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Board of Trustees

5-10-1999

May 10, 1999 Executive Committee Meeting

Shawnee State University

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SHAWNEE STATE UNIVERSITY BOARD OF TRUSTEES
EXECUTIVE COMMITTEE REPORT

May 10, 1999
Selby Board Room

Members present:

Mr. Frank Waller	Chairman
Mr. William McKinley	Member (for Mr. Clayton)
Mrs. Pat Richards	Member
Mr. Tom Reynolds	Member

Dr. James Chapman	President (non-voting)
Mr. Steve Donohue	Secretary (non-voting)
Mr. Roger Murphy	Treasurer (non-voting)

Also in attendance was Mr. George Davis.

The meeting was called to order at 4:05 p.m.

1.0 Certification of compliance with RC 121.22(F) – Board Secretary

The Secretary confirmed compliance with RC 121.22(F).

2.0 Approve minutes of Executive Committee Meeting (3/18/99)

Mrs. Richards moved and Mr. McKinley seconded a motion to approve the minutes of the March 18, 1999 meeting. The committee unanimously approved the minutes.

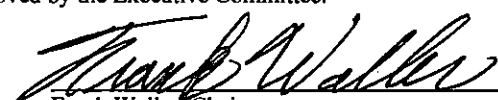
3.0 Approval of Golden Bears and GearUp Grants

Mrs. Richards moved and Mr. McKinley seconded a motion to approve Resolution E5-99, Community Development Block Grant and the OACHE/GearUp grant. There was a brief discussion clarifying the commitment from Shawnee State University. Resolution E5-99 was approved unanimously.

4.0 Change in SSU Development Foundation Policies

Mrs. Richards moved and Mr. McKinley seconded a motion to approve Resolution E6-99, Development Foundation Policies. Resolution E6-99 was approved unanimously.

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

5.0 Purchase of Presidential Residence

Mrs. Richards moved and Mr. McKinley seconded a motion to approve Resolution E7-99, Purchase of a Presidential Residence. Mr. Waller noted that the purchase contract is subject to the approval of the Board of Trustees and the Controlling Board. Mr. Waller advised the Board members that this house does not fit all the criteria for a president's residence, and it is an older home, but there is not a lot available in the local real estate market that would meet the needs of the University. Mr. Waller stated that this was an interim home and that sometime in the future, a presidential home would be built close to or on campus. Mr. Davis voiced his approval of the resolution even though he had no vote at this meeting, stating that it shows a commitment to build a presidential home on campus. Mrs. Richards commented that this house was of a price and in a location where the University could resell it at cost without much difficulty. Resolution E7-99 was approved unanimously.

6.0 Honorary Degree

Mr. Waller asked Ms. Ginny Hamilton of the University Faculty Assembly to make comments on the UFA proposal. Ms. Hamilton stated that there was unanimous consent from UFA to recognize their nominee, with an honorary degree from Shawnee State University. The UFA felt that he was an exemplary person who represents the University well and considering his current health conditions, the UFA wanted to honor him while he was still able to accept the award. Discussion was postponed until later in the meeting when copies of Policy 1.04 could be distributed for review.

7.0 Change to SSU Policy on Administrative Salaries

Ms. Elinda Boyles provided a report briefly describing the results of studies regarding administrators and ATSS salaries. The studies included market comparisons and internal review of pay within the current salary structure.

Overall, the University's comparison to market averages appears favorable. However, there are several compensation related issues needing attention. Several positions do have weak comparisons to market; a serious market problem continues for Information Systems positions; a growing concern is developing for accountant positions; and nearly 2/3 of our administrative staff remain compressed below the midpoint of the salary ranges. Some of these, approximately 20%, have five or more years of service

The purpose of the preliminary discussion was to glean ideas and concepts that might aid in the revision of policies which deal with administrator and ATSS pay matters

Ms. Boyles stated that there was a problem within the current system regarding the opportunity for people to advance to the market average. Mr. Waller asked what we were using to compare SSU salaries. Ms. Boyles replied that national studies were used, including CUPA and Mercer reports, and the positions were compared to similar positions in higher education institutions comparable in size to SSU. Ms. Boyles stated that UIS positions were compared to private industry as well, with an emphasis on higher education. Ms. Boyles reported that several other Ohio universities were in similar situations.

Mr. Paul Madden, Co-chair of the University Administrative Senate, reported on the results of several meetings and surveys of the UAS. Mr. Madden stated that the majority of administrators were not satisfied with the bonus/merit system and as a result of a recent survey, 90% of respondents would like the bonus/merit policy rescinded.

Mr. Madden and Ms. Boyles mentioned some ideas for alternatives to the bonus/merit system, including reallocating the bonus pool to address market inequities for certain positions.

Mr. Reynolds stated that some Board members were reluctant to change, but he wanted to go on record to get this issue on the table. Mr. Waller noted that some Board members were strongly in favor of the bonus/merit pay and any information that members could receive before the June meeting will help facilitate a decision.

After considerable discussion, Mr. Waller stated that the Board was very willing to consider alternatives and asked Ms. Boyles to prepare recommendations for the Board members to consider at the June meeting.

6.0 Honorary Degree (continued)

Mr. Waller opened discussion again on the proposal to award an honorary degree to Mr. Ferguson. Policy 1.04 was distributed and Mr. Waller and the other members took a moment to review the policy. Mrs. Richards asked about another similarly situated individual, since both have given a lot to the university and have previously been honored by the University.

Mr. Davis stated that he did not want the Board to be in a position of giving an honorary degree to one person and being expected to give the same award to the other one. Mr. Davis further stated that he did not want to diminish the nominee's many accomplishments, but he did not appear to meet the policy requirements of having statewide and national recognition.

Mr. Reynolds stated that anyone has the right to be considered, but noted that the more honorary degrees SSU awards, the less they mean.

Mr. Waller stated that further consideration of this proposal would be postponed.

8.0 VRCFA Financial Report

Mr. Murphy noted that some concern was expressed in the Finance and Facilities Committee at the April Board meeting concerning the VRCFA budget. Actual income through March 1999 is up 16.9% over March 1998, while expenditures are up only 8.6 % from March 1998. Mr. Murphy stated that some income is not reflected on this report and the year-end projection was for plus \$20,000. Mr. Murphy stated that he would provide Board members with a quarterly report (Attachment).

Mr. Carl Daehler reported that the additional income is from ticket sales, concert sponsors, grant sources such as the Ohio Humanities Council, and collaborations with the Portsmouth Community Concert organization. Mr. Waller asked if some types of concerts were more

successful than others. Mr. Daehler replied that the Broadway series and high-profile acts like Doc Severinsen were more popular. Mr. Daehler state that the fine arts series are harder to sell but are part of the goal to bring more cultural events to campus. Mr. Waller mentioned that he has heard some negative comments on high ticket prices. Mr. Daehler stated that they were targeting sponsors for concerts in order to keep ticket prices down. Mr. Daehler also stated that the VRCFA targets 17 counties and that overall attendance has risen 17%.

9.0 FY 2000 Budget

Mr. Murphy presented recommended tuition and fee increases for FY 2000 as well as the draft budget. Mr. Murphy noted that the Board of Regents was still reviewing the computation of Access funding for SSU vis-à-vis the decline in the Shawnee State University Supplemental appropriation. The application of Access funding to SSU may restrict the maximum tuition increase that can be approved by the Board. (Attachment) A brief discussion was held.

10.0 Executive Session

Mrs. Richards moved and Mr. McKinley seconded a motion to go into Executive Session for the purpose of discussing the compensation of a public employee under RC 121.22(G)(1).

Ayes: Mr. McKinley, Mr. Reynolds, Mrs. Richards, Mr. Waller

Nays: None

The Committee returned from Executive Session at 5:56 p.m. and the meeting was adjourned at 6:00 p.m.

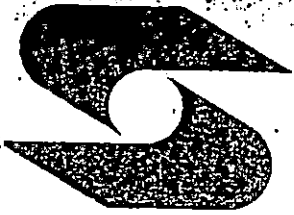
RESOLUTION E5-99

**COMMUNITY DEVELOPMENT BLOCK GRANT
OACHE/GEARUP GRANT**

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

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the acceptance of the Community Development Block Grant from the Ohio Department of Development and the submission of the OACHE/GearUp proposal to the U.S. Department of Education.

(May 10, 1999)



Shawnee State University

Portsmouth, Ohio 45662
(740) 354-3205

April 28, 1999

Wayne F. White, Exec. Director
Ohio Appalachian Center for Higher Education
Shawnee State University
940 Second Street

Dear Executive Director White:

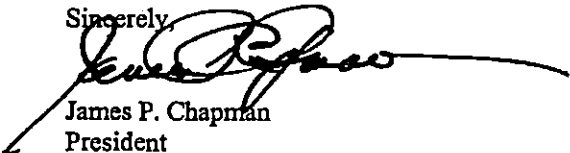
Shawnee State University is pleased that the OACHE is submitting a GEARUP proposal. Shawnee has a history of assisting Ohio Appalachians in overcoming barriers to postsecondary education. The OACHE, working with partner schools, has demonstrated that students from impoverished rural areas can be motivated to participate in college.

The ONLY way that 29-county Ohio Appalachian region can address the poverty that permeates the area is through increasing the level of educational attainment and ROAD: MAP 2005 is designed to do just that!

Given the need for ROAD: MAP 2005, Shawnee State University is more than happy to make the following commitments:

- 1) Use of the computer lab for the cohort class, \$1,500.00.
- 2) Participating of SSU staff for college visits, career fairs application fairs, \$3,000.00.
- 3) Use of Shawnee classrooms 3hrs. each month for eight months (Super Saturdays), \$1,000.
- 4) Office space and related expenses for local coordinator, Project Director, and Consortium secretary, \$2,400.00.
- 5) Office space for OACHE Executive Director who has oversight for ROAD: MAP 2005 and networking with other GEARUP projects, US Department of Education, agencies and organizations, \$300.00.

Sincerely,



James P. Chapman
President

AGREEMENT

THIS AGREEMENT, entered into this _____ day of _____, 1999 by and between SCIOTO COUNTY, OHIO (a public body doing business at the Scioto County Courthouse, Portsmouth, Ohio 45662 (hereinafter called "County") and SHAWNEE STATE UNIVERSITY doing business at 940 Second Street, Portsmouth, Ohio 45662 (hereinafter called "University").

WHEREAS, the University is a public body providing various forms of assistance, including support for senior citizens.

WHEREAS, the University has requested assistance from the County for the purpose of providing an Holistic Health Program for senior citizens.

WHEREAS, the County has received Community Development Block Grant funds (CDBG) from the State of Ohio to provide CDBG funds to the University for assistance in providing an Holistic Health Program - Grant Number B-F-98-068-1.

NOW, THEREFORE, the above mentioned parties in consideration of mutual promises and agreements, do hereby agree as follows:

1. Scioto County will make available to the University an amount of Community Development Block Grant funds not to exceed forty thousand dollars (\$40,000.00) for a Holistic Health Program for senior citizens.
2. The University for its part will:
 - a. Provide the County with copies of invoices for payment. The County shall make payment to the University based on these invoices.
 - b. Maintain suitable records as specified by the County. Permit the County access to all records of the University pertaining to the Holistic Health Program.
 - c. Not discriminate against any person in the use of the above mention program on the basis of race, creed, color, religion, sex, age or place of natural origin.
3. Either party to this Agreement may terminate it upon ten (10) days written notice to the other party.
4. This Agreement is subject to the provisions of Attachment A (Ohio Department of Development Funding Agreement with Scioto County), which is attached hereto and made apart thereof.

This agreement is entered into this _____ day of _____, 1999 and both parties have been authorized to enter into this Agreement by appropriate actions of their governing or controlling boards.

SCIOTO COUNTY

SHAWNEE STATE UNIVERSITY

CHAIRMAN, COUNTY COMMISSIONERS

[Signature]

PRESIDENT/DIRECTOR

VICE CHAIRMAN

[Signature]

BOARD MEMBER

COMMISSIONER

X

BOARD MEMBER *

CLERK OF COMMISSIONERS

[Signature]

TREASURER

DATE

4-19-99

DATE

APPROVED AS TO LEGAL FORM:

* Subject to approval of the Board of Trustees.

[Signature]

ROBERT J. HILL, ASSISTANT PROSECUTOR

It is hereby certified that the amount of (\$40,000.00) required to meet the contract, agreement, obligation, payment or expenditure, for the above has been lawfully appropriated or authorized or directed for such purpose and is in the County Treasury or in the process of collection to the credit of the State Community Development Fund free from any obligation or certification now outstanding.

[Signature]

DAVID L. GREEN, AUDITOR

4-9-99

DATE

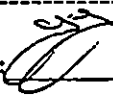
COMMUNITY DEVELOPMENT BLOCK GRANT
FORMULA PROGRAM
ATTACHMENT A - SCOPE OF WORK AND BUDGET
PREPARED BY THE OFFICE OF HOUSING AND COMMUNITY PARTNERSHIPS

Grantee.....: SCIOTO CNTY.

Grant Number.....: B-F-98-068-1

IV. PROGRAM OUTCOMES

<u>ACTIVITY NAME</u>	<u>LOCATION</u>	<u>OUTCOMES</u>
Parks & Rec. Facilities	Twp of Harrison	MEASUREABLE: 1.00 General Park Improvements This project will install a new concrete bottom for the old swimming pool.
Parks & Rec. Facilities	Twp. of Harrison	MEASUREABLE: 1.00 Athletic Flds/Crts Installed/Repaired This project involves several park improvements to the athletic fields.
Parks & Rec. Facilities	Vlg. of South Webster	MEASUREABLE: 4.00 Athletic Flds/Crts Installed/Repaired This project involves the construction of several athletic fields in the village of South Webster.
Water & Sewer Facilities	Twp. of Union	MEASUREABLE: 2,300.00 Linear Feet This project will supply a water line extension to 14 households as a result of the flash flood of 97.
Public Services	City of Portsmouth	This project will continue to provide Holistic Health service to the senior citizens in Scioto county.
Private Rehabilitation	Cnty-wide	MEASUREABLE: 24.00 Households Assisted This project will assist in the flood-proofing and elevation of 11 mobile homes and 13 frame homes damaged by the flood.
Fair Housing Program	Cnty-wide	MEASUREABLE: 1.00 FH Coordinator 1.00 FH Complaint System 1.00 FH Training Program 1.00 FH Education Outreach 1.00 FH Counseling To conduct the standard FH program as described in the State Plan, as amended.

& E: 

RESOLUTION E6-99
DEVELOPMENT FOUNDATION POLICY

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 approved Resolution 1999.1 adopting a conflict of interest policy for its officers and board members; and

WHEREAS, the Shawnee State University Development Foundation Board approved Resolution 1999.2 providing for a change in the President's Club membership to encourage a minimum annual payment of \$1,000;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves Shawnee State University Development Foundation Resolutions 1999.1 and 1999.2.

(May 10, 1999)

RESOLUTION 1999.1

WHEREAS, the Shawnee State University Development Foundation is a charitable organization organized under IRC § 501 C (3); and

WHEREAS, the Foundation Board members have fiduciary responsibilities to act in the best interests of the Foundation's donors; and

WHEREAS, to ensure the public confidence in the charitable educational purposes of the Foundation, it is important to manage and direct the Foundation without conflicts of interest, real or apparent; therefore be it

RESOLVED that the Shawnee State University Development Foundation Board of Trustees approves the attached policy concerning conflict of interest and ethical practices and directs that it be incorporated into the Foundation Policy Manual.

Shawnee State University Development Foundation

Conflict-of-Interest Policy

22.0 Conflict of Interest Policy.

22.1. Scope. The following statement of policy applies to each member of the Board of Trustees and to all officers of the Shawnee State University Development Foundation. It is intended to serve as guidance for all persons employed by the Shawnee State University Development Foundation in positions of significant responsibility for the activities of the Foundation.

22.2. Fiduciary Responsibilities. Members of the Board of Trustees, officers, and employees of the Foundation serve the public trust and have a clear obligation to fulfill their responsibilities in a manner consistent with that service. All decisions of the Board and officers are to be made solely on the basis of a desire to promote the best interest of the Foundation and Shawnee State University. The integrity of the Foundation and Shawnee State University must be protected and advanced at all times.

22.2.1. Development Foundation members and employees inevitably are involved in the affairs of other institutions and organizations. Each director, officer, and employee is responsible for ensuring that the Board is made aware of situations that involve personal, familial, or business relationships that may be a conflict of interest or create an appearance of a conflict for the Foundation or Shawnee State University. *Thus, the Board requires each trustee and officer annually (1) to review this policy; (2) to disclose personal, familial, or business relationships that reasonably could give rise to a conflict of interest involving the Foundation or Shawnee State University; and (3) to acknowledge by his or her signature that he or she is in accordance with the letter and spirit of this policy.*

22.3.3. Disclosure. All trustees and officers should disclose *only those substantive relationships* that they maintain (or members of their family maintain) with organizations that do business with the Foundation, Shawnee State University, or any related or affiliated organization, or which otherwise could be construed to affect potentially their independent, unbiased judgment in light of their decision-making authority or responsibility. Any uncertainties as to the appropriateness of listing a particular relationship may be resolved by consultation with the chair of the Foundation, who in turn may consult with Shawnee State University General Counsel, the Executive Committee of the Board of Trustees, or the Chairman of the Board of Trustees in executive session.

22.4. The following definitions are provided to assist trustees and officers in determining whether to disclose a particular relationship:

22.4.1 Substantive Relationship. One in which a trustee, officer or family member, or an organization with which the trustee, officer, or family member has a business relationship, (1) does ongoing business with the Foundation, the Shawnee State University Development Foundation, or any related or affiliated organization or (2) has other direct or indirect dealings with the Foundation, Shawnee State University, or any related or affiliated organization from which the trustee, officer or family member benefits directly, indirectly or potentially from cash or property receipts totaling \$1,000 more annually.

22.4.2. Business Relationship. One in which a trustee, officer, family member, or employee is an officer, director, employee, partner, trustee, controlling stockholder, or the actual or beneficial owner of more than 5% of the voting interest of an organization.

22.4.3. Family Member. A spouse, parent, sibling, child or any other relative of a trustee or officer if the latter resides in the same household as the trustee or officer.

22.5. Restraint on Participation. Trustees or officers who have declared or have been found to have a conflict of interest shall refrain from consideration of proposed transactions, unless for special reasons the board or administration requests information or interpretation. Persons with conflicts shall not vote, participate in discussion, nor be present at the time of the vote. Any proposed transaction in which a conflict of interest has been declared or found to exist must be approved by a majority of the disinterested members of the Board or the appropriate committee of the Board after disclosure of the conflict of interest.

Shawnee State University Development Foundation
Conflict of Interest Disclosure Form
For calendar year _____

Please complete the following:

1. Having you read the Shawnee State University Development Foundation Conflict of Interest Policy?

Yes ___ No ___

2. Are you aware of any relationships between the Foundation, Shawnee State University or any related or affiliated organization and you or a member of your family as defined by the letter or spirit of this policy that may constitute a conflict of interest?

Yes ___ No ___

If yes, please list or elaborate such relationships and the details of annual or potential financial benefit as you can best estimate them.

3. Did you or a member of your family receive, during the past 12 months, any gifts or loans from any source from which the Foundation, Shawnee State University, or any related or affiliated organization buys goods or services or otherwise has substantial business dealings?

Yes ___ No ___

If yes, please list such loans or gifts (valued \$1,000 or more from a single source in the last twelve months), their source, and their approximate value.

I certify that the foregoing information is true and complete to the best of my knowledge.

Signature: _____

Date: _____

Return to:

Susan Warsaw
Director
Shawnee State University Development Foundation
940 - 2nd Street
Portsmouth, OH 45662

RESOLUTION 1999.2

WHEREAS, to encourage philanthropy, the Shawnee State University Development Foundation created giving clubs to recognize levels of donations and has created, at the \$10,000 level, the President's Club and;

WHEREAS, President's Club membership, conferred for giving \$10,000 all at once or over ten years, awards various honors and privileges to its members at the outset; and

WHEREAS, the Foundation wishes to encourage payments throughout the ten-year period as opposed to at the end of the time; therefore be it

RESOLVED, that the Shawnee State University Development Foundation adds language to policy 10.2.2 to encourage a minimum payment of \$1,000 per year.

9.0 Publicity and Public Relations.

9.1 Policy. The Development Office in coordination with the Office of Public Relations makes every effort to publicize gifts to the University. This is meant as a public thank you to donors as well as a means of promoting individual, business and corporate giving. Therefore, any individual or department receiving a gift or gift-in-kind is encouraged to report it to the Development Office.

10.0 Giving Clubs.

10.1 Policy. It is the policy of the University to encourage giving by the establishment of giving clubs and to recognize those members in appropriate ways.

10.2 Levels.

10.2.1 There are four giving clubs in the Shawnee State University Development Foundation:

Century Club	\$100
Bear's Club	\$500
Blue & Gray Club	\$1,000
President's Club	\$10,000 or more

All those contributing less than \$100 are to be named "Friends."

10.2.2 Membership in the President's Club is based on 10 years. The donor remains a member of the President's Club for 10 years providing that he has made a one-time gift of \$10,000 or has pledged that amount to be given over no more than a 10-year period.* Gifts of cash, stock, or real property qualify. Also applicable to giving club memberships are deferred gifts as long as they meet the requirements below.

10.2.2.1 Lifetime membership in the President's Club is conferred for gifts of cash, stocks or real property in the amount of \$25,000 or more and deferred gifts as based on their commemorative opportunity valuation.

Levels within the President's Club will be as follows:

President's Society	\$50,000
President's Council	\$100,000
President's Cabinet	\$500,000
President's Inner Circle	\$1,000,000

10.2.3 Membership in the other clubs is based on one year, and gifts in the amounts above entitle the donor to membership for the year following the gift.

* It is encouraged that the donors give a minimum payment of \$1,000 per year.

RESOLUTION E7-99

PURCHASE OF PRESIDENTIAL RESIDENCE

WHEREAS the Board of Trustees commenced a search for suitable housing for the president of the university on or about May 1998; and

WHEREAS the university has undertaken an exhaustive search of property and homes in and around the Portsmouth area; and

WHEREAS the Board of Trustees intends to construct a presidential home on the campus of the university in the long term; and

WHEREAS the university must acquire an appropriate residence for the president until the new house can be constructed; and

WHEREAS the Chairman of the Board has negotiated a contract to purchase a house contingent upon approval by this committee; and

WHEREAS the Executive Committee of the Board of trustees has reviewed the terms of the contract, the design of the home and the criteria for the presidential residence;

THEREFORE BE IT RESOLVED the contract for purchase of the house located at 1828 Franklin Avenue, Portsmouth, Ohio is approved as submitted and attached hereto and all actions undertaken to procure this contract are hereby ratified by the Board of Trustees.

(May 10, 1999)



Shawnee State University

Portsmouth, Ohio 45662
(614) 354-3205

April 8, 1999

Dr. James Chapman, President
Shawnee State University
Portsmouth, OH 45662

Dear Dr. Chapman:

The faculty members of the University Faculty Assembly would like to nominate Mr. Orville Ferguson, Sr. as a candidate to receive an honorary degree at this year's commencement exercises. In a unanimous vote taken at our last UFA general membership meeting, Mr. Ferguson was recognized as an outstanding supporter of Shawnee State University and it was agreed that we, the faculty, would like to recognize him and his outstanding service by making this nomination. It is hoped that you will agree with our nomination and forward this nomination with your endorsement to the Academic Affairs Committee of the Board of Trustees of Shawnee State University.

Mr. Ferguson has been a supporter of education all of his life. Mr. Ferguson graduated from Portsmouth High School in 1933 at the age of 15. One year later he started his college education at Virginia Union University. Mr. Ferguson transferred to Bluefield State Teachers College for one year before graduating from Wilberforce University in 1938 with a degree in mathematics. His first job after graduation was teaching mathematics at the Portsmouth Civilian Conservation Camp.

When World War II broke out in 1940, Mr. Ferguson joined the Navy. He was assigned to the battleship U.S.S. Alabama, leading a 45-man division of all black sailors and serving with distinction as the Alabama earned 12 battle stars in the South Pacific. Upon his return to Portsmouth, he took a job with a local construction company. Mr. Ferguson started his own construction company in 1979. In 1989 Orville Ferguson retired from the construction business but continued his selfless devotion to serving his community. In recognition of his community leadership role, the governor appointed Mr. Ferguson as a trustee of the Scioto Technical College in 1970 where he served the College and its successor institutions for 23 years in that capacity. In 1986, Shawnee State University was established by an act of the Ohio State Legislature and Orville Ferguson was selected as its first Chairman of the Board of Trustees. In his 23 years of service to higher education in the community he helped to merge the Technical College with the Portsmouth branch campus of Ohio University, guided the institution in its transition to a General and Technical College, and led the first board of trustees of the Shawnee State University. Mr. Ferguson's leadership brought the University from its initial 6 baccalaureate and 17 associate degree programs to over 30 baccalaureate and 27 associate degrees on his retirement from the board in 1993. Mr. Ferguson's untiring devotion to higher education for the educationally deprived

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people of Appalachia Ohio, earned him the distinction as the first Trustee Emeritus of Shawnee State University.

Mr. Ferguson was recognized by the Ohio Dr. Martin Luther King, Jr. Holiday Commission as the 1996 recipient of the "Community Service Award" in the state of Ohio. He has been recognized numerous times for service in the local Portsmouth area and also at the state level for his service to his community and its residents.

Mr. Ferguson retired from the Shawnee State University Board of Trustees in 1993. Thus it has been more than the required 3 years since his retirement. It is with great pride that the faculty of Shawnee State University nominate Mr. Ferguson for the honorary degree. We feel he has been a tireless proponent of Shawnee State University and has continued to be involved with the University after his retirement. Many of us looked forward to his visits to campus to see how things were progressing and miss his smiling face in the hallways and in our offices. We wish to honor Mr. Ferguson while he is still able to accept the honor in person and let him know how much of a part of Shawnee State University he is.

Thanks you for your consideration of our nomination of one of our own as a candidate for the Honorary Doctorate degree. If I can provide additional information, please feel free to call upon me.

Sincerely,



Ginny Hamilton
President, University Faculty Assembly

VERN RIFFE CENTER FOR THE ARTS ADMINISTRATION

	FISCAL YEAR 1997-98 ACTUAL	BUDGET 1998-99	DIFFERENC	PERCENT	ACTUAL THROUGH MARCH, 98	ACTUAL THROUGH MARCH, 99	DIFFERENC	PERCENT
REVENUE								
UNIVERSITY GF	\$150,000	\$150,000	\$0	0.0%	\$0	\$0	\$0	
GIFTS	\$29,156	\$23,000	-\$6,156	-21.1%	\$788	\$6,920	\$6,132	778.2%
GATE	\$125,852	\$146,483	\$20,631	16.4%	\$120,772	\$117,917	-\$2,855	-2.4%
OTHER INCOME	\$37,437	\$87,879	\$50,442	134.7%	\$19,523	\$40,104	\$20,581	105.4%
TOTAL REVENUE	\$342,445	\$407,362	\$64,917	19.0%	\$141,083	\$164,941	\$23,858	16.9%
EXPENDITURES								
COMPENSATION	\$348,745	\$374,848	\$26,103	7.5%	\$253,302	\$274,038	\$20,736	8.2%
OTHER	\$57,972	\$32,514	-\$25,458	-43.9%	\$40,068	\$44,603	\$4,535	11.3%
TOTAL EXPENDITURE	\$406,717	\$407,362	\$645	0.2%	\$293,370	\$318,641	\$25,271	8.6%

DRAFT

SHAWNEE STATE UNIVERSITY

DRAFT

	Current Fee <u>1998-99</u>	Proposed Fee <u>1999-2000</u>	Amount Change	Percent Change
Tuition (Quarterly)				
Full-Time (12-18 hours)				
Instructional	\$888.00	\$915.00	\$27.00	3.0%
General	\$148.00	\$148.00	\$0.00	0%
Out-of-State, District	\$295.00	\$303.00	\$8.00	2.7%
Out of State	\$781.00	\$801.00	\$20.00	2.6%
Technology Fee	\$35.00	\$35.00	\$0.00	0%
Total in state, full-time, per quarter	\$1,071.00	\$1,098.00	\$27.00	2.5%
Part-Time (per credit hour up to 11 and above 18)				
Instructional	\$74.00	\$76.00	\$2.00	2.7%
General	\$13.00	\$13.00	\$0.00	0%
Out-of-State, District	\$25.00	\$26.00	\$1.00	4.0%
Out of State	\$65.00	\$67.00	\$2.00	3.1%
Technology Fee	\$3.00	\$3.00	\$0.00	0%
Total in state, per credit, per quarter	\$90.00	\$92.00	\$2.00	2.2%
MISCELLANEOUS STUDENT FEES				
Application	\$30.00	\$31.00	\$1.00	3.3%
Health Sciences Supplemental Application Fee	\$15.00	\$15.00	\$0.00	0%
Late Payment (Maximum \$83.00) per quarter	\$38.00	\$39.00	\$1.00	2.6%
Late Installment Fee	\$22.00	\$22.00	\$0.00	0%
Transcript	\$3.00	\$3.00	\$0.00	0%
Transcript, Immediate Action	\$11.00	\$11.00	\$0.00	0%
Graduation	\$40.00	\$41.00	\$1.00	2.5%
Graduation Re-Application Fee	\$5.00	\$5.00	\$0.00	0%
Credit by Exam	\$43.00	\$44.00	\$1.00	2.3%
Credit by Arrangement (per hr.)	\$90.00	\$92.00	\$2.00	2.2%
Budget Payment Plan Fee	\$16.00	\$16.00	\$0.00	0%
Bad Check Fee	\$28.00	\$30.00	\$2.00	7.0%
International Student Orientation	\$214.00	\$0.00	-\$214.00	-100%
Health Sciences Fee	\$77.00	\$0.00	-\$77.00	-100%
Education Field Fee	\$134.00	\$137.00	\$3.00	2.2%
Credentials Evaluation	\$54.00	\$55.00	\$1.00	1.8%
ID Card Replacement Fee	\$5.00	\$5.00	\$0.00	0%
Parking Tag Replacement Fee	\$15.00	\$15.00	\$0.00	0%

Revision 2, adjusted for the Governor's recommendation.

Revision 3, course fees with no rate increase, adjusted other revenue #

add \$260,000 for land acquisition, property demolition and architect renderings, pres home.

Revision 4, 4-23-99, add \$100,000 to expense for success initiatives. Adjust downward subsidy budget with OBR's 4-19-99 estimation, \$10,536,834 less \$36,834 for spring enrollment decline.

	1998-99	1999-00	Difference	Percent
Base Budget				
Instructional Subsidy	\$9,653,850	\$10,500,000	\$846,150	8.8%
Access	\$290,000	\$594,436	\$304,436	105.0%
Success	\$46,000	\$233,133	\$187,133	406.8%
Research	\$19,000	\$0	-\$19,000	-100.0%
Special	\$3,200,000	\$2,969,965	-\$230,035	-7.2%
Sub total subsidy	\$13,208,850	\$14,297,534	\$1,088,684	8.2%

Tuition and Fees

Instruction	\$7,773,859	\$8,427,500	\$653,641	8.4%
non resident	\$208,000	\$105,000	-\$103,000	-49.5%
non resident-district	\$150,800	\$235,916	\$85,116	56.4%
sub total instruction	\$8,132,659	\$8,768,416	\$635,757	7.8%
General fee	\$1,300,005	\$0	-\$1,300,005	-100.0%
Course fee	\$385,000	\$390,000	\$5,000	1.3%
Technology fee	\$307,000	\$320,000	\$13,000	4.2%
Sub total tuition and fees	\$10,124,664	\$9,478,416	-\$646,248	-6.4%

The sub total increase if one factors out the general fee is 7.4%.

The assumption is a .5% increase in enrollment, 2.5% rate increase.

The remainder, 4.4%, is enrollment increase in fy99 over the original budget.

Other income

Student fee application	\$17,025	\$19,500	\$2,475.00	14.5%
Payment Plan application fee	\$20,000	\$21,000	\$1,000	5.0%
Student fees, late pay	\$19,600	\$25,000	\$5,400	27.6%
Student fees, transcripts	\$8,300	\$6,500	\$200	3.2%
Student fees, credit by exam	\$700	\$300	-\$400	-57.1%
Student fees, credit by arrange	\$33,000	\$44,000	\$11,000	33.3%
Student fees, cont. ed	\$72,000	\$90,000	\$18,000	25.0%
Sales, central stores.	\$21,500	\$30,000	\$8,500	39.5%
Planetarium ticket revenue	\$35,000	\$25,000	-\$10,000	-28.6%
Interest income	\$430,000	\$470,000	\$40,000	9.3%
Parking fines	\$2,000	\$0	-\$2,000	
Copying income	\$52,500	\$52,500	\$0	0.0%
Misc. Income	\$32,000	\$70,000	\$38,000	118.8%
Indirect cost recovery	\$93,000	\$100,000	\$7,000	7.5%
Sub total other income	\$834,625	\$953,800	\$119,175	14.3%

Total Income \$24,168,139 \$24,729,750 \$561,611 2.3%

The increase if one factors out the general fee is 5.4%.

Expenditure

Salary	\$12,982,340	\$13,601,491	\$619,151	4.8%
Fixed Costs				
Utilities	\$953,448	\$982,051	\$28,603	3.0%
Benefits	\$3,959,940	\$4,063,559	\$103,619	2.6%
Other non compensation costs	\$5,712,281	\$8,570,312	\$858,031	15.0%
Total Expenses	\$23,608,009	\$25,217,413	\$1,609,404	6.8%
Transfers	\$1,495,130	\$200,974	-\$1,294,156	-86.6%
Total Expenses and transfers	\$25,103,139	\$25,418,387	\$315,248	1.3%
If one factors out the general fees transfer, the increase is 5.3%.				
Surplus (deficit)	-\$935,000	-\$688,637	\$246,363	-26.3%