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5-12-2003

### May 12, 2003 Executive Committee Meeting

Shawnee State University

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SHAWNEE STATE UNIVERSITY  
Executive Committee Meeting Minutes  
May 12, 2003  
4:00 p.m., President's Conference Room

The Chairman called the meeting to order at 4:04 p.m.

**Roll Call**

Voting Members present:

Mr. George L. Davis	Chairman
Mr. Howard Harcha	Member
Dr. Burton Payne	Member
Ms. Kay Reynolds	Member

Members Absent:

None

Others present:

Mr. Steve Donohue	Board Secretary (non-voting)
Dr. Michael Field	
Dr. John Kelley	
Dr. Larry Mangus	
Mr. Roger Murphy	
Dr. Martha Rader	
Mr. Randy Warman	

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

The Chairman confirmed compliance with RC 121.22(F).

**2.0 Approve Minutes of Executive Committee Meeting (5/13/02) and Special Executive Committee Meeting (12/3/02)**

Dr. Payne moved and Ms. Reynolds seconded a motion approve the Executive Committee Meeting minutes of May 13, 2002 and Special Executive Committee Meeting minutes of December 3, 2002. Without discussion, the Executive Committee unanimously approved the minutes.

### **3.0 Amendment to the University Meal Plan**

Mr. Davis asked Mr. Murphy to report on the proposed changes to the University meal plan. Mr. Murphy said the current meal plan is 15 meals per week with no options. Currently, those students on the 15 meals per week plan only consume 6.75 meals per week on average. The proposed meal plan would allow upperclassmen an option of seven meals with slight savings. Mr. Murphy said he anticipated that the seven-meal plan would more closely replicate actual student usage and would save students some money. Mr. Harcha asked if this proposal had been discussed or approved by students. Mr. Murphy and Mr. Warman both agreed that students approved. Mr. Harcha moved and Ms. Reynolds seconded a motion to approve Resolution E1-03, 7 Meal Plan Option. Without discussion, the Executive Committee unanimously approved Resolution E1-03.

### **4.0 21<sup>st</sup> Century and Pixley Grant Application**

Mr. Davis asked Dr. Field to report on the grant applications. Dr. Field said the 21<sup>st</sup> Century grant is an extension of the current grant and expands the after-school programming at three area elementary schools: Northwest, Bloom-Vernon and Minford. Dr. Field said these after-school malls have enhanced curricula and offer students assistance in homework, tutoring and recreational activities. Dr. Field said the Pixley grant is an annual grant in the amount of \$67,000 and provides a variety of purposes as indicated. Mr. Harcha asked if this grant merged everything into one request. Dr. Field said it is one grant but encompasses different areas including Cultural Enrichment, Honors Orientation, and Scholarships. Mr. Harcha moved and Dr. Payne seconded a motion to approve Resolution E2-03, Pixley Grants and 21<sup>st</sup> Century Community Learning Centers Grant. Without discussion, the Executive Committee unanimously approved Resolution E2-03.

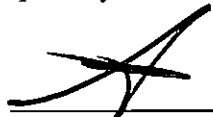
### **5.0 Approval of SSUDF Board Member**

Mr. Davis asked Dr. Field to report on the SSU Development Foundation Board member. Dr. Field said the SSUDF Board had unanimously nominated Ms. Tanya Pullin to their Board to complete the term of a member who resigned. Dr. Field said Ms. Pullin is a member of the legislature in Kentucky and has been helpful with reciprocity among the participating universities in Kentucky and Ohio. Mr. Harcha noted this appointment was a good asset to the University. Mr. Harcha moved and Ms. Reynolds seconded a motion to approve Resolution E3-03, Shawnee State University Development Foundation Member. Without discussion, the Executive Committee unanimously approved Resolution E3-03.

### **6.0 Personnel**

Mr. Davis reported that as noted in the Board materials, an appointment of a faculty member in Early Childhood Education was being requested. Ms. Reynolds moved and Dr. Payne seconded a motion to approve Resolution E4-03, Personnel. Without discussion, the Executive Committee unanimously approved Resolution E4-03.

There being no other business, Dr. Payne moved and Ms. Reynolds seconded a motion to adjourn the meeting. The meeting adjourned at 4:12 p.m. by acclamation.



Chairperson, Board of Trustees



Secretary, Board of Trustees

## RESOLUTION E1-03

### 7 MEAL PLAN OPTION

WHEREAS, the Office of Student Activities and Auxiliaries strives to retain students in University residence halls; and

WHEREAS, an informal survey of students has revealed an interest to remain in SSU residence halls if an alternate meal plan option were available; and

WHEREAS, the alternate meal plan option would feature a reduced number of meals per week; and

WHEREAS, the alternate meal plan would be exclusively available to those students who have achieved a class ranking of sophomore (45 term credit hours) or above; and

WHEREAS, implementing this option may serve to increase retention; and

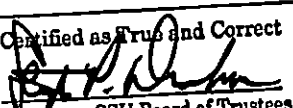
WHEREAS, similar options are offered by other universities;

WHEREAS, statistics show that the average number of meals per week consumed by students with the 15 meal plan is 6.75 and the predicted average number of meals consumed for students electing the 7 meal plan will be 5.75.

WHEREAS, the 7 meal plan option would save students \$66 per quarter, \$198 per academic year over the 15 meal plan;

THEREFORE BE IT RESOLVED that the Executive Committee of the Board of Trustees of Shawnee State University approves the establishment of a seven (7) meal per week plan option at a rate of \$648.00 per quarter, \$1,944.00 yearly, effective beginning fall quarter, 2003 for students at a class rank of sophomore or higher as of the start of each fall term.

(May 12, 2003)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees  
6/11/03  
Date

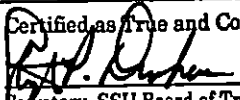
**RESOLUTION E2-03**

**PIXLEY GRANTS  
21<sup>st</sup> CENTURY COMMUNITY LEARNING CENTERS GRANT**

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

THEREFORE BE IT RESOLVED that the Executive Committee of the Board of Trustees of Shawnee State University approves submission of the Pixley and 21<sup>st</sup> Century Community Learning Centers Expansion Grant proposals.

(May 12, 2003)

Certified as True and Correct	
	6/4/03
Secretary, SSU Board of Trustees	Date

## Grant Proposal Summary

**TITLE:** 21<sup>st</sup> Century Community Learning Centers

**GRANTING AGENCY:** Ohio Department of Education

**PRINCIPAL INVESTIGATOR:** Cathy Mullins/Jerry Blanchard

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** Mullins – 15%, Blanchard – 25%

**PURPOSE:** 21<sup>st</sup> Century Community Learning Centers provide after-school programming at three area elementary schools. The Centers, or “After School Malls,” provide tutoring and supplemental instruction, expanded library and computer laboratory hours, family reading programs, drug and violence education and counseling, enrichment classes, field trips and recreational time. The goals of the “Malls” include better student performances on Ohio Proficiency Tests and in the classroom, better school attendance, increased parental and volunteer involvement in the schools, increased participation in anti-drug/violence activities, and stronger linkages and collaborations among the partner schools.

**CLIENTELE TO BE SERVED:** Students, their parents and surrounding community members in the Northwest, Minford, and Bloom Vernon school districts, especially those in Kindergarten through sixth grade.

**RELATIONSHIP TO SSU MISSION:** “..To enrich the lives of the community, the University provides opportunities for continuing personal and professional development, intellectual discovery, and appreciation for the creative and performing arts.” Further, the grant addresses the University’s strategic opportunity to “develop partnerships that involve the University in collaborative activities with other groups and institutions.

**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:** Ohio South Tech Prep Consortium, Northwest Local Schools, Minford Local Schools, Bloom Vernon Local Schools, Scioto County Joint Vocational School, the South Central Ohio Educational Service Center.

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:** The “Malls” will be conducted four evenings per week, offering services immediately after school until approximately 5:30 pm. Before school programming may also be offered if desired by the individual schools. Students will participate in homework help, tutoring and recreational activities. The program’s director and coordinator are housed at SSU and assist the schools in hiring teachers, site coordinators and other personnel. SSU students are often hired as tutors and teaching assistants, gaining valuable class-related experience. This grant is a continuation a two federally funded projects that have provided after school programming to 36 schools in Scioto, Pike and Lawrence Counties. The federal project has been recognized for its innovative partnering that has brought secondary, vocational and postsecondary education providers together in an effort to provide better opportunities for our communities and students.

**FUNDING PERIOD:**

**BUDGET:**

Fund Source	Year One
Grant	\$495,837
Direct Costs	460,195
Indirect Costs	35,642
Other	
University-In Kind (estimated)	10,000
University Match	0
<b>TOTAL</b>	<b>\$505,837</b>

Certified as True and Correct

*[Signature]* 6/4/03  
Secretary, SSU Board of Trustees /ate

## Grant Proposal Summary

**TITLE:** 2003/2004 Pixley Projects

**GRANTING AGENCY:** Scioto County Area Foundation

**PRINCIPAL INVESTIGATOR:** Cathy Mullins

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** 10%

**PURPOSE:** To provide a variety of academically enriching experiences for the campus and surrounding community.

**CLIENTELE TO BE SERVED:** Shawnee State University students, faculty and staff, and the surrounding community.

**RELATIONSHIP TO SSU MISSION:** "Recognizing the importance of knowledge, values and cultural enrichment," the Pixley Grant provides both students and community members opportunities to expand their knowledge base, increase their ability to think critically and analytically, and "...provides opportunities for...intellectual discovery..."

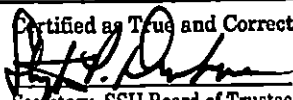
**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:** None

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:** There are four main activity areas proposed: Summer College for High School Students, Pixley TRIO Scholarship Awards, a floodwall murals documentary video, and the Honors Program Orientation project. Summer College is a five week on-campus experience for students entering their senior year of high school. Students will attend classes, earning credit, and live on campus to become familiar and comfortable with college life at Shawnee State. The TRIO scholarships will provide several SSU scholarships for students participating in Upward Bound, Upward Bound Math Science, Educational Talent Search, and Student Support Services. The murals documentary will be a 20-minute video that examines the development of the Portsmouth Floodwall Murals project and its affect on the surrounding community. The Honors Program Orientation will provide Honors students a variety of enriching activities to assist in introducing them to campus and the Honors Program.

**FUNDING PERIOD:** June 1, 2003 – May 31, 2004

**BUDGET:**

<u>Fund Source</u>	<u>Year One</u>	<u>Total, all years</u>
Grant	\$67,000	\$67,000
Direct Costs	NA	NA
Indirect Costs	NA	NA
Other	0	0
University-In Kind		
University Match	0	0
<b>TOTAL</b>	<b>\$67,000</b>	<b>\$67,000</b>

Certified as True and Correct
 6/11/03
Secretary, SSU Board of Trustees      Date



**RESOLUTION E3-03**

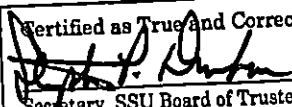
**SHAWNEE STATE UNIVERSITY  
DEVELOPMENT FOUNDATION MEMBER**

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 member being recommended to the Board of Trustees;

THEREFORE BE IT RESOLVED that the Executive Committee of the Board of Trustees of Shawnee State University ratifies the appointment of Ms. Tanya Pullin to the SSUDF Board of Trustees to complete the three year term of Mr. Clyde Callihan effectively immediately and terminating December 31, 2005.

(March 12, 2003)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees  
6/11/03  
Date

## RESOLUTION E4-03

### 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.

May 12, 2003

Certified as True and Correct

Secretary, SSU Board of Trustees
6/11/03 Date

## PERSONNEL ACTION ITEMS

All appointments are subject to any contingency included in the written offers of employment.

### MAY 2003 BOT MEETING

Actions submitted for approval, April 1, 2003 to May 1, 2003

(developed from information received in HR Department through May 6, 2003 only)

#### **ACADEMIC AFFAIRS DIVISION**

##### ***Appointment – Faculty***

*Wei-Ying Hsiao*, full service appointment as Assistant Professor of Early Childhood Education for the Department of Teacher Education beginning September 8, 2003, at the academic year salary of \$38,310. Ms. Hsiao received her Ed.D. in Early Childhood Education from the University of Northern Colorado in May, 2003, possesses a M.S. in Early Childhood Education from Grambling State University and a B.S. in Home Economics from the Chinese Culture University.

#### **BUSINESS AFFAIRS DIVISION**

*Nothing to report.*

#### **OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION**

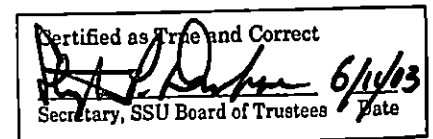
*Nothing to report.*

#### **PRESIDENT'S OFFICE**

*Nothing to report.*

#### **STUDENT AFFAIRS DIVISION**

*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.

Prepared 5/6/03

**PERSONNEL INFORMATION ITEMS**  
**MAY BOT MEETING**  
**Changes processed from April 1, 2003 to May 1, 2003**  
(developed from information received in the HR Department through May 6, 2003 only)

***ACADEMIC AFFAIRS DIVISION***

***Retirement – Administration***

*Lois Shimfessel*, Classroom Teacher in the Children's Learning Center for the Department of Teacher Education, retirement effective July 1, 2003.

***BUSINESS AFFAIRS DIVISION***

None.

***OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION***

***Appointment – Administration***

*Joseph Sanda*, 10-month part-time (.42 FTE) Outreach Coordinator for the Educational Opportunity Center located at Kent State University beginning May 5, 2003, at the grant year salary of \$11,521. Mr. Sanda possesses a M.A. from John Carroll University and a Bachelor of Science in comprehensive Social Studies from Kent State University.

***PRESIDENT'S OFFICE***

None.

***STUDENT AFFAIRS DIVISION***

None.

