

Shawnee State University

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Board of Trustees

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10-11-1996

### October 11, 1996 Meeting Minutes

Shawnee State University

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**MINUTES  
SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
October 11, 1996**

The meeting was called to order at 1:50 p.m. by Mr. Reynolds.

Mr. Reynolds installed new board member Elizabeth Smith and recognized the attendance of past trustee Jim Strafford.

Roll Call

Members Present: Mr. Bear, Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Ms. Smith, Mr. Waller

Members Absent: Mr. Davis, Mr. Kaplan

The record should show that notice of this meeting has been given in accordance with Section 121.22 (F) of the Ohio Revised Code and of the State Administrative Procedures Act.

Approval of October 11, 1996 Agenda

Ayes: Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

Nays: None

Approval of August 9, 1996 Minutes

Ayes: Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

Nays: None

President's Report

Dr. Veri reported on the increase in enrollment of 7.8%, a 5.9% increase in FTE, an 18.8% increase in new students, a 21% increase in evening students, and a 5.09% increase in subsidy-eligible students. Dr. Veri thanked Suzanne Shelpman, Larry Mangus, and others in Student Affairs and the University community who contributed to enrolling new students and retaining existing students.

Dr. Veri reminded Board members that the Convocation would be at 3:00 p.m. on the Green. Dr. Veri asked Board members to stop by Room 5 in the Commons Building to view a collection of forks and spoons crafted by Dr. Spencer Miller from over 280 species of wood from around the world.

Committee Reports

**Academic Affairs Committee, Ms. Katherine Argeros (for Mr. Kaplan)**

Ms. Argeros reported that the Academic Affairs Committee had no action items, but they discussed the Continuing Education program review, the Center for International Programs, and two faculty appointments and a faculty resignation.

**Quality of University Life, Mrs. Patricia Richards, Chairperson**

Mrs. Richards reported that the Quality of University Life had no action items, but they discussed the room and board fee schedule, received reports from the Student Senate and Student Programming Board, and reports on enrollment, intercollegiate athletics, academic excellence scholarships, housing occupancy, grants, and retention issues. Mrs. Richards also reported that the Internet Cafe was completed during the summer and suggested that Board members stop by the University Center to see the Cafe in operation.

**Finance and Facilities Committee, Mr. Frank Waller, Chairperson**

Mr. Waller moved and Mr. Shkurti seconded a motion to approve Resolution 45-96, Personnel. This resolution approves faculty appointments of Mary Ann Lubno as Nursing Chair/Associate Professor and Edward Kehres as Senior Instructor in Occupational Therapy, resignation of Paul Gardocki, EOC staff member in OACHE, and position elimination of Tina Panell, Cultural Diversity Training Program, and the resignation of Pat Lawson, Chairperson/Senior Instructor in Physical Therapy.

Ayes: Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

Nays: None

Mr. Waller moved and Mr. Clayton seconded a motion to approve Resolution 46-96, Naming of the Campus Green. This resolution approves naming the campus Green "Alumni Green" in honor of SSU's graduates who mark attainment of their educational goal at commencement on this symbolic field.

Ayes: Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

Nays: None

Mr. Waller moved and Mrs. Richards seconded a motion to approve Resolution 47-96, Signature Authority for Contracts. This resolution approves policy 5.27, which delineates the legal authority for personnel signing agreements for the University.

**Ayes:** Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

**Nays:** None

Mr. Waller moved and Mr. Shkurti seconded a motion to approve Resolution 48-96, Corporate Authorization. This resolution authorizes the University Treasurer, as well as Medical Benefits President and Vice President for Finance, to endorse checks and orders for the payment of money and withdrawal of funds on deposit with the Park National Bank for the administration of the University's health insurance program.

**Ayes:** Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

**Nays:** None

Mr. Waller moved and Mrs. Richards seconded a motion to approve Resolution 49-96, Room and Board Fee Schedule.

**Ayes:** Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

**Nays:** None

Mr. Waller moved and Mr. Clayton seconded a motion to approve Resolution 50-96, Approval of Perkins Grant and Pixley Grants.

**Ayes:** Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

**Nays:** None

Mr. Waller reported that several information items were discussed, including year-end closing, financial plan of the Foundation, room utilization, receipt by OACHE of a \$74,400 grant from the Appalachian Regional Commission and a \$18,600 matching grant from Ameritech for a feasibility and engineering study for ITV in Ohio's Appalachian region, and the capital status report.

**Executive Committee, Mr. Tom Reynolds, Chairperson**

Mr. Reynolds moved and Mr. Shkurti seconded a motion to approve Resolution 51-96,1997 Schedule of Meetings.

Ayes: Ms. Argeros, Mr. Clayton, Dr. Payne, Mr. Reynolds,  
Mrs. Richards, Mr. Shkurti, Mr. Waller

Nays: None

Mr. Reynolds reported on actions taken on behalf of the Board at the Executive Committee on September 9, 1996. The Executive Committee approved Resolution 42-96, Personnel; Resolution 43-96, Full-Service Faculty Promotion; and Resolution 44-96, Revisions to University Policy 5.18: Emeritus and Retired Status.

Reports from Board liaisons with other organizations

Mrs. Richards reported that the Development Foundation staff had been busy working on the Tenth Anniversary Celebration.

In the absence of a Board liaison with IUC, Dr. Veri reported that at the last IUC meeting, it was suggested and endorsed to change the IUC bylaws to have IUC meetings be presidents-only. In making the changes, IUC seeks to involve more trustees in discussing higher education issues, and will hold two yearly meetings in order to have more interaction with Trustees. Dr. Veri commented that we were fortunate to have Tom Winters and Verna Riffe as liaisons because they resided in Columbus and were able to attend IUC meetings regularly; many universities are not represent by trustees at IUC meetings.

New Business

Mr. Reynolds reported that the nominating committee for next year's officers would be Pat Richards, George Clayton, and Jeff Kaplan as chairperson.

Mr. Waller asked about the statewide trustee retreat that the Ohio Board of Regents was planning and Dr. Veri responded that one was being planned for late November or early December but the meeting has not been confirmed. Dr. Veri stated that one issue to be discussed at the statewide meeting was proposed language for conservatorships for colleges and universities that show indications of financial "ill health."

Comments from constituent groups and the public

**University Faculty Assembly, Professor Carl Hilgarth**

Mr. Hilgarth reported that the UFA now has an ad hoc committee in place to review the governance structure. Members of the committee chaired by Tom Carnevale include John Kelley, Ed Scott, Bill Penn, Suzanne Shelpman, Marcia Tackett, and Stacy Eldridge.

Mr. Hilgarth reported that we must have a governance structure in place by October 1, 1997, and the committee would be meeting regularly to draft a recommendation.

There being no other business to discuss, the meeting was adjourned at 2:26 p.m. by acclamation.

The next regular meeting of the Shawnee State University Board of Trustees will take place on December 12, 1996, 4:00 p.m., in the SSU Library Selby Board Room.

  
Chairman, Board of Trustees

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Secretary, Board of Trustees

**AGENDA**  
**SHAWNEE STATE UNIVERSITY BOARD OF TRUSTEES**  
**OCTOBER 11, 1996**  
**1:45 P.M.**  
**HOMER SELBY BOARD ROOM**

A. Call to Order

Swearing in of New Student Board Member - Ms. Elizabeth Smith

B. Roll Call

C. Approval of October 11, 1996 Agenda

D. Approval of August 9, 1996 Minutes

E. President's Report

F. Committee Reports

Academic Affairs Committee - Ms. Katherine Argeros (for Jeff Kaplan)

Quality of University Life - Mrs. Patricia Richards, Chairperson

Finance and Facilities - Mr. Waller, Chairperson

Resolution 45-96 Approval of Personnel

Resolution 46-96 Naming of the Campus Green

Resolution 47-96 Signature Authority for Contracts

Resolution 48-96 Corporate Authorization

Resolution 49-96 Approval of Room and Board Fee Schedule

Resolution 50-96 Approval of Grants: Pixley Grants  
Perkins Grant

Executive Committee - Mr. Tom Reynolds, Chairperson

Resolution 51-96 Approval of 1997 Schedule of Meetings

Actions taken on behalf of the Board:

Resolution 42-96 Approval of Personnel

Resolution 43-96 Full-Service Faculty Promotion

**Resolution 44-96 Revisions to University Policy 5.18: Emeritus and Retired Status**

- 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 45-96**

**PERSONNEL**

WHEREAS, the University-wide Board policy 5.16 "Approval of Personnel Appointments" 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 appointments, position changes, retirements, and acknowledgment items reported herein:

**APPOINTMENTS:**

**Faculty**

Mary Ann Lubno, RN, Ph.D., Nursing Chair/Associate Professor,  
Associate Degree Nursing Department  
Full-service faculty status  
Salary: \$55,697 plus chair stipend (salary prorated to actual start date)  
Effective: on or before January 6, 1997

Edward Kehres, Senior Instructor, Occupational Therapy  
Full-service faculty status  
Salary: \$28,364 (prorated)  
Effective: October 1, 1996

**RESIGNATIONS, RETIREMENT, AND OTHER ACKNOWLEDGMENTS:**

**Administrative**


Paul Gardocki, Outreach Coordinator, EOC  
Resignation Effective September 30, 1996

Tina Panell, Coordinator, Cultural Diversity Training Program  
Position Funding Eliminated Effective: November 30, 1996

**Faculty**

Pat Lawson, Chairperson/Senior Instructor, Physical Therapist  
Assistant Department  
Resignation Effective: December 1, 1996

(October 11, 1996)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      10/18/96      Date

RESOLUTION 46-96

NAMING OF THE CAMPUS GREEN

WHEREAS, the Shawnee State University Board of Trustees desires to recognize the symbolic link of the campus green to the graduates of the University; and


WHEREAS, this week has been dedicated to commemorating and celebrating the tenth anniversary of the founding of the University in 1986; and

WHEREAS, a new commencement stage has been completed on the Campus Green where more than 3800 students have received their diplomas and graduated into the ranks of the Shawnee State University Alumni; and

WHEREAS, the President and the Finance and Facilities Committee recommend this action to name the campus green;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby names the campus green, Alumni Green, in honor of its graduates who mark attainment of their educational goal at commencement on this symbolic field.

(October 11, 1996)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      10/18/96      Date

RESOLUTION 47-96

SIGNATURE AUTHORITY FOR CONTRACTS

The policy listed below has been reviewed by University counsel, and

WHEREAS, President Veri recommends this policy to the Finance and Facilities Committee to delineate the legal authority for personnel signing agreements for the University; and

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

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

Signature Authority for Contracts

(October 11, 1996)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      10/18/96  
Date

RESOLUTION 48-96

CORPORATE AUTHORIZATION

WHEREAS, Shawnee State University has an agreement with Medical Benefits to administer the University's health insurance coverage; and

WHEREAS, administration of the insurance plan utilizes The Park National Bank for funds investment and claims payments; and

WHEREAS, the Shawnee State University Board of Trustees designated Roger T. Murphy as University Treasurer, effective June 17, 1996;

THEREFORE, BE IT RESOLVED that the University Treasurer, as well as Medical Benefits President and Vice President for Finance are authorized to endorse checks and orders for the payment of money and withdraw funds on deposit with The Park National Bank, and adopt the provisions of paragraph B of the attached Corporate Authorization Resolution.

(October 11, 1996)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      10/13/96      Date

RESOLUTION 49-96

APPROVAL OF ROOM AND BOARD FEE SCHEDULE

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

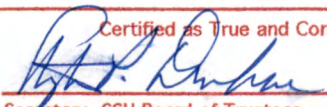
WHEREAS, additional revenues must be generated to cover the inflationary cost of operating the current units, to fund principal and interest payments related to the acquisition and renovation of the facilities, and operating costs for the newly acquired units; and

WHEREAS, a meal plan also is required of all housing students at the cost established for the University by its vendor; and

WHEREAS, the Board of Trustees approved Resolution 17-96 Room and Board Fee Schedule and desires to expand to Board fee option for students;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the amended board fee schedule accompanying this resolution effective Winter Quarter 1996.

(October 11, 1996)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees  
10/18/96  
Date

SHAWNEE STATE UNIVERSITY

HOUSING FEE SCHEDULE

<u>Room</u>	1996-97 <u>Fees</u>
<u>Double Room</u>	
Annual Payment	2,625.00
Quarterly Plan (\$919 per)	2,757.00
Budget Plan (9 payments @ \$315.00)	2,835.00
<u>Private Room (if available)</u>	
Annual Payment	3,150.00
Quarterly Plan (1,120 per)	3,360.00
Budget Plan (9 payments @ \$396.67)	3,570.00

With the following changes:

Board

<u>Daily Cost</u>	<u>Yearly Cost</u>
10 meal plan @ \$5.40 per day	\$1,020 for the 10 meal plan
13 meal plan @ \$5.75 per day	\$1,086 for the 13 meal plan
17 meal plan @ \$6.29 per day	\$1,188 for the 17 meal plan

(Revised 10/11/96)

RESOLUTION 50-96

PERKINS GRANT  
PIXLEY GRANTS

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;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the submission of the Perkins Grant renewal and the Pixley Grant proposals.

(October 11, 1996)

Certified as True and Correct  
*R. A. Dink* 10/18/96  
Secretary, SSU Board of Trustees Date



**RESOLUTION 51-96**


**1997 SCHEDULE OF MEETINGS FOR BOARD AND ITS COMMITTEES**

WHEREAS, the Shawnee State University meets as a public body under Ohio law, with meetings publicized and open to those who wish to attend; and

WHEREAS, a 1997 meeting schedule has been drafted and reviewed with the Board members so that a 1997 meeting schedule can be released well in advance, and that schedule of meetings is now recommended by the Executive Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University adopts the attached 1997 schedule of meetings for the Board and its committees.

(October 11, 1996)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees  
10/18/96  
Date

**1997 CALENDAR  
SHAWNEE STATE UNIVERSITY BOARD OF TRUSTEES  
AND ITS COMMITTEES**

		Quality of University Life	Finance & Facilities	Academic Affairs	Executive Committee
					January 13 4:00 p.m. Chillicothe
February 14, 1997 Selby Board Room 1:15 p.m.	(Friday)	February 14 9:45 a.m. Howard Room	February 14 9:15 a.m. Ketter Room	February 14 10:00 p.m. Founders Room	
					March 10 4:00 p.m. Chillicothe
April 11, 1997 Selby Board Room 1:15 p.m.	(Friday)	April 11 9:45 a.m. Howard Room	April 11 9:15 a.m. Ketter Room	April 11 10:00 a.m. Founders Room	
					May 12 4:00 p.m. Chillicothe
June 13, 1997 Selby Board Room COMMENCEMENT 4:00 p.m.	(Friday)	June 13 1:15 p.m. Howard Room	June 13 12:45 p.m. Ketter Room	June 13 1:30 p.m. Founders Room	
					July 14 4:00 p.m. Chillicothe
August 8, 1997 Selby Board Room 1:15 p.m.	(Friday)	August 8 9:45 a.m. Howard Room	August 8 9:15 a.m. Ketter Room	August 8 10:00 a.m. Founders Room	
					September 8 4:00 p.m. Chillicothe
October 10, 1997 Selby Board Room 1:15 p.m.	(Friday)	October 10 9:45 a.m. Howard Room	October 10 9:15 a.m. Ketter Room	October 10 10:00 a.m. Founders Room	
					November 10 4:00 p.m. Chillicothe
December 11, 1997 Selby Board Room 4:00 p.m.	(Thursday)	December 11 1:15 p.m. Howard Room	December 11 12:45 p.m. Ketter Room	December 11 1:30 p.m. Founders Room	