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Board of Trustees

7-13-1988

July 13, 1988 Meeting Minutes

Shawnee State University

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M I N U T E S
BOARD OF TRUSTEES SPECIAL MEETING
JULY 13, 1988

Call to Order

The meeting was called to order by Vice Chairman Ray Carson at 7:30 P.M.

Roll Call

Members Present: Mr. Ferguson, Mr. Piatt, Mr. Reinhardt, Mr. Thompson, Dr. Carson. Ms. Riffe and Mr. Winters joined the meeting at 7:45 P.M.

Members Absent: Mr. Hyland

Approval of Minutes

Mr. Ferguson moved and Mr. Thompson seconded a motion to approve the minutes of the June 17 and June 27, 1988 Board of Trustees meetings.

Ayes: Mr. Ferguson, Mr. Thompson, Mr. Reinhardt, Mr. Piatt, Dr. Carson

Nays: None

Dr. Carson asked for a motion to amend the agenda for the current meeting to add Dan Shields, Deputy Director of Administrative Services, to address the Board.

Mr. Reinhardt moved and Mr. Ferguson seconded a motion to amend the Agenda to allow Mr. Shields to speak.

Ayes: Mr. Reinhardt, Mr. Ferguson, Mr. Thompson, Mr. Piatt, Dr. Carson

Nays: None

Dr. Carson asked Mr. Shields to address the Board before beginning regular agenda items.

Mr. Shields stated that the Administrative Services office wants to place a full time project manager on campus to oversee construction of new buildings. Representatives of the University, Mr. Shields and his staff have had several meetings concerning this appointment. The legislature recently passed a bill that will pay the cost of the project manager who will be on campus full time and will work with university personnel.

Mr. Shields introduced Mr. Curt Formyduval, who has been chosen by the Administrative Services office to represent them on Shawnee State's campus. Mr. Formyduval has worked successfully in Ross County on the Chillicothe prison as project manager. Mr. Shields requested a meeting with university personnel to work out an amicable working agreement for this project. He thanked the board for their consideration.

Dr. Ewigleben suggested that a meeting be held immediately. He offered his office for this meeting. Mr. Formyduval and university personnel involved in the building project convened this meeting immediately.

President's Report

Dr. Ewigleben brought the Board up to date regarding what has been accomplished, in a short period of time, for development of the new university. An annual report has been prepared by Dr. Ewigleben detailing the changes that have occurred.

Recently a financial report on expenditures of supplemental monies was given to Bill Coulter, Chancellor of the Ohio Board of Regents, at his request to be shared with state legislative leadership. However, the report given was not acceptable and therefore a written narrative report was sent. The annual report is a continuation of that report. Shawnee State received \$200,000 for early planning, \$1,000,000 for the past year, and 3.2 million for the present year. The narrative report detailed the expenditures since 1986.

Dr. Ewigleben reviewed the report page by page beginning with the reorganization of the administrative structure through the the restructure of the fiscal management process and business operations. Dr. Ewigleben stated that he was not claiming these accomplished were entirely his. This was a cooperative effort with many people involved, old faculty, new faculty, administrators, staff and the community at large.

Page eleven of the report is a summary of the progress that has been accomplished since 1986.

Continuing, Dr. Ewigleben spoke of things to come. Fall 1988, junior level classes will be offered in Business Administration. This is the first four year degree program that is ready with the upper level classes. To date there are 100 applications for these junior level classes.

The master plan is enrollment driven and the employment of new faculty will help enrollment. The new governance policies for faculty are in place. An improved and broadened communications system is in operation and the new budget system is now in place.

An exit meeting regarding the audit of the 1987-88 fiscal year was held on July 13, 1988. The report gave the business office excellent reviews. Neil Hawk and Caroline Clarke are to be commended for an excellent report.

Dr. Ewigleben ended his report by stating that the first freshman class to graduate from Shawnee State will enter the University this fall. The transition has just begun and the "best is yet to come."

Dr. Ewigleben asked Neil Hawk to report on spending of supplemental funding. Neil stated that in 86-87, \$200,000 was released and spent in three categories: (1) for consultant services, (2) in conjunction with Title III funds to update Data Processing to a state of the art Vax system, and (3) for recruitment of personnel for the Division of Teacher Education as well of personnel for other new positions.

In 87-88 one million dollars was expended. The bulk of these funds were spent for personnel, faculty and administrators, for consultants to aid in development of degree programs and the creating of the division chairs.

In the current biennium (88-89), the University will receive 3.2 million dollars. One million will be used for continuing recruitment of personnel. Some 25 new faculty members are to be employed. \$1.3 million will be spent for new facilities, and the remaining monies will be used to fund scholarships, library acquisitions for the new building and a small amount will be used for unanticipated costs.

Mr. Hawk gave board members a print-out detailing the supplemental spending to peruse at their convenience.

Bill Decatur will bring to the board at the next meeting trend lines that will show FTE model for enrollment driven budget. The University must become productive since supplement funds will be given only during the formative years.

Dr. Addington, Provost, stated that work has started on the proposed next biennium funding beginning fiscal year 1990. Estimated supplemental funds in the amount of \$6,200,000 will be requested. A break-down of these costs are attached to these minutes.

In addition to the remarks and report attached to these minutes, Richard Howard, Vice President of Student Services, spoke to housing of new students. Mr. Goldberg, who owns the student housing on campus, has suggested that new housing could be built when this housing is full. The Student Services department is listing housing available outside of the Celeron Square complex. The listing is a service to students but is not University approved.

Committee Reports

Mr. Thompson, Chairman of the Ad Hoc Committee regarding policies, stated that a letter had been received from the Administrative Assembly requesting that an amendment be made in the President Selection Committee make-up, to include a member of their group. Mr. Thompson stated this would be taken under advisement.

The Finance Committee met with the State Auditors to hear their report. A very favorable report was made by the auditors, and a final printed report will be given to Board members at the next meeting.

New Business

Mr. Piatt moved and Ms. Riffe seconded a motion to adopt Resolution 27-88 granting faculty leave for development purposes. These are the first approved sabbatical leaves at Shawnee State University.

Ayes: Mr. Piatt, Ms. Riffe, Mr. Ferguson, Mr. Reinhardt, Mr. Winters,
Mr. Thompson, Dr. Carson

Nays: None

Mr. Ferguson moved and Mr. Reinhardt seconded a motion to approve
Resolution 28-88, new personnel.

Ayes: Mr. Ferguson, Mr. Reinhardt, Mr. Piatt, Ms. Riffe, Mr. Winters,
Mr. Thompson, Dr. Carson

Nays: None

Mr. Ferguson moved and Mr. Winters seconded a motion to approve
Resolution 29-88, faculty promotions.

Ayes: Mr. Ferguson, Mr. Winters, Mr. Piatt, Ms. Riffe, Mr. Reinhardt,
Mr. Thompson, Dr. Carson

Nays: None

Dr. Carson congratulated the faculty members who were given advance in
rank, and thanked them for a job well done.

Mr. Reinhardt moved that the Board go into executive session for the
purpose of discussing personnel and legal issues. Ms. Riffe seconded the
motion. The Board went into executive session at 8:22 p.m.

Ms. Riffe moved and Mr. Winters seconded a motion to reconvene the
meeting at 9:56 p.m.

At this time Dr. Ewigleben read his letter of resignation to the Board.
Mr. Thompson moved and Mr. Piatt seconded a motion to approve Resolution
26-88, accepting the resignation.

Mr. Tom Winters read a press release to Board members and persons
present at the meeting. A copy of the press release is attached to these
minutes.

Mr. Winters made a motion to amend the Presidential Search Policy to

include a representative from the Administrative Assembly, keeping the representation to eleven (11) members. The motion was seconded by Mr. Thompson.


Ayes: Mr. Winters, Mr. Thompson, Mr. Reinhardt, Ms. Riffe, Mr. Ferguson, Mr. Piatt, Dr. Carson

Nays: None

Mr. Winters suggested that representatives of each of the departments who will serve on the Search Committee be selected by next Board meeting, August 15, 1988, so that the committee can begin to function.

Mr. Ferguson moved and Ms. Riffe seconded a motion to adjourn.

A unanimous aye voice vote adjourned the meeting.


Chairman, Board of Trustees


Secretary, Board of Trustees

include a representative from the Administrative Assembly, keeping the representation to eleven (11) members. The motion was seconded by Mr. Thompson.

Ayes: Mr. Winters, Mr. Thompson, Mr. Reinhardt, Ms. Riffe, Mr. Ferguson, Mr. Piatt, Dr. Carson

Nays: None

Mr. Winters suggested that representatives of each of the departments who will serve on the Search Committee be selected by next Board meeting, August 15, 1988, so that the committee can begin to function.

Mr. Ferguson moved and Ms. Riffe seconded a motion to adjourn.

A unanimous aye voice vote adjourned the meeting.

AGENDA
SPECIAL BOARD OF TRUSTEES MEETING
JULY 13, 1988
7:30 P.M.

- A. Call to Order
- B. Roll Call
- C. Approval of the June 17 and June 27, 1988 Board Minutes
- D. Approval of the July 13, 1988 Agenda
- E. President's Report
- F. Committee Reports
- G. New Business
 - Resolution 27-88, Leave of Absence
 - Resolution 28-88, Personnel
 - Resolution 29-88, Promotions
- H. Other Business
- I. Adjournment

RESOLUTION 26-88

Upon motion duly made and seconded, it is resolved that the resignation of Robert L. Ewigleben as President is accepted, with regret. It is understood that Robert L. Ewigleben will continue to serve as President of Shawnee State University through January 31, 1989, as outlined in his letter of resignation dated 13 July, 1988, under the terms and conditions of the current contract between Shawnee State University and Robert L. Ewigleben dated June 6, 1987. At the conclusion of this service it is understood that the contractual severance pay provision related to this resignation will be implemented pursuant to paragraph seventeen (17) of the current contract between Shawnee State University and Robert L. Ewigleben.

Shawnee State University

Office of the President

MEMORANDUM

To: The Board of Trustees

From: Robert L. Ewigleben

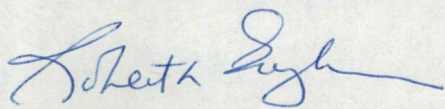
Date: July 13, 1988

This letter is to inform you of my decision to resign, for personal reasons, my position as President of Shawnee State University.

Pursuant to paragraph seventeen (17) of our contract, I will continue to work as President of Shawnee State University for the six month period through January 31, 1989, under the terms and conditions of that contract, including the stated severance payment provision.

Mrs. Ewigleben and I have enjoyed our relationship with all of you and wish you success in the continuing development of Shawnee State University.

Respectfully submitted,



**Robert L. Ewigleben
President**

hl

RESOLUTION 27-88

The President recommends the following faculty members for leave of absence for faculty development purposes:

Kathleen Simon - Leave of absence Fall Quarter, 1988 to complete the Ph.D. residency at Ohio University

Robbie Burke - Leave of absence Winter and Spring Quarters to complete the Master's in Business Administration degree at Marshall University

A plan of study and goal statement have been submitted, cost projections have been made, and the budget will be loaded accordingly.

RESOLUTION 28-88

The following applicants have been screened, interviewed, and recommended by proper University personnel for employment, and Dr. Ewigleben has reviewed the candidates' credentials and approves employment.

Therefore, be it resolved that the Board of Trustees of Shawnee State University authorizes the following individuals for employment at the stated salary:

Dr. Richard Gage, Assistant Professor of English, Class IV, Step 3	\$30,189
Mr. William Hanlon, Assistant Professor of Data Processing, Class III Step 12	\$32,653
Dr. Andrea Stuck, Assistant Professor of Education Class III, Step 5	\$28,340
Mr. John Welton, Bursar (Reclassification from hourly)	\$20,000

PERSONNEL

John Welton as Bursar. Currently acting bursar for the University, Mr. Welton earned his associate degree in Business Management with high honors from Shawnee State. He will complete his B.B.A. at Ohio University in November. Mr. Welton has been an SSU employee for four years, moving from bookstore cashier to Accounting Clerk II.

RESOLUTION 29-88

The following faculty members are recommended for promotion in rank:

Senior Instructor

Jack Thomas, Senior Instructor in Respiratory

Assistant Professor

Debra Bihl, Assistant Professor of Nursing

Associate Professor:

Gary Gemmer, Associate Professor of Physical Science

William Penn, Associate Professor of Engineering Technology

Professor:

Jack James, Professor of Sociology

Therefore, be it resolved that the Board of Trustees of Shawnee State University hereby approves these promotions.

One of the most positive images that a University can project is an image of growth in enrollment. This indicates that someone developed the proper majors, is doing a good job of teaching, and that students are graduating and becoming successful.

I recently completed the planning for the year with Student Services staff. The projects that we are dealing with over the next year and beyond are concerned with the growth of this University. They center on:

1. Increased student recruiting
2. Increased student retention
3. Increased service levels
4. Increased recognition and visibility
5. Increased activities and establishing the expected University environment

To accomplish this we need support for:

1. Personnel
2. Equipment
3. Facilities
4. Activities/athletics
5. Publications, printing, and advertisement
6. and Consultants

Thus the request for \$800,000.00.

Every area of Student Services, which included Admissions, Records, Minority and Handicapped Services, Financial Aid, Student Activities, Placement and Career Services, Counseling and Assessment, and Athletics, has become more complex and intense because we are more than we were before-

We recruit a larger territory and market to different groups of potential students.

Orientation advising and testing is different and more complex by necessity.

Financial aid numbers, programs, and reports have grown.

Activities and athletics must compete with established programs.

I will not go on with this, however, building a University that we can all be proud of takes planning, time, effort and funds.

There are many talented potential students in this area. Many of them attend universities elsewhere, many chose not to use their talent, many can't afford to develop their talent. We can affect this, we should affect this, and with support, we will affect this.

A. L. ADDINGTON, PROVOST

SUPPLEMENTAL FUNDING FISCAL YEAR 1990
A Preliminary Estimate

1. \$3,200,000 Continuing Cost
 2. \$1,200,000 Library (books, periodicals & staff)
 3. \$1,000,000 New Faculty & Staff

(Junior year of baccalaureate programs other than business will begin Fall 1990. We will have in place a new four year program in Allied Health to begin in 1990) (Community service and senior seminar course of core will need to be in place).
 4. \$ 800,000 Student Services
- \$6,200,000