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3-14-2000

March 14, 2000 Executive Committee Meeting

Shawnee State University

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Executive Committee Meeting Minutes
March 14, 2000**

Chairman George Clayton called the meeting to order at 4:01 p.m.

1.0 Certification of Compliance with RC 121.22(F) - Board Secretary

The Secretary confirmed compliance with RC 121.22(F).

Voting Members

Present: Mr. Clayton, Mr. Davis, Dr. Payne, Ms. Reynolds (designated by Ms. Argeros)

Other Members

Present: Mr. Harcha, Mr. Meier

Others in Attendance: Dr. Chapman, Mr. Murphy, Dr. Mangus, Mr. Donohue, Mr. Owen, Dr. Field, Mr. Young, Mr. Edwards, Mr. Hapney

2.0 Approve minutes of Executive Committee Meeting (1/11/00)

Ms. Reynolds moved and Dr. Payne seconded a motion to approve the minutes of the January 11, 2000 meeting. Without discussion, the committee unanimously approved the minutes.

3.0 Approval of Grant Applications

Mr. Clayton asked Dr. Chapman for comments relating to the grant applications. Dr. Chapman stated the grant application for the Job Prep program for the period 7/1/00-12/31/00 was a renewal. He then posed a question to Dr. Mangus regarding renewal for the first half of the fiscal year. Because the JOBS program is still under review for its fit within the University's mission, Dr. Chapman recommended this grant be removed from the Resolution until JOBS was further evaluated. After discussion, the reference to the JOBS grant application was removed from the resolution. Dr. Chapman said the reference to the Department of Teacher Education

grant application to the Ohio Department of Education in the amount of \$200,000 to develop transitional programs for pre-kindergarten teachers to earn two-year and four-year degrees in child development would remain on the resolution. Mr. Davis moved and Dr. Payne seconded a motion to approve Resolution E3-00, Approval of Grant Application, as modified with the removal of the JOBS grant. Resolution E3-00, as modified, was unanimously approved.

Ms. Reynolds said she had recently seen an advertisement in a newspaper regarding an Associate Degree with certification in early childhood learning similar to the program offered at Shawnee State University. She questioned why these schools were advertising in our area and said she was surprised to see such an advertisement. Dr. Chapman said that SSU could not control who advertised in our area and said universities are advertising wherever they feel there is recruiting potential. Dr. Field noted that territorial lines that once were adhered to have now been dropped and universities are advertising "outside" their regions.

4.0 Approval of New Personnel

In accordance with Board Policy 5.16, all new appointments to the University since the last Board meeting are recommended for Board approval. Dr. Payne moved and Mr. Davis seconded a motion to approve Resolution E4-00, Approval of New Personnel. Without discussion, Resolution E4-00 was unanimously approved.

5.0 Personnel Activity

Other personnel activity since the last Board meeting not requiring Board approval was provided as an informational item. Mr. Davis questioned the two entries regarding Mr. Young -- one entry noting Mr. Young assuming the position of permanent director of facilities and the second entry noting his resignation effective March 31, 2000. Dr. Chapman said Mr. Young had been in the acting director of facilities position for the last year and to be fair to him, the University approved his permanent appointment as director of facilities. After that appointment change, Mr. Young submitted his resignation.

6.0 Improving Fire Safety

Mr. Clayton noted that this agenda item regarding fire safety was very expensive to the University but he said the University must take care of our students. Dr. Chapman said that even though the installation of fire safety equipment was expensive, he thought it was imperative that the University take whatever measures necessary to protect our students. Ms. Reynolds asked if there were any statistics on dormitory fires over the last five years. Dr. Chapman and Mr. Murphy said they would try to compile available statistics. Mr. Davis asked if all existing units have smoke detectors and extinguishers. Mr. Young said that all units did have smoke detectors and extinguishers. Mr. Young also noted that the implementation of fire safety equipment would be a two-phase program. Phase One would be the installation of a centrally connected fire alarm system which would automatically trigger an alarm with the local fire department; and Phase

Two would be the installation of a sprinkler system. Mr. Young said state and local fire marshals recommended sprinkler systems as the best protection against catastrophic fires. Mr. Davis emphasized that sprinklers are not required by state or local law. Mr. Davis and Ms. Reynolds both stated they had concerns about spending money on fire safety equipment for buildings with a useful life expectancy of five years or less. Mr. Harcha said that if the state and local fire marshals recommended the installation of the fire safety equipment, that he felt SSU was being put on notice and that failure to do so would create a great deal of potential liability for the University. Ms. Reynolds said she had a great problem with the expenditures associated with the cost of installing the fire safety equipment and said she felt the Board has an obligation to the taxpayers of Ohio to do the right thing. Mr. Davis said he would like to review the actual bids for the sprinkler systems before initiating this project. After much discussion, the Executive Committee decided that this issue was one that should be brought before the full Board and approved proceeding with the engineering contract so that a report could be presented as an informational item at the next full Board meeting.

Mr. Clayton then asked if there was any other business. Ms. Reynolds said she was curious about whether any of the students got paid for their work on the *CATS* production. Mr. Donohue said one student had called him requesting advice and Mr. Donohue advised him to file a complaint with the police. The felony checks for amounts greater than \$500 were pursued first, and all of those had been paid. The remaining checks were being pursued by the Portsmouth Police and City Solicitor. Mr. Davis said this was a good lesson learned by the students on how the judicial system works.

Ms. Reynolds inquired as to what kind of returns the Foundation is receiving on its money. Mr. Murphy said the University earns 6% interest on institutional funds but that SSUDF earns variable interest which currently is about 11%. BancOne is the money manager for SSUDF and has some discretion as to investment alternatives. Currently about 65 percent of SSUDF's funds are in equities with the remainder in cash or bonds.

6.0 Executive Session

Ms. Reynolds moved and Dr. Payne seconded a motion to move into executive session to discuss collective bargaining with an employee group under RC §121.22(G)(4).

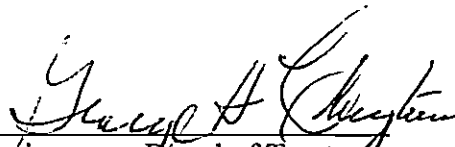
Ayes: Mr. Clayton, Mr. Davis, Dr. Payne, Ms. Reynolds

Nays: None

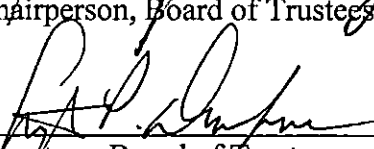
The Executive Committee moved into executive session at 4:43 p.m.

The Executive Committee came out of executive session and returned to a public session at 4:52 p.m.

The Executive Committee adjourned by acclamation at 4.53 p.m.



Chairperson, Board of Trustees



Secretary, Board of Trustees


RESOLUTION E3-00

**APPROVAL OF GRANT APPLICATION
OHIO DEPARTMENT OF EDUCATION - TEACHER PREP**

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 Pre-Kindergarten Teacher Preparation Grant to the Ohio Department of Education for FY 2001.

(March 14, 2000)

Certified as True and Correct	
	5/14/00
Secretary, SSU Board of Trustees	Date

GRANT SUMMARY PROPOSAL

Title: 2-Year, 4-Year Institution Pre-Kindergarten Teacher Preparation Grant
Grant Agency: Ohio Department of Education, Division of Early Childhood Education
Principal Investigator: Dr. M. Barbara Trube, Assistant Professor of Early Childhood Education

Percentage of P.I. Time Devoted to Grant: Summer 2000 - 75%; Fall 2000, Winter 2001, Spring 2001 - 5%

Purpose:

The Shawnee State University, Department of Teacher Education, Early Childhood Program is applying for the Ohio Department of Education 2-year, 4-year Institution Pre-kindergarten Teacher Preparation Grant in order to achieve:

- I. Smooth transition and articulation, including move from the Child Development Associate (CDA) to an Associate of Applied Science in Child Development (Prekindergarten Associate License) and from an Associate of Applied Science in Child Development to a Bachelors of Science in Education.
- II. Supervision, coaching, and mentoring services for associate degree (2-year) pre-service teachers.
- III. Capacity-building strategies in best practice of teaching (literacy [reading and writing] and numeracy) and assessment to meet the needs of prekindergarten preservice teachers who work with children who are typically developing, as well as children with special needs and developmental delays, and their families.

These goals reflect a comprehensive effort involving cross-disciplinary collaborations, faculty development, curriculum redesign, alternative learning strategies, and strengthening of collaborations and partnerships with local Head Start Projects, and public and private preschool and child care programs.

LIENTELE TO BE SERVED: All undergraduate students in the SSU recruitment area who enroll in the Associate of Applied Science in Early Childhood Development (in process) program leading to a Prekindergarten Associate License (granted), and Bachelor of Science in Education with a Major in Early Childhood Education or Early Childhood Intervention Specialist.

Relationship to SSU Mission: The grant would help maintain academic programs supportive of a focused academic mission founded primarily on technological, career oriented, and professional programs which innovatively address the needs of the region.

Other Agencies/Organizations Participating in Project: Scioto County, Adams-Brown County and Pike County Head Start Programs, and the Heads Up Training Network are participating in the project.

Brief Description of How Project Will be Conducted: During the planning process, a committee of individuals made up of the University full-service faculty, staff, Early Childhood Advisory Council members, and participants in the project will provide input into the conduct of a study to make a smooth transition and articulation between associate (2-year) and baccalaureate (4-year) degree programs. Associate degree courses will be infused with literacy and numeracy curriculum based on national studies denoting best practice in the instruction of reading, writing, and mathematical thinking. Use of assessment strategies for the purpose of planning instruction for young children will also be infused into coursework. Coaches, mentors, and supervisors will work closely with associate degree students. A review of the literature will reveal coaching and mentoring practices found to be effective and will be the basis for training provided collaboration and leadership skills. Participants in the grant will be part of a study of effective practices conducted by the Ohio Department of Education, Early Childhood Division.

Budget:	Fund Source	Year 1: April 1, 2000 - June 30, 2001
	Grant	\$200,000.00
	Other University In-Kind	
	Total	\$200,000.00

Certified as True and Correct	
<i>[Signature]</i>	6/19/00
Secretary, SSU Board of Trustees	Date
RES. E3-00	

RESOLUTION E4-00

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 and removals attached to this resolution effective on the dates indicated.

(March 14, 2000)

Certified as True and Correct	
	5/4/00
Secretary, SSU Board of Trustees	Date

PERSONNEL APPOINTMENTS/REMOVALS
ACTION ITEMS
February 14, 2000 to March 14, 2000
(developed from information received in Personnel Department through March 6, 2000 only)

Office of University Advancement

Appointments

Administrative/ATSS

Lynne Austin, offer extended as Public Relations Coordinator for the Office of University Advancement, at an annualized salary of \$32,000, effective February 28, 2000.

Brian Saul, offer extended as Enrollment Coordinator for the Office of Admission, at an annualized salary of \$27,500. His effective date is to be determined following Board approval.

Ohio Appalachian Center for Higher Education -- Grant Funded

Appointments

Administrative/ATSS

Mary Ellen Conley, offer extended as GEAR-UP Coordinator (located at Ironton/OU) for the Ohio Appalachian Center for Higher Education (OACHE), at an annualized salary of \$28,561, effective February 28, 2000.

Danny Stephens, offer extended as GEAR-UP Coordinator (located at SSU) for the Ohio Appalachian Center for Higher Education (OACHE), at an annualized salary of \$28,561, effective February 14, 2000.

Certified as True and Correct
R. J. D. [Signature] 6/19/00
Secretary, SSU Board of Trustees / Date
RES. E4-00

**PERSONNEL ACTIVITY
INFORMATION ITEMS ONLY
February 14, 2000 to March 14, 2000**

(taken from information received in Personnel Department through March 6, 2000 only)

ACADEMIC AFFAIRS DIVISION

Appointments

None.

Changes in Status

Faculty

Trudy Bostick, Senior Instructor for the Department of Mathematics, reinstatement from STRS disability retirement, effective March 27, 2000. Spring quarter salary of \$12,741.33.

Resignations/Terminations

Administrative/ATSS

Jeanie Syrone, Chairperson/Instructor for the Department of Health Sciences, Emergency Medical Technology program, resignation effective March 20, 2000.

BUSINESS AFFAIRS DIVISION

Appointments

None.

Changes in Status

Administrative/ATSS

Dan Young, status changed from Acting to permanent Director of Facilities, grade 32, for the Department of Facilities, Planning and Construction at an annualized salary of \$60,479, effective February 15, 2000;

Butch Kotcamp, status changed from Acting to permanent Assistant Director of Facilities, for the Department of Facilities, Planning and Construction, at an annualized salary of \$47,158, effective February 15, 2000.

Resignations/Terminations

Administrative/ATSS

Dan Young, Director of Facilities for the Department of Facilities, Planning and Construction, resignation effective March 31, 2000.

Certified as True and Correct	
<i>[Signature]</i>	6/19/00
Secretary, SSU Board of Trustees	Date
LES. E4-00	

EXECUTIVE AFFAIRS DIVISION

Appointments

None.

Changes in Status

None.

Resignations/Terminations

None.

STUDENT AFFAIRS DIVISION

Appointments

None.

Changes in Status

Administrative/ATSS

Tim Culver, status change from Associate Director of Retention to Director of the Student Success Center (title change only), effective March 3, 2000.

Resignations/Terminations

Administrative/ATSS

Suzanne Shelpman, Director of Admission and Retention, resignation effective October 7, 2000.

Certified as True and Correct	
<i>R. S. E. 4-00</i>	<i>6/19/00</i>
Secretary, SSU Board of Trustees	Date