth, Ohio.
- 1976 - Present Phi Delta Kappa, Harvard Chapter, Cambridge, Massachusetts.
- 1974 - 1975 Secretary, Harvard Graduate School of Education Student Association. Member; Harvard Graduate School of Education Orientation Committee; Cambridge, Massachusetts.