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May 9, 1994 Executive Committee Meeting

Shawnee State University

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Executive Committee Report

May 9, 1994

4:00 p.m.

Holiday Inn, Chillicothe

1.0 Approval of Board Minutes

Action

Mr. Reynolds moved and Mr. Kaplan seconded a motion to approve the following Board minutes and Executive Committee reports:

December 10, 1993 Board Minutes
January 14, 1994 Executive Committee Report
March 14, 1994 Executive Committee Report
March 21, 1994 Board Minutes, Emergency Meeting
March 28, 1994 Board Minutes, Emergency Meeting

Roll call vote:

Mr. Kaplan Aye
Mr. Reynolds Aye
Mr. Waller Aye
Mr. Winters Aye

It is noted that these minutes have been sent to all Board members for review and will be on the June 10 Board of Trustees agenda under Executive Committee for full Board approval.

2.0 Approval of Revised 1993-94 Academic Calendar

Action

Resolution 10-94 approves the revision of the 1993-94 Academic Calendar to correct an error in the number of days for Spring Quarter 1994 and to extend the quarter by three days to meet Ohio Board of Regents regulations. Mr. Waller moved and Mr. Kaplan seconded a motion to approve Resolution 10-94, 1993-94 Revised Academic Calendar. Discussion followed with regard to safeguarding errors in the future and a lengthy discussion on the possibilities of changing to a semester system so our calendar would be more "user friendly."

Roll call vote:

Mr. Kaplan Aye
Mr. Reynolds Aye
Mr. Waller Aye
Mr. Winters Aye

3.0 University Housing Policy

Action

Resolution 11-94 establishes a University housing policy to meet Shawnee State's

obligation to insure that residence hall policies and programs exist which will maximize the educational potential of the residential life of the University. Mr. Kaplan moved and Mr. Waller seconded a motion to approve Resolution 11-94, University Housing Policy. Discussion followed and Dr. Veri gave an overview of the policy and Dr. Paul Crabtree, Vice President of Student Affairs, answered questions.

Roll call vote:

Mr. Kaplan Aye
Mr. Reynolds Aye
Mr. Waller Aye
Mr. Winters Aye

4.0 New Position Approval

Action

Resolution 12-94 creates the position of Coordinator Housing/Residence Life and is necessitated by the anticipated purchase of Celeron Square. The position will have the responsibility for the residence hall system, planning and implementing residence life programs, hiring and supervising R.A.'s, budget development and supervision, discipline, security, records managements and billing. The position will not be filled until the Celeron Square property is acquired. Mr. Reynolds moved and Mr. Waller seconded a motion to approve Resolution 12-94, New Position Approval.

Roll call vote:

Mr. Kaplan Aye
Mr. Reynolds Aye
Mr. Waller Aye
Mr. Winters Aye

5.0 Scholarships

Information/Action

Dr. Paul Crabtree, in an effort to increase enrollment, gave an overview of a proposal to expand the scholarship offerings to those students who would be, most likely, new students that we would not have with out some assistance or enticement to attend SSU. These scholarship would focus on the following:

- (1) Valedictorian and Salutatorian students from all Ohio high schools
- (2) Ohio students outside Southern Ohio who have academic ability
- (3) Alumni with the Associate Degree or 90 hours who return
- (4) Transfer students from other regionally accredited two-year institutions

Mr. Reynolds moved and Mr. Waller seconded a motion to approve the scholarship proposal. A lengthy discussion followed with regard to concerns and perceptions of target students and predicted outcomes.

Mr. Winters moved to amend the original motion as follows:

- (1) Revise the recommendation and revisit next year with recommendations

- on how to expand it
- (2) Eliminate the focus on Valedictorian and Salutatorian students from all Ohio high schools
 - (3) Change focus two to limit the number of scholarships outside the district and match the number of scholarships awarded inside the district

Discussion on the amended motion followed.

Roll call vote:

Mr. Kaplan Abstain
Mr. Reynolds No
Mr. Waller No
Mr. Winters Aye

Amended motion did not pass.

Roll call vote on original motion:

Mr. Kaplan No
Mr. Reynolds Aye
Mr. Waller Aye
Mr. Winters Aye

Motion passed.

It is noted that Dr. Crabtree will provide periodic reports on outcomes.

6.0 Hiring of Personnel

Action

Resolution 13-94, Personnel, was reviewed by the Executive Committee. Mr. Kaplan moved and Mr. Reynolds seconded a motion to approve Resolution 13-94, Personnel.

Roll call vote:

Mr. Kaplan Aye
Mr. Reynolds Aye
Mr. Waller Aye
Mr. Winters Aye

7.0 New Business

None

8.0 Comments from the Public

None

9.0 Executive Session

Mr. Winters moved and Mr. Reynolds seconded a motion to go into Executive Session at 5:30 p.m. to discuss pending litigation.

Roll call vote:

Mr. Kaplan Aye
Mr. Reynolds Aye
Mr. Waller Aye
Mr. Winters Aye

At 6:12 p.m. the Executive Committee returned from Executive Session and adjourned.

RESOLUTION 10-94

1993-94 (Revised) Academic Calendar

WHEREAS, the University Calendar Committee, which has been formed according to labor agreements and University practice, submitted to the Board of Trustees and the Board approved on April 16, 1993, the 1993-94 calendar; and

WHEREAS, the approved 1993-94 calendar was one-week short of meeting regulations of the Ohio Board of Regents for the spring academic quarter; and

WHEREAS, several options were considered to remedy the calendar by the Registrar, the Provost, the Vice President for Student Affairs, and representatives from SEA and UFA;

THEREFORE BE IT RESOLVED that the Executive Board of Trustees of Shawnee State University accepts the attached recommended revision to the 1993-94 calendar.

(May 9, 1994)

Extend the quarter three days. This gives us 10 weeks of instruction (although 1 week is only 3 days long) and a week of finals. Classes would end on June 3rd. Finals would be scheduled June 6 through June 10, Friday, the day of Commencement. However, few Friday finals are ever given. The 1994-95 Calendar will suggest the same sort of Final Exam period; Monday-Friday, with Commencement on Friday night. The advantage here is we would not have to change Commencement, the week between classes, nor Late Reg for Summer. This option would meet the "letter of" the OBR regulations.

RESOLUTION 11-94

UNIVERSITY HOUSING POLICY

WHEREAS, Shawnee State University's enrollment growth is based in part on the availability of living space for residential students; and

WHEREAS, the policy listed below has been written to meet the guidelines established by the University and has been reviewed by the appropriate University committees and/or individuals, and

WHEREAS, President Veri recommends this policy to the Board of Trustees;

THEREFORE BE IT RESOLVED that the Executive Board of Trustees of Shawnee State University approve the adoption of the policy listed below:

- o University Housing Policy

(May 9, 1994)

Shawnee State University

AREA:	STUDENT AFFAIRS	POLICY NO.:	3.20
		PAGE NO.:	1 OF 2
		EFFECTIVE DATE:	5/9/94
		RECOMMENDED BY:	Paul Crabtree
SUBJECT:	UNIVERSITY HOUSING POLICY	APPROVED BY:	

1.0 Purpose

Shawnee State University (SSU) has an obligation to insure that residence hall policies and programs exist which will maximize the educational potential of the residential life of the University. In addition, Shawnee State University is obligated to meet a commitment to the holders of the bonds that financed construction of the residence halls and to establish guidelines to assure the facilities are utilized to meet these obligations.

2.0 Statement of Policy: Residence Halls as Educational Experiences

In addition to the other forms of education it practices, Shawnee State University endorses and supports the particular value of higher education as provided by a residential campus community. Residential settings offer students unparalleled opportunities to gain from social interactions and other life experiences that characterize on-campus housing and dining. When residential living is part of an organized program, the educational and personal gains from simple access and participation can be substantial. For these reasons, SSU is expected to develop and maintain programs which assure that the residential experience contributes in significant ways to the total education of students.

3.0 Statement of Policy: Requirements for Residence Hall Living

Funds for the construction of residential housing and dining facilities of Shawnee State University were obtained from the issuance of revenue bonds. These bonds carry the provision that the University must insure the facilities are utilized in ways that will provide for adequate financing of the bonded indebtedness. In view of these considerations, Shawnee State University has adopted the following:

Shawnee State University shall determine which classifications of students will contribute to, and benefit from, living in residence halls and dining in University facilities. Such determinations shall be specified in the University's published requirements for admission and enrollment. These determinations shall be supported by reference to educational benefits to students and the University.

As a condition of admission and continued enrollment, students who are not living within a 50-mile radius of the University with their immediate families, are required to live in University housing, to the extent that space is available, and to take their meals in dining facilities as provided in meal plans approved by the University. Exceptions to this policy include married students, single parents, veterans, juniors and seniors, and students over the age of 23.

Exceptions to this requirement will be published in SSU's Residence Hall Handbook, or as determined by the Vice President of Student Affairs under extraordinary circumstances.

Housing and dining contracts will be drawn for an academic year, or a remainder of a year. Housing and dining rates will be established by the Board of Trustees, and revenues from such activities will be handled within standing policies and procedures of Shawnee State University.

4.0 Statement of Policy: Residence Hall Handbook

Shawnee State University shall publish a Residence Hall Handbook, revised when warranted, and approved by the President, which implements the University Housing Policy. The Handbook will be attached to each housing contract and made a condition of the contract.

RESOLUTION 12-94

Position Approval - Coordinator Housing/Residence Life

WHEREAS, Shawnee State University is proceeding with the anticipated purchase of Celeron Square; and

WHEREAS, this position will have the responsibility for the residence hall system, planning and implementing residence life programs, hiring and supervising R.A.'s, budget development and supervision, discipline, security, records management, and billing; and

WHEREAS, these responsibilities are crucial for the safety and well-being of students and the every day operations of Celeron Square;

THEREFORE BE IT RESOLVED that the Executive Committee of the Board of Trustees of Shawnee State University, acting on behalf of the Board as permitted in Policy 5.16 ("Personnel Appointments"), authorizes the new position of Coordinator Housing/Residence Life.

(May 9, 1994)

INTEROFFICE MEMORANDUM

Date: 30-Apr-1994 02:48pm GMT
From: Paul Crabtree
PCRABTREE
Dept: Student Services
Tel No: 355-2251

TO: David Creamer (DCREAMER)

CC: Clive Veri (CVERI)

Subject: SCHOLARSHIPS

The future of Shawnee State University will be determined by it's growth in terms of students and programs to offer those students. In an effort to increase enrollment it is proposed to expand the scholarship offerings to those students who would be, most likely, new students that we would not have with out some assistance or enticement to attend SSU. These scholarships would focus on the following:

Valedictorian and Salutatorian students from all Ohio high schools

Ohio students outside Southern Ohio who have academic ability

Alumni with the Associate Degree or 90 hours who return

Transfer students from other regionally accredited two-year institutions

The proposed scholarships would encourage these populations to attend SSU while at the same time increase our enrollment, subsidy, and future recruiting potential. Attached are the four recommended scholarships.

THE ACADEMIC EXCELLENCE FOR OHIO SCHOLARSHIP
(PROPOSAL)

INTRODUCTION

The Academic Excellence for Ohio Scholarship is being proposed to encourage the attendance of Ohio's best students to attend Shawnee State University. It is tailored after the Shawnee Academic Excellence, but targets the Valedictorian and Salutatorian from each high school in the state.

Many studies indicate that one of the major reasons for a student to choose a University is that "their friends attend there". Therefore, not only would this bring many very high achieving students to Shawnee, but also, hopefully, their friends.

THE AWARD

The scholarship would cover the cost of tuition and general fees for (4) academic years or (12) quarters whichever occurs first.

ELIGIBILITY

The applicant must:

1. Be the Valedictorian or Salutatorian from any high school in the state of Ohio.
2. Be an associate or baccalaureate degree seeking student.
3. Be of good character.
4. Must apply for the PELL and Ohio Instructional Grants.
5. Must graduate in the same year as the award.

HOW TO APPLY

Applications will be made on the traditional Shawnee State University Scholarship forms available at the student's high school or from the Shawnee State University Financial Aid Department. The deadline will be May 15 of the year of high school graduation.

TERMS OF THE AWARD

1. Must plan to be a full-time student at Shawnee State University.
2. Must maintain at least a 3.0 GPA.
3. Tuition and General fees will be covered by the award.
4. Student must remain in good standing at Shawnee State University.

SELECTION

Selection will be automatic. If the student is either the Valedictorian or Salutatorian and meets the other criteria they will receive the award.

THE SHAWNEE OHIO SCHOLARSHIP
(PROPOSAL)

INTRODUCTION

The Shawnee Ohio Scholarship is being proposed to encourage the attendance of Ohio's better students to attend Shawnee State University. It is targeting the high school seniors from outside Shawnee States normal service area.

Many studies indicate that one of the major reasons for a student to choose a University is that "their friends attend there". Therefore, not only would this bring many very high achieving students to Shawnee, but also, hopefully, their friends.

THE AWARD

The scholarship would cover the cost of tuition and general fees for the fall quarter immediately following the student's graduation from high school.

ELIGIBILITY

The Applicant must:

1. Have a GPA of 3.0 on a 4.0 scale and an ACT of 20 or more.
2. Student must graduate from a high school in Ohio except those in Scioto, Lawrence, Pike, Adams, Ross, Jackson or Gallia counties.
3. Be of good character.
4. Must apply for the PELL and Ohio Instructional Grants.
5. Must graduate in the same year as the award.

HOW TO APPLY

Applications will be made on the traditional Shawnee State University Scholarship forms available at the student's high school or from the Shawnee State University Financial Aid Office. The deadline will be May 15 of the year of high school graduation.

TERMS OF THE AWARD

1. Must plan to be a full-time student at Shawnee State University.
2. Tuition and General fees not covered by the OIG will be covered by the award.

SELECTION

If the student has a GPA of 3.0 on a 4.0 scale, an ACT score of 20 or more and graduated from an Ohio school except Scioto, Lawrence, Pike, Adams, Ross, Gallia or Jackson counties, selection will be automatic.

ALUMNI SCHOLARSHIP
(PROPOSAL)

INTRODUCTION

The purpose of proposing an Alumni Scholarship is to encourage Shawnee State University alumni with Associate degrees (or 90 credit hours), who are residents of Ohio, who have been out of college for one year or more, to return to Shawnee State University to continue studies toward a baccalaureate degree offered by Shawnee State. The award may not be used to earn an Associate degree on one-year certificate.

THE AWARD

The Alumni Scholarship covers tuition and general fees for fall quarter only. The scholarship is non-renewable.

ELIGIBILITY

Applicants for the Alumni Scholarship must have earned an Associate degree from Shawnee State University, or have earned a minimum of 90 credit hours at SSU, with a cumulative grade point average of 2.5 on a 4.0 scale. Recipients of the Alumni Scholarship may be full or part time students, six hours or more, during the fall quarter.

TO APPLY

Applicants must submit a Shawnee State University Scholarship Application prior to the start of fall quarter.

TRANSFER STUDENT SCHOLARSHIP
(Proposal)

INTRODUCTION

The Transfer Student Scholarship is being proposed to encourage students, who have completed the Associate degree (or 90 quarter credit hours minimum), at a regionally accredited two year institution to transfer to and complete the bachelors degree at Shawnee State University.

THE AWARD

Students will receive a scholarship, for fall quarter only, for tuition and fees only at Shawnee State University. The scholarship must be utilized by students beginning their studies, for the first time at Shawnee State University, during fall quarter. The award is for fall quarter only and is non-renewable.

ELIGIBILITY

To be eligible to apply for this scholarship, students must be a resident of Ohio and have successfully earned or demonstrated that they will earn by the start of their studies at Shawnee State University an Associate degree or have completed a minimum of 90 quarter hours at a regionally accredited two year institution and have maintained a minimum cumulative Grade Point Average (GPA) of 2.50 on a 4.00 scale. A full-time, for credit, course load must be maintained to be eligible for this scholarship.

DEGREE AREAS

Students may pursue any baccalaureate degree offered at Shawnee State University. The scholarship may not be utilized in pursuit of an associate degree or one-year certificate programs.

APPLICATION DEADLINE

The applicant must complete the application process before July 15.

RESOLUTION 13-94

PERSONNEL

WHEREAS, the University-wide policy "Approval of Personnel Appointments" Board Policy No. 5.16 establishes the procedure for the approval of those personnel changes requiring action by the Board of Trustees and for the reporting of other personnel actions to the Board; and

WHEREAS, all actions in this resolution are in compliance with this policy; and

WHEREAS, Board Policy, 5.02 ("Affirmative Action Hiring Guidelines") provides for internal appointments if the employee is fully qualified, an external search is unnecessary, and the affirmative action guidelines are considered;

THEREFORE BE IT RESOLVED that the Executive Committee of the Board of Trustees of Shawnee State University, acting on behalf of the Board as permitted in Policy 5.16 ("Personnel Appointments"), authorizes the following appointment(s) and acknowledges the items reported herein:

APPOINTMENTS, REASSIGNMENTS, AND RESIGNATIONS FOR BOARD ACTION:

FACULTY

Christine L. Dible, Senior Instructor Step 11, Department of Occupational Therapy - College of Health Sciences, on a full-service temporary contract for Summer Quarter, effective July 1, 1994 and at a nine-month salary of \$26,300 (based on the 1994-97 SEA Contract) with benefits, effective Fall Quarter 1994.

Brian Rudolph, Assistant Professor, Electrical and Computer Engineering Technology, College of Engineering Technologies - Resignation, effective March 30, 1994.

ADMINISTRATIVE

David Winters, Dean, College of Engineering Technologies - Resignation, effective April 29, 1994.

Dr. James Kadel, appointment as Interim Dean, College of Engineering Technologies, effective May 2, 1994.

Roger R. Merb, Admission Officer, Division of Student Affairs, at a 10-month full-time Continuous Contract contingent upon the successful completion of a 6-month probationary period as specified in Board policy 4.51, section 2.2 and other stipulations of Board policy 4.51, section 2.3 thru 2.5; at a 10-month salary of \$17,955; limited benefits including life and health insurance, educational benefits, sick leave, and excluding vacation time/pay; effective June 13, 1994.

(May 9, 1994)

RESUME SUMMARY

NAME, TITLE, ADDRESS: Christine Lou Dible, M.S., OTR/L
2214 Coventry Road
Columbus, OH 43221

EDUCATION:

<u>Degree</u>	<u>Academic Major</u>	<u>University</u>	<u>Date Awarded</u>
B.S.	Occupational Therapy	Ohio State University	1984
M.S.	Gerontology/Occupational Therapy	Ohio State University	1992

CERTIFICATIONS (if any):

Registration by the American Occupational Therapy Certification Board,
February 1985 to Present
Licensed Occupational Therapist - State of Ohio #01447
February 1985 to Present

EXPERIENCE:

<u>Institution/Agency</u>	<u>Title</u>	<u>Inclusive Dates</u>
Riverside Methodist Hospitals	Occupational Therapist	1988-Present
Allied Therapy Associates	Consultant Occ. Therapist	1993-Present
Harding Hospital	Occupational Therapist	1986-1988
Lorain Community Hospital	Occupational Therapist	1984-1986
Madison County Hospital	Occupational Therapy Aide	1981 & 1983

HONORS AND AWARDS: Phi Kappa Phi, 1992-Present

ADDITIONAL INFORMATION RELEVANT TO POSITION:

Adjunct Faculty appointments which include Clinical Supervisor, Guest Lecturer and Course Instructor at Ohio State University, Muskingham Area Technical College and Shawnee State University.

Resume Summary

NAME, TITLE, ADDRESS: R. Rick Merb
24 Jacobs Road
Minford, Ohio 45653

EDUCATION:

<u>Degree</u>	<u>Academic Major</u>	<u>University</u>	<u>Date Awarded</u>
M.Ed.	Sport Administration	Bowling Green State	August, 1992
B.S.	Science in Physical Ed.	Bowling Green State	May, 1991

CERTIFICATIONS (if any):

n/a

EXPERIENCE:

<u>Institution/Agency</u>	<u>Title</u>	<u>Inclusive Dates</u>
Scioto County School System	Substitute Teacher	October, 1992 - present
Shawnee State University	Statistician/ Men and Women Basketball Teams Produced '93-94 Media Guide	September, 1992 - present
Bowling Green State	Student Assistant/Athletic Dep.	September, 1989 -- August 1992

HONORS AND AWARDS:

Dean's List: Spring 1990, 1991, 1992

ADDITIONAL INFORMATION RELEVANT TO POSITION:

Involved with the recruitment of student athletes in two state universities. This included providing basic information about academic programs and some advising.

Roger R. Merb
24 Jacobs Road
Minford, Ohio 45653
(614) 820-2882

Professional Objective: It is my goal to attain a position in higher education dealing with recruitment of perspective students.

Educational Experience: Bowling Green State University
Bowling Green, Ohio.
*Master of Education: Sport Administration, Health, Physical Education and Recreation. August 1992.
*Grade Point Average: 3.24/4.0.

Bowling Green State University
Bowling Green, Ohio.
*Bachelor of Science in Physical Education, Coaching and Health. May 1991.
*Grade Point Average: 3.0/4.0;
3.4/4.0 in specialty area.

Professional Experience:

October 1992 - Present

Scioto County School System, Portsmouth, Ohio.

I am currently employed as a substitute teacher by the county school system; working in the Portsmouth West, Minford, Valley and Scioto County Joint Vocational School Systems.

September 1992 - Present

Shawnee State University, Portsmouth, Ohio.

I currently am employed by Shawnee State University's Athletic Department to provide game statistics for the Men's and Women's Basketball Teams. I was also responsible for producing the 1993-1994 Media Guide/Program.

September 1989 - August 1992

Bowling Green State University, Bowling Green, Ohio.

I worked for the Athletic Department as a student assistant on the outdoor fields and facilities. I was partially responsible for game management of football, baseball, soccer, and softball. This experience involved directing other students working in the department, and architectural and stadium management.

January 1992 - August 1992

Bowling Green State University, Bowling Green, Ohio.
Graduate Research, Dr. Quarterman, Advisor, School of HPER.
My research was a detailed investigation of how intercollegiate athletic directors, commissioners and business managers assess managerial roles, skills and sources of power in relation to day-to-day duties and responsibilities. This allowed me to see into the workings of managers and what duties were involved. This research was statistically interpreted and sent to publishers to consideration for admittance into their publications.

March 1991 - June 1992

Ottawa Hills High School, Toledo, Ohio.
While serving as assistant varsity baseball coach, my responsibilities included communications with school, on field officials and the parent's group. This experience allowed me to establish both oral and written communications skills important to maintaining a supervisory role.

July 1989 - July 1991.

Equitable of Iowa Life Insurance Sales, Portsmouth, Ohio.
My responsibilities as a sales representative for Equitable of Iowa Life and Health Insurance included personal communication, oral and written, as well as in person and via the telephone with members of the community.

September 1986 - April 1988

Bowling Green State University, Bowling Green, Ohio.
Center for Archival Collections.
I was responsible for daily microfilming and duplication of finished products. I was also in charge of processing materials for production.

Activities:

- *Registered Football, Baseball, and Softball Official with the State of Ohio.
- *Le Club 8, a wellness program for B.G.S.U. students.
- *B.G.S.U. Varsity Football, 1986-1988.
- *B.G.S.U. Varsity Baseball, 1987.
- *B.G.S.U. Club Lacrosse, 1988-1991, Vice President 1990-1991.
- *Vice President Rodgers Quadrangle Council, 1988.
- *Intramural Sports: Softball, Ice Hockey, Floor Hockey, Golf, Volleyball and Raquetball.

Honors:

Dean's List:

- *Spring 1990
- *Spring 1991 (4.0 GPA)
- *Spring 1992