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April 21, 1995 Meeting Minutes

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MINUTES
SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES
APRIL 21, 1995

The meeting was called to order at 1:22 p.m. by Chairman Reynolds.

Roll Call

Members Present: Mr. Clayton, Mr. Hannah, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Saul, Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Members Absent: Mr. Kaplan (excused)

Approval of April 21, 1995 Agenda

Mr. Winters moved and Mrs. Richards seconded a motion to approve the April 21, 1995 agenda.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Approval of February 18, 1995 Board Minutes

Mrs. Richards asked that the second paragraph of Resolution 04-95 of the February 18 minutes be amended to read, "require that all faculty hired from this point on have credentials that meet NAIT and ABET standards." Ms. Riffe moved and Mr. Winters seconded a motion to approve the February 18 minutes as amended.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

President's Report

President Veri commented on the many tents that were on the campus grounds from the Martin Marietta Utility Services Environmental Fair the past week. He stated that SSU was pleased to cooperate with MMUS/DOE to host several hundred youngsters on campus to view some 60 science-related exhibits. The day-long event was extraordinarily successful and we feel that we have raised the level of environmental literacy.

President Veri announced that the annual "Bear Hug" award ceremony would take place immediately following the Board meeting with Brian Saul as the emcee. A memorial service will follow the Bear Hug ceremony at 3:45 so we can reflect on the bombing disaster in Oklahoma.

President Veri distributed an information sheet on the upcoming President's Ball on May 20 with proceeds of the event going to the Vern Riffe Scholarship Fund. A community celebration will follow on May 21 beginning at the murals on the floodwall and continuing to the campus green for a picnic and entertainment.

Committee Reports

Academic Affairs Committee, Mr. Tom Winters, Vice Chairperson (in Mr. Kaplan's absence)

Mr. Winters moved and Mrs. Thatcher seconded a motion to approve Resolution 15-95, Ohio University Southern Campus, New Degree Program. This resolution denies approval of the request to establish an Associate of Applied Science Degree in Business Management Technology by the Ohio University Southern Campus as is the Board's option under Ohio Revised Code, Section 3333.141.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mr. Winters withheld Resolution 16-95, Human Subject Research Policy, from consideration by the Board until it could be reviewed by the Academic Affairs Committee at its June 1995 meeting.

Mr. Winters moved and Ms. Riffe seconded a motion to approve Resolution 17-95, Full-Service Faculty Promotions. This resolution approves the following faculty promotions effective at the start of the 1995-96 academic year: stipend for the rank of Professor - Kathleen Simon; stipend for rank of Associate Professor - Tony Dzik, Jinlu Li; to the rank of Professor - Mary Dillard, Ed Miner; to the rank of Associate Professor - Robert Lawson, Catherine Perry, Chris O'Connor; and to the rank of Assistant Professor - Roger Diamond

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mr. Winters moved and Ms. Riffe seconded a motion to approve Resolution 18-95, Full-Service Faculty Continuing Contracts. This resolution approves continuing contract status effective at the start of the 1995-96 academic year for the following full-service faculty: Catherine Perry, Lane Raiser and Marla Thoroughman.

Mr. Winters moved and Mr. Shkurti seconded a motion to approve Resolution 19-95, Shawnee State University Mission Statement. Discussion followed and Mr. Winters voiced a concern with regard to the Academic Affairs Committee forwarding the resolution without the committee chair's approval. Mr. Winters asked to amend his motion to discharge from the AAC for formal consideration by the full Board and move the approval. His motion to amend was seconded by Mr. Shkurti. A lengthy discussion followed.

Vote to amend the motion.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Mr. Shkurti,
Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: Ms. Riffe

Vote on the original motion as amended.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mr. Winters reported that the Academic Affairs Committee also discussed the preliminary proposals for new degrees in Education and Environmental Science. The committee also meet with faculty from the Center for Teacher Education to discuss Resolution 47-94, Reorganization of Center for Teacher Education. The Committee reaffirmed that College of Education would remain as such until June 30,1996.

Quality of University Life, Mrs. Patricia Richards, Chairperson

Mrs. Richards moved and Mr. Winters seconded a motion to approve Resolution 21-95, General Guidelines for Student Admission Policy 3.00 (revised). This resolution addresses the University's desire to be more "student friendly" with regard to accepting official transcripts and revises Policy 3.00, paragraph 2.2.3, to permit the Admission Office to accept a student's official transcript in four different ways.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mrs. Richards deferred Resolution 22-95, Honoring the SSU Women's Basketball Team, to Dr. Paul Crabtree, Vice President of Student Affairs. Dr. Crabtree asked the Lady Bears basketball team to stand and read Resolution 22-95. The team was given a round of applause and standing ovation for their accomplishments in reaching the "Final Four" in the NAIA National Tournament.

Resolution 22-95 was moved by unanimous acclamation.

Chairman Reynolds congratulated the Lady Bears and stated how very proud the Board was for the team's prowess and their outstanding representation of SSU at the national level.

Dr. Crabtree presented coach Hagen-Smith and each member of the team and Board of Trustees a bound booklet of the news-clippings coverage of their journey to the nationals.

Coach Robin Hagen-Smith thanked the Board on behalf of herself, and the team and other coaches for the special recognition and stated that she was proud to be associated with such a fine group

of young ladies.

Mrs. Richards stated that the Quality of University Life Committee also heard an update on Student Senate activities from Student Senate President, Polly Workman; an explanation of the new University directory planned for fall 1995; a reviewing of the EMAS + system by Suzanne Shelpman; an update on on-campus health services for students and a report on enrollment by Dr. Paul Crabtree.

Finance and Facilities Committee, Mr. Frank Waller, Chairperson

Mr. Waller moved and Mr. Shkurti seconded a motion to approve Resolution 23-95, Approval of the Center for the Arts Mission Statement. This resolution will help guide the Executive Director of the Center for the Arts in contracting events to be held in the facility.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mr. Waller moved and Mr. Shkurti seconded a motion to approve Resolution 24-95, Approval of Recommended Instructional, Miscellaneous, and General Fee Increases. This resolution approves an increase in instructional fees for full-time students of 4%; general fee increase of 4.6%; out-of-district fee increase of 4% and out-of-state increase of 8%. An increase in instructional fees for part-time students (per credit hour up to 11 and above 18) of 4.8%; general fee increase of 9.1% and out-of-state increase of 7.7%. Miscellaneous fees for Credit by Exam increased by 5% and the Health Science Fee increased by 4%.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Mr. Shkurti,
Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: Ms. Riffe

Mr. Waller moved and Mrs. Richards seconded a motion to approve Resolution 25-95, Approval of Room and Board Fee Schedule. This resolution approves a restructured student housing fee schedule which includes a meal plan that will be made available to all returning students and will be required of all incoming students. A brief discussion followed.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mr. Waller moved and Mrs. Thatcher seconded a motion to approve Resolution 26-95, Approval of a Technology Instructional Fee. This resolution approves a technology instructional fee totalling a 2% increase in the prior academic year instructional and general fee for the sole purpose of enhancing the development of new technology throughout the SSU campus.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Mr. Shkurti,
Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: Ms. Riffe

Mr. Waller moved and Mrs. Thatcher seconded a motion to approve Resolution 27-95, Approval of Parking Fees. This resolution approves a parking fee to be paid by all faculty, staff and students who park at the University. The establishment of this parking fee is with the understanding that such fees will be held in an auxiliary fund account and used solely for the purpose of maintaining and repairing present and future lots and for operating a parking enforcement system.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mr. Waller moved and Mr. Shkurti seconded a motion to approve Resolution 28-95, Approval of Annual Performance-Based Salary Adjustment Process for Administrators, Policy 4.49. This resolution establishes a performance-based salary adjustment process as mandated by the Board of Trustees in Resolution 39-91 and developed by the University Administrative Senate in collaboration with the Vice President for Business Affairs.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mrs. Thatcher, Mr. Waller, Mr. Winters

Nays: None

Mr. Waller moved and Mr. Clayton seconded a motion to approve Resolution 29-95, BASICS Adult Basic and Literacy Education (ABLE). This resolution approves the submission of the ABLE grant renewal in the amount of \$70,490 that will offer direct literacy services to adults in the Portsmouth area.

Ayes: Mr. Clayton, Mr. Reynolds, Mrs. Richards, Ms. Riffe,
Mr. Shkurti, Mr. Waller, Mr. Winters

Nays: Mrs. Thatcher

Mr. Waller moved and Mr. Shkurti seconded a motion to approve Resolution 20-95, Personnel. This resolution approves the creation of a new position in the JOBS Office of JOBS Coordinator; a new position of Technical Director in the Center for the Arts; the appointment of Vivian K. Mason, Assistant Professor of Theatre; appointment of Paula Kiser, EOC Outreach Coordinator; and accepted the resignations of Gary Stottlemyer, Assistant Director, Academic Computing and Betty Waller, Associate Professor, Teacher Education.

Mr. Waller reported that the Finance and Facilities Committee also heard a report on the administrative evaluation instrument; reviewed a summary of the University's budget performance through March 31, 1995; heard a report on a proposed donation of Mercy Campus to SSU; and reviewed the capital status report of April 7.

President Veri thanked Dr. Creamer and his staff for the many long hours that have been

dedicated to the budget process and the new fee increases. Mr. Saul stated that he was concerned with the morale of the University and felt that the student body did not understand the need for the fee increases and better communication was needed to ease the concern. Mr. Waller suggested that Mr. Saul arrange a meeting of student leaders to meet with Dr. Creamer to address concerns. Dr. Veri directed Dr. Crabtree and Dr. Creamer to work with the University Chronicle to do an article explaining the new fee increases.

Executive Committee - Mr. Tom Reynolds, Chairperson

Mr. Reynolds reported that the Executive Committee approved the General Education Program proposal and approved the appointment of Carl Daehler, Executive Director, Center for the Arts.

Reports from Board Liaisons with Other Organizations

Mrs. Richards gave a brief report on the SSU-Development Foundation and stated that various meetings are scheduled with regard to the development campaign.

Mr. Winters reported in his capacity as IUC liaison, that he is one of five Trustees on a committee to meet with OBR and Chancellor Hairston in an advisory capacity. Mr. Winters gave a brief overview of a growing concern between IUC and OBR.

New Business

None

Comments from the Public


None

Adjournment

the meeting was adjourned at 2:45 p.m. by acclamation.



Chairman, Board of Trustees



Secretary, Board of Trustees

AGENDA
SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES
April 21, 1995
1:15 P.M.
Homer Selby Board Room

- A. Call to Order
- B. Roll Call
- C. Approval of April 21, 1995 Agenda
- D. Approval of February 18, 1995 Board Minutes
- E. President's Report
- F. Committee Reports

Academic Affairs Sub-Committee, Tom Winters, Vice Chairperson (for Jeff Kaplan)

- Resolution 15-95 Ohio University Southern Campus New Degree Program
- Resolution 16-95 Approval of Policy 5.25, Human Subject Research Policy TABLE
- Resolution 17-95 Full-Service Faculty Promotions
- Resolution 18-95 Full-Service Faculty Continuing Contracts
- Resolution 19-95 Shawnee State University Mission Statement

Quality of University Life, Patricia Richards, Chairperson

- (Resolution 20-95 Personnel - to be presented under Finance and Facilities)
- Resolution 21-95 Guidelines for Student Admission, Policy 3.00 Revised
- Resolution 22-95 Honoring the SSU Women's Basketball Team

Finance and Facilities, Frank Waller, Chairperson

- Resolution 23-95 Approval of Center for the Arts Mission Statement
- Resolution 24-95 Approval of Recommended Instructional, Miscellaneous, and General Fee Increases

- Resolution 25-95 Approval of Room and Board Fee Schedule
- Resolution 26-95 Approval of Technology Instructional Fee
- Resolution 27-95 Approval of Parking Fees
- Resolution 28-95 Approval of Policy 4.49, Annual Performance-Based Administrative Salary Adjustment Process
- Resolution 29-95 BASICS Adult Basic and Literacy Education (ABLE)
- Resolution 20-95 Personnel

Executive Committee, Tom Reynolds, Chairperson

- G. Reports, if any, from Board liaisons with other organizations
- H. New Business
- I. Comments from constituent groups (if any) and the public
- J. Other Business
- K. Executive Session (if needed)
- L. Adjournment

RESOLUTION 15-95

**OHIO UNIVERSITY SOUTHERN CAMPUS
NEW DEGREE PROGRAM**

WHEREAS, the Ohio Revised Code, Section 3333.141, provides that no state-supported institution of higher education shall thereafter establish any technical education course or program in the territory of the former state community college district unless the Board of Trustees of the State University has adopted a resolution specifying that it does not object to the establishment of the course or program in the territory of the former state community college district; and

WHEREAS, Ohio University Southern Campus requests Board of Trustees approval to offer an Associate of Applied Science Degree in Business Management Technology; and

WHEREAS, Provost Addington, Dean Payne and the faculty in the College of Business oppose the approval of the AAS in Business Management Technology on the basis that it would be a duplication of a degree that SSU could offer at the OUSC site; and

WHEREAS, the Academic Affairs Committee of the Board recommends that the AAS in Business Management Technology not be approved;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University does object to the establishment of an Associate of Applied Science Degree in Business Management Technology by the Ohio University Southern Campus.

(April 21, 1995)

RESOLUTION 16-95

APPROVAL OF HUMAN SUBJECT RESEARCH POLICY

WHEREAS, Shawnee State University desires to establish a human subject research policy; and

WHEREAS, the University Senate has approved the attached Human Subject Research Policy;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the Human Subject Research Policy as a Shawnee State University policy, effective June 9, 1995.

April 21, 1995 (Tabled)
June 9, 1995 (Approved)

RESOLUTION 16-95

APPROVAL OF HUMAN SUBJECT RESEARCH POLICY

WHEREAS, Shawnee State University desires to establish a human subject research policy; and

WHEREAS, the University Senate has approved the attached Human Subject Research Policy;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the Human Subject Research Policy as a Shawnee State University policy, effective April 21, 1995.

(April 21, 1995)

RESOLUTION 17-95

FULL-SERVICE FACULTY PROMOTIONS

WHEREAS, the following faculty have been certified by the Provost to have met the minimum qualifications for promotion or a stipend award; and

WHEREAS, the Provost recommends the faculty members listed below for promotion or a stipend, according to the guidelines of Article XIII of the University's Agreement with the Shawnee Education Association; and

WHEREAS, both the applicable academic supervisor and the elected Promotion Committee have reviewed eligible faculty and made recommendations about their qualifications for promotion or a stipend award; and

WHEREAS, both the Provost and the President have reviewed the files of all those eligible for promotion or the stipend award and have with due deliberation recommended the individual promotions or stipend awards listed below; and

WHEREAS, the Academic Affairs Committee has reviewed the deliberations of the Promotion Committee and concurs with the promotion and stipend award recommendations of the Provost and the President and recommends these individuals to the Board for promotion or a stipend according to the specifications of the SSU-SEA Agreement;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees appoints the following faculty members to the academic rank or a stipend listed with each effective at the start of the 1995-96 academic year:

Stipend for rank of Professor:

Kathleen Simon

Stipend for rank of Associate Professor:

Tony Dzik
Jinlu Li

To the rank of Professor:

Mary Dillard
Ed Miner

To the rank of Associate Professor:

Robert Lawson
Catherine Perry
Chris O'Connor

To the rank of Assistant Professor:

Roger Diamond

(April 21, 1995)

RESOLUTION 18-95

FULL-SERVICE FACULTY CONTINUING CONTRACTS

WHEREAS, Dr. Veri concurs with recommendations of Provost Addington and the faculty's elected Continuing Contract Committee (as per the SSU/SEA Agreement) that the following faculty members be offered continuing contract status at the start of the 1995-96 academic year:

Catherine Perry, College of Health Sciences
Lane Raiser, College of Arts & Sciences
Marla Thoroughman, College of Health Sciences

WHEREAS, those recommendations have been accepted and forwarded by the Academic Affairs Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the award of continuing contracts for the above-named faculty members.

(April 21, 1995)

RESOLUTION 19-95

**SHAWNEE STATE UNIVERSITY
MISSION STATEMENT**

WHEREAS, an ad hoc committee of faculty members, students, and administrators appointed by the Executive Board of the University Senate recommended the University's mission statement be revised; and

WHEREAS, the University Senate recommended the adoption of a new mission statement to reflect the regional orientation of the University as embodied in the functional mission statement recommended by the Ohio Board of Regents as well as the new General Education Core curriculum;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the following mission statement for the University:

**SHAWNEE STATE UNIVERSITY
MISSION STATEMENT**

Shawnee State University--the regional state university of Southern Ohio--prepares students for the changing needs of business, industry, education, and society through its diversified degree programs. Recognizing the importance of knowledge, values, and cultural enrichment, Shawnee State University is committed to providing an undergraduate education that fosters competence in oral and written communication, scientific and quantitative reasoning, and critical analysis/logical thinking. To enrich the lives of the community, the University provides opportunities for continuing personal and professional development, intellectual discovery, and appreciation for the creative and performing arts.

(APRIL 21, 1995)

RESOLUTION 20-95

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;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the following positions and reassignments and acknowledges the items reported herein:

NEW POSITIONS:

Administrative

JOBS Coordinator
Office - JOBS
Status - Continuous Temporary Contract
Grade - Not yet established

Technical Director
Office - Center for the Arts
Status - Continuous Contract, Auxiliary Fund
Grade - Not yet established

APPOINTMENTS AND REASSIGNMENTS FOR BOARD ACTION:

Faculty

Vivian K. Mason
Assistant Professor of Theater
Department of Arts and Humanities
College of Arts and Sciences
Step 16, Salary \$31,724
1996 Academic year, full service contract

Administrative

Paula Kiser

EOC Outreach Coordinator

Continuous Temporary Contract (following successful completion of probationary status)

Grade: 22 - Part-time

Salary: \$10,000 - Ten months

RESIGNATIONS AND OTHER ACKNOWLEDGMENTS:

Administrative

Gary Stottlemeyer

Assistant Director, Academic Computing

Resignation: Effective April 28, 1995

Faculty

Betty Waller

Associate Professor, Teacher Education

Retirement: Move to September 15, 1995

(April 21, 1995)

RESOLUTION 21-95

GENERAL GUIDELINES FOR STUDENT ADMISSION POLICY 3.00 (REVISION)

WHEREAS, the University desires a more "student friendly" method of accepting an official transcript, which is required of degree-seeking applicants; and

WHEREAS, this policy has been reviewed by the appropriate University committees and approved by the University Senate; and

WHEREAS, the committee concurs with the recommendation, they therefore recommend the adoption of this revised policy to the Board of Trustees;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the following change to Policy No. 3.00:

General Guidelines for Student Admission, paragraph 2.2.3, changed as reflected in the attached revised Policy No. 3.00.

(April 21, 1995)

RESOLUTION 22-95

HONORING THE SSU WOMEN'S BASKETBALL TEAM

WHEREAS, Shawnee State University continues to support extracurricular sports opportunities for all its students, including competition in the Mid-Ohio Conference (MOC) and National Association of Intercollegiate Athletics (NAIA); and

WHEREAS, the University, with the caliber of its players and coaches, has fielded excellent teams in all sports and an outstanding Women's Basketball team; and

WHEREAS, members of the Women's Basketball Team represented SSU for the second consecutive year, and advanced to the "FINAL FOUR" in NAIA National Tournament play;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University recognizes the singularly distinctive achievement of the team for their "first" in the intercollegiate history of Shawnee State University Women's Basketball and commends the team and coaches listed below for their outstanding performance:

Jenni Wessel	Cathy Riggs	Jenny King	Tiffany Clayton
Annie Mains	Nikki Jackson	Molly Linville	Melissa Brown
Renee Walls	Becky Prince	Dana Warnock	Kristin Young

Head Coach: Robin Hagen-Smith

Assistant Coaches: Gregg Smith, Andy Roberts

(April 21, 1995)

RESOLUTION 23-95

APPROVAL OF THE CENTER FOR THE ARTS MISSION STATEMENT

WHEREAS, Shawnee State University plans to open its new facility known as the Center for the Arts later this calendar year; and

WHEREAS, an Executive Director has been hired to operate the facility and plan for its programming and use; and

WHEREAS, it is intended that the facility be a venue for educational and cultural programming and entertainment that is consistent with the mission of the University; and

WHEREAS, a committee of University and community members met and developed a mission statement that is consistent with the previously stated goals; and

WHEREAS, the accompanying statement is recommended by the President;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the accompanying mission statement as recommended and directs the Executive Director of the Center for the Arts and the advisory group to the Executive Director to plan and schedule future programming consistent with the statement.

(April 21, 1995)

Shawnee State University Center for the Arts Mission Statement

The mission of the Center for the Arts is to provide a creative environment for the university and community to promote teaching and learning of, and enrichment in, the visual, fine and performing arts for the campus and region. At the same time, the center will be a venue for the presentation of a balanced, comprehensive and multi-cultural program of arts, education and community events.*

Goals:

- To nurture excellence and innovation in arts education and the presentation of visual, fine and performing arts
 - to enhance the appreciation of the arts including music, dance, theater and the visual arts to all audiences
 - to encourage and support area arts organizations and to provide accessibility to community and business constituents
 - to develop education outreach programs which serve the region's public and private schools
 - to present nationally prominent arts activities to attract regional audiences
 - to support the economic development goals of Portsmouth and the tri-state area
 - to encourage and support multi-cultural and international understanding through the arts.
- * In order to ensure the implementation of the mission, a system to foster communication and collaboration between the university and community will be developed and utilized.

RESOLUTION 24-95

**APPROVAL OF RECOMMENDED INSTRUCTIONAL, MISCELLANEOUS,
AND GENERAL FEE INCREASES**

WHEREAS, Shawnee State University requires resources in excess of proposed subsidies and existing instructional and general fees to meet the University's operating needs for fiscal year 1996; and

WHEREAS, proposed legislation enables the Board of Trustees of Shawnee State University to supplement state subsidies by income from students with any increase in instructional and general fee charges limited to no more than six percent above the amounts charged in the prior academic year and no more than four percent in a single vote; and

WHEREAS, the same legislation and section 3345.01 of the Ohio Revised Code require that the University also charge a tuition surcharge to all students who are not residents of Ohio; and

WHEREAS, the proposed fee charges for instructional and general fees and miscellaneous student fees as listed on the accompanying schedules conform to the restrictions described above and are recommended to the Board of Trustees by the Finance and Facilities Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the fee schedules accompanying this resolution, effective Summer Quarter 1995, subject to any subsequent legislative restrictions which may be enacted.

(April 21, 1995)

SHAWNEE STATE UNIVERSITY

	<u>Current Fees 1994-95</u>	<u>Proposed Fees 1995-96</u>	<u>Amount Change</u>	<u>Percent Change</u>
TUITION (QUARTERLY)				
Full-Time (12-18 hours)				
Instructional	\$754.00	\$784.00	\$30.00	4.0
General	131.00	137.00	6.00	4.6
Out-of-State, District	253.00	263.00	10.00	4.0
Out-of-State	622.00	672.00	50.00	8.0
Part-Time (per credit hour up to 11 and above 18)				
Instructional	63.00	66.00	3.00	4.8
General	11.00	12.00	1.00	9.1
Out-of-State, District	22.00	22.00	-0-	-0-
Out-of-State	52.00	56.00	4.00	7.7
MISCELLANEOUS STUDENT FEES				
Application	30.00	30.00	-0-	-0-
Late Payment (Maximum \$75.00 per quarter)	35.00	35.00	-0-	-0-
Late Installment Fee	20.00	20.00	-0-	-0-
Transcript	3.00	3.00	-0-	-0-
Transcript, Immediate Action	10.00	10.00	-0-	-0-
Graduation	50.00	50.00	-0-	-0-
Graduation Re-Application Fee	5.00	5.00	-0-	-0-
Credit by Exam	40.00	40.00	-0-	-0-
Credit by Arrangement (per hr.)	80.00	84.00	4.00	5.0
Change Orders (Max. \$16.00)	4.00	4.00	-0-	-0-
Budget Payment Plan Fee	15.00	15.00	-0-	-0-
Bad Check Fee	25.00	25.00	-0-	-0-
International Stu. Orient.	200.00	200.00	-0-	-0-
Health Science Fee (\$7.00/credit hour with max. of \$77.00)	74.00	77.00	3.00	4.0
Education Field Fee	125.00	125.00	-0-	-0-
Credentials Evaluation	50.00	50.00	-0-	-0-

RESOLUTION 25-95

APPROVAL OF ROOM AND BOARD FEE SCHEDULE

WHEREAS, Shawnee State University first operated student housing on its campus effective Fall Quarter 1994; and

WHEREAS, in the initial year of operation the related housing fees were established at a level similar to that planned by the prior owner; and

WHEREAS, added services are now being provided to the residents and additional revenues must be generated to fund principal and interest payments related to the acquisition and renovation of the facilities in addition to the cost of operating the units; and

WHEREAS, a meal plan also is being made available to all returning students and will be required of all incoming students at the cost established for the University by its vendor;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the recommended room and board fee schedule accompanying this resolution effective Fall Quarter 1995.

(April 21, 1995)

SHAWNEE STATE UNIVERSITY

HOUSING FEE SCHEDULE

	<u>Current Fees 1994-95</u>	<u>Proposed Fees 1995-96</u>	<u>Amount Change</u>	<u>Percent Change</u>
ROOM				
Double Room				
Annual Payment	2,000.00	2,500.00	500.00	25.0
Quarterly Plan (\$875 per)	2,150.00	2,625.00	475.00	22.1
Budget Plan				
(9 payments @ \$300.00)	2,300.00	2,700.00	400.00	17.4
Private Room (if available)				
Annual Payment	N/A	3,000.00	N/A	N/A
Quarterly Plan (1,066.67 per)	N/A	3,200.00	N/A	N/A
Budget Plan				
(9 payments @ \$377.78)	N/A	3,400.00	N/A	N/A
BOARD				
Meals (17 meals per week)	N/A	1,130.00	N/A	N/A

(April 21, 1995)

RESOLUTION 26-95

APPROVAL OF A TECHNOLOGY INSTRUCTIONAL FEE

WHEREAS, the Board of Trustees of Shawnee State University earlier in this session approved a four percent increase to the instructional and general fees effective Summer Quarter 1995; and

WHEREAS, proposed legislation provides for up to a 6% increase in the instructional and general fees with any increase in excess of four percent to be authorized by a separate vote of the Board of Trustees; and

WHEREAS, a technology instructional fee totalling a two percent increase in the prior academic year instructional and general fee is being proposed for the sole purpose of enhancing the development of new technology throughout the Shawnee State University campus; and

WHEREAS, the proposed fee was recommended by the Vice President for Business Affairs and the President to the Finance and Facilities Committee and is endorsed by the Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the technology instructional fee schedule accompanying this resolution effective Summer Quarter 1995.

(April 21, 1995)

SEAWNEE STATE UNIVERSITY

Technology Instructional Fee

Full-Time (12-18 hours) \$17.00

Part-Time (per credit hour
up to 8 and above 18) 2.00

(April 21, 1995)

RESOLUTION 27-95

APPROVAL OF PARKING FEES

WHEREAS, Shawnee State University intends to expand its existing parking lots and pave its unpaved lots from capital appropriations; and

WHEREAS, existing and newly paved lots will require annual maintenance not available through the general operating budget; and

WHEREAS, negotiations have been conducted with both bargaining units related to the establishment of such a fee; and

WHEREAS, fees at other campuses have been studied and the proposed fees are reasonable in relation to other four year public universities in Ohio and also conform to the limits placed on such fees by the bargaining agreements;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the parking fee schedule accompanying this resolution effective Fall Quarter, 1995, with the understanding that such fees will be held in an auxiliary fund account and used solely for the purpose of maintaining and repairing present and future lots and for operating a parking enforcement system.

(April 21, 1995)

SHAWNEE STATE UNIVERSITY

Parking Fee

1995-96

Reserved \$10.00 per month/\$120.00 per year

General \$5.00 per month/\$15.00 per quarter/
\$60.00 per year

(April 21, 1995)

RESOLUTION 28-95

**APPROVAL OF ANNUAL PERFORMANCE-BASED SALARY
ADJUSTMENT PROCESS FOR ADMINISTRATORS**

WHEREAS, the Board of Trustees of Shawnee State University directed that a performance-based salary adjustment process be developed prior to any future salary increase being recommended; and

WHEREAS, the existing compensation policy (4.53, section 9.0) provides for but does not outline a process for awarding performance-based compensation; and

WHEREAS, a policy has been developed by the University Administrative Senate in collaboration with the Vice President for Business Affairs; and

WHEREAS, the policy is endorsed by the University Administrative Senate with reservations as explained in their letter to the Board of Trustees;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the adoption of the accompanying policy and named below:
Annual Performance-Based Salary Adjustment Process.

(April 21, 1995)

RESOLUTION 29-95

BASICS ADULT BASIC AND LITERACY EDUCATION (ABLE)

WHEREAS, the grant listed below and summarized on the attached grant proposal has been reviewed by the appropriate University committees and/or individuals, and is recommended for submission for renewal by the Finance and Facilities Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the submission of the BASICS Adult Basic and Literacy Education grant renewal.

(April 21, 1995)

RESUME SUMMARY

EOC Outreach Coordinator

NAME, TITLE, ADDRESS: Paula A. Kiser
6660 Clear Creek Road
Hillsboro, OH 45133

EDUCATION:

<u>Degree</u>	<u>Academic Major</u>	<u>University</u>	<u>Date Awarded</u>
Graduate Work	Business Education	University of Dayton	3/86-5/87
BS	Business Administration	Xavier University	5/83
Associate	Accounting	Southern State Comm. Coll.	8/81

CERTIFICATIONS (if any):

EXPERIENCE:

<u>Institution/Agency</u>	<u>Title</u>	<u>Inclusive Dates</u>
Southern State Comm. College	Instructor	9/92-Present
Clinton Asphalt Paving Co.	Controller	10/92-7/94
Paul Gould Enterprises (Machine Tools)	Special Projects, Consulting	4/91-9/92
Baker Concrete Construction, Inc.	Assistant Controller	9/85-3/91
Sardinia Concrete Corporation	Office Manager	7/83-9/85
S.B. Craig & Co., Inc.	Bookkeeper	2/79-8/81
1st Security Bank	Proof Operator	6/78-2/79

HONORS AND AWARDS:

ADDITIONAL INFORMATION RELEVANT TO POSITION:

Shawnee State University

March 27, 1995

Portsmouth, Ohio 45662
(614) 354-3205

Ms. Paula A. Kiser
6660 Clear Creek Road
Hillsboro, OH 45133

Dear Ms. Kiser:

I am pleased to offer you, subject to approval of the U.S. Department of Education, the position of Outreach Coordinator for the Educational Opportunity Center, effective March 27, 1995.

The responsibilities of this position are detailed in the enclosed job description. This document, when combined with the current (or future) policies of the University, describe your relationship with SSU. As a part of the relationship, the conditions of appointment are covered in the "Administrative Appointments" policy which is enclosed. This policy includes a six-month probationary period.

The salary we offer is \$10,000 per year for this part-time (ten months, 20 hours per week) Continuous Temporary Contract position. The benefits to which you are entitled are: enrollment into the Ohio Public Employees Retirement System (PERS); and educational benefits available for part-time administrative employees.

In addition, we have the convenience of depositing your pay directly into your checking or savings account. If you would like this option, please return the attached "Direct Deposit" form along with appropriate attachments to the Personnel Office at Shawnee State University, 940 Second Street, Portsmouth, Ohio 45662-4344.

I trust these conditions confirm our discussion and meet your approval. If you will endorse one of the two copies of this letter and return one to me, we will forward a contract to you after approval by the Shawnee State University Board of Trustees.

I look forward to your joining us in our efforts to positively impact Ohio Appalachia.

Sincerely yours,



Clive C. Veri
President

rgw:94294

Attachments

pc: OACHE Board of Directors
Mr. Wayne F. White, Executive Director

I accept the conditions of
employment presented above



Date: 03/27/95

Paula A. Kiser

3 pm Bear Hug
B45 Prayer

Tributes to Vern Riffe by SSU and Southern Ohio Community

PRESIDENT'S BALL

The President's Ball is scheduled for May 20th at 6:30 p.m. The theme is "Hats Off, Vern!" Ticket price is \$75.00/person, or \$1,200 for a table sponsorship which includes 8 tickets. The dress is "black tie optional." Cocktails will be served on the patio in between The Commons Building and the Rhodes Sports Center (weather permitting). Dinner will start at 7:30 (in the Sports Center) with the Logan Rollins band playing dinner music. The menu includes, salad, stuffed pork loin, vegetable medley, stuffed baked potato, dessert and dinner wine. After dinner Terry Conley will join the band and sing Big Band Music. Tom Reeder will be the Master of Ceremonies, and table sponsors will be invited to make a short toast. Proceeds from the Ball will be added to the Vern Riffe Scholarship Fund. The event will end at midnight.

COMMUNITY PICNIC

The Vern Riffe Community Celebration will be held on Sunday, May 21, 1995. Open to all, there is no charge, except for food or other items purchased.

The Celebration will begin at 2:30 p.m. on Front and Jefferson Streets at the Education Mural, where a mural of the Speaker will be unveiled. A short ceremony will be held and the crowd will be encouraged to walk or drive to the campus green approximately 8 blocks away. There, entertainment, food and fun will be "the order of the day" until 7:00 p.m.

Visitors to the area may stay in one of 3 nearby motels or a small bed & breakfast. The first and last are in walking distance to campus and the others are just a 5 minute drive.

Ramada Inn 354-7711

Room rates: \$45. + tax, (2 double beds) up to 4 per room

Motel 8 353-8880

Room rates: \$58.88 + tax up to 4 per room
12 and younger stay free

Days Inn 574-8431

Room rates: \$57.00 + tax up to 4 per room
Under 18 years stay free

1835 House 353-1856

Room rate: \$45. + tax

Further, Shawnee State Park Lodge is a 20 minute drive (858-6621, \$78.00/night) and The 100 Mile House Bed & Breakfast is a 30 minute drive (858-2984, \$55.-\$65.00/night)

Shawnee State University
Budget Forecast
FY 1997

New Revenues

Subsidy Growth	\$ 200,000	
Tuition (6% increase on flat enrollments)	<u>400,000</u>	
Total New Revenues		\$ 600,000

New Expenses

Salary Increases	445,000	
Benefits on Salary Increases	75,000	
Health Insurance Growth (20% +10%)	300,000	
New Faculty to be Absorbed	165,000	
Scholarships, Utilities, etc. (4% of other expenses)	<u>250,000</u>	
Total New Expenses		<u>1,235,000</u>

Net Decrease \$ (635,000)

SHAWNEE STATE UNIVERSITY

Salary and Benefit Budget Trends

Comparison of Fiscal Years 1993 through 1996

<u>1993</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>
\$14,250,000	\$13,277,000	\$13,485,000	\$13,500,000