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Board of Trustees

4-16-2004

April 16, 2004 Meeting Minutes

Shawnee State University

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
April 16, 2004**

Chairman George Davis called the meeting to order at 1:12 p.m. noting the meeting was in compliance with RC §121.22(F).

Roll Call

Members Present: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Members Absent: Dr. Ball, Ms. Leo, Mr. Marit, Dr. Payne, Ms. Reynolds

Approval of the April 16, 2004 Agenda

Mr. Harcha moved and Mr. McKinley seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the April 16, 2004 agenda.

Approval of the February 13, 2004 Board Meeting Minutes

Mr. Teichman moved and Mr. Warren seconded a motion to approve the February 13, 2004 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

President's Report

Dr. Morris thanked the Board members for their flowers and support during the illness of her husband. She said the student Board members were absent from today's meeting because they were attending a training session in Washington, D.C. The President summarized her written report that she submitted to the Board and is made a part of these minutes.

Committee Reports

Academic Affairs Committee - Mr. William McKinley

Mr. McKinley reported that the Academic Affairs Committee had two action items.

Mr. McKinley said the proposed 2004-2005 Shawnee State University Academic Calendar had been developed and reviewed by the Calendar Advisory Committee. The Provost and President also approved the Academic Calendar. Mr. McKinley said the Academic Calendar was reviewed and recommended by the Academic Affairs Committee. Mr. McKinley moved and Mr. Warren seconded a motion to approve Resolution A1-04, Proposed 2004-2005 Academic Calendar.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

Mr. McKinley reported that the Academic Affairs Committee reviewed the proposed reassignment of the Sports Studies Program to the Health Sciences area in the College of Professional Studies effective the beginning of fall quarter 2004. Mr. McKinley said that the current structure of the Sports Studies Programs fell under Teacher Education and since they do not offer a teaching degree in physical education, it made sense to move the program. Mr. McKinley moved and Mr. Warren seconded a motion to approve Resolution A2-04, Reassignment of Sports Studies Programs.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

Mr. McKinley reported on the Academic Affairs Committee informational items.

Mr. McKinley said Dr. Steve Midkiff, Registrar, reported on spring quarter enrollment. Mr. McKinley said that full-time enrollment is up over 6% from a year ago and our retention rate has increased. He said this is extremely positive.

Mr. McKinley said the personnel appointments reflected growth at the University.

Quality of University Life - Mr. Harcha

Mr. Harcha said the QUL Committee had two action items.

Mr. Harcha said the Committee reviewed the realignment of the Office of Financial Aid from the Division of Student Affairs to the Division of Business Affairs. He said Financial Aid rightfully belongs under Business Affairs. Mr. Harcha moved and Mr. Teichman seconded a motion to approve Resolution E2-04, Transfer of Financial Aid Office from Student Affairs to Business Affairs.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

Mr. Harcha said the Quality of University Life Committee had the honor of recognizing the winter sports teams and individual athletes. Mr. Harcha moved and Mr. McCoy seconded a motion to approve Resolution Q1-04, Honoring the Winter Sports Individual Athletes and the Women's Basketball Team.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

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

Mr. Harcha said Dr. Mangus reported on behalf of Ms. E.B. Newberry, President of the Student Government Association, who was attending a Leadership Conference in Washington, D.C. Dr. Mangus said the SGA held a very successful retreat for its members and the Executive SGA Board members met with the Ohio Board of Regents during their SSU visit, held an election for open positions on the SGA Executive Board and selected an outstanding member of student congress. He reported that the SGA had approved three new student clubs – Tennis Club, Gay Straight Alliance Club, and Student Advocates of Conservative Ideology Club.

Mr. Harcha said Mr. Cori Strickland, Cultural Chairperson of the Student Programming Board, reported on behalf of Ms. Jennifer Phillips, President of the Student Programming Board. Mr. Strickland said the SPB is preparing for Springfest and making plans for spring quarter.

Mr. Harcha said Mr. Donohue, Vice President and General Counsel, gave a presentation on the new video cameras and safety efforts on campus. Mr. Harcha said the result of the installation of the cameras has deterred theft.

Mr. Harcha said Mr. Steve Gregory, Director of Career Planning and Placement, reported on the very successful 2004 SSU Job Fair and “etiquette” seminar.

Mr. Harcha said the Committee received a comprehensive report from Dr. Michael Hughes, Director of Counseling and Psychological Services, on the suicide workshop held on campus for all SSU staff and students.

Finance and Facilities – Mr. Bob Teichman

Mr. Teichman reported that the Finance and Facilities Committee had four action items.

Mr. Teichman said the Finance and Facilities Committee recommended approval of Resolution F5-04, Approval of Room and Board Fee Schedules. Mr. Teichman moved and Mr. Harcha seconded a motion for the approval of Resolution F5-04, Approval of Room and Board Fee Schedules.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

Mr. Teichman said the Finance and Facilities Committee recommended approval of Resolution F6-04, Teacher Education, Health Sciences and Social Science Lab Fees. Mr. Teichman said raising fees is not something we like to do but it was necessary. Mr. Teichman moved and Mr.

McKinley seconded a motion for the adoption of Resolution F6-04, Teacher Education, Health Sciences and Social Science Lab Fees.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

Mr. Teichman said the Finance and Facilities Committee recommended approval of Resolution F7-04, Policy 4.75Rev., Use of University Property. Mr. Teichman moved and Mr. Warren seconded a motion for the approval of Resolution F7-04, Policy 4.75Rev., Use of University Property.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

Mr. Teichman said the Finance and Facilities Committee recommended approval of Resolution F8-04, 21st Century Community Learning Centers and Early Childhood Literacy Specialist Grants. Mr. Teichman said the 21st Century Community Learning Centers grant proposal was a renewal for \$300,000. He said the Early Childhood Literacy Specialist grant award was a new grant for \$81,255. Mr. Teichman moved and Mr. McCoy seconded a motion for the approval of Resolution F8-04, 21st Century Community Learning Centers and Early Childhood Literacy Specialist Grants.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman,
Mr. Warren

Nays: None

Mr. Teichman reported on the Finance and Facilities Committee information items.

Mr. Teichman said the Personnel information items were attached to the Board materials and were self-explanatory.

Mr. Teichman said Mr. Murphy discussed the preliminary draft general fund budget. Mr. Teichman said that despite the fact of a proposed 9.9% increase, our relative position remains low in comparison to other state universities. Within that increase, 3.9% must be used for access scholarships or computer support for students. Mr. Harcha asked whether our increased enrollment was affecting faculty positions. Mr. Murphy said we are asking for seven faculty positions. Dr. Field said that this budget was a draft that hopefully will be approved but we are looking to fill faculty positions now instead of waiting until the budget is approved. Mr. Murphy also said the concern for us is the decrease in subsidy and the only way to counter lack of state support is with an increase in tuition.

Mr. Teichman said Mr. Murphy reported on current investment activity.

Mr. Teichman said Mr. Murphy reported on the general fund revenues and expenditures pace report, fiscal year to date through February 2003 and 2004.

Mr. Teichman said Ms. Elinda Boyles, Director of Human Resources, reported on HIPAA compliance issues

Mr. Teichman said Ms. Pat Carson, Director of Purchasing, reported on the upcoming implementation of purchasing cards. Mr. Teichman said the pilot program would begin on July 1.

Mr. Teichman said Mr. Murphy reported on the capital status report.

Mr. Teichman said Dr. Daehler, Executive Director of the VRCFA, provided a 3rd quarter report on the Vern Riffe Center for the Arts.

Mr. Davis noted that Mr. Murphy presented a report card -- financial ratio analysis -- for SSU from the Ohio Board of Regents. Mr. Davis said only Miami University had better numbers and year-in and year-out, Mr. Murphy and his staff do a great job and thanked him for the good work.

Executive Committee Report

None.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Mr. Davis appointed a nominating committee to make recommendations for new Board officers. He appointed Dr. Payne as chair and Mr. McCoy and Mr. Warren as members of the nominating committee.

Mr. McCoy moved and Mr. Harcha seconded a motion to approve Resolution E3-04, Honorary Doctor of Humane Letters Degree for Roderick G.W. Chu.

Ayes: Mr. Davis, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Teichman, Mr. Warren

Nays: None

Comments from Constituent Groups (if any) and the Public

Ms. Pat Moore, UAA President, addressed the Board. She said the UAA had submitted to Dr. Morris and Mr. Murphy a proposal regarding salary increases for FY05. She said the UAA does appreciate the opportunity to have a say in the budget and asked for fair consideration of the request.

Other Business

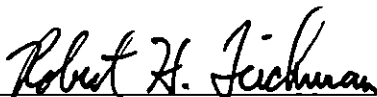
None.

Executive Session

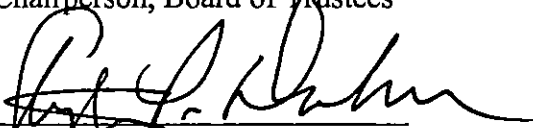
None.

Adjournment

Mr. Harcha moved and Mr. McKinley seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 2:14 p.m.



Chairperson, Board of Trustees



Secretary, Board of Trustees

President's Report to the
Shawnee State University Board of Trustees
April 16, 2004, Meeting
Rita Rice Morris, President

Institutional Affairs

1. State Budget Concerns

I would like to thank the Governor's office for the decision to spare our supplement from the FY04 budget cuts. The Ohio Board of Regents also played a key role in ensuring SSU's supplement was not cut. The combination of a slight increase in percentage from 6 percent to 6.34 percent and including the supplement as a subsidy line spared the reduction with a "savings," reduced funding loss of \$224,030 less \$104,708, or \$119,322. If our supplement is spared reduction over the two fiscal year period, FY04 and FY05, the financial benefit is \$79,529 plus \$119,322, or \$198,851.

2. Enrollment

Headcount enrollment for spring quarter 2003-2004 is 3,281, up 140 students or a +4.5 percent increase over 2002-2003. FTE enrollment is 2,804, up 179 FTEs or a +6.8 percent increase over 2002-2003. Subsidy eligible FTE enrollment is 2,756, up 183 FTEs or a +7.1 percent increase over 2002-2003.

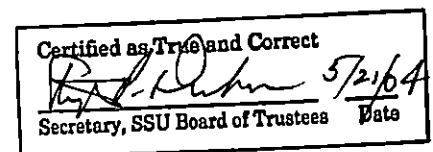
Headcount enrollment for spring quarter sets a new record. There are 119 new (including transfer) students attending SSU this term. Current students reside in 17 different states and Washington, D.C., 72 of Ohio's 88 counties, and come from three foreign countries.

3. Advanced Connections

I am pleased to announce that with the endorsement of the university-wide Personnel Development Committee and the enthusiastic support of a group of Shawnee State University (SSU) faculty and staff members who have been planning for over a year, we are offering the Advanced Connections Program at SSU.

This program builds upon the Connections program in which SSU participated in the early 1990s. Advanced Connections will help us maximize the important role each of us plays in the success of our students and the positive and powerful influence we can have on others around us.

more



President's Report Page 2 of 6.

Advanced Connections, a Noel-Levitz program, provides the opportunity for 100 SSU employees to participate in training sessions during spring quarter. Workshops will be ongoing in the next academic year for new employees or for those who could not attend sessions during spring quarter.

The goals and objectives of this program are:

- Seeing the importance of building a culture where the goal is to help others;
- A focus on relationships—how we all work together;
- Stimulating cooperation, appreciation, and communication;
- Serving students better by improved performance;
- Focusing on teamwork and teambuilding;
- Strengthening/improving communication skills;
- Improving process for handling difficult situations—with emphasis on prevention;
- Improving shared problem-solving; and
- Strengthening/improving our work environment.

Sixteen SSU faculty members, administrators, and support staff members have been trained to serve as facilitators for the Advanced Connections Program. In addition, six faculty and staff members serve on the coordinating committee to promote the program and make arrangements. Sessions are offered during spring quarter during three consecutive weeks this month. Advanced Connections presents a unique opportunity for faculty and staff to work together on an effort that will create positive results for the entire university community.

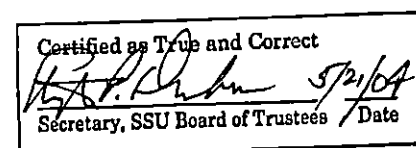
4. Ohio Board of Regents Meeting

We were pleased to host the March meeting of the Ohio Board of Regents on the SSU campus. SSU has much for which to be proud and everyone involved did a great job hosting the Regents and showcasing our wonderful campus and academic programs.

5. Volunteer Expo

In celebration of National Volunteer Week, Shawnee State University (SSU) is hosting the "2004 Volunteer Expo: Connecting People with Organizations" in an effort to encourage volunteerism among SSU students and the community. In addition to regional agencies, this year's event will feature booths set up by SSU clubs and organizations that perform community service projects throughout the year. The event will take place from 10 a.m. to 2 p.m. on Tuesday, April 20, in the gymnasium of the James A. Rhodes Athletic Center at SSU.

(more)



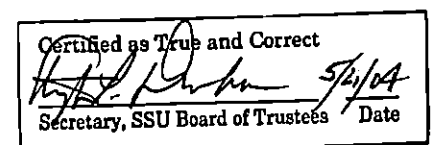
6. One Book

Working with community members, Tess Midkiff, director of the Clark Memorial Library, has coordinated the "One Book, One Community" initiative, and has done a great job. The Portsmouth Public Library and Shawnee State University's Clark Memorial Library are hosting south-central Ohio and northeast Kentucky's first "One Book, One Community" program. This is a community-wide reading and discussion program that encourages all area residents to read the same book at the same time. The program will give everyone a common base for discussion of themes important to the region and serve as a community-building event. It will also foster closer ties between the community and the University. The One Book program promotes literacy as everyone joins together to read and talk about the same book. The project culminates next Friday with a program by the book's author. The "One Book" will be announced on April 23 during a press conference at Portsmouth Public Library.

7. Rory Kennedy

Rory Kennedy, distinguished documentary filmmaker, will speak at SSU about her 1999 film, "American Hollow," which chronicles one year with an eastern Kentucky family caught between century-old tradition and the demands of the modern world, on Thursday, April 22, at 7 p.m. in the Flohr Lecture Hall of the SSU Clark Memorial Library. The film follows the Bowling family as they battle their way through life, collecting public assistance and prescription medicine as well as hunting through the woods for moss, bloodroot, and ginseng in order to sell it. "American Hollow" premiered at the 1999 Sundance Film Festival to critical acclaim and was broadcast as part of HBO's "America Undercover" series. It has won enthusiastic critical praise, including Best Documentary prizes at both the Newport and Northampton film festivals and the Best Documentary Award at the American Film Institute and the 1999 Chicago Film Festival. The film has also been nominated for a Primetime Emmy and an Independent Spirit Award. Like her father, the late Sen. Robert Kennedy, Kennedy is a committed social activist and human rights advocate. She became interested in pursuing the film "American Hollow," in part, because her father had made a humanitarian trip to West Virginia in the late 1960s. This is part of the Leslie Williams Symposium for the Advancement of Women, organized by the SSU Women's Forum, and co-sponsored by the Jane M.G. Foster Distinguished Lecture Series.

(more)



8. Ohio College Association

I just returned from the annual meeting of the Ohio College Association (OCA). The OCA is a voluntary association of more than 80 of Ohio's private and public, two- and four-year, non-profit colleges and universities, whose purpose is to promote the cause of higher education within the state of Ohio and to encourage inter-institutional communication and cooperative endeavors on the part of both independent and public non-profit colleges and universities. At the meeting I was elected to the board of the association.

9. Tuition Reciprocity Television Commercial

Earlier this month Greg Adkins, president of Ashland Community and Technical College; Dan Evans, dean of Ohio University Southern Campus; and I recorded a commercial that will run on WSAZ Newschannel 3 in Huntington, in addition to many cable networks, promoting the tuition reciprocity agreement between our institutions. The focus of the commercial is "Building Bridges" to higher education.

10. OACHE Board Retreat

I was pleased to participate in a retreat, held at SSU, for the OACHE board. The focus of our discussion was ensuring board members understand the fiscal relationship between SSU and OACHE. Joanne Charles and Elinda Boyles both gave excellent presentations about the SSU procedures that impact OACHE employees.


11. Women's Forum Distinguished Service Award

Long-time SSU faculty member Kathleen Simon, Ph.D., professor of English, was the recipient of the 2004 SSU Women's Forum Distinguished Service Award.

12. Speakers Bureau

SSU's Office of Communications has created the Shawnee State University Speakers Bureau. A brochure is included in your Board materials. A variety of topics from nearly 30 faculty members and administrators are showcased and offered to businesses and industry, schools, churches, professional groups, and civic organizations, to serve their "guest speaker" needs. These individuals are also serving as sources for articles/stories that are being composed by broadcast, print, and online journalists throughout Ohio, Kentucky, and West Virginia.

(more)

Certified as True and Correct	
	5/21/04
Secretary, SSU Board of Trustees	Date

Academic Affairs

1. Superintendent Susan Tave Zelman attends Teacher Education Forum

On April 20, Dr. Susan Tave Zelman, superintendent of public instruction with the Ohio Department of Education, will visit the SSU Children's Learning Center during its celebration of Week of the Young Child and will meet with SSU teacher education faculty and faculty at the CLC about "Standards-Based Education: Impact on Teacher Preparation."

2. Children's Learning Center

The SSU Children's Learning Center will hold its Children's Fair on Thursday, April 22, in addition to many other activities during the week of April 19-23, in celebration of the national Week of the Young Child celebration.

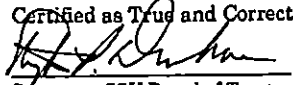
3. Dr. Herbert Lasky—SSU Honors Program

Dr. Herbert Lasky, dean of the honors college at Eastern Illinois University, visited campus recently as an external evaluator for a review of our Honors Program, which was created two years ago. Dr. Lasky was provided with a self-study prepared by the director of the Honors Program, Dr. Chip Poirot, in consultation with the Honors Committee. Dr. Lasky visited with members of the Honors Committee, the deans, Provost Michael Field, Honors faculty and students, and me. Preliminary discussions with Dr. Lasky indicate that he believes the Honors Program is sound and healthy and has a bright future. Dr. Lasky's initial recommendations focused on increasing the visibility of the program. The director of the program, in consultation with the provost, has already begun work on ways to increase the program's visibility. When we receive Dr. Lasky's final recommendation, we will provide a complete report and update to the Board.

4. Graduate Center

Shawnee State University is currently poised to add three more graduate programs to its Graduate Center offerings. The University of Rio Grande, an institution already offering master's degrees in fine arts and intervention specialist mild/moderate at SSU, held an informational meeting recently on our campus to discuss pending master's degree concentrations in mathematics, athletic coaching leadership, and educational technology.

(more)

Certified as True and Correct

Secretary, SSU Board of Trustees
5/21/04 Date

Student Affairs

1. SSU Winter Sports

Congratulations to Coach Robin Hagen-Smith and everyone involved with our women's basketball program on another successful season. Congratulations to all of the players and coaches affiliated with the men's and women's basketball teams for their success on the court and in the classroom this season. Mr. Harcha will elaborate on the successes SSU experienced in winter sports programs during the Quality of University Life report.

2. Phi Eta Sigma National Honor Society

SSU's national honor society—Phi Eta Sigma—inducted 172 students into the organization on April 13. In addition, I was one of four honorary Phi Eta Sigma members inducted (the others were Dean Martha Rader, Brian Richards, and Tony Ward).

3. Open House


Over 150 prospective SSU students and their parents/family members (total of 400 people) attended the February Open House at SSU.

Central Administration

I continue to meet regularly with the 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; faculty and staff members; other Inter-University Council presidents; legislators; and other members of the community. I also met with/attended/participated in:

- President John W. Garland of Central State University
- NCA Annual Meeting
- NAIA 2004 Convention
- AGB annual meeting
- SOMC Colonoscopy awareness campaign
- Betty Montgomery.

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Certified as True and Correct	
	5/21/04
Secretary, SSU Board of Trustees	Date

RESOLUTION A1-04

PROPOSED 2004-2005 ACADEMIC CALENDAR

WHEREAS, members of the Calendar Advisory Committee have developed and reviewed the Proposed 2004-2005 Shawnee State University Academic Calendar; and

WHEREAS, this calendar has been modified to accommodate new guidelines from the Ohio Board of Regents regarding the number of instructional days each quarter; and

WHEREAS, the Calendar Committee, the Provost and the President have approved the proposed academic calendar for 2004-2005; and

WHEREAS, the Academic Affairs Committee recommends approval of the proposed 2004-2005 academic calendar;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the Proposed 2004-2005 Shawnee State University Academic Calendar, attached hereto.

(April 16, 2004)

Certified as True and Correct	
	5/2/04
Secretary, SSU Board of Trustees	Date

Shawnee State University

Proposed Academic Calendar


2004 – 2005

Summer Quarter, 2004

May 3	Advance Registration opens for summer quarter
June 21	First day of summer quarter – classes begin (full summer quarter and first five-week term)
June 23	Last day to add a class (first five-week term) Last day to apply for pass/no credit (first five-week term)
June 25	Last day for 100% refund upon complete withdrawal (all summer terms) Last day to add a class (full summer term)
July 2	Last day to apply for pass/no-credit (full summer term)
July 5	Independence Day Holiday Observed -- University closed
July 14	Last day to apply for non-credit (first five-week term)
July 22	Last day to drop a class (first five-week term)
July 23	Last day of first five-week term Final Exams (first five-week term)
July 26	First day of second five-week term
July 28	Grades due in Office of the Registrar by noon (first five-week term) Last day to add a class (second five-week term) Last day to apply for pass/no-credit (second five-week term)
July 30	Last day to apply for summer quarter graduation
August 9	Last day to apply for non-credit (full summer quarter) Last day to drop a class (full summer quarter)
August 17	Last day to drop a class (second five-week term)
August 19	Last day to apply for non-credit (second five-week term)
August 27	Last day of quarter (full summer term and second five-week term) Final Exams-scheduled last class session
September 1	Grades due in Office of the Registrar by noon (full summer quarter and second five-week term)

Fall Quarter, 2004

May 10	Advance Registration opens for fall quarter
September 6	Labor Day Holiday - - University closed
September 8	First day of fall quarter - - classes begin
September 14	Last day for 100% refund upon complete withdrawal from full quarter Last day to add a class
September 21	Last day to apply for pass/no-credit
September 25	Yom Kippur – University Open
October 1	Last day to apply for Fall Quarter Graduation
October 11	Columbus Day - - University open
October 27	Last day to apply for non-credit
October 28	Last day to drop a class
November 1	Advance Winter Registration opens

Certified as True and Correct

Secretary, SSU Board of Trustees Date 5/21/04

November 11 Veteran's Day Observed -- University closed
 November 17 Last day of fall quarter
 November 18 Final Exams
 -24
 November 25 Thanksgiving Day - - University closed
 November 26 Thanksgiving Holiday - - University closed (in lieu of Columbus Day)
 December 1 Grades due in Office of the Registrar by noon
 December 23 Christmas Holiday - - University closed
 December 24 Christmas Holiday - - University closed (in lieu of President's Day)

Winter Quarter, 2005

November 1 Advance registration opens for winter quarter
 December 31 New Years Day (observed) -- University closed
 January 3 First day of winter quarter -- classes begin
 January 7 Last day for 100% refund upon complete withdrawal from winter quarter.
 Last day to apply for Winter quarter graduation
 Last day to add a class
 January 14 Last day to apply for pass/no-credit
 January 17 Martin Luther King, Jr. Day -- University closed
 February 21 Last day to apply for non-credit
 Last day to drop a class
 February 22 President's Day - - University open
 February 23 Advance registration opens for Spring quarter
 March 12 Last day of winter quarter
 March 14-19 Final Exams
 March 21-26 Spring Break
 March 21 Grades due in Office of the Registrar by noon

Spring Quarter 2005

January 31 Last day to apply for spring quarter graduation
 (and participate in June commencement)
 February 23 Advance registration opens for Spring quarter
 March 28 First day of spring quarter - - classes begin
 April 1 Last day for 100% refund upon complete withdrawal from spring quarter
 Last day to add a class
 April 8 Last day to apply for pass/no-credit
 May 2 Advance registration opens for Summer quarter
 May 13 Last day to apply for non-credit
 May 16 Advance registration opens for Fall quarter
 May 23 Last day to drop a class
 May 30 Memorial Day -- University closed
 June 4 Last day of spring quarter
 June 6-11 Final exams
 June 11 Commencement
 June 15 Grades due in Office of the Registrar by noon

Certified as True and Correct	
<i>[Signature]</i>	5/21/04
Secretary, SSU Board of Trustees	Date

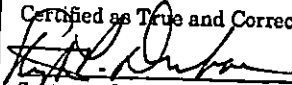
Shawnee State University
Tentative Academic Calendar
2005 – 2006

Summer Quarter, 2005

May 2	Advance Registration opens for summer quarter
June 20	First day of summer quarter – classes begin (full summer quarter and first five-week term)
June 22	Last day to add a class (first five-week term) Last day to apply for pass/no credit (first five-week term)
June 24	Last day for 100% refund upon complete withdrawal (all summer terms) Last day to add a class (full summer term)
July 1	Last day to apply for pass/no-credit (full summer term)
July 4	Independence Day Holiday Observed -- University closed
July 18	Last day to apply for non-credit (first five-week term)
July 21	Last day to drop a class (first five-week term)
July 22	Last day of first five-week term
July 22	Final Exams (first five-week term)- scheduled for last class session of this week
July 25	First day of second five-week term
July 26	Grades due in Office of the Registrar by noon (first five-week term)
July 27	Last day to add a class (second five-week term)
July 29	Last day to apply for summer quarter graduation
August 1	Last day to apply for pass/no-credit (second five-week term)
August 8	Last day to apply for non-credit (full summer quarter) Last day to drop a class (full summer quarter)
August 17	Last day to drop a class (second five-week term) Last day to apply for non-credit (second five-week term)
August 27	Last day of quarter (full summer term and second five-week term)
August 22-27	Final Exams (second five-week term and Full summer quarter) -scheduled last class session of this week
August 29	Grades due in Office of the Registrar by noon (full summer quarter and second five-week term)

Fall Quarter, 2005

May 16	Advance Registration opens for fall quarter
September 5	Labor Day Holiday -- University closed
September 6	First day of fall quarter -- classes begin
September 12	Last day for 100% refund upon complete withdrawal from full quarter Last day to add a class
September 15	Yom Kippur – University Open
September 19	Last day to apply for pass/no-credit
October 3	Last day to apply for Fall Quarter Graduation
October 10	Columbus Day -- University open
October 24	Last day to apply for non-credit
October 25	Last day to drop a class
November 1	Advance Winter Registration opens

Certified as True and Correct  Secretary, SSU Board of Trustees	5/21/04 Date
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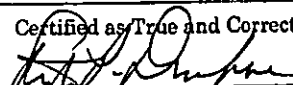
November 11 Veteran's Day Observed – University closed
 November 15 Last day of fall quarter
 November 16 Reading Day
 November 17 Final Exams
 -23
 November 24 Thanksgiving Day - - University closed
 November 25 Thanksgiving Holiday - - University closed (in lieu of Columbus Day)
 November 29 Grades due in Office of the Registrar by noon
 December 26 Christmas Holiday - - University closed
 December 27 Christmas Holiday - - University closed (in lieu of President's Day)

Winter Quarter, 2006

November 3 Advance registration opens for winter quarter
 January 2 New Years Day (observed) -- University closed
 January 3 First day of winter quarter -- classes begin
 January 9 Last day for 100% refund upon complete withdrawal from winter quarter.
 Last day to apply for Winter quarter graduation
 Last day to add a class
 January 16 Martin Luther King, Jr. Day – University closed
 January 17 Last day to apply for pass/no-credit
 February 13 Advance registration opens for Spring quarter
 February 20 President's Day - - University open
 February 22 Last day to apply for non-credit
 Last day to drop a class
 March 10 Last day of winter quarter
 March 11-17 Final Exams
 March 18-25 Spring Break
 March 21 Grades due in Office of the Registrar by noon

Spring Quarter 2006

January 31 Last day to apply for spring quarter graduation
 (and participate in June commencement)
 February 13 Advance registration opens for Spring quarter
 March 27 First day of spring quarter - - classes begin
 March 31 Last day for 100% refund upon complete withdrawal from spring quarter
 Last day to add a class
 April 10 Last day to apply for pass/no-credit
 May 8 Advance registration opens for Summer quarter
 May 12 Last day to apply for non-credit
 May 15 Advance registration opens for Fall quarter
 May 16 Last day to drop a class
 May 29 Memorial Day – University closed
 June 2 Last day of spring quarter
 June 3-9 Final exams
 June 10 Commencement
 June 13 Grades due in Office of the Registrar by noon

Certified as True and Correct	
	5/2/06
Secretary, SSU Board of Trustees	Date

RESOLUTION A2-04

REASSIGNMENT OF SPORTS STUDIES PROGRAMS

WHEREAS, the academic programs resulting in the Bachelor of Science in Sports Studies are currently housed in the Department of Teacher Education in the College of Arts and Sciences; and

WHEREAS, the academic programs in Sports Studies do not lead to teacher certification and SSU does not offer a major in physical education; and

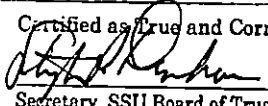
WHEREAS, the Bachelor of Science in Sports Studies incorporates academic programs with a concentration in Athletic Training, Fitness Development, and Sports Management that more closely parallel the academic programs in the Health Sciences; and

WHEREAS, the Provost and the President recommend the transfer of this program from the College of Arts and Sciences to Health Sciences in the College of Professional Studies;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the administrative reassignment of the Sports Studies Programs to the Health Sciences area in the College of Professional Studies effective the beginning of fall quarter 2004; and

BE IT FURTHER RESOLVED that the academic programs in Sports Studies may submit for review and approval by the Dean of CPS and Provost specific courses that qualify for the assessment of the health sciences laboratory fee for students enrolled in these courses.

(April 16, 2004)

Certified as True and Correct	
	5/21/04
Secretary, SSU Board of Trustees	Date

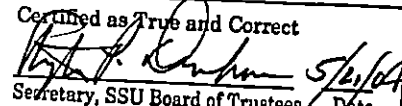
Shawnee State University
Preliminary Enrollment Report – Spring Quarter 2004
Compared to 2003
(15th Day Census Data)

	2003	2004	# Difference	% Percent
Headcount	3141	3281	+140	+4.50
Total FTE	2625	2804	+179	+6.80
Subsidy Eligible FTE	2573	2756	+183	+7.10

Highlights:

- Headcount enrollment for the Spring Quarter sets a new record. 3281 students, up 140 (+4.50%), are enrolled for the Spring Quarter 2004. 3141 students were in attendance in the Spring of 2003.
- FTE is 2804, up 179 (+ 6.8%) when compared to 2003 Spring Quarter's 2625.
- Subsidy Eligible FTE is 2756, up 183 (+7.1%) over Spring Quarter 2003.
- 119 new (including transfer) students are attending SSU this term.
- Current students reside in 17 different states and the District of Columbia.
- SSU's students reside in 72 of Ohio's 88 counties.
- Students from Canada, Japan, and Kenya are currently in attendance.

Prepared by the Office of the Registrar
04/14/2004

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.

APRIL 2004 BOT MEETING

Actions submitted for approval, February 1, 2004 through March 31, 2004

(developed from information received in HR Department through March 12, 2004 only)

ACADEMIC AFFAIRS DIVISION

Nothing to report.

BUSINESS AFFAIRS DIVISION

Nothing to report.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Nothing to report.

PRESIDENT'S OFFICE

Nothing to report.

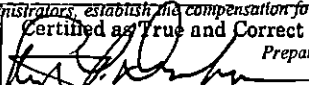
STUDENT AFFAIRS DIVISION

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 3/12/04	
	5/21/04
Secretary, SSU Board of Trustees	Date

PERSONNEL INFORMATION ITEMS
APRIL 2004 BOT MEETING
Changes processed from February 1, 2004 to March 31, 2004
(developed from information received in the HR Department through March 12, 2004 only)

ACADEMIC AFFAIRS DIVISION

None.

BUSINESS AFFAIRS DIVISION

None.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Appointment – Administration

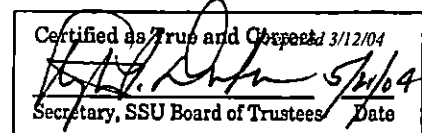
Jacqueline Walker, 9-month part-time (.65 FTE) GEAR-Up Coordinator for the GEAR-Up Program located at Dawson-Bryant High School beginning March 15, 2004, at the grant year salary of \$18,277. Ms. Walker possesses a Bachelors degree in Elementary Education from Ohio University, a 5th Year Reading Certification from Marshall University, and is currently certified in Teaching with the State of Ohio.

PRESIDENT'S OFFICE

None.

STUDENT AFFAIRS DIVISION

None.



**RESOLUTION E2-04
TRANSFER OF FINANCIAL AID OFFICE
FROM STUDENT AFFAIRS TO BUSINESS AFFAIRS**

WHEREAS, the Vice President for Business Affairs and the Vice President for Student Affairs have undertaken a review of their respective divisions; and

WHEREAS, pursuant to that review, both vice presidents recommend the transfer of the Financial Aid Office from Student Affairs to Business Affairs; and

WHEREAS, this realignment provides for closer coordination between the controller and the Financial Aid Office which processes millions of dollars in student aid each year; and

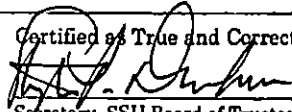
WHEREAS, the bylaws of the Board of Trustees relegate the organization of Business Affairs to the Finance and Facilities committee of the Board and the organization of Student Affairs to the Quality of University Life committee of the Board; and

WHEREAS, both the Finance and Facilities and the Quality of University Life committees concur in this realignment;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the transfer of the Financial Aid Office from the Student Affairs division to the Business Affairs division; and

BE IT FURTHER RESOLVED that the Board of Trustees ratifies the actions of the President taken to date in furtherance of this resolution.

(April 16, 2004)

Certified as True and Correct	
	5/2/04
Secretary, SSU Board of Trustees	Date

**RESOLUTION Q1-04
HONORING THE WINTER SPORTS INDIVIDUAL ATHLETES AND THE
WOMEN'S BASKETBALL TEAM**

WHEREAS, Shawnee State University athletes have been named to the NAIA All-American teams, American Mid-East All Conference teams, and an AMC player of the year; and

WHEREAS, the Shawnee State University Women's Basketball Team qualified to the NAIA Division II National Tournament for the eleventh consecutive year;

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:

1st Team NAIA All-American:

Delano Thomas (men's basketball)

NAIA All-American Honorable Mention:

Mandy Goin (women's basketball)

American Mid-East Conference Player of the Year:

~~Delano Thomas (men's basketball)~~

1st Team American Mid-East Conference:

Mandy Goin, Cassie Hackworth (women's basketball)

Delano Thomas (men's basketball)

2nd Team American Mid-East Conference:

Heather Schilling (women's basketball),

Adam Davenport and Terrence Davison (men's basketball)

THEREFORE BE IT FURTHER RESOLVED that the Shawnee State University Board of Trustees recognizes the remarkable achievement of the Shawnee State University Women's Basketball team and commends the players and coaches listed below for their outstanding team and individual performances.

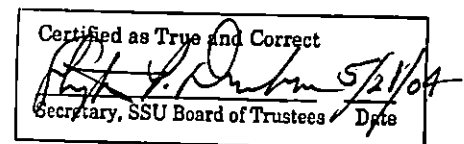
Mandy Deal
Mandy Goin
Anna Ramey
Sarah Tackett
Mandy Wagner

Jeanna Diamond
Cassie Hackworth
Heather Schiling
Shanna Thomas
Tara Walker

Natalie Gill
Deanna Jones
Megan Tackett
Nikki Tucker

Head Coach: Robin Hagen-Smith
Assistant Coaches: Gregg Smith and Kyle Copely

(April 16, 2004)



RESOLUTION F5-04

APPROVAL OF ROOM AND BOARD FEE SCHEDULES

WHEREAS, Shawnee State University must generate sufficient revenues to cover the inflationary cost of operating the residence halls; and

WHEREAS, the food service vendor, Sodexo, is projecting an overall increase in their cost of doing business; and

WHEREAS, the proposed room and board fee schedule remains relatively inexpensive compared to the rates charged at other Ohio public universities; and

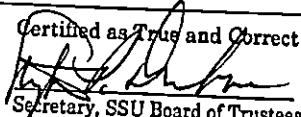
WHEREAS, the University provides housing for students over the summer, but provides no food service; and

WHEREAS, the percentage increases proposed in room, board, and room and board combined over the current 2003-04 academic year are 3%, 4% and 3.3% respectively; and

WHEREAS, both the recommended room and board rates and the proposed percentage increases compare favorably to planned increases at surveyed other universities in Ohio;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the recommended room fees schedule for summer terms beginning 2004 and the room and board fees schedule beginning the academic year 2004-2005, which accompanies this resolution.

(April 16, 2004)

Certified as True and Correct

Secretary, SSU Board of Trustees 5/21/04
Date

Shawnee State University

AREA: BUSINESS AFFAIRS POLICY

POLICY NO.: 4.75

PAGE NO.: 1 OF 2

EFFECTIVE DATE: 4/16/04

RECOMMENDED BY: Roger Murphy

SUBJECT: USE OF UNIVERSITY PROPERTY
(MOVEABLE EQUIPMENT) BY EMPLOYEES

APPROVED BY:

1.0 PURPOSE

University property (defined here as moveable equipment) is acquired and maintained to support the mission and operation of Shawnee State University. Such property shall be devoted, therefore, to support University-related activities. To the extent that University property is available for uses at locations other than the campus, without impairing or interfering with University needs and without exposing the University to unreasonable liability, Shawnee State University may permit employees to use such property under specified conditions.

2.0 GENERAL STATEMENT OF POLICY

The use of University property by employees is an accommodation to employees. It must be clearly understood by all parties to such relationships that the use of SSU property is a privilege that can be withdrawn immediately by the President and/or designee at their discretion except where such use is specifically protected by a negotiated agreement. The President or designee may authorize full-time employees of Shawnee State University to use University property in compliance with this policy and procedures and conditions placed on such use by the President's designee. At the minimum, the policy includes the following:

- 2.1 Use of University property is for work-related purposes;
- 2.2 Non-interference with the normal activities and operations of the University;
- 2.3 Prohibition on use for personal gain or profit-making purposes;
- 2.4 Reimbursement to the University for losses and/or damage, or to cover normal "wear and tear," operating expenses, or additional costs except as these may be specifically waived by the University.
- 2.5 Protection of Shawnee State University from claims by employees for damages arising from any use of University property and equipment; and
- 2.6 Compliance with the terms of negotiated agreements with authorized employee bargaining representatives;
- 2.7 Completion of a most-recent Property Authorization Form as provided by Shawnee State University.

3.0 CELL PHONES, PAGERS, AND OTHER ELECTRONIC EQUIPMENT

- 3.1 Vice presidents may authorize the purchase and use of cell phones, pagers, and other personal communication devices in their divisions where there is a demonstrated

University Policies and Procedures Manual

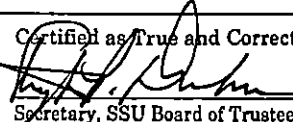
Certified as True and Correct

Secretary, SSU Board of Trustees

5/2/04
Date

University need. The president may authorize the purchase of this equipment for vice presidents and the vice president of Business Affairs may authorize these purchases for the president.

- 3.2 Personal (non-University) use of these devices is permitted provided any additional costs incurred for such use is reimbursed to the University upon receipt of cost information. Personal usage which does not incur additional cost beyond basic service fees does not require reimbursement.
- 3.3 Any invoices for these devices must be reviewed and approved by the employee's supervisor prior to payment. Validation of payment for reimbursable personal use (Bursar Office receipt) must be attached to the invoice at the time it is submitted to the supervisor for review.
- 3.4 Within 45 days of adoption of this policy, the appropriate vice president/president will review for appropriateness all existing University cell phones, pagers, and other personal communication devices within their division. Documentation of this review will be provided to the Controller's Office.

Certified as True and Correct	
	5/21/04
Secretary, SSU Board of Trustees	Date

RESOLUTION F8-04

**21st CENTURY COMMUNITY LEARNING CENTERS AND
EARLY CHILDHOOD LITERACY SPECIALIST 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 21st Century Community Learning Centers Grant renewal and Early Childhood Literacy Specialist Grant proposal.

(April 16, 2004)

Certified as True and Correct	
	5/21/04
Secretary, SSU Board of Trustees	Date

Grant Proposal Summary

TITLE: 21st Century Community Learning Centers

GRANTING AGENCY: Ohio Department of Education

PRINCIPAL INVESTIGATOR: Cathy Mullins/Jerry Blanchard

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: Mullins – 15%, Blanchard – 50%

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

CLIENTELE TO BE SERVED: Students, their parents and surrounding community members in the Bloom Vernon and Green local school districts, especially those in Kindergarten through sixth grade.
RELATIONSHIP TO SSU MISSION: “..To enrich the lives of the community, the University provides opportunities for continuing personal and professional development, intellectual discovery, and appreciation for the creative and performing arts.” Further, the grant addresses the University’s strategic opportunity to “develop partnerships that involve the University in collaborative activities with other groups and institutions.

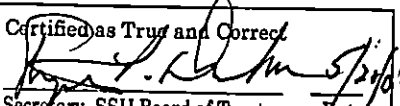
OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN THE PROJECT: Ohio South Tech Prep Consortium, Bloom Vernon Local Schools, Green Local Schools, Scioto County Joint Vocational School, the South Central Ohio Educational Service Center.

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

FUNDING PERIOD: Five years, July 04 – June 09

BUDGET:

<u>Fund Source</u>	<u>Year One</u>
Grant	\$300,000
Direct Costs	285,000
Indirect Costs	15,000
Other	
University-In Kind (estimated)	10,000
University Match	0
TOTAL	\$310,000

Certified as True and Correct

Secretary, SSU Board of Trustees Date

GRANT SUMMARY PROPOSAL

TITLE: Early Childhood Literacy Specialist

GRANT AGENCY: Ohio Department of Jobs and Family Services

PRINCIPAL INVESTIGATOR: David Todt

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 2%

PURPOSE: The project goal is to strengthen the language and literacy outcomes of preschool children across early education settings by providing professional development to preschool educators

CLIENTELE TO BE SERVED: Preschool teachers from public preschools, Head Start programs, private preschools and daycare facilities

RELATIONSHIP TO SSU MISSION: This program will serve the south central Ohio region by improving literacy skills of early childhood educators. The program aligns very well with the Early Childhood Licensure programs and the Children's Learning Center in the Department of Teacher Education.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT: The Ohio Department of Education and nine other institutions of higher education serving as regional Early Childhood Literacy sites around Ohio.


BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED

The funding will provide the employment of an Early Childhood Literacy Specialist who will implement training on the Literacy Toolkit, the Preschool Core Curriculum, and the Early Language and Literacy Classroom Observation Tool. Some of the training will be done locally, but much of it will be done at Early Childhood sites throughout the region (9 counties in south central and south eastern Ohio)

BUDGET: \$81,255.

Fund Source Year April 2004 – June 2005 from ODJFS (may continue for 2006 and 2007 if Ohio funding is available)

Grant	\$ 81,255	
Other	0	
University	0	
In-kind	3,000	(supervision, office space, etc.)
TOTALS	\$ 84,255	

Certified as True and Correct	
	5/2/04
Secretary, SSU Board of Trustees	Date

RESOLUTION E2-04

**TRANSFER OF FINANCIAL AID OFFICE
FROM STUDENT AFFAIRS TO BUSINESS AFFAIRS**

WHEREAS, the Vice President for Business Affairs and the Vice President for Student Affairs have undertaken a review of their respective divisions; and

WHEREAS, pursuant to that review, both vice presidents recommend the transfer of the Financial Aid Office from Student Affairs to Business Affairs; and

WHEREAS, this realignment provides for closer coordination between the controller and the Financial Aid Office which processes millions of dollars in student aid each year; and

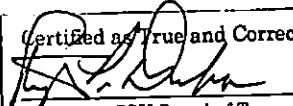
WHEREAS, the bylaws of the Board of Trustees relegate the organization of Business Affairs to the Finance and Facilities committee of the Board and the organization of Student Affairs to the Quality of University Life committee of the Board; and

WHEREAS, both the Finance and Facilities and the Quality of University Life committees concur in this realignment;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the transfer of the Financial Aid Office from the Student Affairs division to the Business Affairs division; and

BE IT FURTHER RESOLVED that the Board of Trustees ratifies the actions of the President taken to date in furtherance of this resolution.

(April 16, 2004)

Certified as True and Correct	
	5/21/04
Secretary, SSU Board of Trustees	Date

PERSONNEL INFORMATION ITEMS
APRIL 2004 BOT MEETING
Changes processed from February 1, 2004 to March 31, 2004
(developed from information received in the HR Department through March 12, 2004 only)

ACADEMIC AFFAIRS DIVISION

None.

BUSINESS AFFAIRS DIVISION

None.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Appointment – Administration

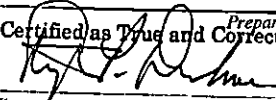
Jacqueline Walker, 9-month part-time (.65 FTE) GEAR-Up Coordinator for the GEAR-Up Program located at Dawson-Bryant High School beginning March 15, 2004, at the grant year salary of \$18,277. Ms. Walker possesses a Bachelors degree in Elementary Education from Ohio University, a 5th Year Reading Certification from Marshall University, and is currently certified in Teaching with the State of Ohio.

PRESIDENT'S OFFICE

None.

STUDENT AFFAIRS DIVISION

None.

Certified as True and Correct	Prepared 3/12/04
	5/21/04
_____ SSU Board of Trustees	Date

Room and Board Rates (2004-2005) For Private and Public Universities

University	Type	% Increase Fall '04	Room per Person Per Year	Board	Total	Communication Fee
U of Akron	Ohio Public 4-yr	6% dorms (p) 12% apts. (p)	\$4240- \$4452.00 (6%)	\$2326.00	\$6566.00- \$6778.00	I
Bowling Green	Ohio Public 4-yr.	5% (p)	\$3789.00- \$5582.00	\$3175.00	\$6964.00- \$8757.00	\$92.00/Qtr
Cleveland State	Ohio Public 4-yr	6% (p)	\$3973.00- \$5635.00	\$2387.00- \$2688.00	\$6360.00- \$8323.00	I
Wright State	Ohio Public 4-yr	4% - dorms (p) 6% - Apts. (p)	\$4290.00- \$7219.00	Board Included	\$4290.00- \$7219.00	\$88.75- \$181.00/Qtr
Ohio State	Ohio Public 4-yr	3% - 4% (p)	\$4624.00- \$5840.00	\$1298.00- \$1849.00	\$5922.00- \$7689.00	I
Ohio University	Ohio Public 4-yr	No info provided	\$7477.00 (2003)	Board Included	\$7477.00 (2003)	I
Youngstown State	Ohio Public 4-yr	7%	\$6090.00- \$6777.00	Board Included	\$6090.00- \$6777.00	I
Cincinnati	Ohio Public 4-yr	4% -8% (p)	\$5342.00 (6%)	\$2970.00 (5%)	\$8312.00	I
Kent State	Ohio Public 4-yr	6%	\$3890.00- \$4950.00	\$3000.00	\$6890.00- \$7950.00	I
Shawnee State	Ohio Public 4-yr	3% (p)	\$3544.00- \$5142.00	\$2228.00 (4%) (p)	\$5772.00- \$7370.00	\$68.00/Qtr
U of Dayton	Ohio Private 4-yr	8.7%	\$3598.00	\$2804.00	\$6402.00	I
Rio Grande	Ohio Public 4-yr	No info provided	\$5714.00 (2003)	Board Included	\$5714.00 (2003)	I

(p) Proposed increase

I = Included in Room fee

Certified as True and Correct
 Secretary, SSU Board of Trustees
 Date 5/21/04

**Shawnee State University
Room Rates
For
2004 - 2005 Academic Year**

Campus View

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$2173	\$6519
Private Occupancy	Quarterly	\$2457	\$7371

Carriage House*

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$2170	\$6510

Cedar House

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$2043	\$6129
Private Occupancy**	Quarterly	\$2301	\$6903

University Townhouse

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$1924	\$5772
Private Occupancy**	Quarterly	\$2184	\$6552


*Private Rooms are not available in the Carriage House.

**Private Rooms are only available if space permits.

The meal plan portion of the above room and board rate is \$743 per quarter.

If the student is eligible for, and chooses, the 7 meal plan, deduct \$69 per quarter from the above prices.

Communication System Fee: \$68.00/quarter per resident. Communication system fee consists of telephone, cable and Internet services. (This fee is in addition to the above listed prices)

Certified as True and Correct  Secretary, SSU Board of Trustees	5/21/04 Date
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**Shawnee State University
Room Rates
For
2004 - 2005 Academic Year**

Campus View

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$2173	\$6519
Private Occupancy	Quarterly	\$2457	\$7371

Carriage House*

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$2170	\$6510

Cedar House

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$2043	\$6129
Private Occupancy**	Quarterly	\$2301	\$6903

University Townhouse

Room Type	Payment Type	Quarterly Cost	Academic Year
Double Occupancy	Quarterly	\$1924	\$5772
Private Occupancy**	Quarterly	\$2184	\$6552

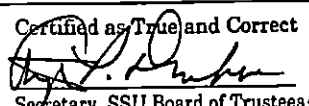
*Private Rooms are not available in the Carriage House.

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If the student is eligible for, and chooses, the 7 meal plan, deduct \$69 per quarter from the above prices.

Communication System Fee: \$68.00/quarter per resident. Communication system fee consists of telephone, cable and Internet services. (This fee is in addition to the above listed prices)

Certified as True and Correct	
	5/20/04
Secretary, SSU Board of Trustees	Date

**Shawnee State University
Room Rates
For
Summer Session 2004**

Campus View

Room Type	Payment Type	5 Week	10 Week
Double Occupancy	Quarterly	\$537	\$1074
Private Occupancy	Quarterly	\$643	\$1286

Carriage House*

Room Type	Payment Type	5 Week	10 Week
Triple Occupancy	Quarterly	\$443	\$886
Double Occupancy	Quarterly	\$535	\$1070

Cedar House

Room Type	Payment Type	5 Week	10 Week
Double Occupancy	Quarterly	\$488	\$976
Private Occupancy**	Quarterly	\$585	\$1170

University Townhouse

Room Cost	Payment Type	5 Week	10 Week
Double Occupancy	Quarterly	\$443	\$886
Private Occupancy**	Quarterly	\$541	\$1082

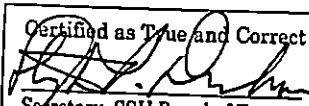
This is based on a 3% increase in Fall 04 room fees.

Communication System Fee: \$68.00/quarter per resident. Communication system fee consist of telephone, cable and Internet services. (This fee is in addition to the above listed prices)

Summer Rates are calculated at 75%, minus the meal plan.

*Private Rooms are not available in the Carriage House

**Private Rooms are only available if space permits

Certified as True and Correct

Secretary, SSU Board of Trustees
Date 5/21/04

RESOLUTION F6-04

TEACHER EDUCATION, HEALTH SCIENCES, AND SOCIAL SCIENCE LAB FEES

WHEREAS, lab fees in the Department of Teacher Education and the health sciences fee have not been increased since Fall, 2002; and

WHEREAS, the stipend paid for K-12 teachers in field experience courses has more than doubled with the change from a certificate to a licensure program resulting in added cost to the Teacher Education Department; and

WHEREAS, the programs within Health Sciences are facing higher costs in providing clinical education, updating equipment, equipment repair and instructional supplies; and

WHEREAS, there is a necessity for ordering various psychological testing instruments to provide "hands-on" experience for students in various Psychology courses;

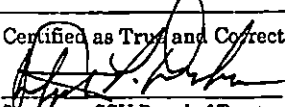
THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves a \$6.25 per credit hour lab fee for the Department of Teacher Education effective beginning fall quarter, 2004, a \$0.50 increase from the current rate; and

BE IT FURTHER RESOLVED that the Board of Trustees of Shawnee State University approves a \$12.25 per credit hour health sciences fee effective beginning fall quarter 2004, a \$1.50 increase from the current rate; and

BE IT FURTHER RESOLVED that the Board of Trustees of Shawnee State University authorizes a \$5.00 per credit hour Psychology course fee effective beginning fall quarter 2004; and

BE IT FINALLY RESOLVED these fees become effective beginning fall quarter 2004.

(April 16, 2004)

Certified as True and Correct	
	5/21/04
Secretary, SSU Board of Trustees	Date

RESOLUTION F7-04

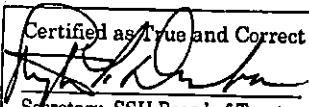
POLICY 4.75REV, USE OF UNIVERSITY PROPERTY

WHEREAS, the policy attached, specifically Section 3, has been revised to include use of cell phones, pagers, and other electronic equipment; and

WHEREAS, the revisions are being made to address the Auditor of State's Office 2004 Ohio Compliance Supplement requiring a policy on the above subjects;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves policy 4.75REV, attached hereto, effective April 16, 2004.

(April 16, 2004)

Certified as True and Correct
 5/21/04
Secretary, SSU Board of Trustees Date