

Shawnee State University

Digital Commons @ Shawnee State University

Minutes of the Board of Trustees Meetings

Board of Trustees

7-13-1998

July 13, 1998 Executive Committee Meeting

Shawnee State University

Follow this and additional works at: <https://digitalcommons.shawnee.edu/botmeetings>

Recommended Citation

Shawnee State University, "July 13, 1998 Executive Committee Meeting" (1998). *Minutes of the Board of Trustees Meetings*. 421.

<https://digitalcommons.shawnee.edu/botmeetings/421>

This Executive Committee Minutes is brought to you for free and open access by the Board of Trustees at Digital Commons @ Shawnee State University. It has been accepted for inclusion in Minutes of the Board of Trustees Meetings by an authorized administrator of Digital Commons @ Shawnee State University. For more information, please contact svarney@shawnee.edu.

EXECUTIVE COMMITTEE REPORT
July 13, 1998
4:00 p.m., Founders Room, University Center

Members present:

Mr. Frank Waller Chairman
Mr. George Clayton Member
Mrs. Pat Richards Member
Mr. Tom Reynolds Member (arrived 4:58 p.m.)

Dr. James Chapman Ex-Officio (non-voting)
Mr. Steve Donohue Secretary (non-voting)

Others present:

Dr. Burton Payne Trustee
Mr. William McKinley Trustee
Mr. Roger Murphy Vice President for Business Affairs

Meeting was called to order by the Chairman at 4:15 p.m.

1.0 Minutes and Certification of compliance with RC 121.22(F)


The Secretary confirmed compliance with RC 121.22(F). Mrs. Richards moved and Mr. Clayton seconded approval of the minutes from the 5/15/98 meeting of the Committee. Without discussion the Committee unanimously approved the minutes.

2.0 Housing Application Fee

Action

The President briefed the Committee that the Vice President of Student Affairs proposed the elimination of the \$200 security deposit for University housing to be replaced by a one time, non-refundable \$35.00 application fee for early applications and \$50.00 for applications after July 31, for 1998, and June 30 for all subsequent years. The President advised the Committee that students found the \$200 security deposit to be a significant charge and waited until late in the Summer before committing to student housing. By eliminating the security deposit requirement, students will not be pressed for a significant cash commitment, and student housing should be filled earlier in the Summer. Eliminating the deposit also reduces the administrative costs of reimbursing the security deposits at the end of the occupancy. Any damage incurred to the premises will be posted to the student's account similar to library fines and other fees. Mr. Clayton moved and Mrs. Richards seconded approval of **Resolution 29-98**. The three members present unanimously approved the resolution.

First draft of Executive Committee minutes read and approved by the Chair for distribution and comment by the Board of Trustees only. This is not an official record until approved by the Executive Committee.


Frank Waller, Chair

3.0 Administrative Staff Classification

Action

The President advised the Committee that the status of classified and unclassified personnel at public universities in Ohio is currently under review by the Attorney General. The law regarding the jurisdiction of the Board of Trustees to establish classification plans and to set salary and compensation levels is not clear. The Attorney General indicated universities may have to submit classification plans for all employees, classified and unclassified, to the Department of Administrative Services for approval. The IUC is pursuing legislative changes to clarify the exclusive jurisdiction of Boards of Trustees over classification and compensation plans for university employees. While these changes are pending, and the university is reviewing its classification system and considering moving to a market system, the current Shawnee State University Policy 4.53, Administrative Staff Classification Compensation, requiring the Job Evaluation Committee to review and establish position grades should be suspended. If the Committee approves **Resolution 30-98** the grading of positions, during the suspension period, will be undertaken by the Director of Personnel until the legal issues are resolved. Mr. Clayton moved and Mrs. Richards seconded approval of **Resolution 30-98**. The three members of the Committee present, unanimously approved the resolution.

4.0 Housing for President

Information

The Chairman advised the Committee that he approached the Greater Portsmouth Area Board of Realtors and requested their advice on how the University could equitably use the area's Realtors to help the University procure a presidential residence. Having received no response, the Chairman requested the Secretary of the Board to request the assistance of two local Realtors, Ms. Brush and Ms. Duncan, to assist the Board in its search. The Secretary advised the Committee that both Realtors had been contacted and agreed to help the University in its search. The criteria provided to the Realtors included proximity to the University (located in the city of Portsmouth), a price range of \$200,000 to \$275,000, and a floor plan which would permit entertaining of 25 to 30 guests. The Committee was provided six listings to review and consider. The Chairman also suggested that the Board may want to consider building a home. The Secretary also advised the Committee that any real estate purchased with State funds would require two appraisals and approval by DAS and the Controlling Board. Mr. Reynolds entered the room at 4:58 p.m. and the Chairman briefed him on the actions of the Committee earlier in the meeting and the discussion of presidential housing. Dr. Chapman advised the Committee, that although he would reside in the presidential home, he viewed this as a long term commitment by the University, and that he would not actively participate in the selection process, but would offer an opinion on particular houses if asked by the Board. The Chairman also suggested that Mr. Donohue, Mr. Murphy, and Mr. Young, could provide advice to the Board regarding contracting, financing, and inspecting the premises of any prospective residence. The Chairman suggested the Executive Committee members work through the Secretary and visit homes which met the preliminary criteria for consideration. The Chairman also suggested that other members of the Board could, if interested, also visit homes and give their opinions to him. When the Committee had narrowed the choice to two or three homes that should be seriously considered, the other Board members would be offered the opportunity to inspect the premises.

The meeting adjourned at 5:13 p.m.

RESOLUTION 29-98

APPROVAL OF HOUSING FEE APPLICATION

WHEREAS, Shawnee State University Housing Policy 3.20 promotes the development of a housing program that will maximize the educational potential of students and also provide for the financial obligations of University housing; and

WHEREAS, the current \$200 housing deposit causes financial hardships and discourages students from applying for housing until late in the summer; and

WHEREAS, a housing application fee will encourage students to make an early commitment to our limited number of housing spaces;

THEREFORE BE IT RESOLVED that for Fall Quarter, 1998, the \$200 housing deposit is eliminated and replaced with a \$35.00 one-time non-refundable housing application fee for applications received before July 31 and \$50.00 for applications received after July 31; and

BE IT FURTHER RESOLVED that for all subsequent academic years the one-time non-refundable housing application fee is \$35.00 for applications received before June 30 and \$50.00 for applications received after June 30.

(July 13, 1998)

RESOLUTION 30-98

ADMINISTRATIVE STAFF CLASSIFICATION COMPENSATION

WHEREAS, Shawnee State University Policy 4.53, Administrative Staff Classification Compensation, is under review for significant modifications; and

WHEREAS, a study of comparable markets for administrative positions is underway; and

WHEREAS, the process used by all Ohio state universities to classify positions is under review by the Ohio State Personnel Board of Review and Department of Administrative Services; and

WHEREAS, the University Administrative Senate supports the elimination of the job evaluation committee; and

WHEREAS, the formal classification of positions must continue in order to establish proper pay actions for affected employees;

THEREFORE BE IT RESOLVED that the Board of Trustees approves the following actions:

1. Suspension of the policy's requirement for a committee to conduct administrative position classifications;
2. Permission for the Director of Personnel and/or designee, following the administrative classification system, to conduct position classifications critical to the needs of business.

(July 13, 1998)