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Board of Trustees

1-28-1985

January 28, 1985 Meeting Minutes

Shawnee State University

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M I N U T E S
SHAWNEE STATE COMMUNITY COLLEGE
Board of Trustees Meeting
January 28, 1985

The meeting was called to order by Chairman Morgan.

ROLL CALL

Members Present: Dr. Carson, Mr. Jenkins, Mr. Rittenour, Dr. White, Mr. Morgan.

Members Absent: Mr. Brown, Mr. Ferguson, Mr. Hyland, Mrs. Andrews

APPROVAL OF MINUTES

The minutes of the December 17, 1985 Board of Trustees meeting were approved by unanimous voice vote.

PRESIDENT'S REPORT

Mr. Taylor expressed to Mr. Jenkins appreciation for his tenure as Chairman of the Board of Trustees in 1984. Mr. Taylor noted Mr. Jenkins' availability for consultation during 1984 as a great benefit and again thanked Mr. Jenkins for his cooperation and leadership. Mr. Taylor also stated that he was looking forward to working with the new Chairman, Mr. Morgan, and the Vice Chairman, Dr. White.

Mr. Taylor introduced Mr. William Leuby III, of Cardinal Industries to present a proposal with regard to the development of student housing on Shawnee State's campus. Mr. Leuby introduced Mr. Howard Speas, and Mr. Gary Smelsur, Vice Presidents of Cardinal Industries and Mr. Jim Keller, a site construction developer who has worked with Cardinal Industries on other projects.

Mr. Leuby stated that Cardinal Industries has some 30,000 apartment complexes, as well as office buildings. He gave each of the Board members information on Cardinal Industries programs.

The project for developing student housing at Shawnee State will be limited to housing for 107 students as mandated by the Ohio Board of Regents. Mr. Leuby stated that Cardinal would build 28 units, plus laundry facilities. These would be one bedroom facilities with approximately 144 sq. ft. per student allowed. These would be a dorm-like atmosphere (four students per unit). The overall measurement for each unit would be 576 square feet.

There would be 2 sets of bunk beds, four desks, tables and chairs, a complete kitchen, attic for storage (with pull down ladder), carpeting, electric heat and air conditioning. The apartments are well built with a one hour fire wall between units which also helps with sound proofing the unit. One unit would be occupied by an apartment manager.

Mr. Leuby invited any or all of the Board members and administrators of the College to visit the plant in Columbus and tour the factory so that they can see the quality of the construction of the product.

The question of how much land the apartments would take was asked and Mr. Speas stated a maximum of 2 acres. There was some discussion as to whether two bedroom units, housing eight students, would be a more advantageous type of housing. The consensus was that there would not be enough living room area to provide good study atmosphere.

Returning to the question of how much land would be used for this housing facility, Mr. Speas stated that 2 acres would be luxurious, that probably a more accurate figure would be 1 1/2 acres. Cardinal would present site designs at a later meeting. An advantage of building these units is that they can be moved if the land is needed for another structure. Mr. Speas stated that these units would be built by Cardinal with some other investors involved. The rent factor for the land owned by the College would be \$10.00 per month, per student. An option that could be offered to the College would be, when and if it would ever be possible for the College to own housing, a buy option would be put in the contract with a formula for buying. Rent for the units would be \$130-\$140 per student, per month, plus electricity. A twelve-month lease would be required.

After some discussion, with input from Mr. Keller, the suggested location for these units to be built is close to Mill Street, saving the Second Street site for multi-level housing when needed. The Cardinal units could be used for married couples housing, in the event of multi-level dorm housing for other students.

Mr. Speas stated that if the Board of Trustees approves plans for housing soon, that housing for students would be ready for September, 1985.

Mr. Taylor asked Mr. Howard, Vice President of Student Services, to give some input on student need for housing. Mr. Howard stated that there were some 438 students from out-of-state in 1983, and some 100 students from counties that are at least 100 to 200 miles from the Portsmouth campus. Mr. Howard stated that no recruiting has been done with housing as an incentive, and that he feels that the 107 units can be filled very easily.

Mr. Taylor thanked Mr. Leuby and his associates for their presentation and asked that they prepare a site plan to be presented at the February Board meeting.

Continuing his report Mr. Taylor gave each Board member a copy of the College's Annual Report. He also gave them evaluation forms for evaluation of the President. The college policy of annual evaluation of the President by the Board, and the President's evaluation of administrators, etc. is mandated by College policy.

Mr. Taylor stated that the College has advertised in the Cincinnati, Columbus, Cleveland, Huntington, and Portsmouth newspapers for developers interested in building and managing multi-level student housing on Shawnee's campus. Several companies indicated an interest. A map showing location of possible housing, and a letter with further information was mailed to each inquirer.

Dr. Carson suggested that each of these developers be asked to have their proposals ready for Board review on Thursday, February 14, and that the Board meet in special meeting to review each of these proposals. He also suggested that Cardinal be requested to have their site plans and proposals ready for this meeting. Mr. Taylor will inform the developers of this date.

Mr. Taylor introduced Mrs. Warsaw, Director of Public Relations to give a report on Development Plans and Budget. To date some \$13,095.00 has been donated as outlined on Exhibit A. Follow up letters will be sent to people concerning donations to the college. The list of people that will be contacted has been expanded to include business and industry, as well as vendors from which the College buys. Mrs. Warsaw stated that it is to the advantage of all of these individuals and businesses that the College remain a viable part of this community.

Mrs. Warsaw stated that in all of her research concerning fund drives that the suggestion of one to one calling is always presented. She feels that a program should be developed for personal calls. She is also going to solicit employees of Shawnee State for donations, stating that this is a good selling point for others, if the College Community supports the development program.

Mrs. Warsaw reported to Board members that Shawnee State will have a Birthday Party on June 1, 2, 1985. This party will be given by the community with the Chamber of Commerce acting as coordinator. The response for such a party has been very good. Some 44 people were invited to attend a planning session. Thirty-three people attended the meeting and six others that could not attend indicated they would help. Many plans are being made by several organizations in the community to make this a success. The Student Senate of the college will also be involved with the planning of the birthday party. The public will be invited to attend and take part in this celebration.

Mrs. Warsaw presented budget needs for the birthday party and the Development Budget (exhibit B). Mr. Jenkins moved that the budgets be approved and the money to fund the budgets be taken from the reserve fund. The motion was seconded by Dr. Carson.

Ayes: Dr. Carson, Mr. Jenkins, Mr. Rittenour, Dr. White, Mr. Morgan

Nays: None

Mr. Taylor thanked Mrs. Warsaw for her coordination of the Annual Report.

Mr. Taylor asked Mr. Howard to report on enrollment. Mr. Howard stated that this winter quarter Shawnee State has a record enrollment of 2201+. Last summer was the worst quarter in the history of Shawnee State. Mr. Howard feels this quarter will help make up for Summer. He has no explanation for the increase, enrollment is down 3.5% nationally and some 6% in the two-year colleges in Ohio. The only county within our service district that has a growing population is Lawrence County, and Shawnee State has much competition in the county from Marshall University and Ohio University resident credit center at Ironton.

COMMITTEE REPORTS

The Board Committees did not meet and have no report.

APPOINTMENT OF COMMITTEES

Mr. Morgan, Chairman of the Board of Trustees, appointed the following members to the 1985 committees:

BUILDINGS AND GROUNDS COMMITTEE:

Mr. Walter N. Brown, Chairman
Mr. John T. Rittenour
Mr. F. D. Hyland

EDUCATIONAL POLICIES COMMITTEE:

Dr. George F. White, Chairman
Mr. Orville Ferguson
Mr. Victor Morgan

FINANCE COMMITTEE

Mr. Gerald Jenkins, Chairman
Mrs. Carolyn Andrews
Dr. Raymond Carson
R. Neil Hawk

Dr. Carson made a motion, and Dr. White seconded the motion to go into executive session to discuss faculty negotiations. The Board went into executive session at 9:17 p.m.

Ayes: Dr. Carson, Mr. Jenkins, Mr. Rittenour, Dr. White, Mr. Morgan

Nays: None

Mr. Rittenour moved and Dr. Carson seconded the motion to reconvene the regular Board meeting.

Ayes: Dr. Carson, Mr. Jenkins, Mr. Rittenour, Dr. White, Mr. Morgan.

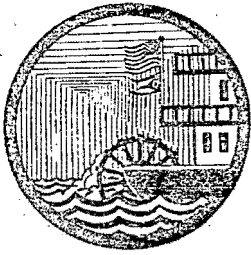
Nays: None

ADJOURNMENT

Mr. Rittenour moved and Dr. White seconded a motion for adjournment.

Ayes: Dr. Carson, Mr. Jenkins, Mr. Rittenour, Dr. White, Mr. Morgan

Nays: None



INCOME . . . DEVELOPMENT, NOVEMBER 1984 - JANUARY 1985

Shawnee State Community College

\$ 1,620.00	Inventory
135.00	Cash

Shawnee State Foundation

10,000.00	Endowment . . . Scholarship
80.00	Cash

Shawnee State Development Fund

160.00	Cash
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Emergency Student Loan Fund

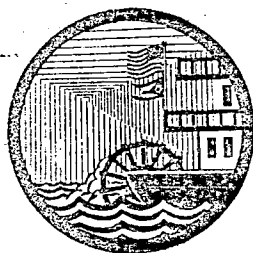
1,100.00	Cash
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\$13,095.00	TOTAL
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STATE COMMUNITY COLLEGE

Exhibit B.

SHAWNEE



DEVELOPMENT BUDGET

February 1, 1985 - June 30, 1985

Secretary	\$1,500.00
Supplies	100.00
Travel	1,000.00
Membership	200.00
Mailing	300.00
Printing	200.00
Publications	100.00
TOTAL	\$3,400.00

BIRTHDAY PARTY EXPENSES

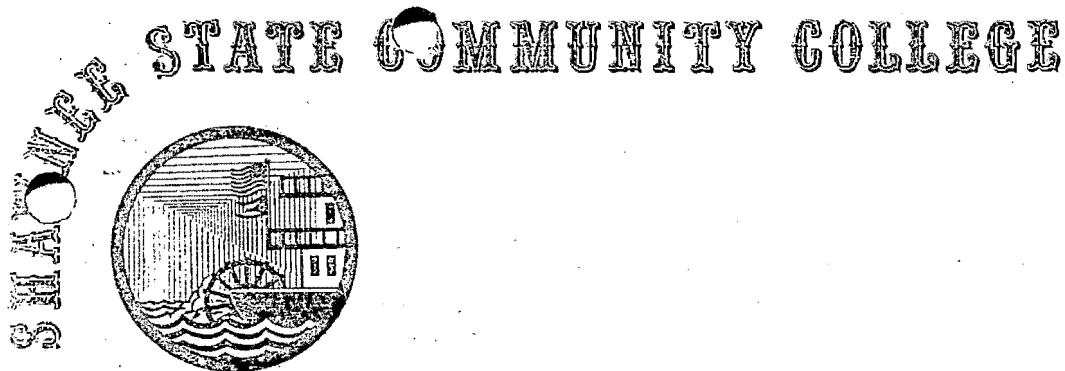
Ads (Thank You)	\$ 585.00
Printing	100.00
Pins (2,500)	275.00
Miscellaneous	100.00
TOTAL	\$1,060.00

(These expenses should be offset by bookstore sales.)

QUARTER	SUM 77	SUM 78	SUM 79	SUM 80	SUM 81	SUM 82	SUM 83	SUM 84	FALL 77	FALL 78	FALL 79	FALL 80	FALL 81	FALL 82	FALL 83	FALL 84	WINT 77	WINT 78	WINT 79	WINT 80	WINT 81	WINT 82	WINT 83	WINT 84	SPRG 77	SPRG 78	SPRG 79	SPRG 80	SPRG 81	SPRG 82	SPRG 83	SPRG 84
Student Classification																																
First-Time Degree Students Entering From High School	86	84	72	80	56	51	55	28	257	224	340	283	283	302	297	284	28	42	22	29	31	35	44	25	38	21	18	20	17	16	21	16
Other First Time Students	133	69	111	132	148	147	174	137	437	375	455	484	353	410	421	423	200	227	134	169	196	206	244	201	216	155	157	153	167	217	244	154
Continuing Students	523	466	426	476	545	560	592	497	859	853	815	1035	1165	1236	1302	1210	1196	1227	1333	1225	1518	1534	1657	1660	1125	1188	1086	1192	1421	1508	1677	1544
Returning Students	49	63	58	77	80	100	131	177	148	165	219	364	248	321	342	347	70	76	111	119	128	181	198	213	96	113	148	155	165	204	229	233
Transfer In	0	22	26	34	20	27	18	20	58	70	83	45	85	56	57	50	16	24	34	35	46	51	44	30	3	28	20	27	92	31	19	31
TOTALS	791	704	693	799	849	885	970	799	1760	1687	1910	2111	2134	2325	2419	2314	1510	1598	1434	1577	1919	2007	2187	2129	1478	1506	1429	1547	1862	1976	2190	1976
DIFF.	216	-87	-11	106	50	36	85	-171	111	-73	223	201	23	191	94	-105		88	-164	143	342	88	180	-58		28	-77	118	315	114	214	-21
% of Inc. or Dec.	3.75	-10.9	1.6	15.2	6.3	4.2	9.6	-17.6	6.7	-4	12.6	10.5	1.1	9.0	4.0	-4.3		5.8	-10.2	9.9	21.7	4.6	9.0	-2.7		1.89	-5.1	8.2	20.3	6.1	10.8	-9.7
TOTAL FTE									1390	1368	1449	1631	1637	1658	1733																	
DIFF.									88	-22	81	182	6	21	75																	
% Inc. or Dec.									6.8	1.5	5.9	12.6	.03	1.2	4.5																	

Winter of 85 2201 +

This is a record winter quarter headcount enrollment and a growth over last winter winter of 72 students or a 3.4% increase.



DEVELOPMENT BUDGET

February 1, 1985 - June 30, 1985

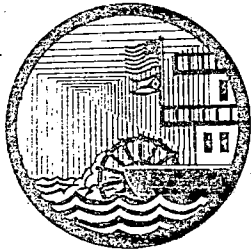
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Printing	100.00
Pins (2,500)	275.00
Miscellaneous	<u>100.00</u>
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KNEPPER WHITE ARTER & HADDEN

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COLUMBUS, OHIO 43215

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(614) 221-3155
TELECOPIER (614) 221-0479

IN WASHINGTON
ARTER & HADDEN
1919 PENNSYLVANIA AVENUE, N. W.
WASHINGTON, D. C. 20006
(202) 857-0960
TELEX 89 7422
JNTL. TELEX 248526

December 3, 1984

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

Dear Mr. Hawk:

In our telephone conversation, you had indicated that the Board of Trustees had requested some information as to the involvement of our firm in labor relations, including labor relations in the public sector.

As I indicated in my conversation, it is not our practice to divulge the names of our clientele without their consent. This is particularly the case in labor relations. In the public sector, we are currently involved in activities that include unit structuring and representational issues and such matters. With that prefatory comment, I will respond to your inquiry within these limitations.

The firm has offices in Cleveland and Columbus, Ohio, and Washington, D.C. The firm represents clients in both the public and private sector. On an ongoing basis, the firm has been representing the Catholic Diocese of Cleveland, Garfield Heights School District, University Schools, Rocky River School, and Bratennal, among others.

The scope of my particular practice is labor relations and employment law. I have had involvement in that sphere with the above entities as well as others in both the public and private sector. As I believe you may be aware, the Attorney General of Ohio has appointed the firm, in particular the undersigned, to represent four other community colleges in connection with collective bargaining. The Attorney General may be in a position to disclose the names of these other institutions.

I currently serve as Chairman of the Board of Governors of the Labor Law Section of the Ohio State Bar Association. In that capacity, I appeared before the State Employment Relations Board as a participant in connection with the rule-making processes of the SERB. This past spring, I was responsible for a seminar for the Ohio State Bar Association membership involving public employee bargaining in Ohio. This included presentations

by representatives of the Office of the Attorney General, the SERB, the Office of Collective Bargaining, and the PEACE Commission.

On behalf of our public clientele, I appeared and participated in the legislative hearings that led to the enactment of the statutes on public employee bargaining. I was a participant in a seminar sponsored by the Ohio Legal Center Institute on public employee bargaining in Ohio, my topic being the legislative history of Senate Bill 133.

I am a member of the Labor Law Section of the American Bar Association, the Labor Law Section of the Federal Bar Association, and the Labor Law Section of the Columbus Bar Association.

Prior to coming to Knepper, White, Arter & Hadden, I was a member of the National Labor Relations Board for the period of time 1968 to 1971. I was an attorney in the Appellate Enforcement Division in Washington, D.C.

Insofar as references, please feel free to contact Greg Lashutka, City Attorney of Columbus, R. W. "Sam" Smith with Clemmons, Nelson & Associates, a consulting firm who specializes in public employer relations for counties, Thomas Kemp, with Hamilton Welding, a private client for whom I have just concluded actions in connection with a union, and Robert Rudowski of the Sheet Metal Contractors Association of Central Ohio.

Please do not hesitate to call if you need additional information.

Very truly yours,

KNEPPER, WHITE, ARTER & HADDEN



Roger L. Sabo

RLS:les