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Board of Trustees

1-9-1989

January 9,1989 Meeting Minutes

Shawnee State University

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MINUTES
SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES MEETING
JANUARY 9, 1989

The meeting was called to order by Chairman Hyland.

Roll Call

Members Present: Mr. Ferguson, Mr. Kaplan, Mr. Piatt, Mr. Reinhardt, Ms. Riffe, Mr. Thompson, Mr. Winters, Dr. Carson, and Mr. Hyland.

Chairman Hyland thanked Dr. Kadel, Program Directors Abel and Horr and faculty members for serving as a committee and working out the decision on the Practical Nursing Program.

Election of Officers

Mr. Thompson, Chairman of the Nominating Committee, presented the slate of officers for 1989. He moved and Mr. Winters seconded a motion to nominate Dr. Raymond Carson, Chairman, and Mr. William Reinhardt, Vice-Chairman.

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

Nays: None

Mr. Hyland commented on his service as Chairman of the Board of Trustees this past year.

Chairman Carson commended Mr. Hyland on behalf of the Board for the good year, excellent enrollment, baccalaureate programs, junior business program, North Central approval through 1993, being on line with the Presidential Search Committee, and the awarded half million dollar federal grant. For the challenging year 1989, he committed himself to the Board to strive for excellence. On behalf of the Board of Trustees, faculty, administrators, and hourly workers, Chairman Carson presented Mr. Hyland a plaque in appreciation of his service.

Approval of Minutes

Ms. Riffe moved and Mr. Ferguson seconded a motion to approve the minutes of the December 10, 1988 meeting.

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

Nays: None

Approval of January 9 Agenda

Mr. Winters moved and Mr. Reinhardt seconded a motion to approve the January 9 Agenda.

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

Mr. Kaplan was introduced and welcomed on board.

President's Report

Dr. Addington commented on the institution's six baccalaureate programs and the certification in elementary education. Introduction of division chairpersons and deans followed.

Jim Flavin--Chair, Arts and Humanities. Mr. Flavin reported 122 students have selected English as a major. Mr. Phillip Gearheart, ceramic instructor, has 37 students enrolled in the ceramic program. The department is participating in faculty development and Dr. Coll is developing a language program.

Eleanor Marsh--Chair, Social Science Division. Ms. Marsh reported the department shows the highest number of majors. The division has developed a geography project, with the use of local aerial negatives, for middle and grade schools. Two sociology candidates will be on campus this month. John Kelly is pursuing his Ph.D. in history. Future contributions will be made to the health program, and a new course in psychology is to be added.

Roy Payne--Dean, School of Business Administration. Mr. Payne reported 593 students enrolled. The records show 106 freshmen have declared business majors and there are 40 students enrolled at the junior level. New faculty that supplement the programs include Bill Hanlon, Jerry Ruby and Steve Doster. Three faculty are participating in faculty development.

George Trampe--Acting Dean, School of Engineering Technologies. Dr. Trampe reported on three associate degree programs and two degree programs. Current enrollment includes 21 freshmen students. There have been two new faculty hired and a search implemented for additional faculty. Equipment has been donated, scholarships awarded, co-op students have participated, and statewide recognition has been given to the programs.

Dr. Addington reported 50 students are enrolled in the baccalaureate math/science program and at least 200 students enrolled in the elementary education program.

Jim Kadel--Dean, School of Allied Health and Nursing. Dr. Kadel reported capacity enrollment of 333 full-time students. He commented on the outstanding board results of the programs in Associate Degree Nursing, Dental Hygiene, Medical Technology, Occupational Therapy and Practical Nursing. Plans for baccalaureate programs have been initiated for students who will enter their junior year in health studies. In addition to enrolled and associate degree students, 50 medical providers have been interviewed about the new programs. The baccalaureate program will probably be initiated fall 1990.

Richard Howard--Vice President of Student Services. Mr. Howard introduced members of his staff.

Stephen Midkiff-Registrar. Mr. Midkiff reported this past year afforded challenges and implementation of a seven day student orientation in summer 1988. The next six months includes the conversion of the present student records and implementation of a student record system. These records will be used in institutional research and provide accurate and useful information in planning programs.

Mary Beaumont--Director, Minority, Handicapped, and Special Student Services. The division identifies special needs with emphasis on recruiting and educational services. The annual recognition banquet recognized 135 students. The Honorable Shirley Chisholm will speak on Presidents' Day during Black Awareness month. The supplemental handicapped program serves 175 yearly. A report on handicapped access was completed, and there is the program, "Stepping Up," to reach a younger population at Scioto County Joint Vocational School.

Gene Wilson--Director of Financial Aid. Mr. Wilson reported financial aid has increased to \$5 million. There has been a total of 294 scholarships awarded with ten presidential scholarships awarded by Shawnee State.

Rosemary Poston--Director of Admissions. Ms. Poston reported recruitment continues in the traditional and nontraditional programs encompassing a 15 country area. Fall 1988 showed an 6.9% increase in freshmen, 42.1% increase in transfers, 46% increase in Blacks and 80% increase in Hispanics. College Career Day will be held in late February and Campus Visitation Day is scheduled spring quarter.

Harry Weinbrecht--Athletic Director. Mr. Weinbrecht reported five sports are offered at Shawnee State. Along with the excellent young coaches and records, players are maintaining a 2.6 average. Additional sports to be added may include softball, golf, baseball, soccer, cross country, tennis and swimming. The health club has 450 members with 500 senior citizens participating in programs.

Tom Charles--Director of Transfer Placement/Housing Coordinator. Mr. Charles reported counseling increased as well as transfer students in the two year gravitation into four year programs. During fall quarter he visited 14 schools and found those willing to work with articulation agreements. He was also instrumental in locating suitable housing in this area.

Fred Chrisman--Director of Student Activities. Mr. Chrisman reported his involvement includes recruiting, counseling, bidding and coordinating food service, operation of the bookstore, and student union. A student advisory program for student leadership was established fall quarter.

Tom Davidson--Director of Career Planning and Placement. Mr. Davidson reported on the two year career planning assessment program for 200 plus students needing help in choosing a major. He stated 84% of the graduates in both the certification and associate degree programs have been placed in full-time or part-time employment. The seventh annual Job Fair is scheduled April 20 with 60 to 65 businesses and industries participating. Three workshops in writing résumés, interviewing and job strategy are available to students.

Paul Crabtree--Assistant Vice President of Student Services/Director of Counseling and Assessment. Dr. Crabtree reported on the formulation and implementation of programs for 3000 students. The Counseling Center and Assessment Center offer a prevention program (mental health education), have a cooperative agreement with U.S. Health, and have computerized testing and assessment.

Jock Peters--Director of Physical Facilities. Mr. Peters reported that the groundbreaking for the \$7.5 million library building will be on or about June 1. It is anticipated a complete revised program statement for the Advanced Technology Center will be submitted to the Board of Regents January 13. He reported the contract with the project architect for the University Center has been approved by the state architect and a controlling board request has been submitted for release of the architects' fee. When the request is approved, design work on this project can proceed. The University Planner has requested input from the university community for the next capital bill. Mr. Howard Stewart, maintenance supervisor, has submitted his intent to retire effective March 31 and the position has been advertised. Mr. Hevenor, construction manager, has submitted his resignation and his position will be advertised shortly.

Paul Dawson--Director, University Information Systems. Mr. Dawson reported several major projects underway. The college administration system will be used in payroll, fiscal accounting, admissions, student records, student accounts receivable, alumni development, and degree audit. In addition to new software, an additional processor will be added to the central computer system. A video text system with large screen monitors placed throughout the campus is under consideration.

Elinda Boyles--Director of Personnel. Ms. Boyles reported Personnel was transferred in April from the business office to handle the hourly employee and personnel policy function. A union for hourly employees was organized in April and on November 7 the contract was consummated for 70 hourly secretarial, custodial, and maintenance employees. The formal labor agreement was finalized and mailed January 6. The health group plan was well received in addition to the acceptance of the initial contract. A health care committee will meet in January and will look at insurance plans, make informed decisions, review employees' concerns and cost containment. Ms. Boyles commented that major objectives will include implementation of a human resource system by establishing personnel histories and better records for state reports. There will be development in the areas of supervisory responsibilities, training for contract interpretation, and employee appraisal. Bids have been sent out for the Administrative Salary Study and are due January 13. The study will begin in February and conclude May 12.

Neil Hawk--Vice President of Business and Finance. Mr. Hawk reported he has been working with Attorney Ronald McKenzie, and presently six of the twelve residential properties and one of the six commercial properties are under contract for purchased. He commented that Representative Hinig has published his report and that Shawnee State University has followed the laws as outlined by the state of Ohio.

President Ewigleben commented on concluding his 27th board meeting and his enjoyable experiences. He reviewed the accomplishments of the University in achieving unprecedented accreditation in a short period of time. He commented on the three liberal arts majors, the divisional majors to teach elementary education, the Core curriculum and the integration across disciplines. He reflected on the business program now offered on the junior level and on the good technology and baccalureate programs. In addition to the programs, there has been capital development of \$24 million. Importantly, we have a good financial position assisted by Bill Decatur's budgetary process, with the second phase beginning at this time. There has been \$500,000 reserved for library books. In closing, he stated to the board that he was very, very satisfied with where we are, and in 6 to 15 years we will look back at the establishment of the new University as the right idea for the Portsmouth area, Scioto County, and the state of Ohio.

Committee Reports

Building and Grounds Committee. No report.

Policies and Procedures Committee. No report.

Finance Committee. No report.

New Business

Mr. Hyland moved and Mr. Kaplan seconded a motion to approve Resolution 01-89, appointment of new personnel.

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

Nays: None

Board members will discuss a formalized time for the monthly board meetings at the January 14-15 retreat.

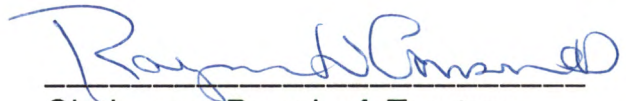
1989 Committees

Dr. Carson will name committee members at the February board meeting.

Susan Warsaw--Director of Development. Ms. Warsaw reported that Shawnee State University's Development Foundation is presently undertaking a project in matching funds with the federal \$500,000 Endowment Challenge Grant. Mission date scheduled March 1990. Ralph Goettler and Associates will conduct the feasibility study for Shawnee State. The University received a contribution of \$24,500 for the Distinguished Lecture Series.

Adjournment

Mr. Thompson moved and Mr. Kaplan seconded the motion that the meeting be adjourned. The meeting was adjourned by acclamation.



Chairman, Board of Trustees



Secretary, Board of Trustees

**AGENDA
SHAWNEE STATE UNIVERSITY
JANUARY 9, 1989
7:30 P.M.**

- A. Call to Order**
- B. Roll Call**
- C. Approval of December 10, 1988 Board Minutes**
- D. Approval of Agenda**
- E. President's Report**
- F. Committee Reports**
- G. New Business**
 - Resolution 01-89, Personnel**
- H. Other Business**
- I. Adjournment**

RESOLUTION 01-89

The following applicants have been screened, interviewed and recommended by proper University personnel for employment, and President Robert Ewigleben has reviewed each candidate's credentials and approves their employment;

Therefore be it resolved, that the Board of Trustees of Shawnee State University authorizes the following individuals for employment at the yearly stated salary, prorated according to their date of employment:

Mr. Robert T. Dolan, Technical Services Librarian	\$25,500
Mr. Gary Stottlemyer, Automated Services Librarian	\$25,000
Mr. Steven J. Doster, Assistant Professor of Accounting Class II, Step 4	\$24,644

RECEIVED

JAN 24 1989

OFFICE OF THE PROVOST

MEMORANDUM

Shawnee State University

Portsmouth, Ohio 45662
(614) 354-3205

Gary
TO: Gary Gemmer, President, UFA, and the UFA Executive Committee
FROM: Cay Harr *Cay*
SUBJECT: UFA Representation at Division Chairpersons/Deans Meetings
DATE: January 20, 1989

Gary, as you're well aware, one of the chief themes at the Trustees' Retreat was the need for better communication. To further administrative-faculty communication, please ensure that you or a member of your UFA executive committee attends the meeting of the Division Chairpersons/Deans each week.

No other administrative group deals more centrally with academic and other issues affecting faculty, and the UFA liason presence is crucial at each meeting.

Thanks for your help with this.

mjn:89024

pc: Dr. A.L. Addington
✓Dr. Scott Come