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June 10, 1994 Meeting Minutes

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MINUTES
SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES
June 10, 1994

The meeting was called to order at 4:04 p.m. by Mr. Winters.

Roll Call

Members Present: Ms. Greene, Mr. Hannah, Mr. Hyland, Mr. Kaplan,
Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Members Absent: Mr. Waller (Excused)

Approval of June 10, 1994 Agenda

Mr. Kaplan moved and Ms. Riffe seconded a motion to approve the June 10, 1994 agenda.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

President's Report

Dr. Veri reported that it was a red-letter day for SSU. This year's graduating class is the largest ever and at the request of graduates, only life-threatening rain or weather will keep students from graduating outdoors.

Dr. Veri acknowledged the presence of past Board members William Horr, Edward Levi, William Reinhardt, Walter N. Brown, Orville Ferguson, and Duncan Baxter.

Dr. Veri announced that he is working with Jeff Kaplan on rescheduling the Board Retreat and that it would be on a Friday and Saturday in the Fall.

Dr. Veri also announced that the Ohio Board of Regents would be meeting on July 14 -15 at SSU. SSU trustees are invited to the dinner on Thursday, and formal meeting on Friday.

Committee Reports

Executive Committee - Approval of Minutes

Mr. Winters moved and Mr. Kaplan seconded a motion to approve the December 10, 1993 minutes, the March 21, 1994 minutes (emergency meeting), and the March 28, 1994 minutes (emergency meeting).

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mr. Winters reported that the Executive Committee approved the revised 1994-95 calendar and four new scholarships for valedictorian and salutatorian; students outside Ohio; Alumni with an associate degree; and transfer students. Paul Crabtree announced that 15 applications have been received since the announcement was made in May.

Quality of University Life, Mrs. Jo Ann Thatcher

Mrs. Thatcher moved and Mr. Hyland seconded a motion to approve Resolution 14-94, 1994-95 Academic Calendar and 1995-96 (tentative) Academic Calendar. Discussion followed. Mrs. Thatcher stated that in the long run, the calendar will be workable. Mr. Hyland stated that it would be up to the professors in charge to get the required number of hours in when holidays fall on Mondays.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Ms. Riffe, Mr. Shkurti,
Mrs. Thatcher, Mr. Winters

Nays: None

Abstain: Mrs. Richards

Mrs. Thatcher moved and Mr. Hyland seconded a motion to approve Resolution 15-94, Honoring the SSU Women's Softball Team and Individual Student Athlete Accomplishments. Mrs. Thatcher announced that three athletes were present: Travis Merry, Judy Shupert, and Kim White. Mr. Kaplan state that he would like to make it clear that the resolution honors both the softball team and specific athletes, as well as other participants in SSU sports. Mr. Winters congratulated the athletes and thanked them for attending the meeting.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mrs. Thatcher moved and Mr. Hyland seconded a motion to approve Resolution 29-94, Position Approval, Coordinator of Student Advising and Referral Services (STARS). This resolution approves the establishment of STARS to serve in the advising and retention of freshman students. Discussion followed. Mr. Kaplan asked if there would be a formal evaluation of the program, how soon will it be, and will it be reported to the Board. Dr. Crabtree said that an evaluation of the Freshman Retention Office had been made by Suzanne Shelpman and she has follow-up data. The STARS center will be evaluated each year during the next two years.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mrs. Thatcher introduced the new Student Senate President, Polly Workman, and stated that Dr. Crabtree would report later on Talent Search.

Dr. Veri stated that Talent Search is the third leg of the TRIO programs; the first was Upward Bound, the second was Student Support Services. Dr. Veri commented that we are one of the few universities that has been awarded all three and thanked the Student Affairs staff who worked on the proposals under Dan Evans' leadership.

Mr. Winters recognized the arrival of another former Board member, Ray Carson.

Finance and Facilities Committee, Mr. Tom Reynolds

Mr. Reynolds moved and Mr. Shkurti seconded a motion to approve Resolution 16-94, Recommended Instructional and General Fees. This resolution approves the schedule of in-state instructional and general fees in order to help meet SSU's projected operating needs for fiscal year 1995. Discussion followed. Ms. Riffe stated that she would be voting "no" because a "yes" vote would not be consistent with her previous opposition to the faculty contract. She further explained that she could not support asking the students to fund, in part, a contract she didn't support. Mr. Winters asked if there was a reason for reductions. Mr. Reynolds said that late registration fee was not doing what it was supposed to be doing. Dr. Creamer stated that they try to remove fees that don't serve students; installment plans have been established to help students and eliminate barriers. Mr. Reynolds stated that they were hoping to encourage more enrollment and eliminate negative views within reason. Mr. Winters asked what was the nearest dollar percent on general fee and Dr. Creamer stated that it was approximately \$300 per year, Miami had the highest at \$450 per year. Mr. Winters asked what the rationale was for keeping the out-of-state increase at 8%. Dr. Creamer stated that out-of-state proportion of fees don't come close to in-state; fees have been changed to reflect equality. Dr. Creamer stated that we were not widening the difference but equating it.

Ayes: Mr. Kaplan, Mr. Reynolds, Mrs. Richards, Mr. Shkurti,
Mrs. Thatcher, Mr. Winters

Nays: Mr. Hyland, Ms. Riffe

Mr. Reynolds moved and Mrs. Richards seconded a motion to approve Resolution 17-94, FY95 General Budget Fund. Discussion followed. Mr. Reynolds stated that the FY95 General Budget Fund re-establishes the reserve fund and was unanimously endorsed by the University Senate and approved by the President. Ms. Riffe stated that in order to remain consistent with her previous vote, she would also vote "no" on this resolution and the next one.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: Ms. Riffe

Mr. Reynolds moved and Mr. Shkurti seconded a motion to approve Resolution 18-94, Auxiliary and Agency Budgets. This resolution approves the Auxiliary and Agency budgets for fiscal year 1995 developed by the Student Affairs Division and the Student Senate. Mr. Reynolds stated that the budgets for Athletics, Sports Center, etc. are lower than last year due to reductions and reallocation of staff.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: Ms. Riffe

Mr. Reynolds moved and Mr. Kaplan seconded a motion to approve Resolution 19-94, Shawnee State University Development Foundation Campaign. This resolution approves a major gift campaign to fund operations for the Arts Center and planetarium and includes an agreement with Staley/Robeson/Ryan/St. Lawrence, Inc., as consultants.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mr. Reynolds moved and Mrs. Richards seconded a motion to approve Resolution 20-94, Changes to SSU Development Foundation Policies. This resolution approves the Development Foundation Board's recommended changes in policy 10.0 (gift credit), 14.0 (computer operation), 18.0 (accessing funds), and 19.0 (spending policy).

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mr. Reynolds moved and Mr. Kaplan seconded a motion to approve Resolution 21-94, Change in Adjunct Compensation System. This resolution approves a new compensation model for adjunct faculty and grants to the Provost and Vice President for Business Affairs the authority to exceed the compensation under this model in certain situations. Mr. Reynolds commented that the increase in adjunct pay is probably overdue. Mr. Reynolds stated that we are not attempting to be competitive with Ohio University Southern Campus, but with Morehead, Marshall, and Ashland. Mr. Winters asked what it would cost to fund for 1994-95. Mr. Reynolds stated that it would not cost; with the increase in faculty workload, we use fewer adjuncts.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mr. Reynolds moved and Mrs. Richards seconded a motion to approve Resolution 22-94, Change to SSU Policy 4.10, Travel. This resolution approves the increase in the mileage reimbursement rate for privately-owned vehicles from \$.24 per mile to \$.26 per mile and establishes a rate of \$.47 per mile for large vans and maintenance vehicles. Mr. Reynolds stated that this change is in accordance with the state is still less than the amount authorized by the I.R.S. Mr. Winters asked if that rate applies to Board members and Dr. Veri stated that it did, but not all members submit travel vouchers for reimbursement. Mr. Winters suggested that out of-town members may want to abstain or vote "no" and he would be

abstaining.

Ayes: Mr. Hyland, Mr. Reynolds, Mrs. Richards, Mrs. Thatcher

Nays: Ms. Riffe

Abstain: Mr. Kaplan, Mr. Shkurti, Mr. Winters

The motion did not pass.

Mr. Kaplan moved to reconsider the resolution with full attendance of the Board and Mr. Shkurti seconded.

Ayes: Mr. Kaplan, Mr. Shkurti, Mrs. Thatcher, Ms. Riffe, Mr. Hyland,
Mrs. Richards, Mr. Winters

Nays: Mr. Reynolds

Discussion followed. Mr. Kaplan moved to amend Resolution 22-94 to say that currently seated Board members will be reimbursed at the old rate of \$.24 per mile. Mr. Shkurti seconded.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: Ms. Riffe

Mr. Reynolds moved and Ms. Riffe seconded a motion to approve Resolution 23-94, Approval of Grants. This resolution approves the submission of grants for Southern Ohio Center for Labor Management Cooperation and Title III, Strengthening Institutions Program.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mr. Reynolds reported that we have had auditors Cooper & Lybrand for five years and we now need a new one, which will be appointed by the state.

Mr. Reynolds stated that in the budget passed earlier, there was no salary increase recommended for administrators and ATSS. The Finance & Facilities Committee feel for parity it should be considered in the near future after funding reserves and enrollment have been determined. The Committee is committed to review the salaries after the university's income for FY 95 is determined in October.

Mr. Reynolds reported that appraisals have been conducted for Celeron Square and the owner is obligated by contract to accept the average of the appraisals plus 20%. It is possible we will own Celeron by fall.

Mr. Reynolds reported that after an Executive Session of the Finance & Facilities Committee, the Committee authorized the President to handle any pending grievance issues with the SEA. Mr. Winters stated that we would need to have full Board approval on this issue. Mr. Reynolds moved and Mrs. Richards seconded a motion to approve Resolution 28-94, Authorization of the President to Settle Pending Grievances with the SEA.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Academic Affairs Committee, Mr. Jeff Kaplan

Mr. Kaplan moved and Mr. Hyland seconded a motion to approve Resolution 24-94, Personnel. This resolution approves sabbatical leave for James Flavin and an administrative contract for Accountant Tildon Jennings. Mr. Winters noted for the record that the approval for Dr. Flavin's sabbatical leave is significant; it establishes a good precedent for our developing University. Mr. Winters stated that Dr. Flavin was a good candidate.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Board of Trustees Minutes

June 10, 1994

Nays: None

Mr. Kaplan moved and Ms. Riffe seconded a motion to approve Resolution 25 94, Faculty Workload Policy. This resolution basically restates what was agreed upon in the contract with the SEA, and the resolution will be forwarded to the Ohio Board of Regents for its review.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mr. Winters

Nays: None

Abstain: Mrs. Thatcher

Mr. Kaplan moved and Ms. Riffe seconded a motion to approve Resolution 26 94, College of Business Program Review. This resolution approves the recommendations of the Academic Affairs Committee for the degree programs offered through the College. Discussion followed. Mr. Shkurti stated that as part of the review, Dr. Creamer will do a financial review. Mr. Kaplan reported that faculty and administrators have significant concerns that will be addressed. The offering for keyboard programming should be offered to every student, and steps should be taken to neutralize losses, such as combining two classes into one. Mr. Shkurti asked for a follow-up and Dr. Addington recommended a six-month review of the Office Administration program.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mr. Kaplan moved and Mr. Hyland seconded a motion to approve Resolution 27-94, 1994 Graduates.

Ayes: Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards
Ms. Riffe, Mr. Shkurti, Mrs. Thatcher, Mr. Winters

Nays: None

Mr. Kaplan commented that approval of the Bachelor of Arts and the Bachelor of Science in Biology degrees are important for the University to move into the major leagues.

Vice President's Reports

Academic Affairs, Dr. Addington

Dr. Addington reported that Program Reviews have been completed in Developmental Education, Arts & Humanities, and Engineering Technologies, and final reports will be received in two weeks.

Dr. Addington distributed a press release highlighting the work of Dawna Lisa Buchanan-Berrigan, a SSU teacher.

Dr. Addington announced that Dan Evans had accepted a position as Dean of Wright State University-Lake Campus and thanked Dr. Evans for his service to SSU.

Dr. Addington, on behalf of Academic Affairs, thanked Mr. Hyland for his service and stated that he epitomized what it means to be a public servant.

Student Affairs, Dr. Crabtree

Dr. Crabtree reported that a Student Affairs evaluation was performed last year and is available for review. Dr. Crabtree stated that Student Affairs major emphasis has been student life, student retention and enrollment.

Dr. Crabtree thanked Mr. Hyland for his great contributions, thanked Ms. Greene for her service, thanked Mr. Harris for his service to students in his four years at SSU, and welcomed new Student Senate President Ms. Workman, saying she has already taken charge.

Business Affairs, Dr. Creamer

Dr. Creamer stated that he had nothing to report at this time, but wanted to say that he had tried to set up a meeting of the Housing Commission at an Executive Committee meeting but didn't have enough time. Dr. Creamer said that we need to get Board approval at the next Executive Committee meeting or when the Board of Regents were on Campus.

Dr. Veri stated that the Regents needed at least two weeks notice to get an item on their agenda.

Dr. Creamer stated that he was looking at the financial information and he would get it out next week, and a resolution would be forthcoming.

Reports from Constituent Groups

University Faculty Assembly, Professor Gilmer

Ms. Gilmer reported that since she became Vice-chair of the University Senate in May, the US had approved a revised policy 5.04, approved amendments, budget, and STARS program. Ms. Gilmer also reported that the US Executive Board recommended the establishment of a Center for International Studies and the Athletic/Intramural Committee established a committee to study the possibility of establishing a football program at SSU.

Ms. Gilmer regretted the loss of Suzanne Shelpman as Secretary/Treasurer and Joe Harris as Student Senate President. Ms. Gilmer announced that Mike Day would be replacing Suzanne on July 1.

Ms. Gilmer reported that the new UFA Executive Board officers are: Anita Gilmer, President; Roger Scherer, Vice President; Carl Hilgarth, Secretary; Kaddour Boukaabar, Treasurer; and Barb Edwards, Member-at-Large.

Ms. Gilmer reported that the UFA had been less active since the University Senate was established and the Executive Board plans open forum meetings. Elections were held in late May for expired terms.

Ms. Gilmer expressed the difficulty of the past year with the passing of Professor Gerry Barry.

University Administrative Senate, Ms. Shelpman

Ms. Shelpman expressed her disappointment in the delay for the administrative and ATSS pay increase, saying she found it difficult to understand why the Board was delaying decision when the SEA contract was approved with salary increases without a definitive enrollment figure for FY 95 and beyond.

Ms. Shelpman thanked several people: Dr. Veri for his guidance during her tenure in UAS and US; Dr. Creamer, Dr. Crabtree, and Dr. Addington; Mr. Harris; and Ms. Greene. Ms. Shelpman also welcomed new presidents Ms. Workman, Student Senate, and Ms. Gilmer, UFA.

Ms. Shelpman reported that over 1500 J.O.B.S. students have enrolled in 1993-94 and 202 will have graduated this year.

Ms. Shelpman issued a challenge at the last University Senate meeting and would also like to issue it to everyone else: Don't forget the underlying basic mission to provide the best quality education we can and service to students.

Ms. Shelpman reported that Mike Day would follow her as chair and thanked Mr. Winters for his service.

Shawnee Education Association, Professor Miner

Dr. Miner was not present.

Communication Workers of American (SSU Unit), Ms. Stacy

Ms. Sandy Little reported that Ms. Stacy was in Washington and regretted not being able to be present at the Board Meeting. Ms. Little read a letter from Ms. Stacy addressed to the Board, which commented on the importance of commending the Self-Directed Work Team, thanked the Board of Trustees and Dr. Veri, and recognized Dr. Creamer.

Student Senate, Polly Workman

Ms. Workman reported that the 5th annual Bear Hug Award was given to Faye Logan and an Honorary Bear Hug Award was given to Speaker Riffe.

Ms. Workman reported that in May the Student Senate determined the results of a Core Program questionnaire developed by Mr. Harris. There was a 12% return, with 1057 questionnaires used to determine the survey results.

Ms. Workman reported that Lisa Sherman was added to the Core Advisory Committee as a voting student member and that 8 out of 13 students were returning to serve on the 1994-95 Student Senate.

Ms. Workman reported that the Student Senate sponsored an open forum yesterday on tuition increase and there was a low turnout, possibly due to short notice.

Ms. Workman expressed her thanks to out-going Board members Mr. Hyland and Ms. Greene.

Ms. Riffe commented to the Board members and others that they need to attend a Bear Hug Award ceremony.

Dr. Veri awarded Mr. Harris with a lapel pin and stated that in his 11 years as a President and 10 years as a Dean working with student senates, he has never worked with a better, more articulate or competent student senate president than Joe Harris.

New Business

Mr. Winters charged Dr. Addington with determining if the numbers merit holding a December commencement and asked the Executive Committee and the US to develop a policy or resolution designating Speaker Riffe as a founding sponsor with emeritus status, or something similarly appropriate, by September.

Comments from the Public

Mr. Roger McClay commented on the Adjunct Compensation System.

Other Business

Mr. Winters presented Ms. Greene with a chair. Ms. Greene commented that serving on the Board has been the best learning experience she has had and wanted to thank everyone especially Ms. Riffe, Dr. Veri, Ms. Shelpman, Mr. Harris, and the vice presidents.

Mr. Winters presented Mr. Hyland with a chair. Mr. Hyland stated that when he started on January 16, 1966, the Scioto County Board of Education had a bond issue vote that ultimately became the building block for the University. Mr. Hyland thanked the former members of the Board of Trustees and wanted to emphasize Ms. Shelpman's comments, saying that if we all come together with a common cause and goal SSU is going to be a great university.

Mr. Winters stated that, starting on July 1, 1994, in honor of his 24 years of service to SSU, Mr. Hyland will become a Trustee Emeritus. Mr. Winters read a letter from the AGB, which included a certificate of recognition for Mr. Hyland, who was nominated for a 1994 Distinguished Service Award in Trusteeship. Mr. Winters thanked Mr. Hyland, on behalf of the Board of Trustees, for his faithful service to Shawnee State University.

Mr. Winters announced that the next meeting of the Board would be on July 14th in the President's Conference Room, with the Housing Commission meeting at 3:00 p.m., the Finance & Facilities Committee meeting at 3:30 p.m., and the Board of Trustees meeting at 4:00 p.m. Mr. Winters stated that the meeting will be limited to the housing issue and the Executive Committee meeting scheduled for July 11 is cancelled. The next regular Board of Trustees meeting will be on August 12.

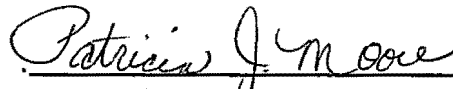
Adjournment

Mr. Hyland moved and Mr. Veri seconded a motion to adjourn the meeting.

The meeting was adjourned at 5:46 p.m. by acclamation.



Chairman, Board of Trustees



Acting Secretary, Board of Trustees

AGENDA
SHAWNEE STATE UNIVERSITY
JUNE 10, 1994

- A. Call to Order
- B. Roll Call
- C. Approval of June 10, 1994 Agenda
- D. President's Report
- E. Committee Reports

Executive Committee - Tom Winters, Chairperson

Approval of December 10, 1993 Board Minutes
Approval of March 21, 1994 Board Minutes, Emergency Meeting
Approval of March 28, 1994 Board Minutes, Emergency Meeting

Quality of University Life Committee - Mrs. Jo Ann Thatcher, Vice Chairperson

Resolution 14-94 Approval of University Calendar for 1994-95 and 1995-96

Resolution 15-94 Honoring the SSU Women's Softball Team and Individual Student Athlete Accomplishments

Resolution 29-94 Approval of New Position

Finance and Facilities Committee - Mr. Tom Reynolds, Chairperson

Resolution 16-94 Approval of Recommended Instructional and General Fees

Resolution 17-94 Approval of FY 95 General Fund budget

Resolution 18-94 Approval of Auxiliary and Agency Budgets

Resolution 19-94 Approval of Shawnee State University Development Foundation Campaign

Resolution 20-94 Approval of Changes to Shawnee State University Development Foundation Policies

Resolution 21-94 Approval of Change in Adjunct Compensation System

Resolution 22-94 Approval of Change to Shawnee State University Policy 4.10, Travel

Resolution 23-94 Approval of Grants

Academic Affairs Committee, Mr. Jeff Kaplan, Chairperson

Resolution 24-94 Approval of Personnel

Resolution 25-94 Approval of Faculty Workload Policy

Resolution 26-94 Approval of College of Business Program Review

Resolution 27-94 Approval of Graduates

F. Reports of Vice Presidents

Academic Affairs, Dr. Addington

Student Affairs, Dr. Crabtree

Business Affairs, Dr. Creamer

G. Reports from Constituent Groups

University Senate, Professor Gilmer

University Faculty Assembly, Professor Gilmer

University Administrative Senate, Ms. Shelpman

Shawnee Education Association, Professor Miner

Communciation Workers of America (SSU Unit), Ms. Stacy

Student Senate, Ms. Workman

H. New Business

I. Comments from the Pulbic

J. Other Business

K. Executive Session

L. Adjournment

RESOLUTION 14-94

1994-95 Academic Calendar
1995-96 (Tentative) Academic Calendar

WHEREAS, the University Calendar Committee, which has been formed according to labor agreements and University practice, have proposed the 1994-95 and tentative 1995-96 calendars, and have obtained required staff approval; and

WHEREAS, the President and the Quality of University Life Committee recommend the attached calendars for 1994-95 and 1995-96;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University accepts the attached proposed 1994-95, 95-96 calendars.

(June 10, 1994)

RESOLUTION 15-94

Honoring the SSU Women's Softball Team and Individual Student Athlete Accomplishments

WHEREAS, Shawnee State University supports extracurricular sports opportunities for all its students, including varsity sports and competition in the Mid-Ohio Conference and National Association of Intercollegiate Athletics; and

WHEREAS, The University, through the efforts of its players and coaches, has fielded excellent teams and individuals in all its sports; and

WHEREAS, members of the Women's Softball Team represented SSU for the third time in Bi-District NAIA tournament play and are MOC Champions for the third consecutive year; and

WHEREAS, two student athletes have excelled academically and have been named NAIA All American Scholar Athletes; and

WHEREAS, two student athletes have been named NAIA All American Athletes;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University particularly honors these athletes for their outstanding accomplishments and commends the team, individuals, and coaches listed below:

Travis Merry - NAIA All American Scholar Athlete - Men's Basketball
Judy Shupert - NAIA All American Scholar Athlete - Women's Softball
Jenny Wessel - NAIA Division II 1st Team All American - Women's
Basketball
Kim White - NAIA 2nd Team All American - Women's Softball

The following are members of the softball team:

Judy Shupert	Teresa Lewis	Jill Walters	Lisa Harris
Renee' Walls	Brandi Rose	Stephanie Craft	Heather Birmingham
Kerri Davidson	Leah Fickell	Missy Lawson	Michelle Knauff
Marie Chapman	Kim White		

Head Coach: Ralph Cole

Assistant Coaches: Chuck Carpenter, Kenny Shupert

Score Keeper: Tom Davis

Manager: Joe Smith

RESOLUTION 16-94

Approval of Recommended Instructional and General Fees

WHEREAS, Shawnee State University requires resources in excess of proposed subsidies and existing instructional, general and other fees to meet its projected operating needs for fiscal year 1995; and

WHEREAS, the in-state instructional and general fees reflected in the accompanying schedule are within the fee cap limitation established by House Bill 152; and

WHEREAS, section 3345.01 of the Ohio Revised Code empowers the Board of Trustees of Shawnee State University to charge reasonable tuition for the attendance of students who are nonresidents of Ohio; and

WHEREAS, the instructional and general fees reflected in the accompanying schedule are recommended by the Finance and Facilities committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the recommended instructional, general and other fees on the attached schedule effective Summer Quarter 1994.

(June 10, 1994)

SHAWNEE STATE UNIVERSITY

Instructional and General Fees

Fees: (Quarterly)	Current Fees <u>1993-94</u>	Proposed Fees <u>1994-95</u>	<u>Amount Change</u>	<u>Percent Change</u>
Full-Time:				
Instructional	\$718.00	\$754.00	\$36.00	5.0
General	125.00	131.00	6.00	5.0
Out-of-State, District	234.00	253.00	19.00	8.1
Out-of-State	576.00	622.00	46.00	8.0
Part-Time:				
Instructional	60.00	63.00	3.00	5.0
General	11.00	11.00	-0-	-0-
Out-of-State, District	20.00	22.00	2.00	10.0
Out-of-State	48.00	52.00	4.00	11.6
Application	30.00	30.00	-0-	-0-
Late Registration	25.00	0.00	(25.00)	(100.0)
Late Payment (Max. \$84)	7.00	35.00	(49.00)	(58.0)
	(per cr. hr.)	(flat)		
Transcript	3.00	3.00	-0-	-0-
Transcript, Immed. Action	10.00	10.00	-0-	-0-
Graduation	40.00	40.00	-0-	-0-
Graduation Re-Appl. Fee	5.00	5.00	-0-	-0-
Credit by Exam	40.00	40.00	-0-	-0-
Credit by Arrangement(per hr.)	76.00	80.00	4.00	-0-
Change Orders (Max. \$16)	4.00	4.00	-0-	-0-
Budget Payment Plan Fee	30.00	15.00	(15.00)	(50.0)
Late Installment Fee	20.00	20.00	-0-	-0-
International Stu. Orient.	200.00	200.00	-0-	-0-
Health Science Fee	74.00	74.00	-0-	-0-
Education Clinical Fee	125.00	125.00	-0-	-0-
Credentials Evaluation	50.00	50.00	-0-	-0-
Re-enrollment Appl. Fee (after 4 quarters F-T)	30.00	0.00	(30.00)	(100.0)

Revised 6/10/94

Estimated Comparison of In-State Tuition and Fees
Ohio's Public, Undergraduate Universities
Fall 1994

<u>Institution</u>	<u>Fall 1993 Fees</u>	<u>Estimated Fee Increase</u>	<u>Estimated Fall 1994 Fees</u>
Bowling Green	\$3,554	\$178	\$3,732
Central State	2,811	85	2,896
Cleveland State	3,126	104	3,230
Kent State	3,742	187	3,929
Miami	4,226	321	4,547
Ohio State	2,940	147	3,087
Ohio	3,384	169	3,553
Akron	3,040	152	3,192
Cincinnati	3,564	178	3,742
Toledo	3,237	162	3,399
Wright State	3,084	154	3,238
Youngstown	2,772	139	2,911
Mean	3,290	165	3,444
Shawnee State	\$2,529	\$126	\$2,655

RESOLUTION 17-94

Approval of General Fund Budget

WHEREAS, revenue estimates have been developed based on fees adopted by the Board of Trustees and enrollment levels similar to the previous fiscal year; and

WHEREAS, the University Senate Budget Committee has finalized the development of the 1994-95 general fund budget based on the revenue estimates; and

WHEREAS, the University Senate and the President recommend the proposed budget to the Board of Trustees;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University adopts the general fund budget for fiscal year 1995 as recommended.

(June 10, 1994)

SHAWNEE STATE UNIVERSITY			
Proposed General Fund Budget			
Fiscal Year 1995			
Revenues			
	FY '95	FY '94	Change
Instructional Subsidy	\$7,774,000	\$6,833,000	\$941,000
Special Appropriation	\$3,780,910	\$3,780,910	\$0
	\$11,554,910	\$10,613,910	\$941,000
Instructional Fees	\$6,400,000	\$6,600,000	(\$200,000)
General Fees	\$1,125,000	\$1,155,000	(\$30,000)
Other Fees	\$325,090	\$319,200	\$5,890
	\$7,850,090	\$8,074,200	(\$224,110)
Other Income	\$126,219	\$116,723	\$9,496
Total	\$19,531,219	\$18,804,833	\$726,386

SHAWNEE STATE UNIVERSITY			
Proposed General Fund Budget			
Fiscal Year 1995			
Expenses			
	FY '95	FY '94	Change
Salaries			
Faculty	\$5,559,481	\$5,606,064	(\$46,583)
Administrative	\$2,724,970	\$2,848,532	(\$123,562)
Hourly	\$1,698,971	\$1,615,390	\$83,581
Other	\$843,115	\$853,225	(\$10,110)
Total Salaries	\$10,826,537	\$10,923,211	(\$96,674)
Benefits	\$3,501,738	\$3,206,499	\$295,239
Supplies	\$229,383	\$221,353	\$8,030
Travel	\$210,837	\$208,437	\$2,400
Communication	\$642,377	\$756,209	(\$113,832)
Maintenance			
Utilities	\$757,880	\$696,600	\$61,280
Other	\$503,100	\$462,573	\$40,527
Total Maintenance	\$1,260,980	\$1,159,173	\$101,807
Miscellaneous			
Contingency	\$574,100	\$200,370	\$373,730
Chargebacks	(\$6,000)	(\$146,000)	\$140,000
Scholarships	\$571,105	\$539,720	\$31,385
Other	\$387,689	\$329,889	\$57,800
Total Miscellaneous	\$1,526,894	\$923,979	\$602,915
Transfers	\$1,130,000	\$1,215,000	(\$85,000)
Equipment			
Books & Periodicals	\$198,473	\$171,397	\$27,076
Other	\$4,000	\$19,575	(\$15,575)
Total Equipment	\$202,473	\$190,972	\$11,501
Total	\$19,531,219	\$18,804,833	\$726,386

	University Senate				
	Budget Comparison				
	For Fiscal Years 1994 and 1995				
		FY 1994	FY 1995		
Acct #	Department	Budget	Budget	Change	Notes
101	Arts/Humanities	\$1,209,118	\$1,263,875	\$54,757	Faculty salary and health benefit growth
102	Math	\$566,753	\$604,402	\$37,649	Faculty salary and health benefit growth
104	Sciences	\$709,681	\$737,781	\$28,100	\$2,500 student employees for greenhouse; faculty salary and health benefit growth
105	CORE	\$132,661	\$133,314	\$653	Faculty salary and health benefit growth; realignment of CORE faculty
106	Social Science	\$731,775	\$754,062	\$22,287	Faculty salary and health benefit growth
111	Accounting	\$155,870	\$161,736	\$5,866	Faculty salary and health benefit growth
112	Business Management	\$365,697	\$385,893	\$20,196	Faculty salary and health benefit growth
113	CISB	\$210,748	\$215,922	\$5,174	Faculty salary and health benefit growth
114	OADM	\$163,900	\$170,239	\$6,339	Faculty salary and health benefit growth
115	Legal Assisting	\$61,532	\$67,405	\$5,873	Faculty salary and health benefit growth
121	Engineering Technologies	\$723,364	\$756,285	\$32,921	Faculty salary and health benefit growth
130	Education	\$525,874	\$541,162	\$15,288	Faculty salary and health benefit growth
151	Radiology	\$135,875	\$120,160	(\$15,715)	Summer faculty salaries now funded from Provost's account; faculty salary and health benefit growth
152	Respiratory	\$183,565	\$170,006	(\$13,559)	Summer faculty salaries now funded from Provost's account; faculty salary and health benefit growth
153	Medical Laboratory	\$148,206	\$139,876	(\$8,330)	Summer faculty salaries now funded from Provost's account; faculty salary and health benefit growth
155	Nursing	\$465,917	\$494,275	\$28,358	Faculty salary and health benefit growth
156	Dental	\$242,673	\$206,881	(\$35,792)	Summer faculty salaries now funded from Provost's account; faculty salary and health benefit growth
158	Occupational Therapy	\$115,396	\$111,948	(\$3,448)	Summer faculty salaries now funded from Provost's account; faculty salary and health benefit growth
159	Physical Therapy	\$139,092	\$131,654	(\$7,438)	Summer faculty salaries now funded from Provost's account; faculty salary increases; health benefit and membership growth
190	EMTP	\$85,685	\$89,364	\$3,679	Health benefit growth
192	SOCF	\$52,920	\$0	(\$52,920)	Elimination of the SOCF program
194	Piketon Campus	\$13,982	\$13,982	\$0	No change
303	Learning Center	\$274,487	\$264,820	(\$9,667)	Summer faculty salary now funded from Provost's account; \$2,500 for student tutor growth; faculty salary increase and health benefit growth
305	Dean, Teacher Education	\$96,103	\$97,788	\$1,685	Health benefit growth
308	Dean, College of Business	\$115,188	\$117,861	\$2,673	Health benefit growth
309	Dean, Engineering Tech	\$164,551	\$170,330	\$5,779	Health benefit growth
310	Dean, Health Sciences	\$127,659	\$130,982	\$3,323	Health benefit growth
312	UFA	\$3,500	\$3,500	\$0	No change
316	Dean, Arts & Sciences	\$143,148	\$146,519	\$3,371	Health benefit growth

Acct #	Department	FY 1994 Budget	FY 1995 Budget	Change	Notes
331	Library-Director	\$131,724	\$135,805	\$4,081	Growth in cost of health benefits
332	Media Services	\$161,160	\$138,389	(\$22,771)	Personnel shifted to facilities; growth in cost of health benefits
333	Library-Systems	\$76,632	\$30,168	(\$46,464)	Personnel shifted to academic computing; inflationary increase in maintenance contracts
334	Library-Circulation	\$116,957	\$127,568	\$10,611	Growth in cost of health benefits
335	Library-Reference Desk	\$59,764	\$63,547	\$3,783	Student employment for staffing reference desk; growth in the cost of health benefits
336	Library-CMC	\$60,546	\$62,398	\$1,852	Growth in cost of health benefits
337	Library-Technical Services	\$316,263	\$348,975	\$32,712	Inflationary increase in periodical budget; \$10,000 for periodicals related to new programs and growth in cost of health benefits
360	Academic Computing	\$76,428	\$113,628	\$37,200	Personnel shift from account 333 and growth in cost of health benefits
361	ET PC Repair Depot	\$10,306	\$10,306	\$0	No change
401	Physical Plant-Admin	\$257,346	\$260,208	\$2,862	Growth in cost of health benefits
402	Custodial Operations	\$516,245	\$550,030	\$33,785	Additional custodian funded from account 603; growth in cost of health benefits
403	Maintenance Operations	\$470,286	\$540,611	\$70,325	Position transferred from account 332; position funded from account 603; growth in cost of health care benefits
404	Utilities	\$695,980	\$757,880	\$61,900	Funds provided for growth in space and rate hike
405	Motor Vehicles	\$12,470	\$12,470	\$0	No change
408	Facilities Planning	\$135,032	\$138,586	\$3,554	Growth in cost of health benefits
501	V.P. Student Affairs	\$137,460	\$140,917	\$3,457	Growth in cost of health benefits
502	Student Financial Aid	\$269,562	\$277,718	\$8,156	Growth in cost of health benefits
503	GED Test Center	\$3,833	\$3,837	\$4	No significant change
504	Admissions	\$430,157	\$471,869	\$41,712	Inflationary increase in postage; \$30,000 for marketing of new programs and other initiatives; growth in cost of health benefits
505	Registrar	\$271,712	\$280,138	\$8,426	Inflationary increase in postage; \$5,600 for incidental cost of printing schedules; growth in cost of health benefits
507	Career Planning & Couns	\$162,538	\$166,555	\$4,017	Growth in cost of health benefits
510	Transfer Placement	\$93,763	\$97,354	\$3,591	Growth in cost of health benefits
511	DENS	\$63,031	\$63,822	\$791	No change
601	Board of Trustees	\$23,500	\$23,620	\$120	Inflationary amount for postage rate hike
602	Office of the President	\$327,735	\$334,668	\$6,933	Growth in cost of health benefits
603	Controller's Office	\$442,631	\$411,707	(\$30,924)	Transferred funds to accounts 402 and 403 for new positions; inflationary increase for postage rate hike; growth in cost of health benefits
604	V.P. Business Affairs	\$147,235	\$148,647	\$1,412	Growth in cost of health benefits
606	Public Relations	\$31,045	\$25,525	(\$5,520)	Portion of position funded by the Foundation
607	Security	\$72,844	\$76,744	\$3,900	Growth in contract
608	General Expense	\$570,660	\$573,572	\$2,912	Typewriter repairs not funded in previous year by error
609	UIS	\$537,099	\$571,796	\$34,697	Growth in cost of health benefit; growth in cost of Internet; growth in cost of maintenance on campus-wide equipment

		FY 1994	FY 1995		
Acct #	Department	Budget	Budget	Change	Notes
611	UAS	\$1,375	\$1,379	\$4	No significant change
612	Continuing Education	\$134,929	\$140,270	\$5,341	Growth in cost of health benefits
613	North Central	\$4,400	\$12,200	\$7,800	Cost of Focus visit funded
614	Communications	\$53,950	\$66,108	\$12,158	Growth in maintenance contracts
619	Contingency	\$218,473	\$574,100	\$355,627	\$53,176 Freshmen Center; \$300,000 Reserve fund; \$30,000 academic programs; \$10,000 Strategic planning; \$10,000 Admissions; \$47,300 Facilities; and \$2,700 Registrar
620	University Senate	\$5,000	\$5,000	\$0	No change
621	Development Office	\$97,021	\$104,996	\$7,975	Inflationary increase for postal hike; growth in cost of health benefits
622	Provost	\$1,244,370	\$1,204,586	(\$39,784)	Part-time faculty cost shifted to fund faculty salary increases; \$20,000 allocated for new degree programs; and growth in cost of health benefits
624	Personnel	\$211,833	\$221,450	\$9,617	Growth in cost of health benefits
625	Purchasing	\$119,654	\$122,412	\$2,758	Growth in cost of health benefits
626	Mail Service & Switchboard	\$50,344	\$54,633	\$4,289	Growth in cost of health benefits
630	International Account	\$27,000	\$27,000	\$0	No change
720	Restricted Funds Match	\$60,000	\$5,000	(\$55,000)	Reduced during prior budget cut
770	General Fee	\$1,155,000	\$1,125,000	(\$30,000)	Reflects enrollment decline
9XX	Scholarships and Tuition	\$674,620	\$706,005	\$31,385	Reflects 5% growth in tuition and fees
	Reimbursement				
	Total	\$18,804,833	\$19,531,219	\$726,386	

MAJOR ASSUMPTIONS USED
IN BUDGET BUILDING
FOR FISCAL YEAR 1994-95

The following is a list of assumptions being used in the development of the FY 1994-1995 budget:

1. Tuition and general fee increases have been held to within the fee cap limitation of 5%. Out-of-state and in-district fees have been increased 8%.
2. The state instructional subsidy and tuition revenue are based on enrollment levels of the previous Summer and Fall.
3. The special state appropriation is at the amount appropriated after reductions for the dedicated portions for new faculty and lab equipment and supplies.
4. Faculty salaries have been adjusted to reflect the existing S.E.A. contract and recent promotions. Funds for this purpose were taken from the reduced adjunct, summer and overload costs associated with the new contract.
5. No salary increase has been budgeted for administrative, ATSS or the CWA staff.
6. Hospitalization costs have been budgeted at the experience estimates as of March 31, 1994. At this time a 22% increase is required to fund the FY '95 hospitalization costs. Alternative practices such as partial self-funding is being explored to minimize the expected growth.
7. Inflation adjustments have been made for utilities, library acquisitions, postage and for existing contracts. Other essential operating costs have been held at FY '94 spending levels.
8. All expansion funding is outlined on the enclosed schedule.
9. Student wages reflect the minimum wage of \$4.25 per hour.
10. Retirement contributions for part time faculty and staff have been included in the appropriate line items.
11. Scholarship accounts have been adjusted for proposed tuition increases as well as for any anticipated change in the number of scholarships.

RESOLUTION 18-94

Approval of Auxiliary and Agency Budgets

WHEREAS, the Student Affairs Division and the Student Senate have developed a budget that is within revenue estimates for the 1994-95 year; and

WHEREAS, the University Senate Budget Committee recommends the proposed budget to the Finance and Facilities Committee; and

WHEREAS, the Committee concurs with the recommendation and recommends the adoption of this policy to the Board of Trustees;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University adopts the Auxiliary and Agency budgets for fiscal year 1995 as recommended.

(June 10, 1994)

Auxiliary and Agency Budget

	<u>1994-95</u>	<u>1993-94</u>
	<u>Income</u>	<u>Income</u>
1. General Fee	\$796,000	\$834,000
2. Bookstore Net Profit	105,000	115,000
3. Sports Center	55,000	62,000
4. Vending & Food Service	34,500	52,500
5. Senior Citizen Fees	30,000	30,000
6. Other	0	16,093
Total	<u>\$1,020,500</u>	<u>\$1,109,593</u>

	<u>Expenses</u>	<u>Expenses</u>
<u>Auxiliary and Agency:</u>		
1. University Center	198,682	200,957
2. Sports Center	160,973	201,933
3. Student Senate	18,344	20,200
4. Programming Board	36,627	40,000
5. Pep band	2,400	4,200
6. Campus Communications	12,823	14,195
7. Silhouette	0	6,000
Total	<u>429,849</u>	<u>487,985</u>

<u>Athletics:</u>		
1. Athletic Director	281,329	239,406
2. Men's Basketball	76,117	92,148
3. Tennis	10,485	14,399
4. Volleyball	26,543	31,665
5. Women's Basketball	84,329	103,843
6. Softball	29,665	35,022
7. Golf	11,030	18,774
8. Soccer	26,364	30,385
9. Baseball	28,539	36,707
10. Cheerleaders	7,250	7,298
11. Intramural	9,000	11,961
Total	<u>590,651</u>	<u>621,608</u>

Grand Total	<u>\$1,020,500</u>	<u>\$1,109,593</u>
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RESOLUTION 19-94

Shawnee State University Development Foundation Campaign

WHEREAS, the Shawnee State University Development Foundation at its May 19, 1994 board meeting approved a resolution regarding a major gifts campaign and a related consultant; and

WHEREAS, the Shawnee State University Board of Trustees approves policy actions of the Shawnee State University Development Foundation, and this policy change has been reviewed and is recommended by the Finance & Facilities Committee;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the Development Foundation's Resolution 1994.6 to undertake a major gifts campaign and enter into agreement with Staley/Robeson/Ryan/St. Lawrence, Inc. to act as consultants for the upcoming campaign.

(June 10, 1994)

RESOLUTION 1994.6

WHEREAS, Shawnee State University is building a 16.8 million dollar Center for the Arts to serve as the home for arts education, cultural enrichment, and entertainment for our students and the community, and

WHEREAS, funding for the construction of the Center for the Arts has been provided by the State of Ohio, and

WHEREAS, operation of such a facility, including most prominently, conducting performances and activities in the theater and its peripheral spaces are costly and are not underwritten by the state, and

WHEREAS, the state has also built the basic shell of a planetarium as part of the Vern Riffe Advanced Technology Center, in preparation for the purchase and installation of planetarium equipment, to act as a science and mathematics teaching tool as well as a draw to campus for children and adults, and

WHEREAS, the computer to operate the planetarium may not be paid for by the state and further where operating funds for such a facility may not be readily available, and

WHEREAS, the Shawnee State University Development Foundation is in operation to raise funds for the university, and

WHEREAS, the Shawnee State University Development Foundation understands the importance of the Center for the Arts and the planetarium for Shawnee State University and all individuals in the area and beyond,

THEREFORE, BE IT RESOLVED, that the Shawnee State University Development Foundation, in order to impact the activities in the Center for the Arts in a most significant way, suggests to the Board of Trustees of Shawnee State University that a major gifts campaign be conducted to raise endowment funds for the Center for the Arts and capital and endowment funds for the planetarium, and

BE IT FURTHER RESOLVED, that the Shawnee State University Development Foundation authorizes Susan Warsaw and David Creamer to enter into a contract, not to exceed 48 1/2 days, with Staley/Robeson/Ryan/St. Lawrence, Inc. to act as consultants on such a campaign.

RESOLUTION 20-94

**Changes to Shawnee State University Development Foundation
Policies 10.0, 14.0, 18.0, and 19.0**

WHEREAS, the Shawnee State University Board of Trustees is the sole member of the Shawnee State University Development Foundation; and

WHEREAS, the Shawnee State University Development Foundation Board is the recommending body to the Board of Trustees; and

WHEREAS, the Shawnee State University Development Foundation Board by unanimous resolution recommended changes to Development Foundation policies 10.0, 14.0, 18.0, and 19.0, and these policy changes have been reviewed and are recommended by the Finance and Facilities Committee;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the Development Foundation Board's recommended changes in policy 10.0 (Gift Credit), 14.0 (Computer Operation), 18.0 (Accessing Funds) and 19.0 (Spending Policy) as contained in the attached Development Foundation resolutions.

(June 10, 1994)

RESOLUTION 1994.2

WHEREAS, the Shawnee State University Development Foundation treats much of its donated funds as endowments or quasi-endowments, and

WHEREAS, the Shawnee State University Development Foundation makes a determination each year, based on a spending policy (19.0), of the amount available for spending, and

WHEREAS, the University might not spend the entire amount in the spending account of each fund, each year, but may find it advantageous to retain any overage in the spending account for future use.

THEREFORE, BE IT RESOLVED, that the Shawnee State University Development Foundation adopt Resolution 1994.2 to change policies 18.3.2. and 18.4.3. to add the following language:

"As part of the end-of-the-year accounting, the Director of Development, with input from the President, may request that unspent funds be carried over in the spending accounts. Otherwise, unspent funds will be returned to the corpus."

RESOLUTION 1994.3

WHEREAS, the Shawnee State University Development Foundation treats much of its donated funds as endowments or quasi-endowments, and

WHEREAS, the Shawnee State University Development Foundation determines the amount available for spending in each account by applying a Spending Policy (19.), and

WHEREAS, the lowest spending percentage listed in the policy is six percent (6%), and

WHEREAS, interest rates and overall earnings have dropped since the establishment of Policy 19.0, and

WHEREAS, the Shawnee State University Development Foundation is intent on preserving the corpus of its endowments while ensuring their growth in relation to inflation and the Higher Education Price Index.

THEREFORE, BE IT RESOLVED that the Shawnee State University Development Foundation adopts Resolution 1994.3 which will change the spending policy to reflect a lower minimum spending rate of 4.5%.

RESOLUTION 1994.4

WHEREAS, the Shawnee State University Development Foundation strongly believes in donor recognition as a way to show our appreciation to, and promote philanthropy among donors, and

WHEREAS, the Development Foundation considers gifts-in-kind as an important area of philanthropy, and

WHEREAS, the value to the university of a particular gift-in-kind may be greater than its fair market value.

THEREFORE, BE IT RESOLVED that the Shawnee State University Development Foundation will amend Policy 10.1.4 to read as follows:

"Real property, personal property, equipment and other in-kind gifts: A gift-in-kind shall be entered for the estimated fair market value of the gift as determined by the donor or by the donor's representative, based on valuation of an expert individual appraiser, and accepted by the University Development Foundation. The donor will receive non-cash credit for the value and may apply the value to gift club membership. Where the donor does not accompany this gift with an appraisal, the university may value the gift based on a "best estimate".

Further, if the value of the gift to the university exceeds its fair market value, the university may consider its greater value for internal and/or commemorative purposes."

RESOLUTION 1994.5

WHEREAS, the development efforts at Shawnee State University mandate strict and effective record keeping, and

WHEREAS, donor histories and information regarding prospective donors are kept in paper form and/or on computer, and

WHEREAS, the Shawnee State University Development Foundation, in an effort to work well with donors, strives to keep the information confidential, and

WHEREAS, the Shawnee State University Development Foundation understands that the open records laws of the State of Ohio mandate that donor records be open.

THEREFORE, BE IT RESOLVED, that the Shawnee State University Development Foundation in order to reflect the law, changes Policy 14.0 as follows:

14.0 Computer Operation. The software program and other written records used by Alumni/Development contain information regarding donor giving histories and prospect information. That information is confidential to the extent allowed by law.

RESOLUTION 21-94

Change in Adjunct Compensation System

WHEREAS, Shawnee State University routinely employs adjunct faculty to augment the instructional services provided by full-service faculty; and

WHEREAS, in accordance with policy 1.00 paragraph 4.3.4 it is the responsibility of the Finance and Facilities Committee to review and recommend changes in salary, wage and benefit policies; and

WHEREAS, the current compensation system for adjunct faculty has been found to be noncompetitive and exceedingly complex to maintain;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the attached compensation model for adjunct faculty and grants to the Provost and the Vice President for Business Affairs the authority to exceed the compensation under this model in those situations where the model hinders the University's ability to attract qualified adjuncts so long as the exception is jointly approved by both parties.

(June 10, 1994)

ADJUNCT STIPEND
(Effective Date, Fall Quarter, 1994)

STIPEND SCALE

B.S./B.A. DEGREE	\$200/ Lec. Hr.	\$150/ Lab Hr.
Master's Degree	\$250/Lec. Hr.	\$165/Lab Hr.
Ph.D. or Other Terminal Degree*	\$300/Lec. Hr.	\$225/Lab Hr.

*Note: As determined by the appropriate Dean and the Provost according to the appropriate accreditation standards for baccalaureate degrees.

Change: Adjunct faculty will be compensated for mileage beyond a fifteen mile limit according to the standard University mileage rate.

June 2, 1994

AMENDED RESOLUTION 22-94

Change to Shawnee State University Policy 4.10

WHEREAS, it is the responsibility of the Finance and Facilities Committee to review and recommend University travel policies; and

WHEREAS, the current reimbursement rate for privately-owned vehicles has not been amended in over two years to reflect inflationary and general use changes;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves a change in the reimbursement rate for privately-owned automobiles from \$.24 per mile to \$.26 per mile, and establishes a rate of \$.47 per mile for large vans and maintenance vehicles. Current Board members to be reimbursed at .24 per mile; new board members at .26 per mile.

(amended June 10, 1994)

ADJUNCT STIPEND
(Effective Date, Fall Quarter, 1994)

STIPEND SCALE

B.S./B.A. DEGREE	\$200/ Lec. Hr.	\$150/ Lab Hr.
Master's Degree	\$250/Lec. Hr.	\$165/Lab Hr.
Ph.D. or Other Terminal Degree*	\$300/Lec. Hr.	\$225/Lab Hr.

*Note: As determined by the appropriate Dean and the Provost according to the appropriate accreditation standards for baccalaureate degrees.

Change: Adjunct faculty will be compensated for mileage beyond a fifteen mile limit according to the standard University mileage rate.

RESOLUTION 23-94

**Southern Ohio Center for Labor Management Cooperation Grant
Title III, Strengthening Institutions Program Grant**

WHEREAS, the grants listed below and summarized on the attached grant proposals have been reviewed by the appropriate University committees and/or individuals, and are recommended for submission by the Finance and Facilities Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the submission of the grants listed below.

- o Southern Ohio Center for Labor Management Cooperation Grant
- o Title III, Strengthening Institutions Program Grant

(June 10, 1994)

Grant Proposal Summary

TITLE:

The Southern Ohio Center for Labor/Management Cooperation
(Renewal Application)

GRANTING AGENCY:

The Ohio Department of Development, Labor/Management Cooperation Program

PRINCIPAL INVESTIGATOR:

Dr. Dan Evans, Assistant Vice President for Academic Affairs
Gary Gulker, Associate Director of Continuing Education, Center for Business and Industry

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT

Dan Evans	5%
Gary Gulker	100%

CLIENTELE TO BE SERVED:

Labor/Management Cooperative partnerships in southcentral and southeastern Ohio

RELATIONSHIP TO SSU'S MISSION:

From the SSU Mission Statement:

"To enrich the lives of the community, the University provides opportunities for continuing personal and professional development..."

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:

Any Labor/Management Cooperative partnership located in southcentral and southeastern Ohio

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

The primary purpose of the Southern Ohio Center for Labor-Management Cooperation SOCLMC will be to encourage and promote labor and management partnerships across the region. The Center Director will be responsible for developing a communications network linking the Labor Management Cooperatives together, establishing a resource library and clearinghouse for labor-management materials, assessing training needs for the Cooperatives and their members, and delivering training services and programs which meet the identified needs.

BUDGET:

<u>Fund Source</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$126,900	\$	\$
Other	0	\$	\$
University			
In-kind*	\$25,225	\$	\$
Cash	0	\$	\$
	<hr/>	<hr/>	<hr/>
TOTALS	\$152,125	\$	\$

*Office space, equipment, janitorial services, utilities, administrative.

Dan Evans 5/24/94

GRANT PROPOSAL SUMMARY

TITLE:

Title III, Strengthening Institutions Program

GRANT AGENCY

U.S. Department of Education

PRINCIPAL INVESTIGATOR:

Dan Evans, Assistant Vice President Academic Affairs

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:

Dan Evans 25 %

PURPOSE:

Shawnee State University requests a planning grant to achieve the following goals:

- To implement an effective planning process which results in the development of a strategic Comprehensive Development Plan that addresses changing realities brought on: (1) by growth expectations in moving from a community college to a university, (2) by a larger service area and population with a wider range of educational needs, (3) by an expected decline in state support, and (4) by a need to prioritize goals and strategies necessary to accomplish them.
- To clearly identify the important issues which are most likely to inhibit institutional self-sufficiency during the next five years.
- To prepare a Strengthening Institutions Program Development Grant application.

CLIENTELE TO BE SERVED:

The Shawnee State University community.

RELATIONSHIP TO SSU MISSION:

Because the project supports the planning efforts of the University, virtually every aspect of the University mission are affected.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:

None

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

If awarded, the Title III Program will receive \$35,000 for a one-year period beginning the fall of 1994.

The comprehensive planning process proposed by Shawnee State University incorporates the elements of sound and effective strategic planning. As part of the process, institutional research will yield data to be analyzed, planning assumptions will be formulated, institutional strengths and weaknesses will be examined and evaluated, and finally, missions and goals will be revisited/redefined and objectives and implementation activities will be further developed and prioritized. Typical of the planning process, steps will follow a logical sequence and result in an orderly systematic process which builds upon the strengths of previous planning efforts. By directly addressing the identified limitations of the existent plan, changes may be initiated and improvements made which correct deficiencies. Finally, communication will be an integral part of the process by providing for widespread university and community involvement at every level. Open communication channels will serve to insure that goals are comprehensive and realistic, that they are appropriately consolidated and synthesized, and that they are priority ranked to determine how resources will be allocated.

BUDGET:

The budget which follows is an estimate of the amounts to be requested each of the three years of the program. Actual dollar amounts will vary according to the available funds and the number of students served and will be negotiated with the U.S. Department of Education upon award.

Institutional match and in-kind sources are not a requirement for participation in the project.

<u>Fund Source</u>	<u>Year 1 (1994-95)</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$35,000.00	- 0 -	- 0 -
Other (_____)			
University			
In-Kind	11,000.00		
Cash*			
TOTALS	<u>\$46,000.00</u>	<u>- 0 -</u>	<u>- 0 -</u>

Dan Evans 5/23/94

RESOLUTION 24-94

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, this policy establishes a procedure for the consolidation of personnel resolutions; 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 Board of Trustees of Shawnee State University authorizes the following appointment(s) and acknowledges the items reported herein:

APPOINTMENTS, REASSIGNMENTS, AND REGULATIONS FOR BOARD ACTION

Faculty

James Flavin, Professor, Colleges of Arts and Sciences, paid sabbatical leave, Spring Quarter 1995, for the purpose of doing research according to the provisions of Article XIX, Section B (3) of the SEA Agreement.

Administrative

Tildon Jennings, Accountant, Division of Business Affairs, contingent on 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 12-month salary of \$29,000, pay grade 26, full benefits. Continuous Contract Status will be awarded contingent upon compliance with Board Policy 4.61, section 3.0; effective June 13, 1994.

Resume Summary

NAME, TITLE, ADDRESS:

Tildon Jennings
103 Locker Court
Berea, Kentucky 40403
(606) 986-8414

EDUCATION:

<u>Degree</u>	<u>Academic Major</u>	<u>University</u>	<u>Date Awarded</u>
B.S.	Business Administration	Berea College	May 1983
B.A.	Philosophy	Berea College	May 1983

EXPERIENCE:

<u>Institution/Agency</u>	<u>Title</u>	<u>Inclusive Dates</u>
Berea College	Associate Controller	7/85 - 12/93
State of Kentucky	Bank Examiner	7/83 - 7/85
Berea College	Student Worker/Teaching Assistant	9/79 - 5/83
U.S. Army	Personnel Senior Sergeant	3/71 - 6/79

HONORS AND AWARDS:

Phi Kappa Phi National Honor Society

ADDITIONAL INFORMATION RELEVANT TO POSITION:

GRANT PROPOSAL SUMMARY

TITLE:

Title III, Strengthening Institutions Program

GRANT AGENCY

U.S. Department of Education

PRINCIPAL INVESTIGATOR:

Dan Evans, Assistant Vice President Academic Affairs

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:

Dan Evans 25%

PURPOSE:

Shawnee State University requests a planning grant to achieve the following goals:

- To implement an effective planning process which results in the development of a strategic Comprehensive Development Plan that addresses changing realities brought on: (1) by growth expectations in moving from a community college to a university, (2) by a larger service area and population with a wider range of educational needs, (3) by an expected decline in state support, and (4) by a need to prioritize goals and strategies necessary to accomplish them.
- To clearly identify the important issues which are most likely to inhibit institutional self-sufficiency during the next five years.
- To prepare a Strengthening Institutions Program Development Grant application.

CLIENTELE TO BE SERVED:

The Shawnee State University community.

RELATIONSHIP TO SSU MISSION:

Because the project supports the planning efforts of the University, virtually every aspect of the University mission are affected.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:

None

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

If awarded, the Title III Program will receive \$35,000 for a one-year period beginning the fall of 1994.

RESOLUTION 25 - 94

APPROVAL OF FACULTY WORKLOAD POLICY

WHEREAS, the Ohio Board of Regents Advisory Committee on Workload Standards and Guidelines has recommended guidelines for the development of faculty workload at public institutions of higher education as called for in Am. Sub. H.B. 152; and

WHEREAS, the University has a negotiated Agreement with the faculty which places an emphasis on teaching; and

WHEREAS, the Academic Affairs Committee of the Board has reviewed and concurs with the recommended policy on faculty workload;

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

- Faculty Workload Policy

RESOLUTION 26-94

APPROVAL OF COLLEGE OF BUSINESS PROGRAM REVIEW

WHEREAS, the College of Business has undergone academic program review according to Board policy 2.08; and

WHEREAS, the Academic Affairs Committee of the Board has reviewed the compliance of the program review with the standards established in Board policy 2.08; and

WHEREAS, Board policy 2.08 requires the Board of Trustees to place each degree program into one of the following categories: Approval, Conditional Approval, Further Study or Termination;

THEREFORE BE IT RESOLVED that, as a result of the Business program review, the Shawnee State University Board of Trustees approves the following recommendations for each of the degree programs offered through the College:

- o BS in Business Administration with a major in General Business - from Defer Action to Approval
- o Associate Degree in Management Technology - from Further Study to Approval
- o Associate Degree in Accounting Technology - Approval
- o Associate Degree in Computer Information Systems in Business - from Defer Action to Approval
- o Associate Degree in Office Administration Technology - Conditional Approval
- o Associate Degree in Legal Assisting - Approval

June 10, 1994

RESOLUTION 27-94

Approval of Graduates

WHEREAS, it is Shawnee State University policy that the Board of Trustees award degrees and certificates, and

WHEREAS, candidates to be presented by the Board's Academic Affairs Committee have made satisfactory progress toward graduation, and all final certificate and degree requirements have been met, and are recommended by their Department or College and by the President as candidates for graduation:

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University empowers the President to award certificates or degrees at Commencement on June 10, 1994, to all candidates whose final completion and graduation from the University is confirmed by the Office of the Registrar and whose names are later attached to this resolution as graduates.

June 10, 1994

AME	Major
brams Trina	English Humanities - Elementary Ed
dams Daniel	Computer Aided Drafting and Design (AS)
dams David K	Natural Science - Elementary Ed
dams David K	Business Administration
dams Lora H	Legal Assisting
dams Tracy D	Natural Science (AS)
ddis Bryan S	Computer Aided Drafting and Design (AS)
dkins Amy	Radiologic Technology
dkins Dawn A	Legal Assisting
dkins Jamie A	Electrical / Computer Engineering Tech
dkins Jamie A	Electro-Mechanical Engineering Technology
dkins Jamie A	Natural Science (AS)
dkins Matthew L	Natural Science (AS)
dkins Sandra	Dental Hygiene
dkins Tina	Associate Degree Nursing
dkins-Lundy Julie	Occupational Therapy Assistant (AS)
dray Joseph	Social Sciences - General
kers Kevin M	Social Sciences - Elementary Ed
liff John W	Plastics Engineering Technology (AS)
llen Debra K	Occupational Therapy Assistant (AS)
llen Susan E	Business Management - Management
nderson Jesse	Instrumentation Technology
nderson Julie A	Business Management - General
rney, II James L	Social Sciences - General
rthurs Kathy	Office Administration - General
rthurs Lisa	Office Administration - General
apst Dawn K	Legal Assisting
apst Paul B	Plastics Engineering Technology (BS)
arbee Julie A	Associate Degree Nursing
arker Gina R	Social Sciences - General
arker Jack	Physical Therapist
arker Larry K	Social Sciences - General
asham David R	Natural Science - Elementary Ed
ates Melanie	Radiologic Technology
each Steve L	Instrumentation Technology
elcher Stephen	Medical Laboratory Technology
ender Brian J	Social Sciences - General
entley Karen R	Plastics Engineering Technology (AS)
erry Rebecca J	Social Sciences - General
ess, Jr. Richard	Instrumentation Technology
lair, III James E	Respiratory Therapy
lakeman Brian	Computer Information Systems in Business
lakeman Joy R	Physical Therapist
lankenship Joseph R	Natural Science (AS)
lankenship Joseph R	Plastics Engineering Technology (BS)
levins Elizabeth	Occupational Therapy Assistant (AS)
levins Kayvilla	Dental Hygiene
levins Wendy A	Individualized Studies
levins Wendy A	Computer Aided Drafting and Design
oggs Gretchen	Radiologic Technology

NAME	Major
Bond Shane	Occupational Therapy Assistant (AS)
Bowen Deborah E	Associate Degree Nursing
Brady Shannon L	Business Administration
Bratt Barbara	Associate Degree Nursing
Brewster Elara T	Physical Therapist
Brewster Robyn M	Social Sciences - Elementary Ed
Brockett Denise	Computer Information Systems in Business
Brooks Loretta M	Social Sciences - General
Brown Curtis L	Business Management - Management
Brown Jamie	Natural Science - General
Brown Kimberley A	Social Sciences - General
Brown Kimberly G	Mathematics - Elementary Education
Brown Nora M	Social Sciences - General
Browning Julia	Social Sciences - General
Burchett Jerry W	Computer Aided Drafting and Design
Burchett Leighann	Office Administration - General
Burgess Carl R	Physical Therapist
Burke Donell	Social Science - General
Burton Jill	Associate Degree Nursing
Bush Albert J	Plastics Engineering Technology (AS)
Bussa Krystyn R	Natural Science - General
Butler Paula J	Accounting - Professional
Caldier Harry E	Business Administration
Caldier Windy M	Business Management - Management
Campbell Jeanetta L	Occupational Therapy Assistant (AS)
Campton Robert F	Electrical / Computer Engineering Tech
Cantrell Anne E	Associate Degree Nursing
Cassidy Cynthia	Social Sciences - General
Castle Anita F	Physical Therapist
Caudill Vicki A	Legal Assisting
Cisco Heath A	Business Administration
Clemons Lori	Radiologic Technology
Click Jay D	Electro-Mechanical Engineering Technology
Coburn Heather M	Dental Hygiene
Coburn Jamie A	Social Science - General
Cole Laura	Occupational Therapy Assistant (AS)
Coll Lora M	Business Management - Retail
Collins Cheryl K	Individualized Studies
Collins Elonda L	Medical Laboratory Technology
Combs Shirley J	Office Administration - General
Compton Holly S	Respiratory Therapy
Compton Robert	Physical Therapist
Conkel Ruth A	Social Sciences - General
Conley Betty J	English Humanities - Elementary Ed
Conley Kendra L	Business Management - Banking/Finance
Conrad Denise L	English Humanities - General
Cooper Glynn D	Instrumentation Technology
Cooper Jeffrey M	Business Management - Retail
Copley Brenda K	Associate Degree Nursing
Cordle II Dewey	Plastics Engineering Technology (BS)
Cover Connie	Dental Hygiene

AME	Major
owling Jennifer L	Arts / Humanities - General
rabtree Angela L	Legal Assisting
rabtree Christi L	Medical Laboratory Technology
rabtree James R	Social Sciences - General
rabtree Patty A	Social Sciences - General
raft Kathleen M	Legal Assisting
rager Edith D	Associate Degree Nursing
rawford Aundrea	Dental Hygiene
rawford Cindy M	Respiratory Therapy
reamer Melinda S	Associate Degree Nursing
ross Angie M	Business Management - Retail
rum Bethany L	Legal Assisting
utler Melanie S	Office Administration - General
ailey Karen S	Social Sciences - General
aniel Linda	Social Sciences - Elementary Ed
avie James I	Business Administration
avis Amy M	Radiologic Technology
avis, Jr. Charles	Computer Aided Drafting and Design (AS)
ean Wendy	Radiologic Technology
euter Richard J	Social Sciences - General
eWeese Shelia	Accounting - Professional
eWeese Terry E	Accounting - Professional
ickson Tracey M	Medical Laboratory Technology
icus Christopher W	Computer Aided Drafting and Design (AS)
iNardo Janet K	Plastics Engineering Technology (AS)
ollar Bobby J	Electro-Mechanical Engineering Technology
onovan Ivette J	Dental Hygiene
ouglas Chet	Natural Science - General
rake Deborah J	Associate Degree Nursing
unn Mark A	Electrical / Computer Engineering Tech
utiel Ryan L	Social Sciences - Elementary Ed
uVall Roman C	Respiratory Therapy
yer David A	Social Science - General
aley Chad J	Computer Aided Drafting and Design (AS)
dwards Regina A	Natural Science - General
ichenlaub Korina S	Associate Degree Nursing
mmons Julie	Business Administration
ngle Lecia	Dental Hygiene
nz Ramona J	Natural Science - Elementary Ed
rwin Tracie	Occupational Therapy Assistant (AS)
ubank Sherry J	Arts / Humanities - General
uton Shelley L	Business Management - Management
vans Billie	Physical Therapist
vans Cathi J	Business Administration
vans Gary W	Plastics Engineering Technology (BS)
vans Jacqueline	Business Administration
aulkner Leonda	Associate Degree Nursing
enton Kristie	Natural Science - General
laughter Matthew W	Natural Science (AS)
lores Angela R	Computer Aided Drafting and Design
oit Paul D	Electro-Mechanical Engineering Technology

NAME	Major
Folsom John E	Natural Science - General
Francis Karen	Associate Degree Nursing
Frecka Jacquelyn	Radiologic Technology
Fuhr Bobby D	Natural Science - General
Fultz Mary C	Legal Assisting
Gammon William	Business Management - Management
Garland Deborah	Dental Hygiene
Gerlach Christina L	Arts / Humanities - General
Gillispie Susan M	Computer Information Systems in Business
Gleim Karen L	Computer Information Systems in Business
Glockner Julie M	Natural Science - General
Gossett Rodney	Natural Science - General
Grashel Cliff E	Electrical / Computer Engineering Tech
Graves Stephanie L	Associate Degree Nursing
Greenwalt Cherie	Dental Hygiene
Gullett David M	Business Administration
Gulley Angie	Business Management - Banking/Finance
Gulley Angie	Accounting - Professional
Hacker Pam	Business Administration
Hamilton Christopher M	Business Administration
Hash John	Social Sciences - General
Heistad Shelley R	Associate Degree Nursing
Henry Melanie D	Associate Degree Nursing
Hensley Pamela B	Social Sciences - General
Hevenor Richard A	Electro-Mechanical Engineering Technology
Hickman Gregory R	Social Science - General
Hinze Tracie	Office Administration - General
Hirn Darrin D	Business Administration
Hobbs Christopher O	Legal Assisting
Hobbs Joni R	Social Science - General
Holbrook Connie S	Individualized Studies
Holbrook Connie S	Legal Assisting
Holbrook Sherry K	Legal Assisting
Hollback Heather	Accounting - Professional
Holt Crystal D	Natural Science - General
Hood Nina E	English Humanities - Elementary Ed
Hoop Felicia	Computer Information Systems in Business
Hosey Barbara A	Associate Degree Nursing
Hosey Deborah K	Individualized Studies
Hoskins Lisa D	Legal Assisting
Hoskins Ragene	Dental Hygiene
Houghton Georgeanna L	Medical Laboratory Technology
Howard Christi	English Humanities - Elementary Ed
Howard Wanda S	Legal Assisting
Hufferd Carol J	Associate Degree Nursing
Hunter Terry S	Physical Therapist
Ison Vanessa	Business Administration
Janosek, Jr. Lawrence	Computer Aided Drafting and Design (AS)
Jeamvigite Jirawat O	Computer Aided Drafting and Design
Jeamvigite Jirawat O	Occupational Therapy Assistant (AS)
Jeffrey Angela B	

NAME	Major
enkins David J	Natural Science - General
enkins Keith P	Physical Therapist
ohnson Christopher L	Instrumentation Technology
ohnson Stephen J	Business Administration
amer Gregory	Electro-Mechanical Engineering Technology
elly Kenneth W	Plastics Engineering Technology (AS)
esig Derek J	Natural Science - General
eyss Keith E	Computer Aided Drafting and Design
ing Emily R	Office Administration - General
ing Tylla A	English Humanities - Elementary Ed
irk Trisha M	Natural Science - General
itchen Tammie J	Social Science - General
nauff Carl L	Social Sciences - General
nauff Deborah K	Plastics Engineering Technology (BS)
nigh Crystal	Social Sciences - Elementary Ed
nore Delores	Natural Science (AS)
ouns Melinda G	Radiologic Technology
remin Angela S	Social Sciences - General
awson Sherry D	Associate Degree Nursing
awton Kurt	Social Science - General
each Donna M	Social Science - General
ee Lai Ming Eva	Business Management - Banking/Finance
ewith Ociel C	Occupational Therapy Assistant (AS)
evine Kevin J	Plastics Engineering Technology (BS)
ewis Donna F	Legal Assisting
ewis Jin	Business Administration
ewis Sally	Social Sciences - Elementary Ed
ogan Jennifer L	English Humanities - General
ogan Katherine A	Social Sciences - General
ykins Devra	Physical Therapist
ykins Teonda K	Occupational Therapy Assistant (AS)
ahoney Shelly D	Medical Laboratory Technology
ajher Mike	Plastics Engineering Technology (AS)
ajher Mike	Computer Aided Drafting and Design (AS)
arcum Dean	Arts / Humanities - General
arsh Dana	Associate Degree Nursing
artin Teresa	Computer Information Systems in Business
assie Michelle L	Associate Degree Nursing
atney Susan L	Occupational Therapy Assistant (AS)
aynard John H	Plastics Engineering Technology (AS)
cCabe Ronald L	Medical Laboratory Technology
cCain Lisa	Social Science - General
cCall Joyce A	Business Management - Management
ccall Ryan	Natural Science - General
cCann Amy S	Dental Hygiene
cClay Sarah M	Instrumentation Technology
cClure Cynthia A	Dental Hygiene
cGinnis Teresa	Associate Degree Nursing
cGinnis William M	Natural Science - General
cGraw Heather R	Office Administration - General
cGraw Jodi	Social Sciences - Elementary Ed

AME	Major
cHugh Lottie J	Social Science - General
cKinney Melva J	Associate Degree Nursing
eeker Rebecca L	Physical Therapist
eredith Bret H	Social Sciences - General
erry Travis A	Plastics Engineering Technology (BS)
esser Sheila K	Legal Assisting
iller Anne M	English Humanities - Elementary Ed
iller Jennifer	Business Administration
iller Mark D	Business Administration
iller Matthew A	Electro-Mechanical Engineering Technology
iller Susan E	Medical Laboratory Technology
ills Cheryl	Medical Laboratory Technology
itchell Janice L	Business Administration
oles Madeline	Physical Therapist
ontgomery Frances	Associate Degree Nursing
ontgomery Laura	Radiologic Technology
ontgomery Loretta F	Natural Science - General
ontgomery Sherry L	Social Sciences - Elementary Ed
oore Alberta L	Social Sciences - General
oore John A	Electro-Mechanical Engineering Technology
oore John A	Electrical / Computer Engineering Tech
oore Rebecca L	Social Sciences - General
oore Tonya	Legal Assisting
oran Eric	Computer Aided Drafting and Design (AS)
organ Elizabeth D	Social Sciences - General
orris Gary	Instrumentation Technology
orton John D	Business Administration
osley Donna J	Social Sciences - General
osley Luann	Associate Degree Nursing
ougey Jodi	Accounting - Professional
t. Castle Carolyn J	Occupational Therapy Assistant (AS)
urphy Randa J	Social Sciences - General
urray Donna L	Natural Science - Elementary Ed
yers Dawn	Associate Degree Nursing
agle Jane A	Social Sciences - General
eville Denise M	Associate Degree Nursing
ewman Angela H	Associate Degree Nursing
ewman Eric R	Natural Science (AS)
ewman Eric R	Natural Science - Elementary Ed
ewman Kimberly J	English Humanities - Elementary Ed
ichols Deborah L	Business Management - Retail
ickell Kathy S	Natural Science - General
ordgren Tammy J	Accounting - Professional
'Dell R. Keith	Natural Science - General
dle Jamie S	Computer Information Systems in Business
gan Kimberly	Radiologic Technology
liver Patricia	Associate Degree Nursing
rin Emily	Occupational Therapy Assistant (AS)
sborne Catherine S	Individualized Studies
sborne Cynthia	Legal Assisting
sborne Karen S	Associate Degree Nursing

NAME	Major
Osborne Sherry L	Associate Degree Nursing
Osman Kimberly J	Social Sciences - Elementary Ed
Packard Dennis	Associate Degree Nursing
Park Scott	Natural Science (AS)
Parks Tammy R	Legal Assisting
Pate Jay W	Respiratory Therapy
Payne Tammy L	Dental Hygiene
Payne, Jr. Harry E	Plastics Engineering Technology (BS)
Perrell Jennifer	Social Sciences - General
Perdue Shane A	Electro-Mechanical Engineering Technology
Perkins Michelle L	Legal Assisting
Phipps Randy	Social Sciences - Elementary Ed
Pitt June	Office Administration - General
Pollard Sherry K	Business Administration
Porter Leanna E	Radiologic Technology
Powell Rachel K	Natural Science - General
Preston Deanna	Social Sciences - General
Queen Wendy	Business Administration
Radabaugh Deatra D	Associate Degree Nursing
Ray Jeremy A	Electro-Mechanical Engineering Technology
Ray James	Business Administration
Reed Jeffery T	Natural Science - General
Reeves Everett D	Social Sciences - General
Reker Bobbie J	English Humanities - General
Rice Gary E	Social Sciences - General
Rice Larry E	Social Sciences - Elementary Ed
Rice Ricky C	Associate Degree Nursing
Richmond Mary	Physical Therapist
Riffe Wendy L	Social Sciences - Elementary Ed
Roberts Elizabeth A	Associate Degree Nursing
Roberts Judith L	Radiologic Technology
Rodeheffer Lynne	Natural Science - General
Rogers Darren W	Medical Laboratory Technology
Rose Sheri A	Dental Hygiene
Rosselot Randall D	Natural Science - General
Rowe Darbie L	Respiratory Therapy
Rowe Eric D	Business Administration
Ryan Jeffrey J	Physical Therapist
Salyers Joy E	Occupational Therapy Assistant (AS)
Salzbrun Raymond AII	Electro-Mechanical Engineering Technology
Savage James P	Plastics Engineering Technology (BS)
Sayre Jodi R	English Humanities - Elementary Ed
Schaefer John M	Electrical / Computer Engineering Tech
Scherer Patrick J	Associate Degree Nursing
Scott Teresa G	Computer Information Systems in Business
Scowden Erin	Medical Laboratory Technology
See Amy B	Associate Degree Nursing
Sessor Merritt M	Social Sciences - Elementary Ed
Shafer Delana	Legal Assisting
Shafer Duane H	Electro-Mechanical Engineering Technology
Shanks Tiffany N	Arts / Humanities - General

AME	Major
hott David M	Physical Therapist
inger Kimberly A	Business Administration
kaggs Rhonda L	Accounting - Professional
kaggs Robert D	Mathematics (BS)
kidmore Lisa A	Accounting - Professional
malley Jimmy E	Social Science - General
mith Jill	Social Sciences - General
mith Laura M	Natural Science - Elementary Ed
mith Leslie M	Legal Assisting
mith Trent S	Plastics Engineering Technology (BS)
mith Troy D	Plastics Engineering Technology (BS)
nook April	Instrumentation Technology
parks Karla M	Legal Assisting
parks Shanon	Medical Laboratory Technology
pears Diana G	Legal Assisting
pencer Elizabeth	Social Sciences - General
pradlin Scott	Computer Information Systems in Business
pradlin Terah	Social Sciences - General
tacy Alan L	Business Administration
tang Amy B	Social Sciences - Elementary Ed
tevenson Karen G	Social Science - General
tevenson Karen G	Social Sciences - General
tidham Kari L	Office Administration - General
toffregen Robert M	Natural Science (AS)
tone Debra	Social Science - General
tone Ronald W	Social Sciences - General
tonerock Melissa	Legal Assisting
tump Gary L	Social Sciences - Elementary Ed
ullivan Victor S	Business Administration
uter Jeffrey	Social Sciences - General
zava Kristin A	English Humanities - General
edrow Candi J	Dental Hygiene
heado William A	Business Administration
hompson Sherri D	Office Administration - General
hornton Karen S	English Humanities - Elementary Ed
thoroughman Cheryl	English Humanities - General
throckmorton Shannon D	Business Administration
tieman Janet	Associate Degree Nursing
timberlake Leanne M	Physical Therapist
olliver Helen	Occupational Therapy Assistant (AS)
oombs Connie S	Social Sciences - Elementary Ed
origoe Osamu	Social Science - General
urley Pamela J	Occupational Therapy Assistant (AS)
est Dwayne A	Electro-Mechanical Engineering Technology
ogler Angie	Office Administration - General
aggoner Mark W	Plastics Engineering Technology (BS)
alcott Penny	Accounting - Professional
alcott Penny	Business Administration
allace Blaine	Social Sciences - Elementary Ed
aybright Tauwanta C	Physical Therapist
weatherhead Meredith	Occupational Therapy Assistant (AS)

AME	Major
eaever Kathy	Computer Information Systems in Business
ebb Jr. Charles	Electrical / Computer Engineering Tech
ebster Lois E	English Humanities - Elementary Ed
elch Elizabeth E	Associate Degree Nursing
ells Darin L	Plastics Engineering Technology (BS)
est Marilyn S	Business Management - Banking/Finance
ight Jodi	Accounting - Professional
ilburn Sandra G	Business Administration
illiams Angela M	Social Sciences - General
illis Pamela S	Associate Degree Nursing
ilson Karen M	English Humanities - General
ireman Jonathan L	Associate Degree Nursing
ood Vivian	Associate Degree Nursing
oods Katherine L	Business Administration
ooten Krista L	Occupational Therapy Assistant (AS)
right Casey A	Social Sciences - Elementary Ed
roten Diane	Radiologic Technology
oung Brett F	Natural Science - General
eis Beth	Associate Degree Nursing

RESOLUTION 28-94

Resolution of All Open Grievances with the
Shawnee Education Association

WHEREAS, the President of Shawnee State University during an executive session of the Finance and Facilities Committee reviewed the status of all open grievances between the University and the Shawnee Education Association with the Committee; and

WHEREAS, after reviewing and discussing all open grievances with the President, the Finance and Facilities Committee recommends that the President be empowered to undertake all reasonable and necessary actions to resolve the referenced grievances;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University empowers the President of the University to take all reasonable and necessary actions to resolve all open grievances with the Shawnee Education Association as of June 10, 1994.

(June 10, 1994)

RESOLUTION 29-94

**Position Approval - Coordinator of Student Advising
and Referral Services (STARS)**

WHEREAS, one of Shawnee State University's main goals is the service and retention of students, and

WHEREAS, the University Senate, upon the recommendation of the Student Affairs Committee, the Academic Affairs Committee, and acceptance by the Executive Board, approved the proposal to establish STARS, and

WHEREAS, the President approves of the establishment of STARS to serve in the advising and retention of freshman students, and

WHEREAS, this position will be assisted by five faculty affiliates and a half-time secretary and will have the responsibility for the program development, implementation, and evaluation, and

WHEREAS, these responsibilities are crucial for the retention of "at risk" freshmen students;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the new position of Coordinator of Student Advising and Referral Services (STARS).

(June 10, 1994)

Shawnee State University's Dawna Lisa Buchanan-Berrigan is teaching tomorrow's teachers about their most important subject:

Their students.



Teaching people to teach is far more difficult than showing them how to make lesson plans and worksheets. So Shawnee State University's Associate Professor of Education Dawna Lisa Buchanan-Berrigan tells her students to concentrate on how their teaching methods affect children, instead of focusing on the mechanics of teaching.

"Too often, student teachers are more concerned with the tasks at hand, and about their own performance, than they are about how their children are responding to their teaching," Buchanan-Berrigan said.

Even before they begin their student teaching assignments, Buchanan-Berrigan teaches her students to observe how other teachers' methods affect the learning and attention of their students.

At Shawnee State, education students are placed in the classroom immediately. This allows them to not only determine whether they, indeed, want to teach, but also to observe teachers' methods from a professional perspective. According to Buchanan-Berrigan: "This helps them

come to student teaching better prepared."

"Lots of times student teachers, as well as seasoned educators, fail to look beyond the teaching materials and methods," Buchanan-Berrigan said. "That's why we always remind our students of their most important subjects: their students."

Although Buchanan-Berrigan teaches elementary education, her interests in education have no age limit. For example, last year she published a novel for young adults, *The Falcon's Wing*, which was chosen to re-

ceive the Record Ohioana Award for the best Juvenile Literature in 1993. In addition, she has conducted research on how children's books help with adult literacy efforts.

Buchanan-Berrigan also has developed an innovative writing workshop -- "*What do Writers Do?*" -- which was introduced in a Portsmouth third grade classroom. In this workshop, which encouraged children to be creative and critical, students wrote and produced their own books as they learned what went into the process of writing and printing.

According to Buchanan-Berrigan, this program has permitted her to practice what she is teaching her students. It also has created a learning partnership that has enriched the lives of children and broadened the university's contribution to the community.

THE PUBLIC
UNIVERSITIES
OF OHIO

BUILDING ON A DREAM

Shawnee State University

Portsmouth, Ohio 45662
(614) 354-3205

June 10, 1994

Mr. Tom Winters, Chairman
Shawnee State University
Board of Trustees

Dear Mr. Winters:

The JOBS Student Retention Program wishes to recognize the leadership of Mr. Joe Harris, in his service to the Student Senate and Shawnee State University from 1990-1994.

Under Joe's unparalleled skill, he has led the students through many, highly complex issues during times on campus of great unrest. His leadership has guided the student body to maintain an unbiased and unemotional status to problems that could have resulted in complete unrest or to an emotional anxiety that could have impaired the academic pursuits of many students. The list is endless . . . from major issues of a budget deficit to a direct student loan program to labor negotiations to minor issues that are major to everyday students such as a handicapped parking sticker to a course conflict to a student who cannot find their classroom. Joe's service to students is incomparable.

My staff especially wishes to recognize Joe's efforts on behalf of the nontraditional student. His recruitment and retention efforts are continuous. However, he also imparted a strength of character and self-esteem to our students that has culminated in a program student being elected to the Student Senate and another student elected to an office on the Student Programming Board for the first time this upcoming year. This is true leadership, when one empowers others. We honor Joe Harris as a peer colleague in his efforts. We further acknowledge that we have taken for granted his exceptional devotion to Shawnee State University, for he makes his good works appear so effortless.

Therefore, I respectfully request this recognition be placed as part of the official Board of Trustees' minutes of June 10, 1994, to honor Joe Harris and in appreciation of his service to Shawnee State University.

Sincerely,



Suzanne Shelpman, M.A., L.P.C., C.R.C.
Director, JOBS Student Retention Program
The Connection