

Shawnee State University

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9-12-2000

### September 12, 2000 Meeting Minutes

Shawnee State University

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SHAWNEE STATE UNIVERSITY  
Special Board Meeting Minutes  
September 12, 2000  
4:00 p.m., Selby Board Room, Clark Memorial Library

Meeting was called to order by the Chairman at 4:10 p.m.

**1.0 Minutes and Certification of Compliance with RC 121.22(F)**

The Secretary confirmed compliance with RC 121.22(F). Mr. Davis moved and Dr. Payne seconded approval of the minutes from the July 11, 2000 meeting of the Committee. Without discussion, the Committee unanimously approved the minutes.

**2.0 New Board Members - Oath of Office**

Mr. Clayton welcomed everyone to the meeting and read the charge to new trustees before administering the oath of office to the newly appointed Board members, Mr. Howard Harcha and student member Ms. Ambra Knoche. Mr. Clayton presented each member with a SSU lapel pin and thanked them for agreeing to serve as members of SSU Board of Trustees. Ms. Knoche thanked the Board for letting her have the opportunity to serve as a member of the Board. Mr. Harcha said he was extremely pleased to fulfill the unexpired term of Mr. Thomas Reynolds and now be appointed to a full term.

**3.0 Roll Call**

Members present:

Mr. George Clayton	Chairman
Dr. Burton Payne	Vice Chairman
Ms. Katherine Argeros	Member
Mr. George L. Davis	Member
Mr. Howard Harcha	Member
Mr. William McKinley	Member
Ms. Kay Reynolds	Member
Mr. Robert Teichman	Member
Ms. Ambra Knoche	Student Member (non-voting)

Others present:

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

Mr. Roger Murphy  
Dr. Larry Mangus  
Mr. Robert Owen

Vice President of Business Affairs  
Vice President of Student Affairs  
Executive Director of University Advancement

Members Absent:

Mr. Frank Waller  
Ms. Lindsey Liles

#### **4.0 Approval of September 12, 2000 Agenda**

Mr. Davis moved and Dr. Payne seconded a motion to approve the September 12, 2000 Agenda. Without discussion, the Board unanimously approved the agenda.

#### **5.0 Approval of July 11, 2000 Executive Committee Minutes**

Mr. Harcha moved and Ms. Reynolds seconded a motion to approve the July 11, 2000 Executive Committee Minutes. Without discussion, the Board unanimously approved the July 11, 2000 Executive Committee Minutes.

#### **6.0 Approval of Student Support Services Grant Application**                      **Action**

Mr. Davis reported that this grant application is for multi-year funding of the Student Support Services Program to help SSU students from low income families or first generation college students to help them be successful in college and graduate. Mr. Davis moved and Mr. Teichman seconded **Resolution E13-00, Approval of Student Support Services Grant Application**. Without further discussion, the Board unanimously approved Resolution E13-00.

Ayes:            Ms. Argeros, Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McKinley, Dr. Payne,  
                         Ms. Reynolds, Mr. Teichman

Nays:            None

#### **7.0 Personnel Appointments**    **Action**

Mr. Davis reported that in accordance with SSU Policy 5.16, the most recent personnel appointments requiring Board approval were attached to Resolution E14-00. Mr. Davis moved and Ms. Reynolds seconded **Resolution E14-00, Personnel Appointments**. Without discussion, the Board unanimously approved Resolution E14-00.

Ayes:            Ms. Argeros, Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McKinley, Dr. Payne,  
                         Ms. Reynolds, Mr. Teichman

Nays:            None

## **8.0 Executive Session**

Mr. Davis moved and Ms. Argeros seconded a motion to enter Executive Session to review negotiations with public employees under RC §121.22(G)(4) at 4:21 p.m. The Chairman asked Dr. Field and Mr. Murphy to remain.

Ayes: Ms. Argeros, Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Teichman

Nays: None

The Board returned to regular session at 5:03 p.m.

## **9.0 Ratification of SSU-SEA Collective Bargaining Agreement                      Action**

Dr. Payne moved and Mr. Harcha seconded a motion to approve **Resolution E15-00**, Ratification of SSU-SEA Collective Bargaining Agreement. Resolution E15-00 was passed with Mr. Davis voting against approval.

Mr. Davis said he had some concerns with the contract concerning health care costs. He said that in 1997, health care costs were \$1.6 million and now they are projected at \$2 million. The new contract reflects this increase but doesn't adequately meet his concerns about hyperinflation in health care costs. He said the more we spend for health care, the less we have to spend for other things.

Ayes: Ms. Argeros, Mr. Clayton, Mr. Harcha, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Teichman

Nays: Mr. Davis

Mr. Gary Gemmer, President of the SEA, addressed the Board and thanked them for passing the contract. He expressed appreciation to the members of the negotiating teams, Mr. Donohue, Dr. Kadel and Mr. Murphy for the University and Dr. Robert Forrey, Ms. Liz Chrisman and Dr. Jeff Bauer for the SEA. He said the Board played a key role in the negotiations when they demonstrated their good faith by adjusting the faculty workload.

Mr. Clayton said he was extremely pleased that the contract was approved and done so in a cooperative fashion. Mr. Clayton read a letter dated September 8, 2000 from Mr. Frank Waller who was unable to attend the meeting due to business conflicts. Mr. Clayton said that in his letter, Mr. Waller congratulated the Board and the SEA upon reaching agreement on the contract and had he been at the meeting, he would have voted for its approval.

Mr. Gemmer then said he would like to thank Dr. Chapman and Dr. Field for creating a climate of cooperation that proved successful in negotiating the contract.

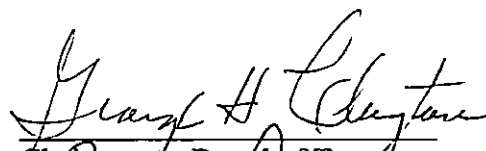
**10.0 Approval of FY 2001 Administrative/ATSS Pay and Health Benefit Adjustments      Action**

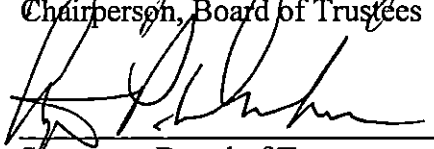
Mr. Davis said the approval of **Resolution E16-00**, Administrative/ATSS Pay and Health Benefit Adjustments, would provide a salary pool increase of 4 percent of which up to .6 percent could be used for market adjustments and the remainder for across-the-board increases, retroactive to July 1, 2000. Administrative and ATSS personnel would also share in the health care prescription costs on the same terms as negotiated with the faculty. Mr. Davis moved and Ms. Reynolds seconded a motion to approve **Resolution E16-00**, Administrative/ATSS Pay and Health Benefit Adjustments. Without discussion, the Board unanimously approved Resolution E16-00.

Ayes:            Ms. Argeros, Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Teichman

Nays:            None

The meeting adjourned at 5:14 p.m.

  
\_\_\_\_\_  
Chairperson, Board of Trustees

  
\_\_\_\_\_  
Secretary, Board of Trustees

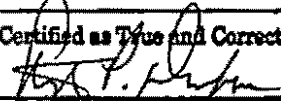

**RESOLUTION E13-00**

**APPROVAL OF GRANT APPLICATION  
STUDENT SUPPORT SERVICES**

WHEREAS, the grant listed below and summarized on the attached grant proposal has been reviewed by the appropriate Vice President, and is recommended for submission or acceptance;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the submission of the Student Support Services Program grant application to the U.S. Department of Education.

September 12, 2000

Certified as True and Correct	
	
Secretary, SSU Board of Trustees	Date

# GRANT SUMMARY PROPOSAL

**TITLE:** Student Support Services Program

**GRANT AGENCY:** U.S. Department of Education

**PRINCIPAL INVESTIGATOR:** Barb Bradbury

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** N/A

**PURPOSE:** Student Support Services is a TRIO grant designed to help low income, first generation college students be successful and graduate from their programs of study.

**CLIENTELE TO BE SERVED:** 200 Shawnee State University students who meet U.S. Department of Education eligibility criteria

**RELATIONSHIP TO SSU MISSION:** Providing access and increasing retention and graduation rates directly relates to the theme of Teaching and Learning, "To be widely recognized as an exemplary public university committed to student success and excellence in teaching and learning."

**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:** N/A

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:** Housed under the Department of Student Affairs, Student Support Services is located in the TRIO Center, which is part of the Commons Building. The first year of the new award will be 2002. Students will receive a wide range of services on a quarterly basis, i.e., tutoring assistance, peer mentoring, opportunities for cultural enrichment, workshops based on educational, career, and personal needs. Quarterly and annual evaluations will be conducted so that staff can adjust service delivery methods to better meet student needs. Budget planning, monitoring, and reconciliation is conducted through the Department of Business Affairs.

## BUDGET:

Fund Source: U.S. Department of Education      Year 2002 - 2006

Grant                      \$319,874


Other

University

In-kind

TOTALS                  \* \$319,874

**\* Proposal is in the development phase - final budget figures are not yet available**

Certified as True and Correct	
	10/5/00
Secretary, SSU Board of Trustees	Date

## RESOLUTION E14-00

### PERSONNEL

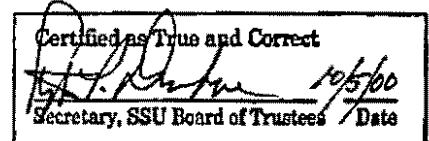
WHEREAS, the University-wide Board policy 5.16 "Approval of Personnel Appointments" establishes the procedure for the approval of those personnel changes requiring action by the Board of Trustees and for the reporting of other personnel actions to the Board; and

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 personnel actions attached to this resolution effective on the dates indicated.

September 12, 2000





## PERSONNEL ACTION ITEMS

August 12, 2000 to September 12, 2000

(developed from information received in Personnel Department through September 5, 2000 only)

Subject to Amendment for new hires to September 12, 2000

### ACADEMIC AFFAIRS DIVISION

#### Appointments

##### Faculty

*Debra Scurlock*, Senior Instructor, in the Department of Occupational Therapy, at an academic year salary of \$32,100. Her hire date is scheduled for September 5, 2000;

*Elizabeth Jenkins*, full-service temporary Senior Instructor of Early Childhood, in the Department of Teacher Education, at an academic year salary of \$37,500. Her hire date is scheduled for September 5, 2000.

### BUSINESS AFFAIRS DIVISION

*Nothing to report.*

### PRESIDENT'S OFFICE

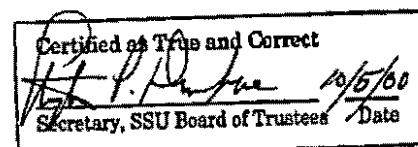
*Nothing to report.*

### STUDENT AFFAIRS DIVISION

*Nothing to report.*

### UNIVERSITY ADVANCEMENT

*Nothing to report.*



Per Policy 5.16 Board of Trustees has prior approval for appointment or removal of the position of vice president and creation of all new faculty and administrative positions.

Board of Trustees has subsequent approval for appointment to and removal of all faculty and administrators, establish the compensation for same, and award or deny continuing contracts and promotions for faculty.

## PERSONNEL INFORMATION ITEMS

August 12, 2000 to September 12, 2000

(developed from information received in Personnel Department through September 5, 2000 only)

### *ACADEMIC AFFAIRS DIVISION*

*None.*

### *BUSINESS AFFAIRS DIVISION*

*None.*

### *PRESIDENT'S OFFICE*

*None.*

### *STUDENT AFFAIRS DIVISION*

*Suzanne Shelpmann*, Director of Ohio JOB Prep Program, revised resignation effective August 18, 2000.

### *UNIVERSITY ADVANCEMENT*

*None.*

Certified as True and Correct	
<i>[Signature]</i>	<i>10/5/06</i>
Secretary, SSU Board of Trustees	Date

## RESOLUTION E-15

### RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT BETWEEN SHAWNEE STATE UNIVERSITY AND SHAWNEE EDUCATION ASSOCIATION

WHEREAS, contract negotiations between the University (SSU) and Shawnee Education Association (SEA) began in June 2000 using Interest Based Bargaining; and

WHEREAS, the result of those negotiations was an agreement ratified by the SEA membership on September 11, 2000; and


WHEREAS, such agreement is binding on SSU and SEA from the effective date, September 1, 2000 until midnight August 31, 2003; and

WHEREAS, the President recommends the ratification of the agreement;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees accepts and ratifies the agreement attached hereto effective September 1, 2000; and

BE IT FURTHER RESOLVED that the Board of Trustees expresses its appreciation to both negotiating teams for their conscientious efforts in negotiating an agreement that could be ratified by the members of SEA and the Board of Trustees.

September 12, 2000

Certified as True and Correct	
	10/5/00
Secretary, SSU Board of Trustees	Date

## RESOLUTION E16-00

### FY 2001 ADMINISTRATOR AND ATSS PAY AND HEALTH BENEFIT ADJUSTMENTS

WHEREAS, studies have been conducted measuring market and internal comparisons of Shawnee State University administrative and Administrative Technical Support Staff (ATSS) positions; and

WHEREAS, the studies demonstrate that overall the University's administrative staff average salaries compare favorably to equivalent market averages; and

WHEREAS, those administrative positions that do not compare favorably to equivalent market averages have been identified; and

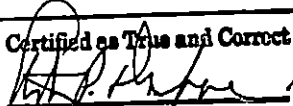
WHEREAS, the President recommends the following actions of the Board; and

WHEREAS, the Board desires to adjust the current health care plan for all non-bargaining unit employees to help defray the cost of hyperinflation in the prescription drug market;

THEREFORE BE IT RESOLVED that for FY2001, a salary pool of 4.0% is approved for administrators and ATSS personnel currently employed by SSU retroactive to July 1, 2000, and in accordance with Board Policy 4.49. Up to .6% of the salary pool may be applied to market salary adjustments with the remainder applied to across-the-board increases; and

BE IT FURTHER RESOLVED that the health care plan for all non-bargaining unit employees will be changed to require prescription drug co-payments of \$5 for generic, \$5 for mail order, and \$10 for brand name drugs, effective beginning not later than November 1, 2000.

(September 12, 2000)

Certified as True and Correct	
	10/5/00
Secretary, SSU Board of Trustees	Date