

Shawnee State University

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Board of Trustees

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6-12-2003

### June 12, 2003 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
June 12, 2003**

Chairman George Davis called the meeting to order at 1:13 p.m. noting the meeting was in compliance with RC §121.22(F).

Mr. Davis said it was a pleasure to welcome Ms. Patricia Richards, former Board of Trustee member, to today's meeting. Mr. Davis also said that the Board had received a thank you card from the family of Mr. Frank D. ("Dick") Hyland, Trustee Emeritus of SSU. Mr. Davis said it was also a pleasure to welcome Dr. Rita Rice Morris, SSU's new President. He said he was looking forward to serving with her for the next year and one-half, the time remaining on his term as Board member.

**Roll Call**

Members Present: Mr. Clayton, Mr. Davis, Mr. Harcha, Ms. Leo, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Members Absent: Ms. Brumfield, Mr. Teichman

**Approval of the June 12, 2003 Agenda**

Mr. Harcha moved and Mr. McCoy seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the June 12, 2003 agenda.

**Approval of the April 17, 2003 Board Meeting Minutes**

Ms. Reynolds moved and Dr. Payne seconded a motion to approve the April 17, 2003 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

**President's Report**

The President summarized her written report that she submitted to the Board.

Dr. Morris said that today was her 13<sup>th</sup> workday at SSU. She said both the SSU community and the Portsmouth community had made her and her husband, Jim, feel most welcome.

Dr. Morris reported that a significant part of her time has been devoted to budget matters both on and off campus. She said she had had discussions with Representative Todd Book and Senator Doug White's office regarding the impact of House and Senate bills on SSU. She thanked all the Board members who had communicated with legislators and said this is the fourth quarter of the game and we need to continue our game plan of letting the legislature know how the budget will impact SSU. She said included in today's Board material were several handouts that might help

Board members as they discuss budget issues with legislators. She noted that one of the handouts was the Governor's charge to the Commission on Higher Education and the Economy. She said the Commission is forming three sub-groups. She also said this was as much information as we had regarding this Commission but would keep the Board informed as she received information.

Dr. Morris reported that Commencement 2003 would be held on Saturday at 10 a.m. on the Alumni Green. She said she was looking forward to this important event and was honored to be asked by the University Faculty Senate to serve as this year's commencement speaker. She said approximately 375 to 400 students would be participating in graduation.

Dr. Morris said the SSU/SEA have begun discussions for their next contract agreement. Both groups have agreed to pursue "interest-based bargaining" and new members to the bargaining teams were being trained in this technique today.

Dr. Morris said that safety at SSU was an important concern for everyone in our campus community and had asked members of the SSU community who have very direct concerns with safety related to their positions at SSU, to serve on a Safety Committee. She thanked Mr. Murphy who was instrumental in the formation of this Committee.

Dr. Morris reported that the Office of Communications had composed a 28-page issue of Currents, SSU's publication that is used to develop a connection with community members. Dr. Morris said this is a wonderful publication and will be inserted into newspapers in Scioto, Pike, Jackson, Lawrence, and Adams counties in Ohio and Boyd, Greenup, and Lewis counties in Kentucky.

Dr. Morris said that SSU was pleased to host a visit to our campus by Thomas Moyer, the chief justice of the Ohio Supreme Court. She said this provided a good opportunity to visit with the legal community.

Dr. Morris revisited the Governor's Commission on Higher Education and the Economy issue. She said this Commission held its first meeting recently in Columbus but she did not attend the meeting because she is not a member of the Commission. She said there are three University President's on the Commission who will forward information from these Commission meetings to the other university presidents.

Dr. Morris said she would like to congratulate Dr. Jim Flavin, professor of English at SSU, for receiving the prestigious SSU Distinguished Teaching Award. She said this award recognizes faculty members for outstanding classroom teaching and is especially important because the award comes from one's peers.

Dr. Morris informed the Board of SSU's enrollment and applications for admission figures. She said the prospective enrollment numbers really are spectacular. She said Mr. Murphy says the budget includes growth of 4%. Mr. Murphy commented that he has never gone that high with the enrollment figures and gives us some good options.

Dr. Morris reported that this year's recipient of the SSU Bear Hug Award was Ms. Kris Liles, executive secretary in the Office of the Provost. Dr. Morris said this award goes to a faculty or staff member at SSU in recognition of his/her valuable contributions, commitment, and positive outlook and for going above and beyond the call of duty as a member of the SSU community. Dr. Morris congratulated Ms. Liles.

Dr. Morris said SSU had received verbal notice from our congressional offices (Senator Dewine and Rep. Portman) that not only were SSU's two Upward Bound grants funded again this year for four more years at \$222,916 and \$284,926 annually, but SSU was also awarded the brand new Veterans Upward Bound grant at \$220,000 annually for four years. Dr. Morris said Ms. Barbara Bradbury was excited about the Veterans award, which brings SSU's grants up to six in the TRIO programs. Dr. Morris said these services will be very attractive to veterans and was especially timely considering the United States' involvement in the war. Dr. Morris offered her congratulations to the dedicated staff members in SSU's TRIO Center and said they were to be commended for a job well done.

Dr. Morris said there are many personnel changes occurring at SSU and said this reflects growth because SSU needs these additional personnel to accommodate the number of students who are attending SSU. She offered her thanks to those involved in the searches and said they play an important role in getting the right person for the job.

Dr. Morris told the Board that Mr. Terry Hapney, director of communications and assistant to the president, has arranged a media tour in early July. She said she had already been interviewed by several local radio stations and was anxious to visit all local media to highlight the successes of SSU.

Dr. Morris thanked those Board members who attend this year's President's Gala. She said everyone seemed to have a marvelous time and the silent auction was a tremendous success. She offered her thanks to Ms. Susan Warsaw and the staff of the Development office for their hard work on the Gala.

Dr. Morris said that members of TKE and the Student Government Association assisted her and Jim getting moved into the President's Home. She also said the Facilities staff had been wonderful in helping get the house ready for their arrival. She said she and Jim truly appreciated everyone's help. She said they are anxious to begin entertaining at the house and the first official event would be a luncheon for the President's Forum to be held next week.

She said Professor Tom Stead and others in the Department of Fine, Digital and Performing Arts are in the process of identifying student art for the President's Home. She said this house was the university's house and she is thrilled that the walls will be filled with work created by SSU's students.

Dr. Morris said she met with SSU's constituency group leadership (SGA, UFS, UAA, USA, SEA and CWA) on her second day. She said this is a wonderful opportunity for these groups to get together on a regular basis.

Dr. Morris said she met with Congressman Rob Portman at the opening of his new Portsmouth office, along with a number of Board members and community members. She said Mr. Portman is very interested in SSU and made a special effort to meet with her. She also said she would be meeting with Mr. Portman's chief field representative in the near future to follow-up on various issues.

Dr. Morris reported on the meetings she has attended. She said she had enjoyed a welcoming reception given by the SSU community; a cookout hosted by the USA; and a reception given by the faculty and staff of the College of Professional Studies. She said she and Jim have enjoyed meeting the students and attending several "year end" and graduation events.

Dr. Morris said that SSU's cabinet members, Dr. Field, Mr. Murphy, Dr. Mangus and Mr. Donohue, and deans, Dr. Rader and Dr. Holt, have been invaluable with their assistance and advice as SSU deals with budget and year-end matters.

Dr. Morris said she has enjoyed meeting with the Development Foundation and next week would be meeting with the President's Forum at the President's Home.

Dr. Morris said she had the honor of attending the investiture and reception for Dr. Karen Holbrook, Ohio State's new president. Dr. Holbrook also hosted a meeting with Ohio's presidents to hear a presentation about the reauthorization of the federal Higher Education Act.

Dr. Morris said while she was in Columbus attending meetings, her husband, Jim, attended the Finals Breakfast and had a great time chatting with students, staff and faculty members at SSU.

## **Committee Reports**

### **Academic Affairs Committee - Ms. Kay Reynolds**

Ms. Reynolds reported that the Academic Affairs Committee had one action item but it was the most important resolution they would approve all year.

Ms. Reynolds said the Academic Affairs Committee recommended approval of Resolution A5-03, Approval of Graduates. Ms. Reynolds said Dr. Steve Midkiff, Registrar, reported on SSU's graduation statistics. She said there are 524 graduates earning 542 degrees, 16 will graduate with more than one degree, 317 earned bachelor's degrees and 212 earned associate degrees. She said 13 students would receive certificates. Ms. Reynolds also said 472 graduates are from the state of Ohio, 48 from Kentucky and 4 from other places, including 3 international students). She said there were 345 females and 179 males in this year's graduating class. Ms. Reynolds moved and Mr. McKinley seconded a motion to approve Resolution A5-03, Approval of Graduates.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Ms. Reynolds reported on the Academic Affairs Committee informational items.

Ms. Reynolds said SSU received preliminary approval from the Ohio Board of Regents of SSU's proposal for an Associate of Applied Science degree in Paraprofessional Education. She said recent changes in state and federal regulations have made this degree a requirement for teacher assistants.

Ms. Reynolds said that Dr. Jerry Holt, Dean of the College of Arts and Sciences, reported that Dr. James Flavin was the recipient for the 2003 Distinguished Teaching Award. Dr. Holt said Dr. Flavin had been a faculty member since 1987 and was most deserving of this award. Ms. Reynolds offered her congratulations to Dr. Flavin.

Ms. Reynolds said Dr. Martha Rader, Dean of the College of Professional Studies, reported on the 100% pass rate for the Dental Hygiene Program, provided updates on the accreditation status for the Physical Therapist Assistant Program and the Respiratory Therapy Program, and provided statistics on incoming students admitted to the Nursing Program. Ms. Reynolds said of the 80 students admitted in nursing, 44 students come from outside Scioto County, 18 students were their high school valedictorian and 17.5% are males.

Ms. Reynolds said Mr. Pete Duncan, Director of Instructional Technologies, reported on recent Planetarium activities. Mr. Duncan said over 9,000 people have attended the Planetarium since 2002. Mr. Duncan also said two students, Mr. Jason Bryant and Mr. Mark Hamilton, have been running the Planetarium and he could not have done it without them. Ms. Reynolds reported that Dr. Timothy Hamilton had been hired to run the Planetarium and would be on board in September. Ms. Reynolds also said the Planetarium is in need of equipment updating which is very costly. Mr. Duncan will continue to serve as technical advisor.

Ms. Reynolds said Ms. Ginnie Moore, Director of University Outreach Services, reported on the Pixley Summer Tech Camp, Explore Your Future, and the Summer Honors Institute for Gifted Students. Ms. Reynolds said over 520 students will be on campus next week to attend the Explore Your Future classes and hopefully these students will become students at SSU down the road.

### **Quality of University Life - Mr. Harcha**

Mr. Harcha said the QUL Committee had one action item.

Mr. Harcha reported that the QUL Committee recommended approval of Resolution Q2-03, Honoring the Spring Sports Individual Athletes. Mr. Harcha said the University is especially proud of its scholar athletes. Mr. Harcha said he would like to draw particular attention to Ms. Keri Bennett who was named NAIA All-American Scholar Athlete. Mr. Harcha moved and Mr. Clayton seconded a motion to approve Resolution Q2-03, Honoring the Spring Sports Individual Athletes.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Mr. Harcha reported on the Quality of University Life informational items.

Mr. Harcha said the composition of the Quality of University Life Committee consisted of Mr. McCoy and Mr. Clayton. He said since this is Mr. Clayton's last meeting, he would like to thank him for his dedication and hard work to the University.

Mr. Harcha said that Mr. Ray Musser, outgoing President of the Student Government Association, reported on the Evening of Honors. Mr. Harcha said the SGA would be inviting the Board members to attend next year's Evening of Honors. Mr. Harcha reported that Ms. Kris Liles, executive secretary to the Provost, was the recipient of this year's Bear Hug Award. Mr. Harcha said this is a very high honor and congratulated Ms. Liles. Mr. Harcha said because Mr. Musser is graduating with a degree in accounting, this was his last meeting as SGA President. Mr. Harcha thanked Mr. Musser and wished him the best of luck in his career.

Mr. Harcha said Dr. Mangus reported on behalf of the Student Programming Board. Mr. Harcha said the SPB would be sponsoring several activities in the fall including a Renaissance Festival and a trip to the Columbus Zoo.

Mr. Harcha said Dr. Mangus reported that SSU's chapter of the National Honor Society, Phi Eta Sigma, inducted 151 honor students and four honoraries. Mr. Harcha said that the National Office notified SSU's Chapter that Mr. Eric Marit, member and Historian of the SSU Chapter, was awarded a \$1,000 undergraduate scholarship. He said Mr. Marit was one of 79 students, from over 500 nominees, from universities across the nation selected for this prestigious scholarship.

Mr. Harcha said Ms. Barb Bradbury reported on the newly awarded TRIO grant, Upward Bound Veterans, and the current Upward Bound Program, Upward Bound Math Science Program, and BASICS grant renewals. Mr. Harcha said Upward Bound grants were initiated under the Johnson Administration and SSU ranks 1<sup>st</sup> in the state for having the most TRIO programs. He said the Upward Bound Veterans grant is coming at a very appropriate time and SSU is delighted to have this program available to veterans.

#### **Finance and Facilities - Dr. Burton Payne, Chairperson**

Dr. Payne reported on the Finance and Facilities Committee action items.

Dr. Payne said he would like to apologize for not being able to provide a more accurate budget but it is impossible to do until the legislature commits on the budget. Dr. Payne said the Finance and Facilities Committee recommended approval of the proposed increases to the instructional and general fees. Dr. Payne said the proposal would increase fees by 6% across-the-board for in-state undergraduate students plus \$300 for new students entering higher education institutions that are below their sector tuition rate average and would become effective Fall Quarter 2003. Dr. Payne moved and Mr. Warren seconded a motion for the approval of Resolution F12-03, Approval of Recommended Instructional and General Fees Increases.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F13-03, Approval of an Instructional Fee Surcharge. Dr. Payne said an instructional fee surcharge for new students was being proposed as \$300 for incoming students and will provide approximately an 8% overall average increase in tuition rate or \$99 for full-time students. Dr. Payne this instructional fee surcharge would be \$8.25 per credit. Mr. Davis asked for clarification -- was the \$99 increase per quarter. Dr. Payne said yes, the increase of \$99 was per quarter. Dr. Payne moved and Mr. McCoy seconded a motion for the adoption of Resolution F13-03, Approval of an Instructional Fee Surcharge.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F14-03, Approval of the FY2004 General Fund Budget. Dr. Payne said the revenue estimates have been developed on estimated state subsidy and state fees. This budget requires the use of \$1,041,227 from the fund balance. The budget also assumes enrollment increases 4% for AY03-04. He said included in the Board materials were a few pages of explanation. Dr. Payne moved and Ms. Reynolds seconded a motion for the approval of Resolution F14-03, Approval of the FY2004 General Fund Budget.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne reported that the Finance and Facilities Committee recommended approval of Resolution F15-03, Approval of the FY2004 Auxiliary and Agency Budget. He said the Vice Presidents and the President had approved the proposed spending budget. Dr. Payne moved and Mr. Warren seconded a motion for the approval of Resolution F15-03, Approval of the FY2004 Auxiliary and Agency Budget.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne reported that the Finance and Facilities Committee recommended approval of Resolution F16-03, Personnel. Dr. Payne said the Personnel items were attached and included the hiring of Michelle Flanery as a full-time accountant whose salary would come from grant



funding, and Kristy Porter as a full-time admission officer. Dr. Payne moved and Mr. Harcha seconded a motion for the adoption of Resolution F16-03, Personnel.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne reported that the Finance and Facilities Committee recommended approval of Resolution F17-03, Credit Card Authorization. Dr. Payne said this action was necessary to obtain a credit card for the President's use for University-related expenses. He said the credit card would have a \$10,000 limit and that the University would also obtain a Development Foundation credit card for the President's use. Dr. Payne moved and Ms. Reynolds seconded a motion for the adoption of Resolution F17-03, Credit Card Authorization.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne reported that the Finance and Facilities Committee recommended approval of Resolution F18-03, Approval of the 2005-2010 Six Year Capital Plan. Dr. Payne referred the Board to their Board packets for explanation. He said this Plan was a wish list if money becomes available to maintain the University. Dr. Payne moved and Mr. Clayton seconded a motion for the adoption of Resolution F18-03, Approval of the 2005-2010 Six Year Capital Plan.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne reported that the Finance and Facilities Committee recommended approval of Resolution F19-03, Tech Prep, TOPS, and Non-Credit Job Training Capital Improvement Grants. Dr. Payne moved and Mr. Harcha seconded a motion for the adoption of Resolution F19-03, Tech Prep, TOPS, and Non-Credit Job Training Capital Improvement Grants.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne reported that the Finance and Facilities Committee recommended approval of Resolution F20-03, FY2004 Administrator and ATSS Increase. Dr. Payne said this increase was a 3% across-the-board increase in salaries for administrators and ATSS for FY04 and would begin July 1, 2003. Dr. Payne moved and Ms. Reynolds seconded the motion for adoption of Resolution F20-03, FY2004 Administrator and ATSS Increase.

Ayes: Mr. Davis, Mr. Clayton, Mr. Harcha, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Nays: None

Dr. Payne reported on the Finance and Facilities Committee information items.

Dr. Payne said there was no reported Personnel activity.

Dr. Payne said Mr. Murphy reported on the pace report through April 2003. He said total revenue was up 9.8% and expenses were up 8%. He noted that the previous budget allowed a 10% increase.

Dr. Payne said Mr. Murphy reported on the capital construction and that Mr. Murphy said there would be no more leaks in the Clark Memorial Library building. Mr. Murphy said at least if there were any leaks, it would be covered by warranty.

Dr. Payne reported that Dr. Daehler provided an updated financial report on the Vern Riffe Center for the Arts. Dr. Daehler said the 2002-2003 rental events drew over 16,000 people into the VRCFA. Dr. Payne reported that this was not a year-end budget report but an update.

#### **Executive Committee Report**

None.

#### **Reports, if any, from Board Liaisons with other Organizations**

None.

#### **New Business**

None.

#### **Comments from Constituent Groups (if any) and the Public**

Dr. Robert Forrey, English professor and SEA President, addressed the Board. He apologized for not being able to attend the entire Board meeting today but instead was attending a training session on interest-based bargaining for negotiation purposes. He said this was the only date the Federal Mediator was available. He asked his colleague to get him at the end of the Board meeting. Dr. Forrey said the last two years had been a painful experience at SSU. He said two years ago, Dr. Chapman was not rehired and SSU endured a period of interim administration with an interim president, interim provost, interim dean and interim chair of the Department of Business Administration. Dr. Forrey said this was a difficult period because of the interim appointees. He said the interim administration did not exercise the same authority had they been permanent appointments. He said interim appointees, who are also candidates for the position, may make decisions based on politics. Dr. Forrey said the interim administration retrenched the Med Lab program and this was an area of great growth. He said the retrenchment caused the

loss of good people and was an unwise decision and retrenchment was done in a de facto manner. Dr. Forrey said the administration approached faculty individually to try to get them to retire. He said the SEA filed an Unfair Labor Practice and won. Dr. Forrey also said that another grievance was filed yesterday for violation of the Collective Bargaining Agreement in the search in Business Administration. He said he was encouraged by what was going on next door and hoping with a new president that they will come out with a contract as easily as the last time.

### **Other Business**

Mr. Davis said he had other business but did not do it gladly. He said this was Mr. Clayton's last meeting as a member of SSU's Board of Trustees. Mr. Davis said he was appointed as a Board member the year after Mr. Clayton and said Mr. Clayton encouraged him to be a better Board member. Mr. Davis thanked Mrs. Margaret Clayton for her understanding and patience during Mr. Clayton's tenure and presented her with a flower bouquet. A round of applause followed. Mr. Davis said Mr. Clayton has been a friend to him and to SSU. He said Mr. Clayton had been the Chair of the Quality of Life Committee, Chair of the Board, Chair of the Presidential Search Committee and presented Mr. Clayton with a chair as a token of appreciation from the University. A round of applause followed.

Mr. Clayton thanked Mr. Davis and said this meant a lot to him and he would also like to take a minute to thank some people. First, he thanked Dr. Michael Field and said Dr. Field did a wonderful job as interim president and accomplished many good things for the University. He also thanked Dr. John Kelley, Ms. Cindy Keaton, Mr. Steve Donohue, Mr. Roger Murphy, Ms. Pat Moore, Dr. Larry Mangus, Ms. Liz Chrisman, Dr. John Valentine and Dr. Jeff Bauer.

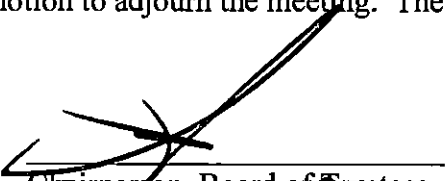
Mr. Clayton said he would like to welcome Dr. Rita Rice Morris and said he knew she would accomplish great things. He said all the Board members were always supportive and thanked them.

### **Executive Session**

None.

### **Adjournment**

Dr. Payne moved and Mr. McKinley seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 2:26 p.m.

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

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

## RESOLUTION A5-03


### APPROVAL OF GRADUATES

WHEREAS, it is Shawnee State University policy that the Board of Trustees award degrees and certificates; and

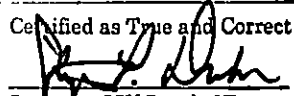
WHEREAS, candidates to be presented by the Board's Academic Affairs Committee have made satisfactory progress toward graduation, and all final certificate and degree requirements have been met, and are recommended by their department or college and by the President as candidates for graduation;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University empowers the President to award certificates or degrees at Commencement on June 14, 2003, to all candidates whose final completion and graduation from the University is confirmed by the Office of the Registrar and whose names are later attached to this resolution as graduates.


(June 12, 2003)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      7/3/03  
Days

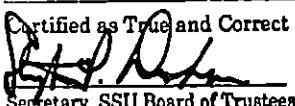
Aaron	Ackman	BS	Plastics Eng Tech
Susan	Adams	AAB	Legal Assisting
Angel	Adkins	AAS	Early Childhood Develop
Melinda	Akins	BA	Social Sciences
Melinda	Akins	BA	Int'l Relations
Misty	Allard	AAS	Nursing
Rita	Alvarado	AA	Social Science
Adrienne	Amato	BSE	Early Childhood PreK-3
Tiffany	Anderson	BSE	Early Childhood PreK-3
Debra	Applegate	AAS	Nursing
Matthias	Applegate	BS	Mathematics
Claudette	Arms	BA	Social Sciences
Mark	Arms	BA	Social Sciences
Elizabeth	Armstrong	BIS	Individualized Studies
Andrew	Arn	BA	Social Sciences
Jeff	Barron	BA	English Humanities
Michael	Basham	BA	Social Sciences
Michelle	Bate	AAS	Dental Hygiene
Daphany	Bauer	BS	Business Administration
Larry	Bazler	BS	Biology
Sandy	Belford	AAB	Accounting
Sandy	Belford	BS	Business Administration
Thomas	Bellamy	BS	Sport Studies
Holly	Bentley	BS	Business Administration
Vanessa	Bentley	AAB	Legal Assisting
Thomas	Bergan	BS	Sport Studies
Julie	Beyer	BS	Computer Eng Tech
Jennifer	Birt	BSE	Early Child Interv Spec
Kristan	Bishop	AAS	Nursing
Ryan	Blackwell	AAS	Computer Aided Draft/Des
Jacqueline	Blake	AAB	Office Administration
Brian	Blankenship	BFA	Fine Arts
Robert	Blanton	BS	Biology
Andrea	Blevins	AAS	Dental Hygiene
Keith	Blevins	BS	Business Administration
Ruby	Blevins	BS	Business Administration
Derek	Bobst	BS	Business Administration
Chasity	Boden	AAB	Office Administration
Jesse	Boles	BA	Histry
Stephanie	Born	BS	Business Administration
Ryan	Bouts	BA	Psychology
Derrick	Bowling	AAS	Plastics Eng Tech
Tabitha	Brady	BSE	Early Childhood PreK-3
Sarah	Bramblette	BA	English Humanities
Allison	Brammer	AAS	Nursing
Tiffany	Brower	AAB	Business Manangement
Suzanne	Brumfield	BS	Occupational Therapy
Jody	Buckler	AAS	Physical Therapy
Nathaan	Burcham	BS	Plastics Eng Tech
Bobbie	Burk	AAS	Radiologic Tech
Nathan	Burke	BS	Business Administration
Jennifer	Burt	BSE	Early Childhood PreK-3

Certified as True and Correct  
  
 Secretary, SSU Board of Trustees      10/29/03  
 Date

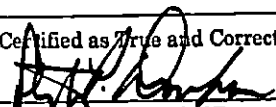
Falilatu	Busari	BA	Sociology
Falilatu	Busari	CER	Deaf Studies
Andrea	Butler	BSE	Early Childhood PreK-3
Amanda	Calvert	AAS	Computer Aided Draft/Des
Lajohna	Campbell	BSE	Early Childhood PreK-3
Cristen	Campbell	BIS	Individualized Studies
Brandon	Caniff	BS	Sport Studies
Heather	Cantrell	BA	Social Sciences
Ryan	Carpenter	BS	Nursing
Seth	Carr	BS	Natural Science
Angela	Carson	BA	Psychology
Patricia	Carver	BA	Social Sciences
Wesley	Cassidy	AAS	Computer Aided Draft/Des
Rebecca	Chatman	AAS	Respiratory Therapy
James	Childers	BA	Social Sciences
Brian	Chitti	BS	Natural Science
Sarah	Clausing	BS	Business Administration
Josh	Cole	BA	Psychology
Mary	Cole	BS	Nursing
Betty	Coleman	AAB	Legal Assisting
Betty	Coleman	BA	Social Sciences
Marjean	Colley	AIS	Individualized Study
Bethany	Collier	BA	English Humanities
Cathy	Conley	AAS	Early Childhood Develop
Bryan	Conschafsky	AAS	Electomechanical Eng
Laurel	Cook	AAS	Nursing
Penny	Cooper	AAS	Medical Laboratory
Linni	Coriell	BSE	Early Childhood PreK-3
Michale	Coriell	BA	Social Sciences
Jennifer	Cornelius	BS	Occupational Therapy
Jessica	Cornette	BSE	Early Childhood PreK-3
Melissa	Cox	BS	Biology
Jeanna	Crabtree	BA	Social Sciences
Joanna	Crabtree	BSE	Middle Childhood
Philip	Crabtree	BFA	Fine Arts
Teresa	Crace	BS	Business Administration
Dana	Craft	AAS	Respiratory Therapy
Jennifer	Craig	BA	Psychology
Amanda	Crawford	BS	Business Administration
Gordon	Crites	BS	Business Administration
Jennifer	Culwell	BS	Natural Science
Kimberly	Cyrus	AAS	Physical Therapy
Bryan	Czapor	BS	Business Administration
Deborah	Darland	BSE	Middle Childhood
Emily	Davis	BIS	Individualized Studies
Jr.	Davis	BFA	Fine Arts
Sandra	Davis	BSE	Middle Childhood
Shelby	Davis	AAS	Dental Hygiene
Elissa	Day	AAS	Respiratory Therapy
Misty	Day	AAS	Nursing
Craig	Deatley	BS	Natural Science
Richard	Deaver	CER	Plastics Eng Tech

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Alisha	Deemer	AAS	Early Childhood Develop
Erin	Dengel	BS	Occupational Therapy
Jonathan	Dummitt	AAS	Electomechanical Eng
Gardner	Dunham	BA	Social Sciences
Geoffrey	Dunham	BS	Business Administration
Heidi	Dunham	BA	Arts / Humanities
Melissa	Dunham	BS	Biology
Jamie	Dyer	AAS	Nursing
Jessica	Edelen	AAS	Physical Therapy
Melissa	Edmisten	AAS	Respiratory Therapy
Charlene	Edwards	BA	English Humanities
Madelyn	Eichenlaub	AAS	Occupational Therapy Ast
Jessica	Ellis	AAS	Medical Laboratory
Hibret	Ellos	BIS	Individualized Studies
Blake	Emmons	BS	Business Administration
Brandon	Entler	BS	Sport Studies
Jonathan	Estep	BS	Sport Studies
Joseph	Etterling	AAS	Computer Aided Draft/Des
Gary	Evans	BS	Computer Eng Tech
Jason	Evans	AAS	Physical Therapy
Amy	Fagan	AAS	Nursing
Wendy	Fannin	AAB	Legal Assisting
Jessica	Felty	BSE	Early Childhood PreK-3
Rebecca	Ferguson	AAB	Office Administration
Erin	Ferrara	AAS	Respiratory Therapy
Allen	Fields	BA	Sociology
Eric	Fields	BA	Social Sciences
Julie	Fields	BA	Social Sciences
Laura	Fisher	BA	English Humanities
Michelle	Flanery	BS	Business Administration
Paul	Foit	AAS	Nursing
Michael	Foreman	BS	Business Administration
Kathy	Foster	AAS	Nursing
Megan	Foster	BS	Business Administration
Jennifer	Fouch	BS	Business Administration
Susan	Fowler	BA	Social Sciences
Jeff	Frale	BA	History
Jessica	Frale	BSE	Early Childhood PreK-3
Robert	Frale	BS	Occupational Therapy
Karen	Frasure	AAB	Office Administration
Julia	Frazier	BS	Business Administration
Shay	Fry	AAS	Radiologic Tech
Misty	Fuller	AAB	Business Info System
Connie	Fultz	AAS	Nursing
Julie	Gahm	BS	Business Administration
Laurie	Gallimore	AAB	Business Management
Alicia	Gambill	BSE	Early Childhood PreK-3
Sally	Gambill	BS	Natural Science
Sarah	Gatti	AAB	Legal Assisting
Sarah	Gatti	BS	Business Administration
Jason	Gibson	AAS	Computer Aided Draft/Des
William	Gilliland	BA	Social Sciences

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	10/20/03
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Courtney	Golden	BA	Social Sciences
Amy	Goodwin	BSE	Early Childhood PreK-3
Bobbie-Jo	Graff	AAS	Radiologic Tech
Austin	Gray	AAS	Electomechanical Eng
Jody	Gray	BS	Nursing
Julia	Gray	BIS	Individualized Studies
Melissa	Gray	AAS	Physical Therapy
Angel	Greathouse	AAS	Radiologic Tech
Cyneca	Greene	AAB	Accounting
Joshua	Greene	BS	Business Administration
Anne	Griffin	AAS	Respiratory Therapy
Rebecca	Grimm	AAS	Dental Hygiene
Ronneaca	Grizzle	AAB	Legal Assisting
Jay	Groh	CER	Web Engineering
Brandon	Grooms	BA	Social Sciences
Kellie	Grooms	AAS	Respiratory Therapy
Crystal	Guilkey	BS	Natural Science
Katie	Gunnoe	AAS	Physical Therapy
Melinda	Haaf	BA	English Humanities
Autumn	Hale	BSE	Middle Childhood
Buffy	Hale	BS	Business Administration
Erica	Hall	CER	Deaf Studies
Ladon	Hall	BS	Business Administration
Lonnie	Hall	BIS	Individualized Studies
Lynn	Hall	AAS	Nursing
Melissa	Hall	BS	Occupational Therapy
Michelle	Hall	BS	Occupational Therapy
Cynthia	Hambrick	AAS	Radiologic Tech
Chris	Hamm	BA	History
Christopher	Harper	BS	Computer Eng Tech
Melissa	Harr	BSE	Early Childhood PreK-3
Siney	Harris	BA	Social Sciences
Stacy	Hatcher	AAS	Nursing
Stacy	Hatcher	BIS	Business Info System
Alaina	Hatfield	BIS	Individualized Studies
Sarah	Havens	AAB	Accounting
Sarah	Havens	AAS	Computer Aided Draft/Des
Sarah	Havens	CER	Computer Aided Draft/Des
James	Hayes	BS	Business Administration
Sarah	Haynes	AAS	Dental Hygiene
Derek	Heisey	AAS	Radiologic Tech
Ashley	Helmick	AAB	Business Manangement
Dereck	Heming	BA	Psychology
Claudia	Hempill	BA	Psychology
Willa	Henry	AAS	Early Childhood Develop
Mary	Herrmann	BA	Social Sciences
Jacob	Hickman	BS	Business Administration
Frank	Higginbotham	BS	Natural Science
Amy	Hill	AAS	Occupational Therapy Ast
Nicholas	Hines	BS	Mathematics
Wendy	Hines	BS	Business Administration
Amy	Hinty	BS	Business Administration

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	10/29/03
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Natasha	Hodges	BS	Natural Science
Elizabeth	Holden	BS	Business Administration
Anna	Holsinger	BS	Business Administration
Michele	Howard	AAS	Nursing
Jillianne	Humble	AAS	Medical Laboratory
Timothy	Humble	BA	Business Administration
Leah	Hunt	AAS	Dental Hygiene
David	Hurley	BS	Sport Studies
Aaron	Hurt	BA	Arts / Humanities
Roger	Hutchinson	AAS	Computer Aided Draft/Des
Tessa	Hyland	AAS	Nursing
Jerry	Iery	BS	Natural Science
Maria	Ison	AAS	Radiologic Tech
Amanda	Jenkins	BA	Social Sciences
Jeffrey	Jewett	BIS	Individualized Studies
Brittany	Jobe	BS	Business Administration
Annette	Johnson	AAS	Nursing
Kendra	Johnson	AAS	Nursing
Kimberly	Johnson	AAS	Early Childhood Develop
Scott	Johnson	BS	Business Administration
Tracy	Johnson	AAS	Early Childhood Develop
Bessie	Jones	BSE	Early Childhood PreK-3
Hui	Jones	BS	Nursing
Leila	Jones	BFA	Fine Arts
Melissa	Jordan	AAS	Nursing
Michael	Kamer	BS	Natural Science
Celeste	Karr	AAB	Accounting
Jonathan	Kearns	BS	Sport Studies
Joel	Keener	AAS	Plastics Eng Tech
Amy	Kimball	AAS	Nursing
Brian	King	BS	Natural Science
Christopher	King	AA	Social Science
Matt	Kirby	BS	Business Administration
James	Kitchen	BS	Medical Laboratory
Joy	Knauff	BSE	Early Childhood PreK-3
Melissa	Kratzenberg	AAS	Electomechanical Eng
Chris	Kuehne	AAS	Electomechanical Eng
Carolyn	Kyne	BA	Social Sciences
Matthew	Large	CER	Computer Aided Draft/Des
William	Larson	BA	Arts / Humanities
Amy	Leeth	AAS	Occupational Therapy Ast
Connie	Lemaster	BSE	Early Childhood PreK-3
Charity	Lewis	AAS	Respiratory Therapy
Scott	Lewis	BS	Biology
Shannon	Lewis	AAS	Radiologic Tech
Shasta	Lewis	AAS	Nursing
Shelley	Lewis	BA	Social Sciences
Cindy	Lindamood	AAS	Early Childhood Develop
Amy	Lindemood	AAS	Radiologic Tech
Becky	Link	AAS	Respiratory Therapy
Leah	Liston	AAS	Nursing
Sonia	Llacer	BA	English Humanities

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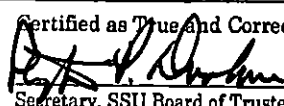
  
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10/20/03  
Date

Mareena	Lotspeich	AAB Office Administration
Brett	Lyon	AAS Electomechanical Eng
Justin	Maccrae	BS Computer Eng Tech
Stephen	Mader	BS Business Administration
Jennifer	Majher	AAS Dental Hygiene
Phillip	Malo	BS Biology
Leslie	Matthews	AAS Occupational Therapy Ast
Nathan	Maynard	AAS Electomechanical Eng
Rachel	McCall	BFA Fine Arts
Terry	McClain	BS Business Administration
Amy	McClaskey	AAS Early Childhood Develop
Amanda	Mcdonie	AAS Physical Therapy
Johnna	McDonie	BSE Early Childhood PreK-3
Stephanie	McDowell	AA Social Science
Gerald	McGinnis	BS Plastics Eng Tech
Todd	Mcgrail	BS Sport Studies
Kara	Mcgraw	BA Int'l Relations
Kelly	McGraw	BA Social Sciences
Paula	McIntosh	BSE Early Childhood PreK-3
Charles	Mcintyre	AAS Emergency Med Tech
Timothy	Medukas	BS Environmental Eng
Shondrika	Merritt	BS Business Administration
Jenny	Messer	BSE Early Childhood PreK-3
Bradley	Miller	BS Business Administration
James	Miller	AAS Nursing
Kevin	Miller	AAS Computer Aided Draft/Des
Michael	Miller	CER Computer Aided Draft/Des
Timothy	Miller	AAS Electomechanical Eng
Melanie	Mineer	BA Psychology
Beth	Mingus	AAS Nursing
Beth	Mingus	BS Natural Science
Ashley	Mitchell	BFA Fine Arts
Lori	Mitchell	BFA Fine Arts
Mindy	Mitchell	AAS Nursing
Patty	Montgomery	AAS Occupational Therapy Ast
Robert	Montgomery	CER Computer Aided Draft/Des
Amanda	Moore	BS Business Administration
Joyce	Moore	AAB Office Administration
Kelly	Moos	BS Natural Science
Wanda	Moran	BIS Individualized Studies
Chris	Morgan	AAS Nursing
Cassie	Morris	BSE Early Childhood PreK-3
Debrah	Morris	BS Business Administration
Lyvette	Mosley	CER Deaf Studies
Laura	Mullins	AAB Business Info System
Brandon	Murphy	AAS Computer Aided Draft/Des
Christopher	Murphy	AAB Business Info System
Elona	Musha	BFA Fine Arts
Amy	Myers	BSE Early Childhood PreK-3
Robert	Myers	AAS Physical Therapy
Heather	Mynhier	BIS Individualized Studies
Matthew	Neal	AIS Individualized Study

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William	Neese	BA	Psychology
Clinton	Newell	BIS	Individualized Studies
Karen	Newell	BS	Nursing
Mary	Newsome	BA	English Humanities
Melinda	Newton	BA	Psychology
Jessica	Nickell	BS	Natural Science
Erica	O Neal	BS	Business Administration
Amanda	Oakes	AAS	Nursing
Paul	O'Bryant	BS	Natural Science
Keeley	O'Hare	BFA	Fine Arts
Juliana	O'Hearn	AAS	Physical Therapy
Debra	Oliver	AAS	Medical Laboratory
Jessica	O'Neal	AAS	Electomechanical Eng
Jessica	O'Neal	BS	Computer Eng Tech
Amanda	Osborne	BSE	Middle Childhood
Kimberly	Osborne	AAS	Dental Hygiene
Beth	Pack	AAS	Nursing
Kimberlee	Pack	BS	Business Administration
Neal	Palin	AAS	Instrumentation
Aaron	Palmer	AAS	Nursing
Joyce	Parker	BSE	Early Childhood PreK-3
Shannon	Parker	BS	Business Administration
Tammy	Parker	BA	Social Sciences
Justin	Parsley	BS	Business Administration
Teresa	Paxson	AAB	Office Administration
Danielle	Peckham	AAS	Radiologic Tech
Candy	Pelfrey-Leist	BSE	Middle Childhood
Mckenzie	Penn	AAS	Physical Therapy
Tina	Perko	BA	Psychology
Keenan	Perry	BS	Sport Studies
Velquis	Peters	BS	Business Administration
Christa	Picklesimer	AAS	Early Childhood Develop
Jodie	Pistole	AAS	Nursing
Linda	Plummer	BA	Social Sciences
Misty	Pollard	AAS	Medical Laboratory
Tiffany	Pollard	BS	Natural Science
James	Polley	AAS	Computer Aided Draft/Des
Monica	Polley	BS	Computer Eng Tech
Andrew	Poock	BA	Social Sciences
Jill	Porter	AAS	Nursing
Kristy	Porter	BS	Business Administration
Alberta	Potters	AAB	Accounting
Scott	Powell	BA	Social Sciences
Scott	Powell	BA	History
Shelley	Prater	BSE	Early Childhood PreK-3
Jayson	Pratt	BA	Psychology
Cambria	Priebe	CER	Deaf Studies
Nancy	Prose	BS	Business Administration
Eric	Purcell	BS	Computer Eng Tech
Jessica	Purdin	AAS	Medical Laboratory
Melissa	Purdy	BSE	Early Childhood PreK-3
Steve	Purtee	BS	Mathematics

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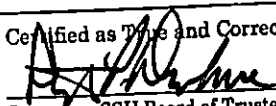
Shawna	Queen	AAS	Early Childhood Develop
Katreen	Rafla	BS	Nursing
Rebecca	Raines	AAS	Dental Hygiene
Anthony	Rammel	AAS	Medical Laboratory
Jennifer	Ratliff	BS	Business Administration
Andrew	Rearden	AAS	Electomechanical Eng
Abigail	Reardon	AAS	Respiratory Therapy
Tracey	Reed	BIS	Individualized Studies
Cheryl	Ridenour	AAB	Accounting
Sherry	Riffe	AAS	Early Childhood Develop
Mark	Risner	AAS	Electomechanical Eng
Aaron	Roberts	AAS	Computer Aided Draft/Des
Jillian	Robinson	AAS	Occupational Therapy Ast
Shannon	Robinson-Groff	AAS	Radiologic Tech
Dale	Robirds	AAB	Business Manangement
Melanie	Rock	AAS	Radiologic Tech
Robert	Rodgers	BS	Plastics Eng Tech
James	Romine	CER	Computer Aided Draft/Des
Jared	Ross	AAS	Business Manangement
Kimberly	Ross	AAS	Dental Hygiene
Daniele	Roush	AAB	Office Administration
Sargina	Royal	AS	Social Science
Sargina	Royal	CER	Deaf Studies
David	Rucker	BA	English Humanities
Melissa	Rucker	BS	Business Administration
Kimberly	Sadler	BA	English Humanities
Nancy	Sanders	AAB	Legal Assisting
Ryan	Satterfield	BS	Business Administration
Christopher	Saunders	AAS	Respiratory Therapy
Jason	Saunders	CER	Computer Aided Draft/Des
Megan	Scaggs	AAB	Accounting
Melanie	Scaggs	BA	Psychology
Jonnothan	Schmidt	BS	Business Administration
Windy	Schmidt	BS	Natural Science
Darin	Seaman	AAS	Medical Laboratory
Ashley	See	BS	Biology
Ashley	See	BS	Chemistry
Kimberly	Setty	BSE	Early Childhood PreK-3
Kristy	Sharp	BA	Social Sciences
Amanda	Shaw	AAS	Medical Laboratory
Hilary	Shelton	BA	Social Sciences
Sarah	Shiveley	AAS	Physical Therapy
Owen	Shoemaker	BS	Biology
Jill	Sias	BA	English Humanities
Rex	Sievert	AAB	Accounting
John	Simmering	BA	Social Sciences
Jillian	Simonton	BA	Social Sciences
Megan	Simpson	AAB	Office Administration
Bronwyn	Sites	BSE	Early Childhood PreK-3
Alisa	Skeans	BA	Social Sciences
Carrie	Slone-Duncan	BFA	Fine Arts
Kendra	Sluss	BFA	Fine Arts

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Amy	Smith	AAB	Office Administration
Carla	Smith	AAS	Nursing
Janel	Smith	BS	Occupational Therapy
Justin	Smith	BS	Biology
Miranda	Smith	BS	Natural Science
Ronnie	Smith	AAS	Respiratory Therapy
Susan	Smith	AAS	Nursing
Nichole	Snyder	AAS	Physical Therapy
Richard	Snyder	AAS	Computer Aided Draft/Des
Richard	Snyder	CER	Computer Aided Draft/Des
Jennifer	Sommer	BS	Occupational Therapy
Heather	Souders	AAS	Computer Aided Draft/Des
Shannon	Southworth	BA	Int'l Relations
Matthew	Sowers	BS	Business Administration
Gary	Sparks	BS	Natural Science
Kory	Sparks	BA	Int'l Relations
Nicole	Spillane	BS	Business Administration
Amanda	Staggs	BA	Social Sciences
Doris	Staler	BA	Social Sciences
Carrie	Stapleton	BA	Social Sciences
Christine	Steele	BS	Business Administration
Christopher	Stephens	AAS	Electomechanical Eng
Christopher	Stephens	AAS	Instrumentation
Donna	Stone	BIS	Individualized Studies
Alvaro	Stout	BS	Business Administration
David	Strickland	AAB	Business Management
David	Strickland	BS	Business Administration
Toni	Strickland	BS	Occupational Therapy
George	Syroney	BS	Natural Science
John	Taylor	AAB	Business Info System
Rhonda	Taylor	AAS	Early Childhood Develop
Vernon	Taylor	BS	Business Administration
Shannan	Teeters	AAS	Nursing
Patricia	Tennant	AAB	Business Management
Carol	Thompson	AAS	Early Childhood Develop
Jessica	Thompson	CER	Deaf Studies
Lonnie	Thompson	BS	Plastics Eng Tech
Marcus	Thompson	AAS	Occupational Therapy Ast
Stephanie	Thompson	BS	Business Administration
Tonya	Thompson	BA	Social Sciences
Marshall	Thornton	AAS	Computer Aided Draft/Des
Marshall	Thornton	CER	Computer Aided Draft/Des
Joann	Tindall	BFA	Fine Arts
Bradley	Tolle	AAS	Radiologic Tech
Daniel	Trippett	AAS	Nursing
James	Tudor	BA	Int'l Relations
Charlotte	Turner	AAS	Nursing
Leslie	Turner	AAB	Office Administration
Angel	Tyree	AAB	Office Administration
Robert	Uhl	AAS	Electomechanical Eng
Misty	Uhrig	AAS	Physical Therapy
Eric	Vance	AAS	Computer Aided Draft/Des

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	10/29/03
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Roberta	Vanmeter	BIS	Individualized Studies
Bobbi	Vanover	BA	Social Sciences
Roxanne	Vice	BSN	Nursing
Stephanie	Virgillo	AAB	Legal Assisting
Dawn	Voland	BS	Business Administration
Debra	Wade	BFA	Fine Arts
Randell	Walker	AAS	Electomechanical Eng
April	Walls	BSE	Early Childhood PreK-3
Darrell	Ward	BA	Social Sciences
Darrell	Ward	BS	Natural Science
Kevin	Ward	BA	Social Sciences
Crystal	Waughtel	BS	Natural Science
Cristy	Webb	BS	Business Administration
Johnny	Webb	AAS	Physical Therapy
Nathan	Webb	AAS	Electomechanical Eng
David	Weber	BS	Business Administration
Eric	Welch	BS	Sport Studies
Angie	Westfall	AAB	Business Info System
Kristin	Wheeler-King	BS	Business Administration
Michele	Whissen	AAS	Physical Therapy
Nancy	White	AAS	Nursing
Russell	White	AAS	Computer Aided Draft/Des
Theresa	Will	AAS	Early Childhood Develop
Erica	Willett	BS	Business Administration
Alisa	Williams	AAS	Nursing
Andrea	Williams	BA	Social Sciences
Andrew	Williams	BS	Business Administration
April	Williams	BSE	Middle Childhood
Cory	Williams	AAS	Dental Hygiene
Megan	Williams	BA	Psychology
Randall	Williams	AAS	Welding Technology
Brittany	Wilson	AAS	Dental Hygiene
Jessica	Wilson	BSE	Early Childhood PreK-3
Lynda	Wolfe	BSE	Early Childhood PreK-3
Carla	Womack	AAS	Early Childhood Develop
Elizabeth	Wood	BSE	Early Childhood PreK-3
Lolita	Woodard	AAB	Office Administration
Sandra	Wooten	AAS	Occupational Therapy Ast
Melissa	Worbis	BA	Psychology
Sara	Workman	AAS	Physical Therapy
Alisha	Wright	BS	Business Administration
Charles	Yager	AAS	Computer Aided Draft/Des
Charles	Yager	BFA	Fine Arts
David	Young	BS	Plastics Eng Tech
Jaclyn	Zieber	BSE	Early Childhood PreK-3

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 Secretary, SSU Board of Trustees      Date 10/20/03

**College of Professional Studies**  
**Report to Academic Affairs Committee, Board of Trustees**  
**June 12, 2003**

**Dental Hygiene**

All twelve (12) students scheduled to graduate from the Department of Dental Hygiene in June 2003 have successfully passed the national and regional board exams during the first period of eligibility. This is the fifth consecutive year that dental hygiene students have posted a 100% pass rate on the board exams.

**Nursing**

The Department of Nursing has admitted a class of 80 students for Fall 2003. Of these 80 students:

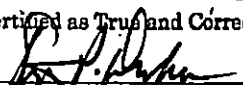
- 23.75% are new high school graduates
  - represent an average ACT composite score of 29
  - include 18 class valedictorians
- of those with college coursework, the average GPA is 3.41
- 2 students have a perfect 4.0 with 35 hours of college credit completed
- 17.5% are males
- 44 students come from outside Scioto County
  - 7 from Kentucky
  - 1 from West Virginia
  - 36 from 11 other Ohio counties, including Pike, Jackson, Lawrence, Ross, Adams, Clermont, Brown, Franklin, Logan, Williams, and Stark

**Respiratory Therapy**

The Department of Respiratory Therapy received preliminary feedback from its on-site accreditation visit of April 30 – May 1, indicating that the program will receive continuing accreditation. The Department must submit a Progress Report in six months addressing four primary areas: workload distribution among faculty; laboratory resources/lab fees; credit hour allocation in the curriculum; and program evaluation.

**Physical Therapist Assistant**

The Department of Physical Therapy Assisting has received continuing accreditation for nine years, with a Progress Report due in September on three items found to be in conditional compliance: faculty activity in governance; faculty development for clinical faculty; and assessment of all program components. This report represents a major improvement from the previous accreditation report that placed the program under threat of accreditation probation, with eight areas of non-compliance and 13 items of conditional compliance. The program filed an extensive Progress Report in February 2003 addressing these 21 areas of concern, with all but the three remaining items now judged to be in compliance with accreditation criteria.

Certified as True and Correct

Secretary, SSU Board of Trustees
7/3/03 Date


**University Outreach Services**  
**Report to the Academic Affairs Committee, Board of Trustees**  
**June 12, 2003**

***Pixley Summer Tech Camp*** Funding from the Pixley Foundation will help provide a summer learning experience for sixty 7<sup>th</sup> and 8<sup>th</sup> grade Scioto County students. The Summer Tech Camp will take place at Shawnee State University July 28 through August 1, 2003. Students may choose to attend one of three different classes; graphic design and animation, HTML, and robotics. Classes will be held from 9:00 in the morning until 3:00 in the afternoon with lunch provided to students by the 21<sup>st</sup> Century Learning grant. Each class will focus on hands-on, inquiry-based learning. Students will develop skills related to each content area while learning about associated career opportunities and entrepreneurship. Shawnee State faculty members Paul Yost, Matt Cram, Greg Lyons, and Eli Vestich will be instructors for the Summer Tech Camp.

The Pixley Summer Tech Camp grant is a collaborative initiative of Shawnee State's Department of Industrial and Engineering Technologies, Digital Arts Department and University Outreach Services.

The ***Explore Your Future*** summer program for school children will meet on campus June 16 – 20. Over 500 children are registered to attend. Students choose from 30 topics including the Arts, Sciences, foreign language, and recreation. Explore Your Future is an open enrollment program that is managed by University Outreach Services and is funded in part by the School-to-Work and the 21<sup>st</sup> Century Community Learning Centers grants.

The ***Summer Honors Institute for Gifted Students*** is scheduled July 13 – August 1, 2003. The institute showcases Shawnee State University's excellent facilities, faculty, and academic programs. Designed to challenge Ohio's talented and gifted high school students, the Institute has already confirmed the registrations for 135 rising sophomores and juniors from around the state. Eighteen courses ranging from **Forensic Science** (Scott Oliver, D.D.S., M.S.), **Psychopharmacology 101** (Gayle Massie, M.S.N.), **It's the Law** (Karen Crummie, J.D.), and **Creative Writing Workshop** (Michael Powell, M.A.) will provide intensive educational experience in SSU's classrooms; while carefully supervised dormitory living and organized outings will round out this introductory college experience.

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	7/8/03
Secretary, SSU Board of Trustees	Date



**RESOLUTION Q2-03  
HONORING THE SPRING SPORTS INDIVIDUAL ATHLETES**

WHEREAS, Shawnee State University athletes have been named NAIA All-American Scholar Athlete, and to American Mid-East All Conference teams, and

WHEREAS, the Shawnee State University Men's Baseball Team qualified for the NAIA Region 9 Tournament,

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University grants special recognition to these athletes for their outstanding accomplishments and commend the individuals as listed below:

**NAIA All-American Scholar Athlete:**

**Softball**

Keri Bennett

**1<sup>st</sup> Team American Mid-East Conference:**

**Baseball**

Tom Janis,

Tom Spille

**Golf**

Matt DeHart

**American Mid-East Conference Honorable Mention:**

**Baseball**

Brent Johnson

Nate Pool,

Jarred Perdue

**Softball**

Rhonda Sacks

Nikki Moore

Sarah Streeter

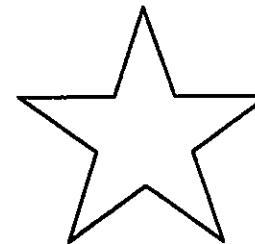
Katie Gunnoe

Keri Bennett

June 12, 2003

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	7/31/03
Secretary, SSU Board of Trustees	Date

# Increasing Access at Shawnee State



## Recently announced by the U.S. Department of Education:

- ★ Upward Bound, originally funded in 1992, refunded for 4 years - \$284,926 for FY 03-04
- ★ The Upward Bound Math Science Center, originally funded in 1999, refunded for 4 years - \$222,916 for FY 03-04

## Newly Funded:

- ★ Brand new SSU Veterans Upward Bound proposal received funding for 4 years - \$220,000 for FY 03-04

## Accolades to Shawnee State:

Shawnee State University ranks 1st in the state for having the most TRIO programs. We now have the following Trio Programs:

- ★ Upward Bound
- ★ Student Support Services
- ★ Educational Talent Search
- ★ Educational Opportunity Center
- ★ Upward Bound Math Science
- ★ Veterans Upward Bound

(Kent State University and Cuyahoga Community College are ranked second - with 5 programs each).

## The Scoop:

The UB proposal writing process for the awards this year was extremely competitive. Four established Upward Bound programs in Ohio lost their grants; one had been funded for over 30 years!

Over the next four years, these six Trio Programs will probably be funded for more than \$6,700,000 (Shawnee State will receive indirect costs of approximately \$450,000).

Certified as True & Correct  
 Secretary, SSU Board of Trustees  
 Date 1/23/03



## Additional funding announcements from the Ohio Department of Education:

Shawnee **BASICS** received notification of continued funding in the amount of \$147,936 for 2003-04. BASICS, in operation at SSU since 1986, provides adult basic education to area residents. BASICS also promotes college access for students and positively affects enrollment at Shawnee State University.

## RESOLUTION F12-03

### APPROVAL OF RECOMMENDED INSTRUCTIONAL AND GENERAL FEES INCREASES

WHEREAS, Shawnee State University requires resources in excess of proposed subsidies and existing instructional and general fees to meet the University's operating needs for fiscal year 2004; and

WHEREAS, the proposed fee charges for instructional and general fees as listed on the accompanying schedule are recommended to the Board of Trustees by the Finance and Facilities Committee; and

WHEREAS, the recommendation of the Governor and the House bill recommends tuition caps of a 6% across-the-board increase for in-state undergraduate students plus \$300 for new students entering higher education institutions that are below their sector tuition rate average; and

WHEREAS, the Governor and the House bill both stipulate that no increase above 6% can be enacted by a Board of Trustees in a single resolution; and

WHEREAS, as of the date of preparation of this resolution, the issue of tuition caps has not been concluded in law;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves a 6% across-the-board increase in the current in-state tuition rates, the sum of the instructional, general and technology fees, effective beginning Fall Quarter 2003; and


BE IT FINALLY RESOLVED that the accompanying schedule recommendation for out-of state fees and miscellaneous student fees is also approved effective beginning Fall Quarter 2003.

(June 12, 2003)

Certified as True and Correct	
	7/8/03
Secretary, SSU Board of Trustees	Date

SHAWNEE STATE UNIVERSITY

	Approved Fee Beginning Fall quarter, 2002	Proposed Fee Beginning Fall quarter, 2003	Amount of Change	Percent Change
<b>TUITION (QUARTERLY)</b>				
Students who have taken for credit courses at SSU prior to summer quarter, 2002				
Full-time (12-18 hours)				
Instructional	\$1,176.00	\$1,257.00	\$81.00	6.9%
General	\$150.00	\$153.00	\$3.00	2.0%
Out-of-State, District*	\$396.00	\$420.00	\$24.00	6.1%
Out-of State*	\$1,032.00	\$1,095.00	\$63.00	6.1%
Technology fee	\$24.00	\$21.00	-\$3.00	-12.5%
Total in-state, full-time, per quarter	\$1,350.00	\$1,431.00	\$81.00	6.0%
Part-time (per credit hour up to 11 and above 18)				
Instructional	\$98.00	\$104.75	\$6.75	6.9%
General	\$12.50	\$12.75	\$0.25	2.0%
Out-of-State, District*	\$33.00	\$35.00	\$2.00	6.1%
Out-of-State*	\$86.00	\$91.25	\$5.25	6.1%
Technology fee	\$2.00	\$1.75	-\$0.25	-12.5%
Total in-state, per credit	\$112.50	\$119.25	\$6.75	6.0%
Students who have begun taking for credit courses at SSU between summer quarter, 2002 and spring quarter, 2003.				
Full-time (12-18 hours)				
Instructional	\$1,275.00	\$1,362.00	\$87.00	6.8%
General	\$150.00	\$153.00	\$3.00	2.0%
Out-of-State, District*	\$396.00	\$420.00	\$24.00	6.1%
Out-of State*	\$1,032.00	\$1,095.00	\$63.00	6.1%
Technology fee	\$24.00	\$21.00	-\$3.00	-12.5%
Total in-state, full-time, per quarter	\$1,449.00	\$1,536.00	\$87.00	6.0%
Part-time (per credit hour up to 11 and above 18)				
Instructional	\$106.25	\$113.50	\$7.25	6.8%
General	\$12.50	\$12.75	\$0.25	2.0%
Out-of-State, District*	\$33.00	\$35.00	\$2.00	6.1%
Out-of-State*	\$86.00	\$91.25	\$5.25	6.1%
Technology fee	\$2.00	\$1.75	-\$0.25	-12.5%
Total in-state, per credit	\$120.75	\$128.00	\$7.25	6.0%

Certified as True and Correct  
  
 Secretary, SSU Board of Trustees      7/31/03  
 Date

	Approved Fee Beginning Fall quarter, 2002	Proposed Fee Beginning Fall quarter, 2003	Amount of Change	Percent Change
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Students who will begin taking for credit courses at SSU summer quarter 2003 or thereafter.

<b>Full-time (12-18 hours)</b>				
Instructional	\$1,275.00	\$1,461.00	\$186.00	14.6%
General	\$150.00	\$153.00	\$3.00	2.0%
Out-of-State, District*	\$396.00	\$420.00	\$24.00	6.1%
Out-of State*	\$1,032.00	\$1,095.00	\$63.00	6.1%
Technology fee	\$24.00	\$21.00	-\$3.00	-12.5%
<b>Total in-state, full-time, per quarter</b>	<b>\$1,449.00</b>	<b>\$1,635.00</b>	<b>\$186.00</b>	<b>12.8%</b>
<b>Part-time (per credit hour up to 11 and above 18)</b>				
Instructional	\$106.25	\$121.75	\$15.50	14.6%
General	\$12.50	\$12.75	\$0.25	2.0%
Out-of-State, District*	\$33.00	\$35.00	\$2.00	6.1%
Out-of-State*	\$86.00	\$91.25	\$5.25	6.1%
Technology fee	\$2.00	\$1.75	-\$0.25	-12.5%
<b>Total in-state, per credit</b>	<b>\$120.75</b>	<b>\$136.25</b>	<b>\$15.50</b>	<b>12.8%</b>


#### MISCELLANEOUS STUDENT FEES

Health Sciences application fee	\$17.00	\$20.00	\$3.00	17.6%
Late payment, installment plan not selected	\$105.00	\$108.00	\$3.00	2.9%
Late payments on installment plan (maximum \$93.00/quarter)				
Late first payment	\$40.00	\$41.00	\$1.00	2.5%
Late second payment	\$25.00	\$26.00	\$1.00	4.0%
Late third payment	\$25.00	\$26.00	\$1.00	4.0%
Transcript	\$5.00	\$5.00	\$0.00	0.0%
Graduation	\$45.00	\$46.00	\$1.00	2.2%
Graduation, re-application fee	\$5.00	\$6.00	\$1.00	20.0%
Credit by exam	\$105.00	\$113.00	\$8.00	7.6%
Credit by arrangement tuition (per hr.)	\$105.00	\$113.00	\$8.00	7.6%
Credit by arrangement admin. fee (per hr.)	\$50.00	\$53.00	\$3.00	6.0%
Budget payment plan fee	\$10.00	\$10.00	\$0.00	0.0%
Bad check fee	\$35.00	\$35.00	\$0.00	0.0%
Education field fee	\$155.00	\$160.00	\$5.00	3.2%
ID Card replacement fee	\$5.00	\$5.00	\$0.00	0.0%
Parking tag replacement fee	\$20.00	\$21.00	\$1.00	5.0%
International student application fee	\$50.00	\$50.00	\$0.00	0.0%
Private music lessons	\$85.00	\$88.00	\$3.00	3.5%

\*Should reciprocal agreement(s) be executed between higher education institutions in Kentucky and Shawnee State University (SSU), and their respective State Officials, citizens of the identified counties of Kentucky that are included in the reciprocal agreement(s) will not be charged the additional out-of-state district or out-of-state tuition identified above consistent with these agreement(s).

Effective for students taking for credit courses at SSU beginning Fall term, 2002 or thereafter, citizens of West Virginia are to be charged the out-of-state tuition rate.

The three tier tuition rate structure will remain in existence through spring quarter 2007. After that time, only the highest new tuition rate structure will apply for all students regardless of when they first entered SSU.

Certified as True and Correct  
  
 Secretary, SSU Board of Trustees  
 Date 7/21/03

## RESOLUTION F13-03

### APPROVAL OF AN INSTRUCTIONAL FEE SURCHARGE

WHEREAS, Shawnee State University requires resources in excess of proposed subsidies and existing instructional and general fees to meet the University's operating needs for fiscal year 2004; and

WHEREAS, the proposed fee charges for instructional and general fees as listed on the accompanying schedule are recommended to the Board of Trustees by the Finance and Facilities Committee; and

WHEREAS, the recommendation of the Governor and the House bill stipulates tuition caps of 6% across-the-board increase for in-state undergraduate students plus \$300 for new students entering higher education institutions that are below their sector average; and

WHEREAS, the Governor and the House bill both stipulate that no increase above 6% can be enacted by a Board of Trustees in a single resolution; and


WHEREAS, a 6% across-the-board increase plus \$300 for incoming students will provide approximate an 8% overall average increase in tuition rate; and

WHEREAS, the Senate's Finance Committee is also recommending a 6% across-the-board increase in tuition plus, dependent upon OBR's approval, another 3% increase in tuition; potentially 9% in total; and

WHEREAS, as of the date of preparation of this resolution, the issue of tuition caps has not been concluded in law;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves an instructional fee surcharge of \$99 per quarter for students taking between 12 and 18 hours who begin taking for credit courses at SSU summer quarter 2003 or thereafter effective beginning Fall quarter 2003; and

BE IT FURTHER RESOLVED that the Board of Trustees of Shawnee State University approves an instructional fee surcharge of \$8.25 per credit for students taking up to 11 and above 18 credits who will begin taking for credit courses at SSU summer quarter 2003 or thereafter effective beginning Fall quarter 2003.

Certified as True and Correct	
	7/31/03
Secretary, SSU Board of Trustees	Date

BE IT FURTHER RESOLVED that should tuition cap language be adopted into law that requires/permits adjustment in in-state tuition from this adopted resolution, the administration is authorized to make this adjustment. The objective of this adjustment beyond compliance with law is to set a tuition rate structure that provides no more than an overall average 9% increase in tuition rate between FY03 and FY04.

BE IT FINALLY RESOLVED that the Administration will report to the Board's Finance and Facilities Committee any adjustments made to tuition effective beginning Fall quarter, 2003 at the August 2003 meeting, or, as soon as the issue is concluded.

(June 12, 2003)

Certified as True and Correct	
	7/31/03
Secretary, SSU Board of Trustees	Date

## RESOLUTION F14-03

### APPROVAL OF THE FY2004 GENERAL FUND BUDGET

WHEREAS, revenue estimates have been developed based on estimated state subsidy, fees adopted by the Board of Trustees and enrollment projections for the next fiscal year; and

WHEREAS, planned expenditures have been estimated anticipating known inflationary factors; and

WHEREAS, the President of the University recommends adoption of the proposed budget;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University adopts the proposed General Fund Budget for fiscal year 2004 as summarized in the accompanying exhibit.

(June 12, 2003)

Certified as True and Correct

Secretary, SSU Board of Trustees / 7/31/03



SHAWNEE STATE UNIVERSITY  
GENERAL FUND BUDGET  
FISCAL YEAR 2003-2004

	FY2003 BUDGET	FY2004 PROPOSED BUDGET	AMOUNT OF CHANGE	PERCENTAGE CHANGE
<b>REVENUE</b>				
<b>STATE FUNDING</b>				
State share of instruction	\$10,282,340	\$9,950,698	-\$331,642	-3.2%
Access Challenge funding	\$1,082,324	\$1,258,124	\$175,800	16.2%
Special supplement	\$2,135,680	\$2,082,288	-\$53,392	-2.5%
Research challenge	\$24,683	\$0	-\$24,683	-100.0%
Success challenge	\$443,877	\$542,227	\$98,350	22.2%
Capital component	\$79,292		-\$79,292	-100.0%
Sub total state subsidy	\$14,048,196	\$13,833,337	-\$214,859	-1.5%
<b>TUITION AND FEES</b>				
Instruction	\$10,950,000	\$13,554,000	\$2,604,000	23.8%
Technology	\$210,000	\$216,300	\$6,300	3.0%
Non resident	\$215,000	\$192,920	-\$22,080	-10.3%
Non resident district	\$0	\$0	\$0	
Course fee	\$392,200	\$405,000	\$12,800	3.3%
Sub total tuition	\$11,767,200	\$14,368,220	\$2,601,020	22.1%
<b>OTHER INCOME</b>				
Payment plan	\$9,450	\$9,450	\$0	0.0%
Late Payments	\$94,500	\$110,000	\$15,500	16.4%
Transcripts	\$10,500	\$4,000	-\$6,500	-61.9%
Credit by exam	\$1,050	\$2,500	\$1,450	138.1%
Credit by arrangement	\$68,250	\$85,000	\$16,750	24.5%
Cont ed.	\$70,350	\$90,000	\$19,650	27.9%
Central stores	\$1,050	\$1,050	\$0	0.0%
Print shop	\$341,250	\$245,000	-\$96,250	-28.2%
Planetarium	\$4,725	\$7,000	\$2,275	48.1%
Interest	\$600,000	\$235,000	-\$365,000	-60.8%
Misc. income	\$185,000	\$150,000	-\$35,000	-18.9%
Indirect	\$230,000	\$230,000	\$0	0.0%
Sub total other income	\$1,616,125	\$1,169,000	-\$447,125	-27.7%
<b>TOTAL REVENUE</b>	<b>\$27,431,521</b>	<b>\$29,370,557</b>	<b>\$1,939,036</b>	<b>7.1%</b>
<b>USE OF FUND BALANCE</b>	<b>\$898,999</b>	<b>\$1,041,227</b>	<b>\$142,228</b>	<b>15.8%</b>
<b>TOTAL REVENUE AND USE OF FUND BALANCE</b>	<b>\$28,330,520</b>	<b>\$30,411,784</b>	<b>\$2,081,264</b>	<b>7.3%</b>

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      7/31/03  
Date

## GENERAL FUND PAGE 2

	FY2003 BUDGET	FY2004 PROPOSED BUDGET	AMOUNT OF CHANGE	PERCENTAGE CHANGE
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## EXPENDITURES AND TRANSFERS

## COMPENSATION

Salaries	\$15,125,528	\$15,808,774	\$683,246	4.5%
Benefits	\$5,945,492	\$6,334,369	\$388,877	6.5%
Sub total compensation	\$21,071,020	\$22,143,143	\$1,072,123	5.1%

## NON COMPENSATION

Utilities	\$1,318,840	\$1,443,717	\$124,877	9.5%
Scholarships	\$1,003,000	\$1,409,412	\$406,412	40.5%
Technology	\$210,000	\$216,300	\$6,300	3.0%
Other	\$4,389,186	\$4,847,199	\$458,013	10.4%
Sub total non compensation	\$6,921,026	\$7,916,628	\$995,602	14.4%

## TRANSFERS

Fine Arts	\$158,000	\$164,320	\$6,320	4.0%
Children's Learning Center	\$134,000	\$139,360	\$5,360	4.0%
Other, retracted	\$46,474	\$48,333	\$1,859	4.0%
Sub total transfers	\$338,474	\$352,013	\$13,539	\$0

TOTAL EXPENDITURES AND TRANSFERS	\$28,330,520	\$30,411,784	\$2,081,264	7.3%
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## ASSUMPTIONS:

## Revenue:

SSI approximately \$332,000 less than FY03 budget

Enrollment increased 4% from FY03 level.

Tuition rate increased 6% on FY03 base plus \$300 for new students.

## Expenditures:

10 positions added from FY02 opening strength. Faculty make up 6 of these positions.

Liability and property insurance increased approximately \$100,000.

Certified as True and Correct	
<i>R. P. Dwyer</i>	7/31/08
Secretary, SSU Board of Trustees	Date

## Highlights of the FY04 General Fund Budget

-The State subsidy estimates contained within this budget assume the House recommendation. We are hopeful that, ultimately, the appropriation will improve from these figures.

-Tuition revenue estimates assume a 4% enrollment increase from the current FY03 level and the 6% plus \$300 for incoming students cap language recommended by the House.

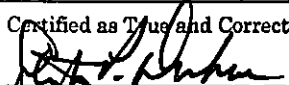
-Other revenue is predicted to decline dominantly caused by reduction in interest income assuming continuation of low interest.

-10 new FTE equivalent positions are contained within this budget from the current FY03 strength. 6 of these 10 positions are faculty responding to our current trend of enrollment increases since FY02. A complete listing of these proposed new positions including anticipated compensation cost is attached.

-Property and liability insurance premiums and natural gas cost are anticipated to increase by \$100,000 or 45% and \$110,000 or 66% respectively.

-The scholarships budget is increased \$400,000, or 40%. This substantial increase anticipates the gain in enrollment from the level assumed when the FY03 budget was created plus the increase in tuition rate.

-This budget anticipates the use of slightly over \$1 million in fund balance. Hopefully, this figure will be reduced through improved state appropriations and/or enrollment exceeding the 4% increase assumption.

Certified as True and Correct	
	7/31/03
Secretary, SSU Board of Trustees	Date

## RESOLUTION F15-03

### APPROVAL OF THE FY2004 AUXILIARY AND AGENCY BUDGET

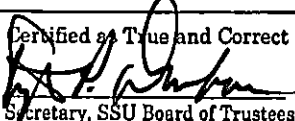
WHEREAS, revenue estimates have been developed based on estimated general fee income, predicted housing occupancy and established room and board rates; and

WHEREAS, planned expenditures have been estimated anticipating known inflationary factors; and

WHEREAS, the President of the University recommends adoption of the proposed budget;

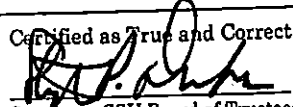
THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University adopts the proposed Auxiliary and Agency Fund Budget for fiscal year 2004 as summarized in the accompanying exhibit.

(June 12, 2003)

Certified as True and Correct

Secretary, SSU Board of Trustees
7/21/03 Date

SHAWNEE STATE UNIVERSITY  
 AUXILIARY AND AGENCY BUDGET  
 FISCAL YEAR 2003-2004

	FY2003 BUDGET	FY2004 PROPOSED BUDGET	AMOUNT OF CHANGE	PERCENTAGE CHANGE
<b>REVENUE</b>				
GENERAL FEE	\$1,374,737	\$1,594,000	\$219,263	15.9%
BOOKSTORE	\$125,000	\$140,000	\$15,000	12.0%
SPORTS CENTER	\$27,000	\$10,000	-\$17,000	-63.0%
SENIOR CITIZEN GRANT	\$40,000	\$40,000	\$0	0.0%
ATHLETIC	\$3,500	\$10,000	\$6,500	185.7%
ADDITIONAL UNIVERSITY SUPPORT	\$292,000	\$303,680	\$11,680	4.0%
CHILDREN'S LEARNING CENTER	\$172,274	\$206,843	\$34,569	20.1%
HOUSING	\$1,542,838	\$1,589,929	\$47,091	3.1%
UNIVERSITY CENTER				
VENDING AND FOOD SERVICE	\$120,000	\$117,500	-\$2,500	-2.1%
WELCOME CENTER	\$20,000	\$32,000	\$12,000	60.0%
MISCELLANEOUS INCOME		\$13,000	\$13,000	
STUDENT ACTIVITY INCOME	\$31,800	\$15,800	-\$16,000	-50.3%
PEPSI CONTRACT	\$20,000	\$20,000	\$0	0.0%
CENTER FOR THE ARTS	\$685,091	\$645,680	-\$39,411	-5.8%
<b>TOTAL REVENUE</b>	<b>\$4,454,240</b>	<b>\$4,738,432</b>	<b>\$284,192</b>	<b>6.4%</b>
<b>USE OF FUND BALANCE</b>				
UNIVERSITY CENTER		\$18,000		
ATHLETICS		\$80,335		
VERN RIFFE CENTER DEFICIT REDUCTION		-\$15,000		
<b>TOTAL REVENUE AND USE OF FUND BALANCE</b>	<b>\$4,454,240</b>	<b>\$4,821,767</b>	<b>\$367,527</b>	<b>8.3%</b>

Certified as True and Correct  
  
 Secretary, SSU Board of Trustees      7/5/03  
 Date

AUXILIARY/AGENCY FUND PAGE 2	FY2003 BUDGET	FY2004 PROPOSED BUDGET	AMOUNT OF CHANGE	PERCENTAGE CHANGE
<b>EXPENDITURES AND TRANSFER</b>				
BOOKSTORE	\$10,000	\$10,000	\$0	0.0%
STUDENT SENATE	\$27,000	\$28,080	\$1,080	4.0%
PROGRAMMING BOARD	\$83,897	\$85,820	\$1,923	2.3%
SPECIAL EVENTS	\$5,424	\$11,346	\$5,922	109.2%
CHRONICLE	\$6,000	\$8,000	\$2,000	33.3%
SILHOUETTE	\$4,500	\$4,500	\$0	0.0%
CHILDREN'S LEARNING CENTER	\$306,274	\$346,203	\$39,929	13.0%
HOUSING	\$1,542,838	\$1,604,929	\$62,091	4.0%
UNIVERSITY CENTER	\$301,745	\$366,074	\$64,329	21.3%
CENTER FOR THE ARTS	\$843,091	\$795,000	-\$48,091	-5.7%
STUDENT HEALTH CLINIC	\$0	\$42,570	\$42,570	
<b>SUB TOTAL</b>	<b>\$3,130,769</b>	<b>\$3,302,522</b>	<b>\$171,753</b>	<b>5.5%</b>
<b>ATHLETICS</b>				
ATHLETIC DIRECTOR	\$242,123	\$319,690	\$77,567	32.0%
ATHLETIC TRAINER	\$57,594	\$59,594	\$2,000	3.5%
SPORTS CENTER	\$123,985	\$87,350	-\$36,635	-29.5%
MEN'S BASKETBALL	\$51,036	\$55,190	\$4,154	8.1%
MEN'S JV BASKETBALL	\$10,000	\$0	-\$10,000	
TENNIS	\$10,055	\$14,409	\$4,354	43.3%
VOLLEYBALL	\$26,712	\$27,253	\$541	2.0%
WOMEN'S BASKETBALL	\$41,760	\$45,914	\$4,154	9.9%
SOFTBALL	\$30,345	\$34,499	\$4,154	13.7%
GOLF	\$14,060	\$16,714	\$2,654	18.9%
MEN'S SOCCER	\$27,262	\$31,416	\$4,154	15.2%
WOMEN'S SOCCER	\$25,632	\$29,786	\$4,154	16.2%
BASEBALL	\$31,025	\$38,179	\$7,154	23.1%
INTRAMURALS	\$5,800	\$8,386	\$2,586	44.6%
MEN'S CROSS COUNTRY	\$19,479	\$19,600	\$121	0.6%
WOMEN'S CROSS COUNTRY	\$17,318	\$18,200	\$882	5.1%
SCHOLARSHIPS	\$259,800	\$294,780	\$34,980	13.5%
CHEERLEADING	\$6,300	\$6,300	\$0	0.0%
POST SEASON MEALS		\$28,000		
POST SEASON TRAVEL		\$60,000		
<b>SUB TOTAL ATHLETICS</b>	<b>\$1,000,286</b>	<b>\$1,195,260</b>	<b>\$194,974</b>	<b>19.5%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,131,055</b>	<b>\$4,497,782</b>	<b>\$366,727</b>	<b>8.9%</b>
TRANSFER OF UC DEBT SERVICE	\$323,185	\$323,985	\$800	0.2%
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>\$4,454,240</b>	<b>\$4,821,767</b>	<b>\$367,527</b>	<b>8.3%</b>

Certified as True and Correct
<i>[Signature]</i> 7/31/03
Secretary, SSU Board of Trustees Date

## Highlights of the FY04 Auxiliary and Agency Budget

- This budget includes the continuation of a part time volunteer coordinator position established and filled in FY03.
- Restoration of a full time sports information position is also included in this budget.
- Long-term renovation and refurbishing plans have been established for the Housing and University Center operations. Needed FY04 funds to implement the first year of these plans are included in this budget.
- This budget includes 4% inflation in the general fund transfer for the Vern Riffe Center and the Children's Learning Center operations.
- Under Barnes and Noble's management, SSU's commission from the Bookstore operation continues to show substantial gain.
- We are establishing a new Student Health Clinic to be operational starting this coming fall quarter. The anticipated cost of this clinic is included in this budget.
- Scheduling requirements dominantly causes athletics expenditure sports increases. The grant-in-aid budget is increased as a result of tuition rate increases.
- This budget anticipates the use of \$83,335 in fund balance. Of this amount, \$18,000 comes from the University Center's fund balance to assist in supporting the first year of our renovation plan. After this year, we anticipate recurring revenue supporting this renovation plan. \$80,335 is provided from Athletics' fund balance to address pre and post season meals expense, replacement of team uniforms and to establish a post-season travel reserve account. The Vern Riffe Center is planning on reducing their fund balance deficit by \$15,000 this fiscal year.

Certified as True and Correct	
	<i>7/31/02</i>
Secretary, SSU Board of Trustees	Date

## RESOLUTION F16-03

### 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.

(June 12, 2003)

Certified as True and Correct

Secretary, SSU Board of Trustees
 Date



## PERSONNEL ACTION ITEMS

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

### JUNE 2003 BOT MEETING

#### Actions submitted for approval, May 1, 2003 to June 1, 2003

(developed from information received in HR Department through June 2, 2003 only)

#### **ACADEMIC AFFAIRS DIVISION**

*Nothing to report.*

#### **BUSINESS AFFAIRS DIVISION**

##### ***Appointment – Administration***

*Michelle Flanery*, full-time 12-month Accountant in the Controller's Office for the Business Affairs Division beginning May 12, 2003, at the fiscal year salary of \$36,000. Ms. Flanery received her B.S. degree in Business Management and A.S. degrees in Office Administration and Accounting Technology from Shawnee State University.

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

*Nothing to report.*

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

*Nothing to report.*

#### **STUDENT AFFAIRS DIVISION**

##### ***Appointment – Administration***

*Kristy Porter*, full-time 12-month Admission Officer in the Admission Office for the Student Affairs Division beginning July 1, 2003, at the fiscal year salary of \$27,500. Ms. Porter received her B.S. degree in Business Administration from Shawnee State University.

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.*

Certified as True and Correct  
*[Signature]* 7/31/03  
Secretary, SSU Board of Trustees      Date

Prepared 6/2/03

## RESOLUTION F17-03

### CREDIT CARD AUTHORIZATION

WHEREAS, the President is called upon to make frequent trips on behalf of the University; and

WHEREAS, the President is also frequently called upon to incur expenses in furtherance of the mission and goals of the University; and

WHEREAS, requiring the President to make charges in payment of these expenses while performing the official duties of the office and seek reimbursement imposes a burden on the President's personal credit;

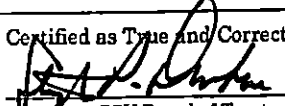
THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the President, Rita Rice Morris and her successor, to sign and submit a Visa or MasterCard or other business credit card application to National City Bank or any other acceptable bank and agree to be bound by the business credit card agreement referred to therein, provided further that the maximum credit line for all cards so applied for and active do not exceed \$10,000; and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Treasurer of the Board to sign such application as representatives of the University and not in their individual capacities, binding the University to joint and several liability for any credit so extended to the President under that application; and

BE IT FURTHER RESOLVED that any card applied for and issued under the authority of this resolution may only be used for official University business and any nonofficial charges must be reimbursed to the University by the President contemporaneous with the payment of the current bill; and

BE IT FINALLY RESOLVED that, the Board of Trustees authorizes the Shawnee State University Development Foundation to approve a similar credit card authorization for the President's discretionary purchases, subject to a \$5,000 credit limit with like terms and conditions as noted above.

(June 13, 2003)

Certified as True and Correct	
	7/3/03
Secretary, SSU Board of Trustees	Date

## RESOLUTION F18-03

### APPROVAL OF THE 2005-2010 SIX YEAR CAPITAL PLAN

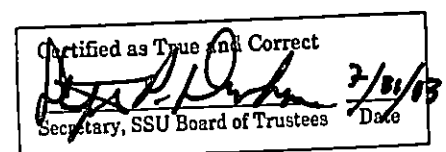
WHEREAS, Shawnee State University is required each biennium to submit to the Ohio Board of Regents a revised six year capital plan to be used for the purpose of making funding decisions about capital projects for the biennium and long-term planning; and

WHEREAS, the 2003-2008 six year plan previously approved by the Board and recommended to the Ohio Board of Regents has been updated in a manner that is consistent with the University Mission Statement, Strategic Plan, and the Campus Master Plan 2008; and

WHEREAS, the proposed six year plan has been reviewed by the President and is recommended to the Board of Trustees;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby accepts the proposed capital plan and approves its submission to the Ohio Board of Regents as the 2005 – 2010 Capital Plan of Shawnee State University.

(June 12, 2003)



# FY2005 - FY2006 Capital Improvements Projects

## Six Year Plan 1<sup>st</sup> Biennium 2005 - 2006

<u>Project</u>	<u>Total Req'd.</u>	<u>State Funded</u>	<u>Local</u>
1. Parking Lot Addition	\$ 300,000	\$ 300,000	-0-
2. Rhodes Center Rehabilitation	\$1,050,000	\$1,050,000	-0-
3. Sidewalk Replacement/Landscape	\$ 150,000	\$ 150,000	-0-
4. Land Acquisition	\$ 300,000	\$ 300,000	-0-
5. Basic Renovation	\$ 936,000*	\$ 936,000*	-0-
	<b>TOTAL</b>	<b>\$2,736,000</b>	<b>-0-</b>

\* Formula driven estimate.

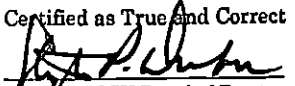
Certified as True and Correct  
  
Secretary, SSU Board of Trustees / 7/31/03 / Date

# FY2007 - FY2008 Capital Improvements Projects

## Six Year Plan 2<sup>nd</sup> Biennium 2007 - 2008

<u>Project</u>	<u>Total Req'd.</u>	<u>State Funded</u>	<u>Local</u>
1. University Center Rehabilitation	\$1,300,000	\$1,300,000	\$1,500,000
2. Land Acquisition	\$ 300,000	\$ 300,000	-0-
3. Tennis Court Development	\$ 200,000	\$ 200,000	-0-
4. Basic Renovation	\$ 936,000*	\$ 936,000*	-0-
TOTAL	\$2,736,000	\$2,736,000	\$1,500,000

\* Formula driven estimate.


Certified as True and Correct	
	7/31/03
Secretary, SSU Board of Trustees	Date

# FY2009 - FY2010 Capital Improvements Projects

## Six Year Plan 3<sup>rd</sup> Biennium 2009 - 2010

<u>Project</u>	<u>Total Req'd.</u>	<u>State Funded</u>	<u>Local</u>
1. Parking Lot & Road Resurfacing	\$1,200,000	\$1,200,000	-0-
2. Land Acquisition	\$ 200,000	\$ 200,000	-0-
3. Admin. Building Ren.	\$ 400,000	\$ 400,000	-0-
4. Basic Renovation	<u>\$ 936,000*</u>	<u>\$ 936,000*</u>	<u>-0-</u>
	TOTAL	\$2,736,000	-0-

\* Formula driven estimate.

Certified as True and Correct

Secretary, SSU Board of Trustees
Date 7/31/02

**RESOLUTION F19-03**

**TECH PREP, TOPS, and NON-CREDIT JOB TRAINING CAPITAL  
IMPROVEMENT GRANTS**

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 Board of Trustees of Shawnee State University approves submission of the Tech Prep and Training Opportunities for Program Staff in Job & Family Services (TOPS) Grant renewals and Non-Credit Job Training Capital Improvement Request proposal.

(June 12, 2003)

Certified as True and Correct	
	7/3/03
Secretary, SSU Board of Trustees	Date

## Grant Summary Proposal

**Title:** FY 02-04 Ohio South Tech Prep Consortium Plan (Renewal Grant) (year FY04)

**Grant Agency:** U.S. Department of Education/Ohio Department of Education

**Principal Investigator:** George Lawson

**Percentage of P.I. Time Devoted to Grant:** 100%

**Grant Amount:** \$108,812.00

**Purpose:**

Tech Prep is a combined secondary and post secondary program, which leads to an associate degree, provides technical preparation in at least one field of engineering technology, business technology, health technology, or information technology. Emphasis is placed on building student competence in mathematics, science, and communications through a sequential course of study. Tech Prep is carried out through articulation agreements between consortium participants and provides students a unique combination of academic, occupational, and employability competencies at both the high school and college level.

**Clientele to be Served:**

The Ohio South Consortium consists of educational institutions, business, industry, and labor representatives in Adams, Lawrence, Pike, and Scioto counties.

**Relationship to SSU Mission:**

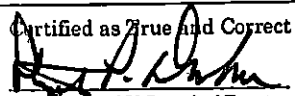
Tech Prep is designed to prepare students for success in high-tech areas of engineering, business, health, and information technologies in the college setting. Tech Prep provides Shawnee State faculty the opportunity to upgrade course content and teaching methodology at the post-secondary level.

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**Other Agencies/organizations participating in project:**

Sixteen local school districts, four vocational educational planning districts, Ohio University Southern Campus, and Shawnee State University are active members of the Ohio south Tech Prep Consortium. Additionally, representatives of business, industry and labor are active participants.

**Brief description of project:** This project is a continuation of the original grant awarded in November 1992 and renewed annually since that time. This renewal is a multi-year plan, which will provide the opportunity to sustain and expand programming within the Ohio South Consortium through 2004.

Certified as True and Correct	
	7/21/03
Secretary, SSU Board of Trustees	Date



## Grant Summary Proposal

**Title:** Training Opportunities for Program Staff in Job & Family Services (TOPS in JFS)

**Grant Agency:** Ohio Department of Job and Family Services

**Principal Investigator:** Virginia Moore

**Percentage of P.I. Time Devoted to Grant:** 05%

**Purpose:** Provide education and training opportunities (credit and non-credit) for county and state employees responsible for implementing federal and state programs administered statewide by ODJFS and locally through county agencies.

**Clientele to be Served:** Employees of Ohio Department of Job and Family Services of Scioto and surrounding counties.

**Relationship to SSU Mission:** The TOPS in JFS program pays the tuition and fees of all ODJFS employees seeking a degree and/or job-related non-credit training. Providing funds to support coordination of academic services for ODJFS workers helps SSU achieve its mission to prepare students for the changing needs of business, industry education and society through its diversified degree programs.

**Other Agencies/organization participating in project:** Scioto County Department of Job and Family Services

**Brief description of how project will be conducted:** If awarded, Shawnee State University will enter into a two-year contract with the Ohio Department of Job and Family Services. The Director of University Outreach Services will serve as the campus TOPS in JFS liaison and will: 1) recruit agency employees into baccalaureate degree programs 2) coordinate credit course offerings needed by agency employees 3) provide non-credit training programs for employees upon request.

### Budget

Fund Source

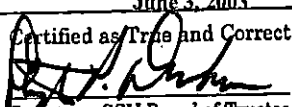
Grant(Contract with ODJFS)                      \$24,000.00

Other

University

In-Kind

Totals    \$24,000.00

June 3, 2003  
Certified as True and Correct  
  
Secretary, SSU Board of Trustees      Date 6/3/03

## Grant Summary Proposal

**Title:** Non-Credit Job Training Capital Improvement Request

**Grant Agency:** Ohio Board of Regents

**Principal Investigator:** Virginia Moore

**Percentage of P.I. Time Devoted to Grant:** N/A

**Purpose:** The *Non-Credit Job Training Capital Improvement Funds* will be used to complete renovation necessary to establish the Business and Industry computer training lab and office space.

**Clientele to be Served:** Area employers and their employees attending non-credit training and education courses at Shawnee State University.

**Relationship to SSU Mission:** Provide employers in the southern Ohio region access to affordable non-credit training and services, thereby improving the competitiveness of the businesses and contributing to local efforts to attract, develop and retain companies to the southern Ohio region.

**Other Agencies/organization participating in project:** area business and industry

**Brief description of how project will be conducted:** The computer lab (Admin 030) currently used for CARS training will be renovated. The renovated space will be used to house a computer-training lab for the Microsoft IT Academy as well as offices for the Business & Industry training personnel. This "new" space will provide an easy-to-access space for area companies who seek non-credit training services at Shawnee State University.

### Budget

Fund Source

Grant            \$125,000.00


Other  
University

In-Kind: lab space

Totals

Submitted by:

Virginia Moore  
Director, University Outreach Services  
June 3, 2003

Certified as True and Correct	
	7/3/03
Secretary, SSU Board of Trustees	Date

## RESOLUTION F20-03

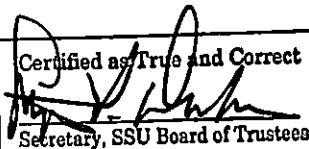
### FY 2004 ADMINISTRATOR AND ATSS INCREASE

WHEREAS, beginning in FY03, administrators and ATSS are contributing more toward funding health care expenses; and

WHEREAS, the recently published College and University Professional Association's (CUPA) median salary survey for public universities indicates a 3% increase nationally between FY02 and FY03;

THEREFORE BE IT RESOLVED, a 3% increase on FY03 salaries for eligible administrators and ATSS staff is approved beginning July 1, 2003 to be applied on an across-the-board basis and in accordance with established Board of Trustee policy.

(June 12, 2003)

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      7/21/03  
Date

**PERSONNEL INFORMATION ITEMS**  
**JUNE 2003 BOT MEETING**  
**Changes processed from May 1, 2003 to June 1, 2003**  
(developed from information received in the HR Department through June 2, 2003 only)

***ACADEMIC AFFAIRS DIVISION***

None.

***BUSINESS AFFAIRS DIVISION***

None.

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

None.

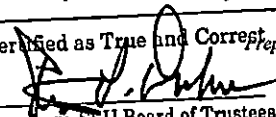
***PRESIDENT'S OFFICE***

None.

***STUDENT AFFAIRS DIVISION***

None.

*Per Policy 5.16 Part-time administrative appointments and changes in status for administrative and faculty positions are reported to the Board of Trustees.*

Certified as True and Correct	Prepared 6/2/03
	7/31/03
Secretary, SSU Board of Trustees	Date