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Board of Trustees

11-14-2000

November 14, 2000 Executive Committee Meeting

Shawnee State University

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SHAWNEE STATE UNIVERSITY
Executive Committee Meeting Minutes
November 14, 2000
4:00 p.m., Founders' Room

Meeting was called to order by the Chairman at 4:05 p.m.

Roll Call

Voting Members present:

Mr. George Clayton	Chairman
Dr. Burton Payne	Vice Chairman
Ms. Katherine Argeros	Member
Mr. George L. Davis	Member

Other Board Members present:

Ms. Kay Reynolds	Trustee
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Others present:

Dr. James Chapman	Ex-Officio (non-voting)
Mr. Steve Donohue	Secretary (non-voting)
Dr. Michael Field	Provost
Mr. Roger Murphy	Vice President of Business Affairs
Dr. Larry Mangus	Vice President of Student Affairs
Mr. Robert Owen	Executive Director of University Advancement

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

The Secretary confirmed compliance with RC 121.22(F). Mr. Clayton noted that there were no Board minutes to be approved because the minutes of the Special Board Meetings were approved at the October Board meeting.

2.0 Approval of Changes to SSUDF Policies

Ms. Susan Warsaw informed the Executive Committee of changes to the SSUDF Policies which included the use of gifts for endowed scholarships to require a minimum donation of \$2,500 and a maximum period of eight years to accumulate the fund to \$10,000, the changing of several investment policies regarding investment objectives, prohibited investments, diversification and evaluation of external fund managers. In response to the Chairman's question, Ms. Warsaw said the Foundation does have Charitable Gift Annuities but does not serve as a trustee because of the complex reporting requirements. Ms. Reynolds asked why the Shearson Lehman Bond Index was chosen by SSUDF to increase performance, and what the rate of return was last year. Mr. Murphy advised that he recalls the rate was 7.9 percent, slightly better than the index. Mr.

Clayton said the trustees would like more information on the Foundation's performance. After some discussion, Mr. Davis moved and Ms. Argéros seconded approval of Resolution E17-00, Approval of Changes to SSUDF Policies. Without further discussion, the Executive Committee unanimously approved Resolution E17-00.

3.0 Approval of Members and Officers of SSUDF

The SSU Development Foundation selected new members to the Board and officers at their October 25, 2000 meeting. Because the University is the sole member of the SSUDF, new board members and officers require approval by the SSU Board of Trustees. Mr. Clayton read the names and terms of the new officers and members of the SSUDF. In response to a question, Ms. Warsaw said that Ms. Carolyn Kegley, a new SSUDF Board member, was not an instructor at SSU. Dr. Payne moved and Ms. Argeros seconded a motion to approve Resolution E18-00, Approval of Members and Officers of SSUDF. Without discussion, the Executive Committee unanimously approved Resolution E18-00.

4.0 Approval of New Full-Time Position Educational Talent Search

Dr. Chapman explained that when we united all pre-college programs, this created the need to make the Assistant Director/Counselor of Education Talent Search a new full-time position. Dr. Mangus noted that one of the requirements of the grant is to have a full-time position. Dr. Chapman said we would like to move a part-time counselor to full-time to fill this position. Mr. Davis questioned why the resolution specified who would fill the position since the Board does not often do that. Dr. Mangus responded that Personnel recommended this course of action to reflect an upgrade for a current employee. The President agreed that as long as the Board was briefed on how the position would be filled, the resolution should not specify it. After discussion, it was agreed that the Executive Committee would approve the position but not approve the person to fill this position. Mr. Davis moved and Dr. Payne seconded a motion to amend Resolution E19-00, Approval of New Full-Time Position Educational Talent Search, to remove the last "Whereas". The Executive Committee unanimously approved the amendment. Mr. Davis moved and Dr. Payne seconded a motion to approve Resolution E19-00, Approval of New Full-Time Position Educational Talent Search, as amended. Without discussion, the Executive Committee unanimously approved Resolution E19-00, as amended.

5.0 Personnel Appointments

Dr. Chapman informed the Board of personnel appointments in accordance with SSU Policy 5:16. Dr. Chapman noted that Bruce Brazell's resignation was a sad loss for SSU. Mr. Davis moved and Ms. Argeros seconded a motion to approve Resolution E20-00, Personnel Appointments. Without discussion, the Executive Committee unanimously approved Resolution E20-00, Personnel Appointments.

Addition to Agenda

Dr. Chapman requested the Board to consider approving Resolution E21-00, New Positions, Title III Grant - Student Success Center. Dr. Mangus asked the Board to approve these new positions because the grant became effective in October and we need time to fill positions and it should be done as quickly as possible. The Committee members expressed no objections to this addition to the agenda, but Dr. Payne and Mr. Davis said they did not like surprises. Mr. Davis requested any additional agenda items be faxed to members as soon as it was known the additional item would be submitted. After discussion, Dr. Payne moved and Ms. Argeros seconded a motion to approve Resolution E21-00, New Positions, Title III Grant - Student Success Center. Without further discussion, the Executive Committee unanimously approved Resolution E21-00.

The President requested clarification on updating the Personnel Appointments resolutions for each Board meeting. The Board members felt that, barring any unusual circumstances, the resolutions provided with the Agenda would not be changed at the Board meeting. Any changes occurring after the Agenda was mailed to the Trustees would be reflected in the next Personnel resolutions.

6.0 Board Meeting Dates - 2001

Dr. Chapman asked the Executive Committee to consider moving the Executive Committee meetings to another day of the month because the second Tuesday of the month conflicts with his IUC Presidents Meeting in Columbus. After discussion, the Executive Committee agreed to change the Executive Committee meeting day to the second Monday of the month.


7.0 Executive Session

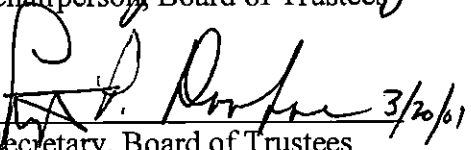
Ms. Argeros moved and Dr. Payne seconded a motion to enter into Executive Session under RC §121.22(G) to discuss compensation of the President.

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

Nays: None

Without discussion, the Executive Committee moved into executive session at 4:36 p.m. The Executive Committee return from executive session to an open session at 5:50 p.m. The meeting adjourned at 5:52 p.m.


Chairperson, Board of Trustees

 3/20/01
Secretary, Board of Trustees

RESOLUTION E17-00

SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION RESOLUTIONS 2000.4 AND 2000.5

WHEREAS, the Shawnee State University Board of Trustees is the sole member of the Shawnee State University Development Foundation; and

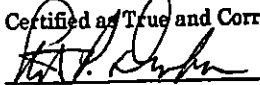
WHEREAS, the Shawnee State University Development Foundation Board is the recommending body to the Board of Trustees; and

WHEREAS, the Shawnee State University Development Foundation Board approved Resolution 2000.4 amending policy 18.0 providing for investment objectives, parameters of permitted investment vehicles, and the evaluation of external fund managers; and

WHEREAS, the Shawnee State University Development Foundation Board approved Resolution 2000.5 changing the minimum contributions requirements for endowed scholarships;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves Shawnee State University Development Foundation Resolutions 2000.4 and 2000.5.

November 14, 2000

Certified as True and Correct	
	3/24/01
Secretary, SSU Board of Trustees	Date

Resolution 2000.4

WHEREAS, the Shawnee State University Development Foundation makes as its highest priority good and effective stewardship of the funds it holds; and

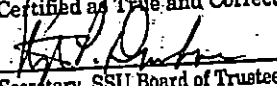
WHEREAS, the investment of those funds and the managers who act to control those investments are of prime import; and

WHEREAS, the Investment philosophy and objectives, the Allocation of Foundations Assets, and the Selection, Monitoring and Evaluating of managers, which are parts of Foundation policy, impact that stewardship; THEREFORE BE IT

RESOLVED, that the Foundation periodically reviews investment policies and updates or changes them as appropriate; and BE IT FURTHER

RESOLVED, that the Foundation amends and/or adds policies 18.2.1, 18.2, 18.2.1, 18.2.2, 18.3.6, 18.4, 18.4.1, 18.4.8, 18.5, 18.5.3, and 18.5.4 to enhance the investment policy.

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Secretary, SSU Board of Trustees

3/20/01
Date

RESOLUTION 2000.5

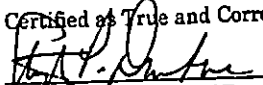
WHEREAS, the Shawnee State University Development Foundation accepts donations of \$10,000 or more as the corpus of endowed scholarships and

WHEREAS, the Shawnee State University Development Foundation, to encourage the creation of endowed scholarships, accepts gifts of lesser amounts with the understanding that the endowment will grow; and

WHEREAS, the Shawnee State University Development Foundation wishes to set certain minimums to ensure that growth; THEREFORE BE IT

RESOLVED, that the Shawnee State University Development Foundation accepts changes in policy 12.1.1.d which requires that the \$10,000 be donated within a minimum of 8 years; BE IT FURTHER

RESOLVED, that if the \$10,000 minimum is not met within 8 years, the funds will revert to the Friends of Shawnee State University Scholarship Fund.

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	3/20/01
Secretary, SSU Board of Trustees	Date

11.2.4.2 Charitable gift annuity payment rates vary by the donor's age. The Foundation will use, as a maximum, the annuity table suggested by the American Council on Gift Annuities.

11.2.5 A bequest, documented by a copy of the donor's will (or appropriate section of the donor's will) or a letter from the donor or the donor's attorney confirming the commitment, will be counted at full value for individuals 65 years of age or older. For individuals under age 65, the gift will be reduced 5% for each year between the donor's age and age 65. The University will also require a signed statement attesting to the present value of the gift.

12.0 Use of Gifts.

12.1 Policy. The Shawnee State University Development Foundation encourages donations of non-restricted funds so that money will be available when and where it is most needed. However, there are many opportunities for donors to earmark their funds for special purposes.

12.1.1 Individuals who choose to donate funds to the Development Foundation for scholarships can do so in four ways:

a. Contributions in any amount will be accepted for inclusion in the Friends of Shawnee State Endowment. The fund is designed to award academic or artistic excellence by providing scholarships to students selected. The University encourages contributions to the Fund since it provides the staff with a means to encourage attendance and to award excellence. Contributions to the Friends of Shawnee State can be made in memory of or in honor of a friend or loved one, and an appropriate announcement will be sent as an acknowledgment.

b. Contributions of a specified minimum amount will be accepted as a separate named scholarship. A minimum of one third of the annual tuition fee will create a one-time scholarship named for the giver or a person of his/her choice. The University will encourage a gift large enough to award a full tuition scholarship. Depending on the date of the gift, the award may not be given until the following academic year.

c. For a contribution of \$10,000 or more, the University will create an endowed scholarship named for the donor or a person of his/her choice. The principal will remain in place, and only annual yield may be used toward the awards. The investment policy of the Foundation has been formulated to encourage growth as well as earnings so that the scholarship can remain viable over time. The University encourages donations large enough to produce sufficient interest to award a full-tuition scholarship annually.

d. *Delete (If a donor wishes to establish an endowed scholarship but contribute less than the required \$10,000, the contribution will be accepted and allowed to grow until the \$10,000 minimum has been reached.)* Donors may accumulate gifts toward minimum funding of an endowed scholarship with a gift of \$2,500 or more and a

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2000

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[Signature]
Secretary, SSU Board of Trustees

3/20/01
Date

signed agreement. Accumulations toward the minimum (\$10,000) must be completed within eight years from the date of the agreement. If \$10,000 is not reached within the required time, the agreement will be considered terminated and the funds will be placed in the Friends of Shawnee State Scholarship.

12.1.2 Chairs. Shawnee State University will encourage the creation, through the Development Foundation, of endowed chairs which serve to bring prestige to the professor holding the chair, the person who named it, and to the University. There are two ways in which to proceed.

a. A contribution of \$750,000 will be accepted to endow a named faculty chair. The interest will be used to cover or help defray salary and other related costs.

b. A contribution of \$100,000 will be accepted to fund a one-year named professorship or visiting professorship. This will cover salary and other related costs such as secretarial assistance, etc.


c. A contribution of \$300,000 will be accepted to create an endowed visiting chair. In this instance the corpus will be invested until such time that sufficient earnings have been realized to fund the position. It is expected that a visiting chair could be appointed every three years.

12.1.3 Individual arrangements can be made in regard to lecture series, performing arts series, film series, art purchases, equipment purchases, etc. Individuals wishing to underwrite those activities are encouraged to meet with the Director of Development or heads of the departments involved in the proposed activity.

12.1.4 Opportunities also exist to have buildings or specific rooms within buildings named for the donor or a person he/she designates. (Discussions of these options shall be the purview of the Director of Development or University President.) Where state funds are allocated for buildings, a minimum of 40% of the construction cost of the building is necessary for a naming opportunity. Where state capital funds are involved, naming of rooms is based on utility, placement, availability, and attractiveness from a commemorative standpoint. In the event that state funds are not available, full cost may be involved in order to facilitate a naming opportunity.

12.1.5 Earnings from endowment funds will be used to the fullest possible extent for the purpose stated at the fund's creation. The investment policy included elsewhere in this document allows for future distributions of endowment funds to remain as closely aligned as possible to the original intent of the donor.

12.1.6 If and when the program, project, or activity for which the funds were donated ceases to exist, the University reserves the right to reallocate the funds where they are most needed.

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Secretary, SSU Board of Trustees
3/20/01
Date

17.1.1 Unrestricted funds will be used to underwrite the Foundation budget (see Policy 9.2), particularly Foundation grants as well as the expenses associated with the operations of capital or major gift campaigns. They will also be used for projects at the request of the President and approval of the Foundation board.

17.1.2 Earnings from non-endowed fund balances shall be posted to the Operating Reserve Fund and used to fund the Foundation budget.

17.1.3 As has been the practice, the spending policy adopted annually by the Foundation will be applied to the endowed unrestricted fund account to be used as are unrestricted funds, to include operation. (See Policy 19.4).

17.1.4 As of July 1, 1997 new restricted endowed gifts will have a portion of their earnings allocated to the Operating Reserve Fund to help defray operating costs. Specifically a percentage, not to exceed 1% of a three year moving average value of the restricted endowment gift, will be allocated to the unrestricted category for the above purpose. That percentage is subject to a review, not less than biannually or annually, by the Board. The value of the restricted endowment gift is measured as of December 31 of each year. Until the three years of value can be determined, the allocation will be determined on the value of the restricted endowment gift as of December 31 of the current year.

17.2 Expenses for special events--dinners, receptions, etc.-- will be subtracted from the funds raised by that event. The net earned will go into the Development Foundation and may be earmarked for a specific benefit, if appropriate.

18.0 Investments.

18.1 Investment Philosophy. The Foundation Board of Trustees is aware of the responsibility to manage prudently its endowment funds as well as all funds. This philosophy should be disciplined and consistent. It should accommodate all those events and occurrences considered reasonable and probable. A prudent level of risk is appropriate; extreme positions and opportunistic styles are inappropriate.

18.1.1 Endowment management is directed toward the generation of payout to provide for current needs; and the maintenance of a base for generating income to meet future needs. The amount of endowment income used to supplement other revenues is a variable and it is the intent of the stated investment policy to reflect, at any given time, the intent and objectives of the Finance Committee with respect to investments and investment income. The investment portfolio shall be diversified both as to fixed income and equity holdings. Diversification provides reasonable assurance that no single investment or class of investments will have a disproportionate impact on the total portfolio.

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Secretary, SSU Board of Trustees

3/20/01
Date

18.1.2 The purpose of fixed income investments is to provide a highly predictable and dependable source of income; reduce the variability of the total portfolio market value; and provide a source of funds for alternative investments.

18.1.3 The purpose of equity investments is to provide current income, growth of income and appreciation of principal with the recognition that this requires the assumption of greater market variability and risk.

18.1.4 The performance of Development Foundation managed funds will be tested against the prudent man standard; the financial standards of a time-weighted total return, and the policies, goals, and objectives stated herein; and the normal fiduciary standards of conduct for investment advisors and managers.

18.1.5 Yearly performance requirements will depend on current and past economic and non-economic conditions that are likely to affect the investment manager's ability to meet the objectives and goals established herein.

18.2 Investment Policies. The Finance Committee, in order to implement its investment philosophy and meet its goals and objectives, has established the following general investment policy guidance. Exceptions may be made only upon specific written approval of the Finance Committee.

18.2.1 Except for those funds where the assets cannot be commingled, those endowment funds described as permanent or discretionary shall be participants and own shares in a commingled investment pool and based on the number of shares owned will share proportionately in the investment results (yield and appreciation) of the consolidated investment pool.

18.2.2 Any income from dividends, interest, rents, and business related revenues, in excess of the cash requirements, shall be reinvested.

18.2.3 To the extent that the current year's income from dividends, interests, rents, and business related revenues is insufficient to meet the budgeted spending rate, reinvested prior years' income from these sources may be drawn upon.

18.2.4 The fixed income component of the portfolio including short-term investments, shall not be less than 25 percent nor more than 75 percent of the current market value, with these being a relative equal balance between short-term and long-term investments.

18.2.5 The equity component of the portfolio shall not be less than 25 percent nor more than 75 percent of the current market value. For these purposes, real estate (excluding secured loans), special situations, venture capital, and convertible securities will be considered as equity investments.

18.2.6 Whenever prudent, investments shall be made through local institutions.

Certified to be True and Correct
[Signature] 3/29/01
Secretary, SSU Board of Trustees Date

18.2.7 Investments in fixed income securities shall be limited to government and agency issued and corporate issued in the top four quality ratings of recognized credit services. The prospect of credit risk or permanent risk of loss shall be avoided.

18.2.8 Call protection regarding fixed income securities should be emphasized to assure stable and current income.

18.2.9 Industry and company equity investments shall be based upon demonstrable analysis of prospects for above average return over a three-to-five year period. Emphasis should be placed upon dividend payout, historic and future growth potential, and stability of corporate earning power.

18.2.10 Equity investments shall be made primarily in well-seasoned, quality companies whose securities enjoy marketability adequate for this portfolio.

18.2.11 Short-term investment shall be limited to issues of the Federal government, Federal agencies, triple A money market funds, and investment grade commercial paper. Short-term investments must mature in less than two years from the time of purchase.

18.2.12 Short-term investments shall be considered as part of the fixed income component for purposes of determining the major mix tradeoff between fixed income and equity securities.

18.2.13 All of the foregoing policies shall be monitored by the Finance Committee.

18.3 Manager Selection.

18.3.1 The Development Foundation will initially retain an investment manager to manage the assets of the fund; however, the Finance Committee will, from time to time, review this decision and may determine to retain additional managers.

18.3.2 Investment managers shall be selected from well-established and financially sound organizations which have a successfully demonstrated record in managing funds with characteristics similar to those of the University Development Foundation. Selection will depend upon factors established by the Finance Committee.

19.0 Accessing Funds. The Director of Development will prepare an annual budget including expected income and proposed outlays, subject to the provisions of policy number 20.0, Spending Policy.

In some cases, individual campaigns may be devised in order to solicit funding for specific projects. In others, particularly where funding requirements are minimal, applicants may

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

18.0 Investments.

18.1 Investment Philosophy. The Foundation Board of Trustees is aware of the responsibility to manage prudently its endowment funds as well as all funds. This philosophy should be disciplined and consistent. It should accommodate all those events and occurrences considered reasonable and probable. A prudent level of risk is appropriate; extreme positions and opportunistic styles are inappropriate.

18.1.1 The Foundation's external Investment Managers have full discretion in making investment decisions within the confines of the parameters established by the Shawnee State University Development Foundation.

18.1.2 Endowment management is directed toward the generation of payout to provide for current needs; and the maintenance of a base for generating income to meet future needs. The amount of endowment income used to supplement other revenues is a variable and it is the intent of the stated investment policy to reflect, at any given time, the intent and objectives of the Finance Committee with respect to investments and investment income. The investment portfolio shall be diversified both as to fixed income and equity holdings. Diversification provides reasonable assurance that no single investment or class of investments will have a disproportionate impact on the total portfolio.


18.1.3 The purpose of fixed income investments is to provide a highly predictable and dependable source of income; reduce the variability of the total portfolio market value; and provide a source of funds for alternative investments.

18.1.4 The purpose of equity investments is to provide current income, growth of income and appreciation of principal with the recognition that this requires the assumption of greater market variability and risk.

18.1.5 The performance of Development Foundation managed funds will be tested against the prudent man standard; the financial standards of a time-weighted total return, and the policies, goals, and objectives stated herein; and the normal fiduciary standards of conduct for investment advisors and managers.

18.1.6 Yearly performance requirements will depend on current and past economic and non-economic conditions that are likely to affect the investment manager's ability to meet the objectives and goals established herein.

18.2 Investment Objectives. The financial objective for the Shawnee University Development Foundation is to preserve the real (inflation-adjusted) purchasing power of assets and earnings.

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Secretary, SSU Board of Trustees 3/20/11
Date

18.2.1 The long-term investment objective is to earn a total rate of return that equals or exceeds the spending rate plus long-term inflation (as measured by the CPI) plus the cost of managing the fund and all allowable administrator expenses.

18.2.2 The medium term objective is to outperform each of the capital markets in which the assets are invested measured over rolling periods of three years or complete market cycles. The performance of equities will be measured against the S & P 500 and fixed income holdings will be managed against the Shearsen Lehman Government-Corporate Bond Index.

18.3 Investment Policies. The Finance Committee, in order to implement its investment philosophy and meet its goals and objectives, has established the following general investment policy guidance. Exceptions may be made only upon specific written approval of the Finance Committee.

18.3.1 Except for those funds where the assets cannot be commingled, those endowment funds described as permanent or discretionary shall be participants and own shares in a commingled investment pool and based on the number of shares owned will share proportionately at the investment results (yield and appreciation) of the consolidated investment pool.

18.3.2 Any income from dividends, interest, rents, and business related revenues, in excess of the cash requirements, shall be reinvested.

18.3.3 To the extent that the current year's income from dividends, interests, rents, and business related revenues is insufficient to meet the budgeted spending rate, reinvested prior years' income from these sources may be drawn upon.

18.3.4 The fixed income component of the portfolio including short-term investments, shall not be less than 25 percent nor more than 40 percent of the current market value, with there being a relative equal balance between short-term and long-term investments.

18.3.5 The equity component of the portfolio shall not be less than 60 percent nor more than 75 percent of the current market value. For these purposes, real estate (excluding secured loans), special situations, venture capital, and convertible securities will be considered as equity investments.

18.3.6 The cash component shall be no less than 0% nor more than 5%.

18.4 Allocation of Foundation Assets. The Investment Managers' greatest concern should be total return without undue risk.

Certified as True and Correct
<i>[Signature]</i> 3/20/01
Secretary, SSU Board of Trustees Date

18.4.1 Diversification of assets will be employed to ensure that adverse results from one issue will not have a detrimental effect on the entire portfolio. To that end, a manager should not hold more than 5% of a single issue, based on cost.

18.4.2 Investments in fixed income securities shall be limited to government and agency issues and corporate issues in the top four quality ratings of recognized credit services. The prospect of credit risk or permanent risk of loss shall be avoided. Prohibited investments include bonds rated below investment grade (high yield/junk bonds) and derivatives.

18.4.3 Call protection regarding fixed income securities should be emphasized to assure stable and current income.

18.4.4 Short-term investments shall be limited to issues of the Federal government, Federal agencies, triple A money market funds, and investment grade commercial paper.

18.4.5 Short-term investments will be considered as part of the fixed income component for purposes of determining the major mix tradeoff between fixed income and equity securities.

18.4.6 Industry and company equity investment shall be based upon demonstrable analysis of prospects for above average return over a three-to-five year period. Emphasis should be placed upon dividend payout, historic and future growth potential, and stability of corporate earning power.

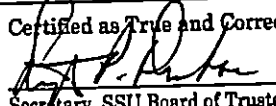
18.4.7 Equity investments shall be made primarily in well-seasoned, quality companies whose securities enjoy marketability adequate for this portfolio. Prohibited investments include derivatives, hedge funds and those which may trigger unrelated business income tax.

18.4.8 Short term funds which are available to be used during the following 12 months will be invested in money market funds, certificates of deposit, or treasury bills. The Development Office will make an effort to keep managers informed of spending needs so that assets can be sold at an appropriate time to provide necessary cash for this account.

18.4.9 All of the foregoing policies shall be monitored by the Finance Committee.

18.5 Manager Selection, Monitoring and Evaluation.

18.5.1 The Development Foundation will initially retain an investment manager to manage the assets of the fund; however, the Finance Committee will, from time to time, review this decision and may determine to retain additional managers or terminate existing ones.

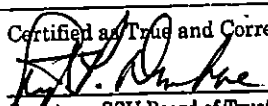
Certified as True and Correct	
	3/2/01
Secretary, SSU Board of Trustees	Date

18.5.2 Investment managers shall be selected from well-established and financially sound organizations which have a successfully demonstrated record in managing funds with characteristics similar to those of the University Development Foundation. Selection will depend upon factors established by the Finance Committee.

18.5.3 Investments will be monitored on a quarterly basis by the Finance Committee. They will base their findings on investment experience compared to the benchmarks listed, a periodic table of investment returns, and graphs of linked quarterly returns.

18.5.4 The performance of the investment managers will be measured against each other in net of fees return, and managers will be evaluated based on the following criteria:

- A. Ability to meet or exceed performance objectives**
- B. Adherence to philosophy and style as stated**
- C. Compliance with Investment Policy requirements**
- D. Fee structure**
- E. Continuity of personnel and practices at the firm**
- F. Responsiveness to needs of the SSUDF**

Certified as True and Correct	
	3/2/01
Secretary, SSU Board of Trustees	Date

RESOLUTION E18-00

SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION MEMBERS

WHEREAS, as sole member of the Shawnee State University Development Foundation, the Board of Trustees of Shawnee State University must ratify Foundation policies and members; and

WHEREAS the Shawnee State University Development Foundation has followed those policies and procedures in the selection of the Board members being recommended to the Board of Trustees;

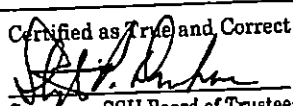
THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University ratifies the appointment of the following officers and members of the Development Foundation Board:

For a second three-year term: Beth Haney Marilyn Lute

For a three-year term: Cheryl Albrecht Carolyn Kegley
 Wanda Bennington Gail Miller

Officers: President - Bob Smith Vice President - Beth Haney
 Secretary - Jim Jividen Treasurer - Roger Murphy

(November 14, 2000)

Certified as True and Correct	
	3/3/01
Secretary, SSU Board of Trustees	Date

AMENDED RESOLUTION E19-00

**NEW POSITION
ASSISTANT DIRECTOR/COUNSELOR
EDUCATIONAL TALENT SEARCH**

WHEREAS, Shawnee State University hosts the federally funded program Educational Talent Search which prepares sixth - twelfth grade students interested in a college education; and

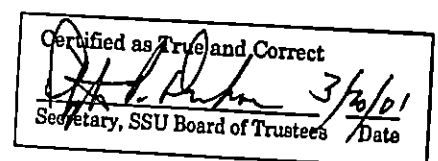
WHEREAS, the Director of Educational Talent Search has been assigned additional duties managing Student Support Service and a full-time assistant director/counselor position is needed to help manage the Talent Search program; and

WHEREAS, the position of Assistant Director/Counselor is recommended by the Vice President of Student Affairs and the President; and

WHEREAS, the funding for this position is provided through existing resources from the Educational Talent Search share of the TRIO grant; and

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the creation of the full-time temporary position of Assistant Director/Counselor, Educational Talent Search.

November 14, 2000



RESOLUTION E20-00

PERSONNEL

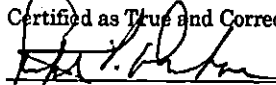
WHEREAS, the University-wide Board policy 5.16 "Approval of Personnel Appointments" establishes the procedure for the approval of those personnel changes requiring action by the Board of Trustees and for the reporting of other personnel actions to the Board; and

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.

November 14, 2000

Certified as True and Correct	
	3/2/01
Secretary, SSU Board of Trustees	Date

PERSONNEL ACTION ITEMS

October 14, 2000 to November 14, 2000

(developed from information received in Personnel Department through November 8, 2000 only)

Subject to Amendment for new hires to November 14, 2000

ACADEMIC AFFAIRS DIVISION

Appointments

Faculty

Shannon Lawson, Senior Instructor of Composition, in the Department of Arts & Humanities, at an academic year salary of \$27,000. Her hire date is effective January 3, 2001.

Administration

David Seals, Lawrence County Coordinator for the 21st Century Community Learning Centers, in University Outreach Services, at a fiscal year salary of \$32,000. His hire date is scheduled for November 15, 2000.

BUSINESS AFFAIRS DIVISION

Nothing to report.

PRESIDENT'S OFFICE

Nothing to report.

STUDENT AFFAIRS DIVISION

Appointments

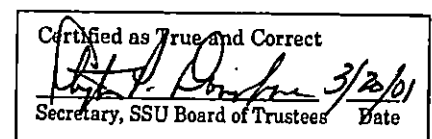
Administration

Rebecca Mershon-Harr, Program Assistant for the Upward Bound and Upward Bound Math Science Programs, at a fiscal year salary of \$26,745. Her hire date is scheduled for November 13, 2000;

Daniel Ferguson, Coordinator of Student Activities for the Department of Student Activities & Auxiliaries, at a fiscal year salary of \$27,000. His hire date is scheduled for November 20, 2000.

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

October 14, 2000 to November 14, 2000

(developed from information received in Personnel Department through November 8, 2000 only)

ACADEMIC AFFAIRS DIVISION

Resignations

Administration

Bruce Brazell, Director of the Planetarium, resignation effective December 8, 2000.

BUSINESS AFFAIRS DIVISION

None.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Resignations

Administration

Jane Benson, Coordinator for the Educational Opportunity Center, resignation effective October 27, 2000.

PRESIDENT'S OFFICE

None.

STUDENT AFFAIRS DIVISION

None.

UNIVERSITY ADVANCEMENT

None.

RESOLUTION E21-00

NEW POSITIONS TITLE III GRANT - STUDENT SUCCESS CENTER

WHEREAS, Shawnee State was awarded a five year Title III federal grant to improve the graduation rates for at-risk students; and

WHEREAS, the Provost and the Vice President of Student Affairs recommend the creation of two full-time temporary positions and one part-time secretary for the Title III Activity Director to carry out the goals and objectives of the Title III grant; and

WHEREAS, the President recommends these new continuous temporary positions; and

WHEREAS, the funding for these positions is provided through the Title III grant, and the positions will terminate when the Title III grant terminates; and

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the creation of the following continuous temporary positions at grades and salaries consistent with SSU policies, reporting to the Title III Activity Director:

Coordinator Student Academic Assessment, full-time, continuous temporary administrative

Coordinator of Educational Technology Services, full-time, continuous temporary administrative

Part-time Secretary; and

BE IT FURTHER RESOLVED that the position of Coordinator of Student Academic Assessment may be filled by existing qualified staff whose positions have been terminated under other grants in accordance with SSU Policy 4.51; and

BE IT FINALLY RESOLVED that these positions are approved subject to internal budget approval demonstrating sufficient funding from the Title III grant.

November 14, 2000

