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Board of Trustees

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2-13-2004

### February 13, 2004 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
February 13, 2004**

Chairman George Davis called the meeting to order at 1:15 p.m. noting the meeting was in compliance with RC §121.22(F).

**Roll Call**

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

Members Absent: None

**Approval of the February 13, 2004 Agenda**

Mr. Harcha moved and Mr. Teichman seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the February 13, 2004 agenda.

**Approval of the December 12, 2003 Board Meeting Minutes**

Dr. Payne moved and Mr. Warren seconded a motion to approve the December 12, 2003 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

**President's Report**

Mr. Davis said Dr. Morris' husband was a patient at Riverside Hospital in Columbus and, in Dr. Morris' absence, the President's report was included in Board packets and submitted to the Board and made a part of these minutes. Mr. Davis asked the Board members to review and if they had any questions, please contact Dr. Morris.

**Committee Reports**

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

Ms. Reynolds reported that the Academic Affairs Committee had no action items.

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

Ms. Reynolds said Dr. Steve Midkiff, Registrar, presented a preliminary enrollment report for winter quarter 2004. Ms. Reynolds reported that this was the second quarter with record enrollment and she summarized the report that was attached.

Ms. Reynolds said Mr. Pete Duncan, Director of the Office of Instructional Technology, presented a report on the Blackboard E-Learning Platform. Ms. Reynolds said this is the course management system used by university faculty to enable faculty to augment the class experience by putting course information on this system for student use. Ms. Reynolds asked student board member, Tracey Leo, to elaborate on her use of the blackboard system. Ms. Leo said she used the blackboard system extensively and thought it was very helpful to the students, allowing them to take tests, review their grades and participate in class discussions.

Ms. Reynolds said the personnel appointments were self-explanatory.

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

Mr. Harcha said the QUL Committee had no action items.

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

Mr. Harcha said Ms. E.B. Newberry, President of the Student Government Association, reported that the SGA completed paperwork for members to receive class credit in political science effective fall quarter, 2004, for serving as a member of the SGA. Ms. Newberry reported that the Rhodes Sports Center has extended its hours until midnight for student recreation. She said six members of the SGA would be attending a leadership retreat in Washington, D.C. in April. Ms. Newberry also reported that the SGA approved a new sorority, art club, gaming club, and a psychology club this quarter. She also said the SGA is planning its quarterly retreat. Mr. Harcha said with enrollment rising, the SGA is enlarging to meet the needs of the students.

Mr. Harcha said Ms. Natasha Baker, a transfer student from Cincinnati, reported on behalf of Ms. Jennifer Phillips, President of the Student Programming Board. Ms. Baker reported that over 400 students attended Homecoming. She said the SPB is also completing plans for Springfest, participating in Black History Month, sponsoring a cinema night and other various activities that add to the quality of life for students.

Mr. Harcha said Dr. Mangus reported on the Winter Quarter housing occupancy. Mr. Harcha said we have no students currently housed at the Ramada and had a 93.8% on-campus housing rate.

Mr. Harcha said Dr. Mangus, Mr. Dale Taylor, Director of the Success Center, Mr. Bob Trusz, Director of Admissions, and Ms. Pat Moore, Director of Financial Aid, reported on the effects of enrollment growth on the Student Affairs Division.

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

Dr. Payne reported that the Finance and Facilities Committee had four action items.

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F1-04, Adjunct Faculty Rate Increase. Dr. Payne reported that adjunct faculty had not received any salary increases since 2000. Dr. Payne moved and Mr. Harcha seconded a motion for the approval of Resolution F1-04, Adjunct Faculty Rate Increase.

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

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F2-04, Personnel. Dr. Payne said there was one new faculty appointment. Dr. Payne moved and Ms. Reynolds seconded a motion for the adoption of Resolution F2-04, Personnel.

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

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F3-04, Children's Learning Center Project A.C.C.E.S.S., Health Careers Opportunities Program, and Pixley Projects 2004/2005 Grants. Dr. Payne moved and Mr. McCoy seconded a motion for the approval of Resolution F3-04, Children's Learning Center Project A.C.C.E.S.S., Health Careers Opportunities Program, and Pixley Projects 2004/2005 Grants.

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

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F4-04, Credit Card Authorization. Dr. Payne said this would allow the University to obtain a credit card for Board of Trustees' expenses. Dr. Payne moved and Dr. Ball seconded a motion for the approval of Resolution F4-04, Credit Card Authorization.

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

Nays: None

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

Dr. Payne said the Personnel information items were attached to the Board materials and were self-explanatory.

Dr. Payne said Mr. Murphy reviewed the University's response to the Sarbanese-Oxley Act of 2002.

Dr. Payne said Mr. Murphy shared information about reviews of Teacher Education and Health Sciences lab fees. He said this issue might become an action item at some point.

Dr. Payne said Mr. Murphy reviewed the general fund revenues and expenditures pace report, fiscal year to date through December 2002 and 2003. Dr. Payne said some late items might adjust these figures. He also reported that the increase was 8.1%.

Dr. Payne said the Committee was given a spreadsheet that summarized the fiscal year-to-date financial information through December 2002 and 2003 for the Vern Riffe Center for the Arts. He said revenue is not up as much as projected but up 2.7%. Dr. Payne also said there was no written report from the Director.

Dr. Payne said the capital status report reflects current information on each capital project and was self-explanatory.

### **Executive Committee Report**

None.

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

Dr. Ball and Mr. McCoy reported they had attended the February 5, 2004 Regional Meeting of the Governor's Commission on Higher Education and the Economy at the Ohio University Inn in Athens, Ohio. They said the Commission's goal was to increase Ohio's competitive edge through education. They also said the Commission wants to educate more Ohio citizens, strengthen research, and make organizational changes in higher education to improve efficiency.

### **New Business**

Mr. Teichman moved and Dr. Payne seconded a motion to approve Resolution E1-04, 2004 Schedule of Meetings for the Board and its Committees.

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

Nays: None

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

Dr. Steve Rader, President of the Shawnee Education Association, addressed the Board. Dr. Rader introduced himself to the Board and said he joined Shawnee State in 1996 and was Coordinator/Associate Professor in Sports Studies and head volleyball coach. Dr. Rader said he looked forward to working with the Board and Administration to strengthen communication.

### **Other Business**

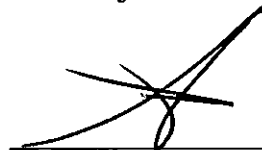
None.

**Executive Session**

None.

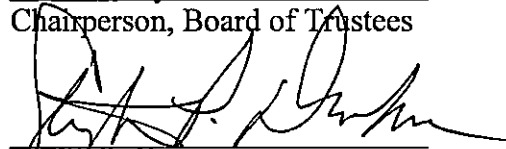
**Adjournment**

Dr. Payne moved and Ms. Reynolds seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 1:37 p.m.



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Chairperson, Board of Trustees



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Secretary, Board of Trustees

**President's Report to the**  
**Shawnee State University Board of Trustees**  
**February 13, 2004, Meeting**  
**Rita Rice Morris, President**

I am happy to report to you that former Board member Katherine Argeros, who is currently staying with her sister and brother-in-law while undergoing therapy at the Drake Rehabilitation Center, is progressing; however, as a result of the stroke, she has lost her peripheral vision and may never be able to drive again. Anyone wishing to send their thoughts to Ms. Argeros in a card may send them to:

Katherine Argeros  
c/o Dr. Richard Moraites  
8640 Shawnee Run Road  
Cincinnati, OH 45243

or

Katherine Argeros  
7240 Bobby Lane  
Cincinnati, OH 45243.

**Institutional Affairs**

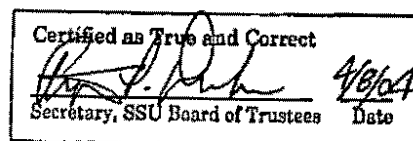
**1. Enrollment**

Headcount Enrollment for winter quarter 2003-2004 is 3,490, up 85 students or a +2.5 percent increase over 2002-2003. FTE enrollment is 3,044, up 120 FTEs or a +4.5 percent increase over 2002-2003. Subsidy eligible FTE enrollment is 2,983, up 118 FTEs or a +4.1 percent increase over 2002-2003. Ms. Reynolds will provide additional information on enrollment when she presents Dr. Midkiff's preliminary enrollment report for winter quarter 2004 during the Academic Affairs Committee report.

**2. "Did You Know?"**

I have begun a "Did You Know?" campaign at Shawnee State University. The focus is to give alumni, faculty and staff members, donors, media representatives, legislators, and other friends of SSU a list of university accomplishments of which we are very proud, so that they may be able to share our good news with others. You will get a copy of the list when it is ready.

(more)



**3. Homecoming 2004**

SSU had a great Homecoming 2004 celebration the week of January 26. Among the many events was the SSU Athletics Alumni Hall of Fame Induction Ceremony on January 31. SSU golf coach Roger Merb, and alumni Lanny Rice and Kari Koehn were selected by the SSU Athletics Alumni Association to be inducted into the SSU Hall of Fame, located in the James A. Rhodes Athletics Center. In addition, the SSU Alumni Association held an awards dinner on the evening of January 31, at which two awards were presented. SSU alumnus Steve Johnson received the distinguished alumnus award and SSU senior Jessica Burkhart received the alumnus of tomorrow award.

**4. Ohio Board of Regents Meeting**

Shawnee State University is hosting the March 11 Ohio Board of Regents meeting. The OBR campus visit will begin with dinner on the evening of March 10. Attendees will be the Regents, Chancellor, SSU Trustees, OBR senior staff, and SSU senior staff members. A portion of OBR's meeting on March 11 will be open to the university and local/regional communities.

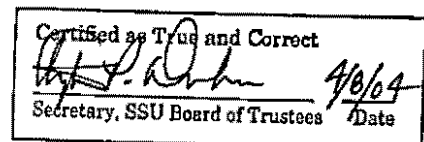
**5. Governor's Commission on Higher Education and the Economy**

I appreciate Dr. Gail Ball and Mr. Jack McCoy for taking time out of their busy schedules to attend the Governor's Commission on Higher Education and the Economy meeting on February 5. I would like to call on Mr. McCoy or Dr. Ball to report to the Board what occurred at this meeting.

**6. SOPAA**

I am pleased to announce that SSU and the Southern Ohio Performing Arts Association (SOPAA) have arrived at a memorandum of understanding that clearly defines the responsibilities for our jointly-sponsored performing arts series. Of particular importance is our agreement to complete and agree upon a budget one full year prior to a series.

(more)





## Academic Affairs

### 1. SSU/Bristol Village Lecture Series

Area residents will have the opportunity to hear experts from SSU speak in the 2004 Lecture Series at Bristol Village. SSU's Office of University Outreach Services/Office of Communications Speakers Bureau, Bristol Village, and the Waverly North After School Mall are sponsoring the lecture series for the community. The first presentation, "European Union: A Continent Comes of Age," featured Stylianos Hadjiyannis, Ph.D., professor of government and international relations at SSU, speaking on February 12. Other speakers in the series include Jerry Holt, Ph.D., dean of the College of Arts and Sciences, speaking on "Strange Stories from Southern Ohio" on February 24; Jeffrey Bauer, Ph.D., professor of geology, giving a presentation on "Ohio Geology" on March 23; John Lorentz, professor of history, speaking on "River Voices/1937 Flood" on April 27; and I am giving a presentation on the "State of Shawnee State University and Issues in Higher Education" on May 18. The presentations begin at 4 p.m. on each date and will be held in the Bristol Village Activities Center in Waverly.

### 2. River Voices on WOSU Television

After sold out shows, impressive DVD and VHS sales, and several special showings for schools and other public institutions, the success of "River Voices," the documentary about the 1937 Ohio River flood, continues. Produced by Shawnee State University professor John Lorentz, Ph.D., and his son, Nathan Lorentz, the documentary has been broadcast statewide on the WOSU television network on two occasions recently (once in prime-time) and will appear again on Monday, Feb. 16, at 1 a.m. After its release, "River Voices" became a hot product in the local community, due to high demand from local and scholastic sources. The success carried on, particularly after the documentary received the 2003 award for the best presentation of Ohio history from the Ohio Academy of History. The film, which was partially funded by grants from SSU, is important for the university and the area as it provides statewide exposure for SSU and its community.

(more)



**3. Game and Simulation Development Arts Featured Extensively in Media**

The game and simulation development arts program at SSU has been featured extensively in the media throughout the region, state, and nation. An article about the program appeared in the *Christian Science Monitor*, it was also featured on CNN, in addition to nearly every newspaper and radio station in the region, including the Ohio University Public Radio Network. Professor Tom Stead, chair of the Department of Fine, Digital, and Performing Arts, and several students in the program, were featured on "This Time Around: Reinventing Community" which aired on February 10 on OU Public Radio.

**4. New Chair in the Nursing Department**

I realize it has been mentioned in the Academic Affairs Committee meeting, but I wanted to share with you how happy I am to welcome Professor Mattie Burton to Shawnee State University as SSU's new chair of the Nursing Department. Professor Burton has 20 years of experience in the hospital management profession, as well as 10 years of experience in higher education at Morehead State University where she was associate professor of nursing.

**Student Affairs**


**1. College Goal Sunday**

Shawnee State University hosted College Goal Sunday on February 8, an annual event that gives high school and college students the opportunity to receive assistance, from financial aid directors and counselors, in completing the Free Application for Federal Student Aid (FAFSA) form. SSU is one of 36 College Goal Sunday sites in Ohio. The Ohio Association of Student Financial Aid Administrators sponsors the event, now in its second year.

**Central Administration**

I continue to meet regularly with the SSU President's Forum (former Board chairs and Development Foundation leaders); representatives from University Staff Assembly, CWA, SEA, University Faculty Senate, University Administrative Assembly, and Student Government Association; representatives from the Chamber of Commerce and Southern Ohio Growth Partnership; Southern Ohio Medical Center administration; faculty and staff members; representatives from the SSU Development Foundation; chairs of University-wide governance committees, representatives from the OACHE; with the other Inter-University Council presidents; legislators; and other members of the community.

###

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      4/8/04  
Date

**SHAWNEE STATE UNIVERSITY**  
**Preliminary Enrollment Report**  
**Winter Quarter 2003-2004**  
**(compared to 2002-2003)**

Headcount enrollment:

**3490**, up 85 students or + 2.5 % increase over 2002-2003.

FTE enrollment:

**3044**, up 120 FTEs or + 4.5% increase over 2002-2003.

Subsidy eligible FTE enrollment:

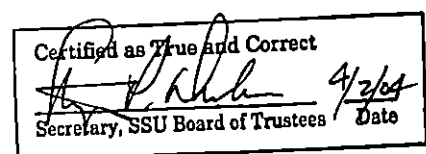
**2983**, up 118 FTEs or + 4.1% increase over 2002-2003.

New Students (First-time freshmen and new transfer students):

**211**, up 11 or 5.5% increase over 2002-2003.

Enrollment Highlights:

1. The 3490 student headcount is the highest Winter Quarter enrollment in the history of Shawnee State University. SSU has had two quarters in a row of record level enrollment.
2. Ohio resident enrollment is 3169, up 79 students or + 2.6% increase over last year.
3. Students residing in Kentucky total 263, up 7 students or + 2.7% over last year.
4. Full-time enrollment increased by 147 students to 2900, a + 5.3% increase over last year.
5. Part-time enrollment decreased by 61 students to 590, a - 9.4% change from last year.
6. The number of male students increased by + 3.8% or 47, while females increased 38 students from the 2003 level, a change of +1.8%.
7. There are 2102 females enrolled, 60.3% of the student body. Males make up 39.7% of the students and total 1388.
8. 80% of the first time freshmen entering Fall Quarter 2003-2004 returned for the Winter Quarter 2204. 78% of the first time freshmen entering Fall Quarter 2002-2003 returned for the Winter Quarter 2003.



## PERSONNEL ACTION ITEMS

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

### FEBRUARY 2004 BOT MEETING

Actions submitted for approval, December 1, 2003 through February 2, 2004

(developed from information received in HR Department through February 4, 2004 only)

#### ACADEMIC AFFAIRS DIVISION

##### *Appointment – Faculty*

*James Hudson*, full-service Assistant Professor of Computer Engineering Technology for the Department of Industrial & Engineering Technology, beginning January 5, 2004, at the academic year salary of \$34,330. Dr. Hudson possesses a Ph.D. and M.S. in Computer and Information Science from The Ohio State University and a B.A. in Computer Science and Mathematics from Capital University.

#### BUSINESS AFFAIRS DIVISION

*Nothing to report.*

#### OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

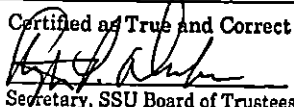

*Nothing to report.*

#### PRESIDENT'S OFFICE

*Nothing to report.*

#### STUDENT AFFAIRS DIVISION

*Nothing to report.*

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

Per Policy 5.16

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

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

Prepared 2/4/2004

**PERSONNEL INFORMATION ITEMS**  
**FEBRUARY 2004 BOT MEETING**  
**Changes processed from December 1, 2003 to February 2, 2004**  
(developed from information received in the HR Department through February 4, 2004 only)

***ACADEMIC AFFAIRS DIVISION***

None.

***BUSINESS AFFAIRS DIVISION***

None.

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

***Resignation – Administration***

*Jennifer Langston*, Coordinator of the GEAR-Up Program, resignation effective December 31, 2003.

***PRESIDENT'S OFFICE***

None.

***STUDENT AFFAIRS DIVISION***

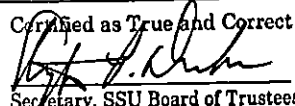
***Appointment – Administration***

*Donald Kern*, 12-month part-time (.80 FTE) Site Coordinator for the Veterans Upward Bound Program located at Washington State Community College beginning January 26, 2004, at the grant year salary of \$22,494. Mr. Kern possesses a B.A. in Management and Psychology from Marietta College and a Higher Accounting Diploma from Mountain State College;

*John Hogan*, 12-month part-time (.80 FTE) Site Coordinator for the Veterans Upward Bound Program located at Shawnee State University beginning February 2, 2004, at the grant year salary of \$22,494. Mr. Hogan possesses a M.S.S.W. in Social Work from the University of Tennessee and a B.A. in Psychology from the University of Connecticut.

***Resignation – Administration***

*Mohammad Jadun*, Coordinator of Educational Technology in the Student Success Center, resignation effective January 19, 2004.

Certified as True and Correct	
	4/2/04
Secretary, SSU Board of Trustees	Date

## RESOLUTION F1-04

### ADJUNCT FACULTY RATE INCREASE

WHEREAS, Shawnee State University employs adjunct faculty to augment the instructional services provided by full-service faculty; and

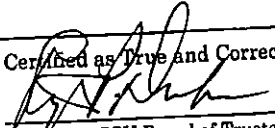
WHEREAS, in accordance with policy 1.01 paragraph 5.3.4 it is the responsibility of the Finance and Facilities Committee to review and recommend changes in salary, wage and benefit policies; and

WHEREAS, the current adjunct faculty pay rate was last adjusted in Winter Quarter 2000;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University approves the attached compensation scale, effective beginning Summer Quarter 2004; and

THEREFORE, BE IT FURTHER RESOLVED, that the Board of Trustees of Shawnee State University authorizes the Provost, or delegate, the authority to pay other than these established rates on an exception basis.

(February 13, 2004)

Certified as True and Correct	
	4/2/04
Secretary, SSU Board of Trustees	Date

# ADJUNCT STIPEND

(Effective Date Beginning Summer Quarter 2004)

## STIPEND SCALE

	Board Approved Rate Effective Winter Qtr 2000	Proposed Rate Effective Summer Qtr 2004	Board Approved Rate Effective Winter Qtr 2000	Proposed Rate Effective Summer Qtr 2004
B.S./B.A. Degree	\$275/Lec. Hr.	\$285/Lec. Hr.	\$225/Lab Hr.	\$235/Lab Hr.
Master's Degree	\$325/Lec. Hr.	\$340/Lec. Hr.	\$262/Lab Hr.	\$270/Lab Hr.
Ph.D. or Other Terminal Degree*	\$375/Lec. Hr.	\$390/Lec. Hr.	\$300/Lab Hr.	\$315/Lab Hr.

\*Note: As determined by the appropriate Dean and the Provost according to the appropriate accreditation standards for baccalaureate degrees.

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

(February 13, 2004)

## RESOLUTION F2-04

### PERSONNEL

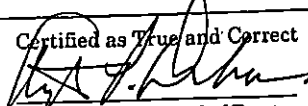

WHEREAS, the University-wide Board policy 5.16 "Approval of Personnel Appointments" establishes the procedure for the approval of those personnel changes requiring action by the Board of Trustees and for the reporting of other personnel actions to the Board; and

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.

(February 13, 2004)

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.

### FEBRUARY 2004 BOT MEETING

Actions submitted for approval, December 1, 2003 through February 2, 2004

(developed from information received in HR Department through February 4, 2004 only)

#### ACADEMIC AFFAIRS DIVISION

##### *Appointment – Faculty*

*James Hudson*, full-service Assistant Professor of Computer Engineering Technology for the Department of Industrial & Engineering Technology, beginning January 5, 2004, at the academic year salary of \$34,330. Dr. Hudson possesses a Ph.D. and M.S. in Computer and Information Science from The Ohio State University and a B.A. in Computer Science and Mathematics from Capital University.

#### BUSINESS AFFAIRS DIVISION

*Nothing to report.*

#### OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

*Nothing to report.*

#### PRESIDENT'S OFFICE

*Nothing to report.*

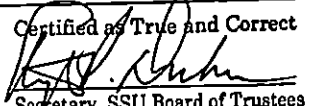
#### STUDENT AFFAIRS DIVISION

*Nothing to report.*

Per Policy 5.16

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

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

Certified as True and Correct	Prepared 2/4/2004
	4/2/04
Secretary, SSU Board of Trustees	Date

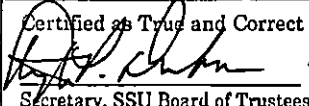
**RESOLUTION F3-04**

**CHILDREN'S LEARNING CENTER PROJECT A.C.C.E.S.S.,  
HEALTH CAREERS OPPORTUNITIES PROGRAM, and  
PIXLEY PROJECTS 2004/2005 GRANTS**

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

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University approves the submission of the Children's Learning Center Project A.C.C.E.S.S., Health Careers Opportunities Program grant proposals, and the Pixley Projects 2004/2005 Grant renewal.

(February 13, 2004)

Certified as True and Correct	
	4/2/04
Secretary, SSU Board of Trustees	Date

**Grant Proposal Summary**

**TITLE:** Shawnee State University Children's Learning Center, Project A.C.C.E.S.S.

**GRANTING AGENCY:** Appalachian Regional Commission

**PRINCIPAL INVESTIGATOR:** Cindy Ferguson, Director, Children's Learning Center  
Dr. Dave Todt, Chair, Department of Teacher Education

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** 15%

**PURPOSE:**

Project A.C.C.E.S.S. (All Children Connected for Extended Support and Services) is a grant to expand learning opportunities and increase parent involvement for the increasing number of children/families served by SSU Children's Learning Center. The first extension is related to the playground and increasing the learning connections between the indoor and outdoor learning environments. Changes will include a literal expansion of the physical space with the encumbrance of the alley, and in addition to widening the space, the outdoor environment will take on a center-construct to include an art area, sand area, digging area, sand/water area, sports complex, and dramatic play. Some changes are in response to new licensure rules related to equipment and fall zones, some are in response to "best practices" i.e., doubling the width of the child's riding track.

The second extension is parent involvement and connecting children to their family/extended family through web-technology via web-cams and video portfolios. 47% of our enrollees are entering/ reentering the workforce through higher education or paid employment. Through panoramic immersion in the child's world via the visual environment, early childhood education, parental involvement, and workforce preparation can occur unobtrusively and simultaneously. On-line access will provide a heightened sense of security and parental involvement for 100% of our enrollees. Web-technology is not new to the center but because of system changes, the need exists to upgrade/change the system to meet technological advancements and the increased access demand.

**CLIENTELE TO BE SERVED:**

Children learn best through exploration and participation, and the transfer of learning increases with "hands-on" opportunities. This grant would provide those opportunities for 76 preschool children, 125 preservice teachers, roughly 75 early childhood professionals per year who participate in some level of early childhood professional development on this campus. The indirect impact as a model site is more difficult to measure but it would not be out of line to anticipate that 2200-3300 preK-grade 3 children might realize some impact because of their teachers who would be direct or indirect benefactors of CLC services.

**RELATIONSHIP TO SSU MISSION:**

This project fits well with the Department of Teacher Education's mission of "preparing learner-centered inquiring professionals. Additionally, it supports all three themes of SSU's Strategic Plan: Teaching and Learning-to be widely recognized as an exemplary public university committed to student success and excellence; Growth and Development-to assure the full development of the University through planned enrollment growth and wise investment in educational initiatives; Community-to increase opportunities for students, the campus community, and area residents by pursuing joint initiatives with the larger community.

**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:**

The CLC serves in consultive roles and participates in professional development with/for Head Start, MR/DD, REACH, county early education of the handicapped providers, and private preschools/daycares.

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:**

The project will be under the leadership of CLC staff and the Department of Teacher Education.

**FUNDING PERIOD:**

24-36 months. Preliminary submission-April, '04 Full submission-January, '05 Award- March-Sept. '05

**BUDGET:**

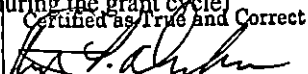
<u>Fund Source</u>	<u>Year One</u>	<u>Total, all years</u>
Grant	Direct Costs	\$300,000
	Indirect Costs	

**Other**

University-In Kind \$30,000 (Salaries for implementation, present space)

University Match \$30,000 (Alley Access Costs/Power line drops could be our match if occurs during the grant cycle)

**TOTAL:** \$360,000

Certified as True and Correct	
	4/2/04
Secretary, SSU Board of Trustees	Date

## Grant Proposal Summary

**TITLE:** Health Careers Opportunities Program (HCOP)

**GRANTING AGENCY:** HRSA – Health Resource Services Administration

**PRINCIPAL INVESTIGATOR:** Cathy Mullins

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** 20%

**PURPOSE:** The goal of HCOP is to assist students from disadvantaged backgrounds to undertake education to enter a health profession. The program intent is to provide these students with the skills to successfully compete, enter and graduate from health professions schools.

**CLIENTELE TO BE SERVED:** High School students rising into their senior year of high school from Scioto, Pike, Adams, Lawrence, Greenup and Lewis Counties.

**RELATIONSHIP TO SSU MISSION:** "...prepares students for the changing needs of business, industry, education and society..." HCOP serves as part of the education pipeline that ultimately matches students with jobs in the health professions.

**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:**

Southern Ohio Medical Center, the Ohio South Tech Prep Consortium – including area high schools.

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:**

HCOP at SSU will be a six-week summer experience for students from disadvantaged backgrounds who plan to pursue a major in the health sciences. Students who have completed their junior year of high school will participate in classes and workshops that will help prepare them for college level coursework and will assist them in understanding the processes and requirements of college admission and financial aid.


The grant is for a five year period.

**NOTE:** This proposal is currently being prepared. All details are not available at this date.

**FUNDING PERIOD:** September 2004 – August 2009

**BUDGET:**Note: these are estimations of the annual budget for the project

<u>Fund Source</u> HRSA (federal agency)	<u>Year One</u>	<u>Total, all years</u>
Grant	\$324,000	\$1,668,600
Direct Costs	\$300,000	
Indirect Costs	24,000	
Other (SOMC)	35,000	
University-In Kind	35,000	
University Match	0	
<b>TOTAL</b>	<b>\$718,000</b>	

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      Date 4/2/09

## Grant Proposal Summary

**TITLE:** 2004/2005 Pixley Projects

**GRANTING AGENCY:** Scioto County Area Foundation

**PRINCIPAL INVESTIGATOR:** Cathy Mullins

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

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

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

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

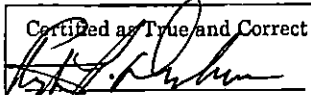
**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT:** None

**BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:** There are five main activity areas proposed: the floodwall murals documentary video project, a women's studies minor, a conference for senior citizens, District Science Day, and the Summer Science and Technology Camp. The murals documentary will be a 20-minute video that examines the development of the Portsmouth Floodwall Murals project and its effect on the surrounding community. The Women's Studies Minor would increase course available in Women's Studies and develop a minor in the discipline. The Conference for Senior Citizens is a collaborative program devoting a day-long event to area senior citizens and topics important to them. Pixley funds for District Science Day would provide two small scholarships as well as awards and certificates for superior projects, and the Summer Science and Technology Camp provides a week-long experience for junior high-aged students to participate in a hands-on inquiry based learning opportunity guided by Shawnee State faculty.

**FUNDING PERIOD:** March 1, 2004 – February 28, 2005

**BUDGET:**

<u>Fund Source Scioto County Area Foundation</u>	<u>Year One</u>	<u>Total, all years</u>
Grant	\$45,555	\$45,555
Direct Costs	NA	NA
Indirect Costs	NA	NA
Other	0	0
University-In Kind	\$40,750	\$40,750
University Match	0	0
<b>TOTAL</b>	<b>\$86,305</b>	<b>\$86,305</b>

Certified as True and Correct  
  
Secretary, SSU Board of Trustees      4/2/04  
Date

## RESOLUTION F4-04

### CREDIT CARD AUTHORIZATION

WHEREAS, the University is called upon to incur expenses on behalf of the Board of Trustees; and

WHEREAS, the expenses which are incurred are usually travel related and certain economies can be obtained through the use of a credit-type card to facilitate those transactions;

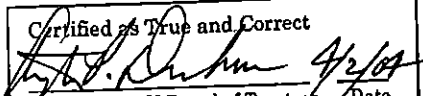
THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the Treasurer, Roger Murphy and his successor, to sign and submit a Visa or MasterCard or other business credit card application to any acceptable bank and agree to be bound by the business credit card agreement 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 representative of the University and not in his individual capacity, binding the University to joint and several liability for any credit so extended to the University on behalf of the Board; and

BE IT FURTHER RESOLVED that any card applied for and issued under the authority of this resolution may only be used for official Board of Trustees business and any nonofficial charges must be reimbursed to the University; and

BE IT FINALLY RESOLVED that authorized signatures on this card should be limited to the President or Secretary.

(February 13, 2004)

Certified as True and Correct	
	4/2/04
Secretary, SSU Board of Trustees	Date

**PERSONNEL INFORMATION ITEMS**  
**FEBRUARY 2004 BOT MEETING**  
**Changes processed from December 1, 2003 to February 2, 2004**  
(developed from information received in the HR Department through February 4, 2004 only)

***ACADEMIC AFFAIRS DIVISION***

None.

***BUSINESS AFFAIRS DIVISION***

None.

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

***Resignation – Administration***

*Jennifer Langston*, Coordinator of the GEAR-Up Program, resignation effective December 31, 2003.

***PRESIDENT'S OFFICE***

None.

***STUDENT AFFAIRS DIVISION***

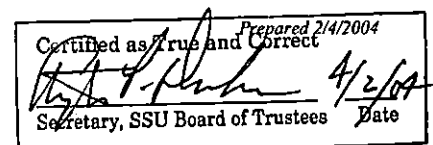
***Appointment – Administration***

*Donald Kern*, 12-month part-time (.80 FTE) Site Coordinator for the Veterans Upward Bound Program located at Washington State Community College beginning January 26, 2004, at the grant year salary of \$22,494. Mr. Kern possesses a B.A. in Management and Psychology from Marietta College and a Higher Accounting Diploma from Mountain State College;

*John Hogan*, 12-month part-time (.80 FTE) Site Coordinator for the Veterans Upward Bound Program located at Shawnee State University beginning February 2, 2004, at the grant year salary of \$22,494. Mr. Hogan possesses a M.S.S.W. in Social Work from the University of Tennessee and a B.A. in Psychology from the University of Connecticut.

***Resignation – Administration***

*Mohammad Jadun*, Coordinator of Educational Technology in the Student Success Center, resignation effective January 19, 2004.



**RESOLUTION E1-04**

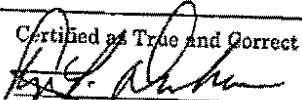
**2004 SCHEDULE OF MEETINGS FOR THE BOARD AND ITS COMMITTEES**

WHEREAS, the Shawnee State University meets as a public body under Ohio law, with meetings publicized and open to those who wish to attend; and

WHEREAS, a 2004 meeting schedule has been drafted and reviewed with the Board members so that the 2004 meeting schedule can be released well in advance, and that schedule of meetings is now being recommended for approval;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University adopts the attached 2004 schedule of meetings for the Board and its committees.

(February 13, 2004)

Certified as True and Correct	
	4/2/04
Secretary, SSU Board of Trustees	Date



**2004 CALENDAR  
SHAWNEE STATE UNIVERSITY BOARD OF TRUSTEES  
AND ITS COMMITTEES**

**Board of Trustees**

**Quality of  
University  
Life**

**Finance &  
Facilities**

**Academic  
Affairs**

**Executive  
Committee**

January 12, 2004 (Monday)  
4:00 p.m.  
President's Conference Room

February 13, 2004 (Friday)  
Selby Board Room  
1:15 p.m.

9:45 a.m.  
Howard Room

9:15 a.m.  
Ketter Room

10:00 a.m.  
Founders' Room

March 8, 2004 (Monday)  
4:00 p.m.  
President's Conference Room

April 16, 2004 (Friday)  
Selby Board Room  
1:15 p.m.

9:45 a.m.  
Howard Room

9:15 a.m.  
Ketter Room

10:00 a.m.  
Founders' Room

May 10, 2004 (Monday)  
4:00 p.m.  
President's Conference Room

June 11, 2004 (Friday)  
Selby Board Room  
1:15 p.m.

9:45 a.m.  
Howard Room

9:15 a.m.  
Ketter Room

10:00 a.m.  
Founders' Room

June 12, 2004 (Saturday)  
COMMENCEMENT  
10:00 a.m.

July 12, 2004 (Monday)  
4:00 p.m.  
President's Conference Room

August 13, 2004 (Friday)  
Selby Board Room  
1:15 p.m.

9:45 a.m.  
Howard Room

9:15 a.m.  
Ketter Room

10:00 a.m.  
Founders' Room

September 13, 2004 (Monday)  
4:00 p.m.  
President's Conference Room

October 8, 2004 (Friday)  
Selby Board Room  
1:15 p.m.

9:45 a.m.  
Howard Room

9:15 a.m.  
Ketter Room

10:00 a.m.  
Founders' Room

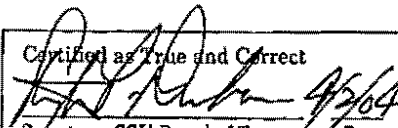
November 8, 2004 (Monday)  
4:00 p.m.  
President's Conference Room

December 10, 2004 (Friday)  
Selby Board Room  
1:15 p.m.

9:45 a.m.  
Howard Room

9:15 a.m.  
Ketter Room

10:00 a.m.  
Founders' Room

 Certified as True and Correct Secretary, SSU Board of Trustees	4/2/04 Date
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