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12-14-1987

### December 14, 1987 Meeting Minutes

Shawnee State University

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MINUTES  
SHAWNEE STATE UNIVERSITY  
Board of Trustees Meeting  
December 14, 1987

The meeting was called to order by Vice Chairman Hyland.

ROLL CALL

Members Present: Mr. Morgan, Ms. Riffe, Mr. Reinhardt, Mr. Thompson,  
Dr. Carson, Mr. Hyland

Members Absent: Mr. Piatt, Mr. Ferguson

APPROVAL OF MINUTES

Dr. Carson moved and Mr. Thompson seconded a motion to approve the minutes of the November 9, 1987 minutes.

Ayes: Mr. Morgan, Ms. Riffe, Mr. Reinhardt, Mr. Thompson, Dr. Carson,  
Mr. Hyland

Nays: None

PRESIDENT'S REPORT

Dr. Ewigleben stated that the report would include input from the two vice presidents and the provost. Mr. Hawk, Vice President of Finance, reported on the status of Capital Projects. The Allied Health construction is going well and the contractors are doing an excellent job. The demolition project has had a few snags; however, the problems seem to have worked out and the project is going well. Land acquisition is slow at this time. Controlling Board requests are to be acted upon in December for the property owned by Community Action and the Portsmouth Insurance Agency. These properties required two appraisals. The State of Ohio has appointed a real estate firm from Logan, Ohio, to do the second appraisals. This firm will also do appraisals of the property to be acquired in the 1200 block of Second and Third Streets.

The attached Capital Projects report is in two parts. The first part lists line items in general allocated by the State of Ohio. The last half is a more detailed status report. Mr. Hawk stated that Dick Hevenor, Contruction Supervisor for the University, is keeping track of the Allied Health construction, the renovations being made in the Business Annex, Massie Hall, and the Business/Engineering Building, as well as the demolition project. Mr. Hawk stated that Mr. Hevenor is doing and excellent job.

University officials are working with EPA on the local, state and federal levels regarding the boiler changeover. EPA officials have been very lenient, but would like the project to be complete by February 1, 1988. Mr. Hawk stated that a March 1, 1988 date is more feasible and the University will work with these agencies to get approval for the March date.

Mr. Howard reviewed with the Board a status report on Student Services activities (attached). Mr. Howard emphasized that the main thrust of student services is recruiting. The plan to have at least a 10 % increase in enrollment in the next academic year is a challenge and one that must be developed throughout this year. Dr. Ewigleben added comment to the recruiting effort saying that January will be a key time for recruiting.

With approval of identified programs, recruiters will be able to present the new baccalaurate programs to prospective students. One video presentation has been developed for recruiting new students. A market that will be available by the fall of 1990 will be students from two year institutions looking for entry at Junior status. All marketing areas for student recruitment must be developed now for future enrollment purposes.

Continuing his report Mr. Howard stated that the MIS systems committee will have a meeting this week to talk about the implementation of the mangement information system.

Dr. Addington introduced to the Board the Chairpersons, Deans, and committee members from faculty who worked to develop new baccalaurate programs and the certificate program in elementary education the Board of Trustees will be asked to approve for submittal to the Ohio Board of Regents for approval.

Questions concerning the certificate program in elementary education were answered by Dr. James Biddle, Director of Teacher Education.

Dr. Biddle stated that the Department of Education of the State of Ohio has been working to mandate a five year requirement for teacher education and in July stopped short of passing such a requirement. The program at Shawnee State will require a 50 hour core requirement, a 30 hour concentration ( part of the student's major), and 49 hours of education courses. Dr. Biddle stated that the 30 hour concentration is a state new regulation and that all universities will adhere to this requirement.

Area educators are eager to work in our lab programs, realizing that this will be of mutual benefit. In answer to the question of expanding to other areas, Dr. Biddle stated that the University will involve more schools than those in Scioto County as enrollment increases, and will develop teacher education centers.

Dr. Ewigleben stated that neither he nor Dr. Addington have been involved with the program proposals and can take no credit for them. These programs were developed by faculty and staff with input from excellent consultants. The requirement of calculus and quantative analysis is a requirement for most baccalaureate degrees. Requiring from 184 to 212 credit hours for a baccalaurate degree denotes rigor in the programs. It is possible that the state may require a reduction in required hours over 200. The feeling is that while there may be some minor changes, the programs overall are very good and should be well received by the Ohio Board of Regents. Dr. Addington stated that this may seem like an end, but it is just the beginning.

Placement and testing courses to evaluate and assist students prior to entering initial course work will be offered to incoming students. Work will begin immediately on a five year academic plan to determine the future needs.

The EMT program is being transferred to the Continuing Education Department. Officials from the University are working with the Scioto County Joint Vocatinal School on the transfer of the LPN program to that facility. The area will not be losing the program; it will just be in a more traditional location rather than a four year institution.

Dr. Addington stated that the North Central report is nearing completion. Dr. Cay Horr reviewed with the Board the timetable for the North Central visits in 1988 and 1990. The visit in 1988 is a focused visit; the team will be on campus February 22-23. In 1990 a complete self-study report will be required by North Central, and the University will begin working on this report in late 1988 and early 1989.

During the coming year there will be five year reviews of Allied Health, Business, and Engineering Technologies two-year programs by both the Board of Regents and the Ohio Department of Education (Vocational Education).

A new mission statement for the University will be presented to the Board for approval later in this meeting. Fred Law, Chairman of the Educational Policies and Curriculum committee, reported that his committee had been commissioned to write the statement and this statement has been approved by the University Faculty Assembly. Dr. Horr commented that the new mission statement is general and broad in concept so that with the growth of the University and the development of individual program mission statements, the University Mission Statement will not have to be constantly changed.

#### COMMITTEE REPORTS

There were no committee reports.

#### NEW BUSINESS

Dr. James Biddle spoke to Resolution 36-87. He stated that the name "The Center for Research and Development in Teaching" was chosen so that it would be all encompassing not a department or division. The center will provide flexibility for training in business, health, and other areas of the University community.

Mr. Thompson moved and Mr. Morgan seconded a motion to adopt Resolution 36-87



Ayes: Mr. Thompson, Mr. Morgan, Mr. Reinhardt, Dr. Carson, Ms. Riffe,  
Mr. Hyland

Nays: None

Mr. Morgan moved and Ms. Riffe seconded a motion to adopt Resolution  
37-87, the new University Mission Statement.

Ayes: Mr. Morgan, Ms. Riffe, Mr. Thompson, Mr. Reinhardt, Dr. Carson,  
Mr. Hyland

Nays: None

Mr. Reinhardt moved and Ms. Riffe seconded a motion to adopt Resolution  
38-87, approving submission of a grant proposal to the Ohio Arts Council.

Ayes: Mr. Reinhardt, Ms. Riffe, Mr. Thompson, Mr. Morgan, Dr. Carson,  
Mr. Hyland

Nays: None

Dr. Carson moved and Ms. Riffe seconded a motion to approve Resolution  
39-87, employing new personnel.

Ayes: Dr. Carson, Ms. Riffe, Mr. Thompson, Mr. Morgan, Mr. Reinhardt,  
Mr. Hyland

Nays: None

Mr. Thompson moved and Mr. Morgan seconded a motion to adopt Resolution  
40-87, approval of the seven baccalaureate degree proposals and one  
certification proposal to be sent to the Ohio Board of Regents.

Ayes: Mr. Thompson, Mr. Morgan, Ms. Riffe, Mr. Reinhardt, Dr. Carson,  
Mr. Hyland

Nays: None

Ms. Riffe moved and Mr. Reinhardt seconded a motion to approve Resolution  
41-87, acknowledging the gift of books from Miami University.

Ayes: Ms. Riffe, Mr. Reinhardt, Mr. Thompson, Mr. Morgan, Dr. Carson,  
Mr. Hyland

Nays: None

OTHER BUSINESS

The January meeting night for the Board of Trustees falls on a holiday. After discussion the consensus of the members was that January 25, 1987 would be the alternate date for meeting in January.

Mr. Hyland, Vice Chairman of the Board appointed the following persons to serve on the nominating committee for selecting a slate of officers for the next year: Mr. Morgan, Chairman, Ms. Riffe, Mr. Thompson. This committee will report at the next scheduled meeting.

ADJOURNMENT

The meeting was adjourned by a unanimous voice vote.

  
Vice Chairman, Board of Trustees

  
Secretary, Board of Trustees

## RESOLUTION 36-87

The name "The Center for Research and Development in Teaching and Learning," as identifying the administrative unit for teacher education has been approved by the Provost and recommended to the President for adoption by the Board of Trustees; the President concurs with this recommendation, and

The Board of Trustees of Shawnee State University approves this designation.



## RESOLUTION 37-87

A Mission Statement has been developed by the Educational Policies and Curriculum Committee of the University Faculty Assembly, approved by the UFA, and recommended to the President for adoption; the President concurs with this recommendation, and

The Board of Trustees of Shawnee State University adopts the Mission Statement.

1.0

**Shawnee State University**  
**Proposed Mission Statement**

Shawnee State University prepares students for the changing needs of business, industry, education, and society through its diversified degree programs. Recognizing the importance of knowledge, values, and cultural enrichments, Shawnee State University is committed to teaching students to think critically, to act ethically, and to communicate effectively. The University will foster scholarly inquiry, integrative learning, and an interdisciplinary approach to knowledge. To enrich the lives of the community, the University provides opportunities for continuing personal and professional development, intellectual discovery, and appreciation for the creative and performing arts.

RESOLUTION NO. 38-87

A grant proposal has been written to submit to the Ohio Arts Council for a Technical Assistance Grant, and Board approval is required by the OAC:

Now therefore be it resolved that the Board of Trustees of Shawnee State University hereby approves this request.

RESOLUTION 39-87

The following applicant has been screened, interviewed and recommended by the proper University personnel for employment, and Dr. Ewigleben has reviewed the candidate's credentials and approves employment:

Therefore be it resolved that the Board of Trustees of Shawnee authorizes the following individual for employment:

Elinda C. Boyles, M.Ed. , as half-time Director of Personnel beginning January 1, 1988 through June 30, 1988. Annual Salary \$30,000. Pro-rated for six months at half-time \$7,500

RESOLUTION 40-87

Seven baccalaureate degree proposals and one baccalaureate certification proposal have been developed by the faculty and approved by Educational Policies and Curriculum Committee, the University Faculty Assembly, and the Provost with their recommendation:

- The Bachelor of Arts with a major in English/Humanities
- The Bachelor of Arts with a major in Social Science
- The Bachelor of Science with a major in Natural Science
- The Bachelor of Science in Business Administration  
with a concentration in General Business
- The Bachelor of Science with a major in Electrical and  
Computer Engineering Technology
- The Bachelor of Science with a major in Manufacturing Engineering  
Technology
- The Bachelor of Science with a major in Plastics Engineering  
Technology, and  
Teacher Certification in Elementary Education

The President concurs with this recommendation:

Therefore, be it resolved that the Board of Trustees of Shawnee State University approves these eight final proposals to be forwarded to the Ohio Board of Regents.

## RESOLUTION 41-87

Miami University has donated to Shawnee State University the Western College library collection--approximately 40,000 volumes and sets of periodicals--to begin the collection increase the University needs to build to baccalaureate status. The president recommends a formal response of appreciation for this donation.

Therefore, be it resolved that the Shawnee State University Board of Trustees expresses its thanks and appreciation to Miami University for its generous donation of the Western College library collection.



SUMMARY REPORT OF THE STUDENT SERVICES STATUS REPORTS

Richard R. Howard - 12/14/87

ADMISSIONS:

Refining the marketing plan to concentrate to a larger degree on the fifteen local counties and students that attend the schools in these counties.

Rosemary and her staff are developing a brochure to announce the seven four year programs. We are beginning to become concerned about the time left to recruit, and we are working to overcome this obstacle.

The video is out of production and has been viewed by a large number of students that are very impressed with its quality.

RECORDS:

We are developing a new testing, orientation, advising, and registration model for Freshmen. We are doing this in cooperation with the Student Affairs Committee of the faculty assembly. Our hope is to have this complete by Fall.

COUNSELING & ASSESSMENT:

Dr. Crabtree is working on an agreement with the hospitals to develop a mutual support base for both types of institutions. It is a mutual assistance pact of education, referral, and combined support for students. We see no reason to duplicate some services and they can help us with workshops on drug and alcohol abuse, AIDS, and other areas of information where students have needs.

CAREER AND PLACEMENT:

We have had a successful Job Fair for a number of years with several employers interviewing students. The planning for this program is in progress, and we hope the employment being up in the state will be helpful to our graduates.

STUDENT ACTIVITIES:

We have had several innovative programs this Fall. Dances on campus with only soft drinks; Student Government raffling off a trip to Disney World; and our Student Government spent some time collecting donations for the Salvation Army and Secret Santa.

ADMINISTRATIVE DATA PROCESSING:

Work continues to go forward on implementation of the management information system.

FINANCIAL AID AND VETERANS AFFAIRS:

Efforts of Financial Aid over the course of Fall Quarter have been directed at giving some assistance to the admissions by giving presentations to parents at high schools in the area as well as at the Fourteenth Street Community Center.

MINORITY HANDICAPPED AND SPECIAL SERVICES:

Eric Hilton is on board as an Admissions representative and has visited several high schools with staff. He seems to understand recruiting and is going to make a contribution to the Admissions staff.

Admissions and Special Services is beginning to look at earlier intervention regarding the schools in the counties we serve. We are interested in increasing the percentage of students going on to higher education, and developing a program that will cause parents to consider education as a viable alternative for their children.

ATHLETICS:

We are making some minor adjustments to the Health Club hours and fees to hopefully increase membership.

Our womens team is now 9-2 and went undefeated in the Lakeland Holiday Classic at Lakeland, Ohio. They play Rio Grande tomorrow night and we are hoping for continued success.

The recruiting competition for the men in the area is reported to very hot this year and we are feeling the heat.

ITEM NO.	PROJECT TITLE	PROJ. TYPE	STATUS		SCHEDULE	REMARKS	
			PHASE	% COMP.	NEXT ACTION		
1.	CAP-004, Utility & Renov.	A	II IV	90% 10%	Digital doing drawing & placement work for wall plates	Information & requirements have been sent to GTE & Digital. SL1 switch being installed as of 12/9.	
	a. Telephones/Network						
	b. Boilers	A	I		Wait for approval; Write Controlling Board request; Keep in contact with OEPA, USEPA, and local EPA.	Received draft of "Directors Final Findings and Orders" from Ohio EPA. Reviewing document and preparing response to milestones and completion dates. Waiting on Ohio Board of Regents action regarding the project approval.	
2.	CAP-008, Massie Hall Renovation Projects	B		35%	Contractors working		
	a. Business Annex	B		30%	Contractors working		
	b. 250 B & E	B		0%	Contractors working		
	c. Massie Hall	B		35%	Contractors working		
3.	CAP-101, Land Acquisition	?	III		Rewrote Controlling Board requests to be heard 12/2/87 on Knisley, Carver, Williams, Compton	Deferred to 12/21 meeting; Controlling board felt a pattern was being established in paying over appraised value of property.	
CAPITAL CONSTRUCTION			PROJECT TYPES		C LANDSCAPING	PROJECT PHASES	III BID DOCUMENTS
			A NEW CONSTRUCTION			I PROGRAMMING	IV CONSTRUCTION
			B SITEWORK/CIVIL			II DESIGN	V OCC' NCY

12/10/87

LIST NO.	PROJECT TITLE	PROJ. TYPE	STATUS		SCHEDULE	REMARKS
			PHASE	% COMP.	NEXT ACTION	
4.	CAP-014 Campus Planning	?	I	95%	Bohm is in the final writing stages of the report. We should receive the document sometime in January.	
5.	CAP-015 PPB Renovations	B	I	0%	Design needs	Transferred \$104,000 from this account to cover cost of repairs and converting coal fired boilers to gas.
6.	CAP-016, Library Building	B	II	10%	Design problems Discuss with Hayes and Library personnel.	Several meetings have been held with Hayes.
7.	CAP-017, Advanced Tech Center	B	I	0%	We are waiting for short list of architects for architect selection	Architect selection process is currently at the state level. As soon as we receive the short list, we will set up a committee to recommend selection of an architect.
8.	CAP-018, Allied Health	B	IV	30%	Cont. construction	
9.	CAP-019, Parking	D	I	0%	Hold for Master Plan and demolition	
CAPITAL CONSTRUCTION			PROJECT TYPES A- NEW CONSTRUCTION B- SITEWORK/CIVIL C- LANDSCAPING		PROJECT PHASES I-PROGRAMMING II-DESIGN	III BID DOCUMENTS IV CONSTRUCTION V OCCUPANCY

ITEM NO.	PROJECT TITLE	PROJ. TYPE	STATUS		SCHEDULE	REMARKS
			PHASE	% COMP.	NEXT ACTION	
10.	Land Acquisition Demolition	B	IV	20%	Clean debris demolish 3 houses in 1200 Block	Gas station has been demolished. VanBibber area is being demolished, cleanup is taking place.
CAPITAL CONSTRUCTION			PROJECT TYPES A - NEW CONSTRUCTION B - SITEWORK/CIVIL C - LANDSCAPING			PROJECT PHASES I - Programming II - Design III Bid Documents IV Construction V Occupancy

ITEM NO.	PROJECT TITLE	PROJ. TYPE	STATUS		SCHEDULE	REMARKS
			PHASE	% COMP.	NEXT ACTION	
1.	Allied Health	B	IV	15%		Laying block on 12/2 along outside walls; rain 12/1 & 3/87.
2.	Demolition		IV	26%		Completed cleaning up concrete and blacktop/paving at filling station. Cleaned basements for 916, 918, 932 & 934 and backfilling. Demolished 922-24 (one house). Loading and hauling rubble from 902 garage & 922-24 house.
3.	Massie Hall Portco (c)			15%		Demolition complete in northeast area and in the area of old Room #218. No work in room #214 area yet. Studs 90% in 218 area and 10% in northeast area.
	Madden (B)			15%		Demolition complete in room 107 & 109 room areas. No work in 101 room area yet. Partitions 30% complete in 107 & 109 area. Held up 2 days waiting on electrical inspection. Permit cleared 12/3/87.
	B. B. & E., Inc. (a)			0		No work done yet in B & E 250.
CAPITAL CONSTRUCTION			PROJECT TYPES A - New Construction B - Sitework/Civil C - Landscaping		PROJECT PHASES I-PROGRAMMING II-DESIGN III - BID DOCUMENTS IV - CONSTRUCTION V - OCCUPANCY	