SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES

Meeting Minutes
November 18, 2022

Call to Order

Chairperson Furbee 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: Mr. Furbee, Mr. Daniels, Mr. Edwards, Dr. Haas, Mr. Shah, Mr. Watson, Ms. Ratliff, and Mr. Bakenhaster

Members absent: Mr. Evans, Mr. Richey

Approval of the September 16, 2022 Board Meeting Minutes

Mr. Daniels moved and Mr. Edwards seconded a motion to approve the September 16, 2022 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the November 18, 2022 Agenda

Mr. Edwards moved and Mr. Daniels seconded a motion to approve the November 18, 2022 Board meeting agenda. Without discussion, the Board unanimously approved said agenda.

Consent Agenda

1. Resolution E06-22, Revision of Policy 4.91Rev, Naming of University Buildings and Campus Areas
2. Resolution E07-22, Revision of Policy 5.10Rev, Freedom of Expression
3. Resolution F12-22, Approval of FY2022 Efficiency Report
4. Resolution ASA10-22, Approval of Low-Enrolled Courses and Programs and Duplicative Academic Programs Report
5. Resolution ASA11-22, Adoption of Policy 3.00Rev, Admission and Degree Requirements
6. Resolution ASA12-22, Approval of Master of Business Administration Degree
7. Resolution ASA13-22, Approval of the Adoption of Policy 2.19, Transfer Credit
8. Resolution ASA14-22, Revision of Policy 5.13Rev, Grants Application, Approval, and Management

Chair Furbee directed the Board to review the action items on the Consent Agenda and asked if anyone wished to remove any items from the Consent Agenda. There being no objection, items 1-8 were approved by acclamation.

Executive Committee Report

Mr. Edwards reported on behalf of the Executive Committee.

1. Resolution E05-22, Approval of Shawnee State University and Communications Workers of America, Local 4372, Tentative Agreement for Wage Increase

   Dr. Burke presented the tentative agreement with the CWA bargaining unit for a wage increase. Mr. Edwards moved that the Board approve Resolution E05-22 and Dr. Haas seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

Finance and Administration Committee Report

Mr. Edwards reported on behalf of the Finance and Administration Committee.

1. Resolution F11-22, Acceptance of Shawnee State University's FY2022 Financial Report

   This resolution accepts the audited FY2022 financial report. Mr. Edwards moved that the Board adopt Resolution F11-22 and Mr. Watson seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

2. Mr. Keith Martinez of Plante Moran presented the results of the University's FY2022 financial audit. Plante Moran issued an unmodified opinion on the financial statements.

3. Dr. Jonica Burke, Vice President for Finance and Administration, reviewed final FY2022 operating budget performance. The deficit was larger than anticipated, but Higher Education Emergency Relief (HEERF) funding helped to offset the gap. Dr. Burke reviewed the projected Senate Bill 6 ratios and discussed plans to address the projected FY2023 revenue shortfall through a combination of scholarship savings and freezing most vacant positions. The full report is attached to the minutes.

4. Ms. Aimee Welch, Director of Institutional Budgeting, presented the current operating budget status for FY2023. The university has implemented new processes to monitor and slow spending in non-compensation line items. The full report is attached to the minutes.

5. Mr. Greg Ballengee, Controller, reviewed the status of the University's investment portfolio as of October 31. The market value of the portfolio at that time was $7.6M. The full report is attached to the minutes.

6. Mr. Jon Peters, Director of Public Safety, presented crime statistics reported under the Clery Act for 2022. The full report is attached to the minutes.

7. Ms. Malonda Johnson, Executive Director of Human Resources/Chief Diversity Officer, reported on recent employment activity, including three administrative hires, one change of

status for a current employee, and eight retirements under the Voluntary Retirement Incentive Program. The full report is attached to the minutes.

8. Mr. Butch Kotcamp, Director of Facilities, Planning and Construction, briefed the committee on the status of current capital projects. The ongoing HVAC renovation and Kricker Innovation Hub projects are each 95% complete. The full report is attached to the minutes.

9. Mr. Chuck Warner, Chief Information Officer, delivered updates on Spring 2023 student registration in Jenzabar One (J1) and implementation of Microsoft Teams for campus telephone service. The full report is attached to the minutes.

Academic and Student Affairs Committee Report

Dr. Haas reported on behalf of the Academic and Student Affairs Committee.

1. Dr. Sunil Ahuja, Provost and Vice President for Academic and Student Affairs, reported on recent activities in Academic & Student Affairs. The full report is attached to the minutes.

2. Dr. Marc Scott and Dr. Christine Raber presented the Higher Learning Commission (HLC) Mid-Cycle Review Assurance Argument Report. The full report is attached to the minutes.

3. Mr. Eric Braun, Vice President for Advancement and Enrollment Management, reported on recent activities in the division, which included an Economic Development Administration (EDA) Build to Scale grant award of $1.5 million for the Kricker Hub; Appalachian Regional Commission (ARC) grant of $383,460 over three years as a subaward partner; renovations in the Morris University Ballroom are complete; SSU hosted Business After Hours with over 100 community guests in attendance; Lute School of Business dedication ceremony was held October 19th; and a Business and Manufacturing Career Fair was held with more than 80 students attending. The full report is attached to the minutes.

4. Mr. Braun presented a recruitment and admissions report and fall enrollment indicators show fall 23 undergraduate admission applications are up 41%, admitted students up 42%, and application conversions up 1% over fall 22. PALSJR+ counties are outperforming fall 22 numbers. The full report is attached to the minutes.

5. Dr. Ahuja presented the Academic Portfolio and Data information. The full report is attached to the minutes.

Reports from Board Liaisons with other Organizations

None

President's Report

President Bauer reported on steps being taken to reduce a revenue shortfall for FY23. The first is a reduction of scholarship expense due to an enrollment decline in continuing students; second is to

impose hiring holds on vacant positions; and third is to increase review and constraint in non-compensation spending. The significant increase in applications for our next freshman class is encouraging. Strategic planning year two is underway and the mid-year scorecard will be presented at the February Board meeting. Dr. Bauer congratulated Butch Kotcamp, Director of Facilities, Planning and Construction, on his retirement and expressed his appreciation for his 32 years of service. The full report is attached to the minutes.

New Business

None

Comments from Constituent Groups and the Public

None

Faculty Senate Report

Ms. Mariah Woodward, University Faculty Senate President, reported that the UFS Executive Committee had met regarding several issues and provided administration with a recommendation for the College Credit Plus (CCP) Policy, which they complied with, but there is still an issue with CCP compensation. Plan to meet with administration on November 30th to discuss other issues.

Executive Session

Mr. Watson moved to enter Executive Session to discuss the employment of a public official. Mr. Edwards seconded the motion and following a unanimous roll call vote in accordance with Ohio Revised Code Section 121.22, the Board entered executive session at 1:32 p.m. Those in attendance for the executive session were Jeff Bauer, David Furbee, Eddie Edwards, Joe Watson, Ed Daniels, Brenda Haas, and Dilip Shah. Mr. Edwards moved and Mr. Furbee seconded a motion to leave executive session and return to public meeting. The motion passed unanimously and the Board exited executive session at 2:20 p.m.

Other Business

None

Adjournment

Mr. Edwards moved and Mr. Daniels seconded a motion to adjourn. The motion was passed unanimously and the Board adjourned at 2:20 p.m.

_____
Chairperson, Board of Trustees

_____
Secretary, Board of Trustees

RESOLUTION E06-22

REVISION OF POLICY 4.91REV
NAMING OF UNIVERSITY BUILDINGS AND CAMPUS AREAS

WHEREAS, Policy 4.91Rev, Naming of University Buildings and Campus Areas, was approved by the Board of Trustees on January 17, 2014; and

WHEREAS, a modification of the policy is recommended to give the Board of Trustees discretion to remove and/or change the name of a building or campus area when the existing name compromises the university's integrity or reputation, or for other reasons; and

WHEREAS, General Counsel and the President have recommended the policy updates for Board of Trustees approval;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves Policy 4.91Rev, Naming of University Buildings and Campus Areas.

(November 18, 2022)

Shawnee State University

POLICY TITLE:	NAMING OF UNIVERSITY BUILDINGS AND CAMPUS AREAS
POLICY NO. :	4.91REV
ADMIN CODE:	3362-4-61
PAGE NO.:	1 OF 1
EFFECTIVE DATE:	11/18/202201/17/2014
NEXT REVIEW DATE:	mm/yyyy11/2025
RESPONSIBLE OFFICER:	VPFAPRESIDENT
APPROVED BY:	BOARD OF TRUSTEES

1.0   POLICY STATEMENT

This policy provides for the naming of university owned and/or operated buildings and campus areas following an orderly and efficient process in order to provide uniformity and consistency in the identification of these areas by students, staff, and visitors.

2.0   EXCEPTION

The process for the "naming" of University buildings, campus areas, or features as a result of credit for commemorative/naming opportunities are covered under the auspices of the SSU Development Foundation policies (Sections 11.0 and 12.0).

3.0   RIGHT TO REMOVE AND/OR CHANGE NAMING

The Board of Trustees reserves the right to remove and/or change names of buildings and structures, spaces, units or entities, whether administrative, philanthropic or honorific/commemorative, if at any time the university determines that the continued naming of a space, unit or entity compromises the university's integrity or reputation, or for any other reason in its sole discretion.

3.04.0 PROCEDURE

The President will ensure procedures will be established for the naming of University owned and/or operated buildings and campus areas that follow a consistent framework, effectively communicate the approved identification, and provide for revision or discontinuation of such names when required due to a change in the status of the building or campus area.under section 3.0 above.

History
Effective: 01/17/2014
Revised: 11/18/22

Applicable Procedures: 4.91:1 Naming of University Buildings and Campus Areas

PROCEDURE TITLE:	NAMING OF UNIVERSITY BUILDINGS AND CAMPUS AREAS
PROCEDURE NO.:	4.91:1
RELATED POLICY:	4.91
PAGE NO.:	1 OF 2
RESPONSIBLE PARTY:	~~VPFA~~PRESIDENT
EFFECTIVE DATE:	~~01/17/2014~~11/18/2022
NEXT REVIEW DATE:	~~01/2019~~11/2025
APPROVED BY:	PRESIDENT

1.0 NAMING OF UNIVERSITY BUILDINGS AND CAMPUS AREAS

    1.1   The naming of University buildings and campus areas will be based upon an established process and will not typically be based upon academic or administrative functions that may be housed at the location.

    1.2   When appropriate, information describing the function within a building or area may be identified via appropriate signage.

2.0 FRAMEWORK FOR NAMING

    2.1   Except for the gifting policies created by the SSU Development Foundation and approved by the Board of Trustees, the naming of University owned and/or operated buildings and campus areas shall rely upon a predetermined list recommended by the President and approved by the Board of Trustees.

    2.2   The predetermined list will be based upon a theme that provides for uniformity and to ensure the appropriateness of names for Shawnee State University buildings and campus areas.

    2.3   Names for campus areas or features may reflect the specific functions of that area or feature (e.g., courtyard).

    2.4   The officially designated identification will be used in all University communications, maps, and course schedules.

3.0 MANAGEMENT OF THE IDENTIFICATION PROCESS

    3.1   The Director of Facilities shall:

        3.1.1   Select an appropriate identification for a specific building, campus area or feature utilizing the Board of Trustees' approved theme for approval of the President.

3.1.2   Collaborate with the Office of Communications for the effective communication of newly designated building or area identification.

3.1.3   Ensure adequate signage is placed.

3.1.4   Ensure a comprehensive and current list of all buildings, campus areas, and features will be maintained for insurance and reporting purposes.

3.2   Individuals requesting consideration that a University location be formally named in accordance with this procedure may submit a written request to the Director of Facilities who will evaluate the request and determine if naming is warranted and within the pre-approved theme. If appropriate to do so, the recommendation will be forwarded to the President for approval.

4.0   CHANGE OF STATUS

When a named University facility is sold, demolished, substantially renovated, or rebuilt, the University may continue to use the name, transfer the name to another comparable location, or discontinue the use of the name upon approval of the President.

History
Effective: 01/17/2014
Revised: [Most recent first]
Reviewed: 11/18/2022

RESOLUTION E07-22

APPROVAL OF POLICY 5.10REV

WHEREAS, Senate Bill 134 of the 135th General Assembly contained various new requirements regarding freedom of expression on state university campuses; and

WHEREAS, the Board, through the passage of Resolution ASA08-22 during its June 2022 meeting, incorporated many of the SB 134 requirements in Policy 5.10Rev; and

WHEREAS, in August 2022, the Chancellor of the Ohio Department of Higher Education issued the Ohio Campus Free Speech Standards, which provided new guidance on SB 134's requirements; and

WHEREAS, the Board wishes to revise Policy 5.10Rev to incorporate the Chancellor's guidance;

THEREFORE, IT IS RESOLVED that the Board revises Policy 5.10Rev to incorporate the guidance provided by the Chancellor of the Ohio Department of Higher Education in the Ohio Campus Free Speech Standards.

(November 18, 2022)

Shawnee State University

POLICY TITLE:	FREEDOM OF EXPRESSION
POLICY NO. :	5.10REV
ADMIN CODE:	3362-5-11
PAGE NO.:	1 OF 4
EFFECTIVE DATE:	11/18~~9/07/21~~/2022
NEXT REVIEW DATE:	~~07~~11/2025
RESPONSIBLE OFFICER:	GENERAL COUNSEL
APPROVED BY:	BOARD OF TRUSTEES

1.0 PURPOSE AND SCOPE

1.1 Shawnee State University believes that the right of expression is as necessary as the right of inquiry and that both must be preserved as essential to the pursuit and dissemination of knowledge and truth. The Shawnee State University community, including students, recognized student groups (and those seeking recognition), faculty, staff, and their invited guests enjoy expansive rights to free expression on campus as permitted by the United States and Ohio Constitutions. The University is committed to the following principles:

1.1.1 Students have a fundamental constitutional right to free speech;

1.1.2 Students have broad latitude to speak, write, listen, challenge, learn, and discuss any issue, subject to the restrictions set forth in sections 2.0, 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.1.5, 4.3, and 8~~7~~.0, below;

1.1.3 The campus is a marketplace of ideas for all students, faculty, and staff, in which the free exchange of ideas is not to be suppressed because the ideas put forth are thought by some or most members of the community to be offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed (hereinafter collectively referred to as "offensive");

1.1.4 Individual students, faculty, and staff may make judgements about ideas for themselves and may act on those judgments not by seeking to suppress free speech, but by openly and vigorously contesting ideas they oppose;

1.1.5 The University should not attempt to shield individuals from free speech, because some ideas and opinions may be deemed offensive;

      1.1.6   Civility and mutual respect are greatly valued, but should never be used to justify closing off discussion of ideas, however offensive the ideas may be to some students, faculty, or staff;

      1.1.7   Students, faculty, and staff are free to state their own views about and contest views expressed on campus, including those of invited speakers, but they may not substantially obstruct or substantially interfere with the freedom of others to express views they reject or loathe. The University is responsible for promoting a lively and fearless freedom of debate and deliberation and protecting that freedom;

      1.1.8   The campus atmosphere should be conducive to speculation, experimentation, and creation by all students and faculty, who shall remain free to inquire, study, evaluate, and gain new understanding.

      1.1.9   The primary responsibility of faculty is to engage in an honest, courageous, and persistent effort to search out and communicate the truth that lies in the areas of their competence.

    1.2   This policy applies to University students, student groups, faculty, staff, and visitors.

2.0   LAWFUL, NON-COMMERCIAL EXPRESSION

The University and its administration will not prohibit any member of the campus community from engaging in lawful, noncommercial free expression to the extent that it does not materially and substantially disrupt the functioning of the University. These rights apply to verbal, written, and electronic means, including protests, speeches, literature distribution, and the circulation of petitions (collectively, "expressive activity")

3.0   OUTDOOR AREAS OF CAMPUS

Except as noted below, expressive activity is permitted in outdoor areas of campus where the campus community is generally allowed, such as grassy areas, walkways, and common areas.

4.0   LIMITATIONS ON FREE EXPRESSION

    4.1   The University's commitment to freedom of expression does not extend to speech that takes place on property owned, leased, or controlled by the University, and that:

      4.1.1   Is not protected under the United States or Ohio Constitutions ("unprotected speech"); and/or

4.1.2 Constitutes "harassment." Harassment is defined as unprotected speech that is both:

4.1.2.1 Unwelcome; and

4.1.2.2 So severe, pervasive, and objectively offensive that it effectively denies an individual equal access to the individual's education program or activity.

4.1.3   Takes place in a nonpublic forum and is restricted in a way that is reasonable and viewpoint-neutral.

4.1.4   Is subject to content restrictions that are reasonably related to a legitimate pedagogical purpose, including classroom rules enacted by teachers.

4.1.5   Is disruptive to previously scheduled or reserved activities occurring in a public forum.

4.2   Nothing within this policy shall be interpreted as preventing the University from restricting speech described in sections 4.1.1, 4.1.2, 4.1.3, 4.1.4, or 4.1.5.

4.3   The University may maintain and enforce reasonable time, place, and manner limitations on expressive activity as permitted by law.

5.0   REPORTING

5.1   Complaints under this policy shall be made to Human Resources or through the University's online complaint reporting system (Maxient or any similar successor program)Students should report alleged violations of this policy to the Dean of Students.

5.2   Faculty and staff should report alleged violations of this policy to the Department Public Safety, Department of Human Resources, or through a union grievance, where applicable.

5.32   Visitors shall should report alleged violations of this policy to the Department of
Public   Safety, which shall notify Human Resources of the complaint.

5.3   Any complaint under this policy against an employee whose terms and conditions of employment are governed by a collective bargaining agreement shall follow the procedures for investigation, hearing, and potential discipline set forth in the CBA.

6.0   COMPLAINTS, INVESTIGATION, AND RESOLUTION

Any student, student group, or faculty or staff member, or visitor may submit a complaint about an alleged violation of this policy by a University employee, including any alleged penalty imposed on a student's grade for an assignment or coursework that is unrelated to ordinary academic standards of substance and relevance, including legitimate pedagogical concerns, and is instead based on the contents of the student's free speech. The University will investigate the alleged violation and conduct a fair and impartial hearing, pursuant to a procedure approved by the President. In instances where a f the hearing determines this policy was violated, the Board of Trustees delegates to the President (or a sub-delegate named by the President) the authority to will determine a resolution to address the violation and prevent further violation of the policy.

Complaints that allege a student violated an individual's rights under this policy shall be addressed through the Student Conduct Code. The procedures set forth in this section shall be consistent with direction from the Chancellor of the Ohio Department of Higher Education.

7.0   RETALIATION

Members of the University community are prohibited from taking or attempting to take materially adverse action by intimidating, threatening, coercing, harassing, or discriminating against any individual for the purpose of interfering with any right to free speech as set forth in this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. The procedures set forth in this policy and accompanying procedure shall apply to complaints of retaliation under this section.

78.0   OTHER ANTI-DISCRIMINATION LAWS, POLICIES, AND PROCEDURES

Nothing within this policy shall be interpreted as impairing the University's obligations under federal law including, but not limited to, Title IV of the Higher Education Act of 1965; Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans With Disabilities Act; the Age Discrimination in Employment Act; the Age Discrimination Act of 1975; or any similar state laws, as addressed through the University's non-discrimination and Title IX policies and procedures.

History
Effective: 4/11/97
Revised: 11/18/22; 7/21/22; 03/19/21; 03/13/15; 3/11/11

Applicable Procedures:

5.10:1 Solicitation, Distribution of Material and Demonstrations and Distribution Activity

5.10:2 Complaints Against Employees for Violations of Free Expression Rights

RESOLUTION F12-22

APPROVAL OF
FY2022 EFFICIENCY REPORT

WHEREAS, Ohio higher education institutions are required to annually submit an efficiency report to the Ohio Department of Higher Education (ODHE); and

WHEREAS, in order to comply with the legislated due date of October 14, 2022, the University's FY2022 Efficiency Report (attached) was submitted to ODHE in draft form pending approval by the Board of Trustees; and

WHEREAS, the report reflects Shawnee State's continued commitment and efforts toward meeting or exceeding efficiency goals;

THEREFORE, BE IT RESOLVED, the Board of Trustees of Shawnee State University approves the FY2022 Efficiency Report.

(November 18, 2022)

FY22 Efficiency Reporting Template

Introduction:

Ohio Revised Code section 3333.95 requires the chancellor of the Ohio Department of Higher Education (DHE) to maintain an "Efficiency Advisory Committee" that includes an "efficiency officer" from each state institution of higher education (IHE). Each IHE must then provide an "**efficiency report**" updated annually to DHE, which is compiled by the chancellor into a statewide report shared at year end with the governor and legislature. The committee itself meets at the call of the chancellor.

The first several Efficiency Reports were heavily influenced by and structured around the Ohio Task Force on Affordability and Efficiency's October 2015 report "Action Steps to Reduce College Costs" (Task Force). The Task Force report provided many good recommendations that sharpened our focus and set a course for increasing efficiency throughout public higher education in Ohio. Since then, the Efficiency Reports have transitioned to other timely issues. This year's report will continue that practice.

In addition, there are a number of topics that are required to be addressed per the Ohio Revised Code. Specifically, ORC Section 3333.951(C) requires IHEs to report on their annual study to determine the <u>cost of textbooks</u> for students enrolled in the institution. ORC 3333.951(B) requires Ohio's co-located colleges and universities to annually review best practices and shared services and report their findings to the Efficiency Advisory Committee. ORC 3345.59(E) requires information on efficiencies gained as a result of the "regional compacts" created in 2018.

The reporting template also requests information regarding college debt and debt collection practices, among other things.

Your Efficiency Report Contact: David Cummins, Advisor, 614-752-9496, <u>dcummins@highered.ohio.gov</u>   Please provide your institution's efficiency report by **Friday, October 14, 2022** via email to <u>OdheFiscalReports@highered.ohio.gov</u>

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

As in previous years, the Efficiency Reporting Template is structured into sections:

- **Section I: Efficiency and Effectiveness –** This section captures practices likely to yield significant savings or enhance program offerings through strategic partnerships. This section captures information on progress made from such partnerships.

- **Section II: Academic Practices –** This section covers areas more directly related to instruction, with an emphasis on actions taken to reduce the costs to students of textbooks, including the options of Inclusive Access and Open education Resources.

- **Section III: Policy Reforms** – This section captures state IHE responses to suggested policy reforms originating from state initiatives, including transcript withholding and Second Chance Grants as created in Sub. SB 135.

- **Section IV: Future goals –**In the spirit of continuous improvement, the DeWine-Husted administration continues to request feedback on steps the state can take to support your institution's goals.

For purposes of this report, efficiency is defined on a value basis as a balance of quality versus cost:

- Direct cost savings to students (reducing costs)
- Direct cost savings to the institution (reducing costs)
- Cost avoidance for students (reducing costs)
- Cost avoidance to the college/university (reducing costs)

- Enhanced advising, teaching (improving quality)
- IP commercialization (improving quality)
- Graduation/completion rates (improving quality)
- Industry-recognized credentials (improving quality)
- Experiential learning (improving quality)

These are examples only. Please consider your responses to address broader measures of efficiency, quality, cost and value. Please also note that this is only a template. Feel free to respond in any additional way you believe is helpful.

Shawnee State University

Section I: Efficiency and Effectiveness

Each institution should regularly identify and evaluate its major cost drivers, along with priority areas that offer the best opportunities for efficiencies. Institutions should also track their progress in controlling costs and improving effectiveness.
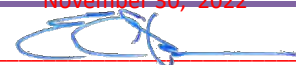
What ratios, metrics, or benchmarks does your institution utilize to evaluate operational efficiencies and the appropriate balance of instructional vs. administrative expenses? How is such data utilized by your institution? Please summarize and provide an overview of your performance based on each measure.

SSU has continued to monitor the Administrative Productivity Measure circulated by ODHE to benchmark our Administrative efficiencies. SSU has improved in productivity over the base year FY15 and efficiency levels were flat. When compared to other institutions in FY15 SSU faired very well in this metric and it can be assumed that if we had this data from the other schools it would reflect similar results.

	Administrative Salary Expenditure	Administrative Employee Headcount	All Employee Headcount	Educational and General Expenditure	Student Course Completed FTE	Student Degree Completions	Productivity		Efficiency	
							F/C	G/C	C/D	B/E
Shawnee State (FY21)	$ 9,305,366.00	147	351	$ 50,833,312.00	2646	617	18.00	4.20	41.9%	18.3%
Shawnee State (FY15)	$ 8,527,957.00	156	359	$ 47,195,744.00	3131	742	20.11	4.77	43.4%	18.1%

For definitional purposes, what IPEDS (or other uniformly accepted) expense categories, or subset(s) therein, would you include in instructional expenses and administrative expenses? Please explain.

GAAP/GASB: The University's expenditure allocations are in accordance with Generally accepted accounting principles (GAAP) and Governmental Accounting Standards Board's (GASB) Statements. The breakdown of FY21/22 total expenditures allocations were: 23.51% for instruction & research and an additional 2.88% for academic support. Administrative expenditures (institutional support) made up 14.91%. The remaining expenditure allocations were to student services (14.38%), public service (10.4%), plant operation & maintenance (5.89%), interest on capital debt (.96%), depreciation (5.51%), auxiliary enterprises (10.96%), and scholarships (10.6%).

Are you aware of national models used to benchmark institutional efficiencies? If so, please provide. The ratios are shown below:
In the last year, has your institution received positive media coverage about operational efficiencies? If so, please provide. **https://www.oracle.com/us/industries/education-and-research/future-proof-hcm-shawnee-wp-5197115.pdf?elqTrackId=5ae92d746d9b49259441d7034d7df944&elqaid=78022&elqat=2**

Regional Compacts

ORC Section 3345.59 requires regional compacts of Ohio's public institutions, with an executed agreement in place by June 30, 2018, for institutions to collaborate more fully on shared operations and programs. The section identifies nine areas to be addressed to improve efficiencies, better utilize resources and enhance services to students and their regions. Per paragraph E of that section:

(E) Each state institution of higher education shall include in its annual efficiency report to the chancellor the efficiencies produced as a result of each compact to which the institution belongs.

Please discuss efficiencies gained or opportunities for future partnerships in any of the relevant categories below.

Category	Description
Reducing duplication of academic programming	Please see attached *ODHE Low Enrollment Duplicate Programs Report*
Implementing strategies to address workforce education needs of the region	• SSU is working through the Ohio Manufacturing Workforce Partnership (OMWP) to increase earn and learn opportunities in south central Ohio and to determine the hiring and training needs of our regional manufacturers. This is funded by the scaling apprenticeship grant which ends in June 2023, but there is a possibility of a one-year no-cost extension through June 2024. • SSU sponsored the establishment of the BESTOhio Sector Partnership, now endorsed by the Ohio Manufacturers' Association. In August 2022, OMA was awarded more than $23M from EDA's American Rescue Plan Act Good Jobs Challenge, and BESTOhio will receive $930K to support implementation of Entry Level Earn & Learn programs and build out the sector partnership. This funding is administered through SSU's Workforce Development and Grants offices.

	• SSU is an approved provider in the Ohio's Workforce Inventory of Education and Training (WIET) and Kentucky's Eligible Training Provider List and is responsive to adding new programs by request of Ohio and Kentucky agencies so students in need can receive funding for tuition, books, supplies, mileage, etc. • Administration of Appalachian Regional Commission POWER LIGHTS-INC grant among multiple Ohio institutional and non-profit partners. • LIGHTS-INC grant funded two SSU certificate programs in collaboration with the Center for Lifelong Learning. • Delivered entrepreneurial mindset training to individuals in recovery from substance use disorder through LIGHTS-INC grant.
Sharing resources to align educational pathways and to increase access within the region	• SSU is a member of Ohio Technet, a consortium of state educational institutions that works with the Ohio Manufacturers' Association and other state and national partners to solve Ohio's manufacturing workforce shortage. In the spring of 2022, we were accepted as a Regional Programming Center for the Ohio Cyber Range and are receiving $30K over two years to support cybersecurity education, recruitment, and K-12 career outreach. SSU also participates on the Ohio Cyber Collaboration Committee, which has brought together public, private, military and educational organizations to develop a stronger cybersecurity infrastructure and workforce. SSU also has a seat on the Ohio Cyber Range Advisory Board. • SSU provides online training opportunities through Ed2Go and Hondros and has worked with the Southern Ohio Medical Center this year to send a number of their employees through online Ed2Go training for Certified Clinical Medical Assistant training and Medical Coding and Billing/Electronic Health Records. The Center for Lifelong Learning used Ed2Go to provide training to a number of high school students with funding provided by GRIT Ohio. Free online IT/cybersecurity classes are also offered to the community through our Cisco Networking Academy membership, this partnership is also used to supplement our academic Information Security programs and prepare them for cyber credentials. • SSU became a NOCTI training center and sent three individuals through qualification training for Certified Production Technician 4.0 to support the WISE Pathways program and other future credentialing/training opportunities. • SSU currently has more than $130K available annually to award Choose Ohio First scholarships to incoming or transfer students (Ohio residents) who meet merit-based requirements and are majoring in Occupational Therapy, Computer Engineering Technology, CADD, Information Security, Nursing, Allied Health, and Biology Sciences. • SSU provides space (Jacobs Center) for Ascend (South Central ESC GED program) to hold classes

	• Literacy LEAPS (Learning and Experiences that Accelerate Progress for Students) is a two-year Ohio Department of Education grant designed to improve literacy among children grades kindergarten through fourth grade at Stanton Primary Elementary (New Boston Local School District). SSU tutors majoring in early childhood or early childhood special education provide literacy intervention three to four times a week through 30-minute sessions. As part of the grant, tutors attend eight Zoom trainings with Wylie Blevins, literacy specialist, along with teachers and staff from Stanton Primary Elementary School. Throughout the program, SSU tutors grow in knowledge about the science of reading rooted in evidence-based practices for literacy intervention.
Reducing operational and administrative costs to provide more learning opportunities and collaboration in the region	The Dept. of Labor funding through the OMWP and Good Jobs is supporting efforts to better align business programs, upskilling and entry level training, innovative curriculum design, available providers, funding options, and other resources that best serve both employers and employees. These grants will fund curriculum development and implementation of Entry Level Earn & Learn programs as well as a WISE Pathways program to introduce local residents to manufacturing careers, including those in recovery and re-entry. Meals, childcare, and transportation are being made available to reduce barriers to participation. Local manufacturers have expressed interest in hiring employees from the WISE Pathways cohorts.
Enhancing career counseling and experiential learning opportunities for students	• The Federal Work Study Experiment program was used to pay wages to more than 40 work-study eligible students during the spring and summer while they performed field experiences relevant to their majors. Most of these have been student teachers or Masters of Occupational Therapy students performing Level II field work. On June 23, 2022, we received an additional initial allocation for the 2022-23 award year of $59,039. This award year will be the final one of this experiment. • Workforce Development partnered with SSUDF to establish the SSU Works grant to support field experience costs such as mileage, housing, or other costs. We have awarded a total of $3,400 to students in need over the past three months. • SSU works with employers and organizations to recruit students for multiple internship opportunities, including the Ohio Export Internship Program and the Diversity & Inclusion Internship program. Choose Ohio First scholars are required to complete a work-based requirement. The Kricker Innovation Hub hosted a Startup Weekend Shawnee State for students from several different majors across campus to get hands-on experience working on entrepreneurial ideas.
Expand alternative education delivery models such as competency-based and project-based learning	Adopted a Policy for the University to administer co-curricular Micro-credentials and badges.

6

Collaboration and pathways with information technology centers, adult basic and literacy education programs and school districts	Established partnerships with regional school districts to provide training, resources, and direct literacy instruction to promote the science of reading to build literacy skills from birth up.
Enhancing the sharing of resources between institutions to expand capacity and capability for research and development	Shawnee State University is a charter member of OhioLINK. OhioLINK is the academic library consortium for Ohio which has 121-member libraries. SSU stakeholders can borrow resources from any member library at no cost. OhioLINK also negotiates contracts on our behalf that help the library reduce costs for group resource purchases.
Identifying and implementing the best use of university regional campuses	N/A
Other initiatives not included above	

Co-located Campuses

ORC Section 3333.951(B) requires Ohio's co-located colleges and universities to annually review best practices and shared services in order to improve academic and other services and reduce costs for students, and to report their findings to the Efficiency Advisory Committee. N/A

(B) Each state institution of higher education that is co-located with another state institution of higher education annually shall review best practices and shared services in order to improve academic and other services and reduce costs for students. Each state institution shall report its findings to the efficiency advisory committee established under section 3333.95 of the Revised Code. The committee shall include the information reported under this section in the committee's annual report.

Co-located campus: _____

Type of Shared Service or Best Practice (IE: Administrative, Academic, etc.)	Please include an explanation of this shared service.	Monetary Impact from Shared Service

Section II: Academic Practices

This section covers areas more directly related to instruction, with an emphasis on savings strategies related to the cost of textbooks, and the expanded use of alternative instructional materials.

Textbook Affordability

Textbook Cost Study

ORC Section 3333.951(D) requires Ohio's public colleges and universities to annually conduct a study to determine the current cost of textbooks for students enrolled in the institution and submit the study to the Chancellor.

> (D) Each state institution of higher education shall conduct a study to determine the current cost of textbooks for students enrolled in the institution, and shall submit the study to the chancellor of higher education annually by a date prescribed by the chancellor.

Please attach the analysis of textbook costs developed by your institution labeled "[Institution Name – Academic Year – Textbook Cost Study]" and summarize the results of your institution's study below.

Category	Amount
Average cost for textbooks that are new	91.64
Average cost for textbooks that are used	51.03
Average cost for rental textbooks	49.80
Average cost for eBook	74.08

Reducing Textbook Costs for Students

ORC Section 3333.951(C) requires Ohio's public colleges and universities to report their efforts toward reducing textbook costs for students.

> (C) Each state institution of higher education annually shall report to the efficiency advisory committee on its efforts to reduce textbook costs to students.

Please discuss all initiatives implemented, including those referenced below that ensure students have access to affordable textbooks.

ORC Section 3345.025 requires the board of trustees of each state IHE to adopt a textbook selection policy for faculty to use when choosing and assigning textbooks and other instructional materials.

> 3345.025 The board of trustees of each state institution of higher education as defined in section 3345.011 of the Revised Code shall adopt a textbook selection policy for faculty to follow in selecting and assigning textbooks and other instructional materials for use in courses offered by the institution. The policy shall include faculty responsibilities and actions faculty may take in selecting and assigning textbooks and other instructional materials.

In addition, the biennial budget bill, Am. Sub. HB 110, enacted Section 733.20 requiring state institutions of higher education to evaluate textbook affordability initiatives to ensure compliance with Title I, Section 133 of the federal "Higher Education Opportunity Act of 2008."

> SECTION 733.20. (A) In furtherance of the State of Ohio's intent to improve affordability in higher education, and in recognition of the positive achievements of the Ohio Faculty Council's October 2017 resolution supporting textbook affordability initiatives, the State of Ohio hereby tasks Ohio's institutions of higher education with evaluating their respective implementation of textbook affordability initiatives.
>
> (B)(1) Consistent with requirements in Title I, Section 133 of the federal "Higher Education Opportunity Act of 2008," institutions of higher education receiving federal financial aid shall disclose required and recommended textbooks not later than the time at which students can first begin to register for a course.
>
> (2) Prior to academic year 2022-2023, the administration of each state institution of higher education, as defined in section 3345.011 of the Revised Code, shall work collaboratively with the institution's faculty senate, or equivalent body, to consider adopting a formally recognized textbook auto-adoption policy.
>
> (C) Not later than August 15, 2022, the board of trustees of each state institution of higher education shall adopt a resolution or otherwise formally vote to affirm or decline adoption of the policy. If the board of trustees adopts the policy as agreed upon by the administration and faculty senate, the state institution shall formally transmit a copy of its resolution to the Chancellor of Higher Education.

1. Has your institution's board of trustees adopted a textbook selection policy consistent with Ohio Revised Code 3345.025? If so, please attach the policy in full length and label the file as "[Institution Name – Academic Year – Textbook Selection Policy]."

    Policy No. 2.18 (See Attached)

2. Has your institution's board of trustees adopted a textbook auto-adoption policy to ensure compliance with federal law that requires faculty to select textbooks for courses no later than the first day of class registration? If so, please attach the policy and label the file as "[Institution Name – Academic Year – Text Auto-adoption Policy]." Please also describe the mechanisms for tracking compliance.

    Policy No. 2.18 (See Attached)

3. If the board has not adopted an auto adoption policy, please explain the major reasons that the board declined to adopt such a policy.

Open Educational Resources

1. Has your institution adopted practices/policies to formally encourage the use of OER materials in lieu of purchased materials? Please explain and please include links to information on your institution's website.

    There has been no official practice/policy to formally encourage the use of OER's but the library provides help finding resources and making them available for their use in their classes. https://shawneesu.libguides.com/c.php?g=1202568&p=8793891

2. Has your institution provided support to faculty for the development of OER materials. Please explain and please include links to information on your institution's website.

    The library provides support for faculty members who choose to implement Open Educational Resources (OER) in the classroom. We work with faculty to identify our resources; and how to share these with students internally. We have a research guide that links faculty to resources available outside the university https://shawnee.libapps.com/libguides/admin_c.php?g=854348&p=6718193. We also provide course reserves for faculty that allows them provide access to textbooks and/or readings, free of charge, to students through the library.

3. What courses did your institution offer during the 2021-22 academic year that used OER? Please fill out the attached template completely. This template will be used to inform a statewide landscape analysis of OER adoption and will be publicly shared in a report.

   See Attached Spreadsheet

Inclusive Access

Inclusive access is defined as an arrangement between an institution, through faculty, and students to offer college textbooks and materials as "included" within tuition and/or a fee assessment, rather than purchased individually by the student. The benefit to faculty and students of inclusive access typically includes a significantly reduced cost per textbook for students, as compared to students buying a new copy of the textbook, and confidence that all students will possess the necessary textbook and/or materials on "day one." Federal law provides the statutory right for students to "opt-out" of inclusive access if they prefer, which preserves the right of the student to source materials.

1. Does your institution formally encourage faculty to offer inclusive access acquisition of college textbooks as a cost-savings for students? If yes, what mechanisms are in place help promote this strategy with faculty?

   It is the policy of Shawnee State University to encourage or require efforts, as directed by the state legislature or Ohio Department of Higher Education, to minimize the costs of textbooks and other instructional materials for students. (Policy number 2.18REV)

2. What courses did your institution offer during the 2021-22 academic year that participated in an inclusive access program? Please fill out the attached template completely. This template will be used to inform a statewide landscape analysis of the utilization of inclusive access and will be publicly shared in a report.

   See Attached Template

3. How are students at your institution made aware of their right to opt out of utilizing inclusive access?

   Students are able to opt out of inclusive access textbooks through the registrar's office. The Registrar notifies the book store manager if a student opts out. To date, no students have chosen to opt out. The process is expected to be made available online in the near future.

Please provide contact information for the person completing this section of the Efficiency Report, so that we may follow up if we have questions.

Suzanne Johnson-Varney, MLS
Director, Clark Memorial Library

Shawnee State University
740-351-3197
svarney@shawnee.edu

Other Textbook Affordability Practices

What other practices, if any, does your institution utilize to improve college textbook affordability?

Please provide any relevant information in the table below.

Initiative	Explanation of Initiative	Cost Savings to Students

Section III: Policy Reforms

Transcript Access

It is common for IHEs nationally to withhold transcripts from students who owe any amount of debt to the institution. Transcript withholding blocks students from re-enrolling both at the debt-holding institution and at other institutions. Transcripts are sometimes withheld in their entirety even when students have fully paid all or most tuition charges, earned their credits through successful completion of coursework and only incurred a nominal debt such as a parking ticket, library fine or other relatively minor assessment.

ORC Section 3345.027 was newly enacted in HB 110 and requires IHE's to release transcripts to potential employers even if the student has an outstanding balance owed to the institution.

> Sec. 3345.027. A state institution of higher education, as defined in section 3345.011 of the Revised Code, shall not withhold a student's official transcripts from a potential employer because the student owes money to the institution, provided the student has authorized the transcripts to be sent to the employer and the employer affirms to the institution that the transcripts are a prerequisite of employment.

1. Has your institution updated its policy on transcript withholding to assure compliance with ORC 3345.027?
    a. Bursar Holds are addressed in Procedure 4.92:1, Student Business Functions, Section 3.2. It reads:
        i. "The Bursar may place past-due student account son the status of "Bursar hold." Until this status is cleared or satisfactorily addressed with the Office of the Bursar, this status may preclude further registration by the student for courses at the University or the release of student transcripts." The Bursar does not place a hold on student accounts of $100 or less and releases holds in response to employer requests. The university is updating this procedure for clarity and to ensure consistent application.
    b. We have changed our practice to be compliant with the ORC. A student must request the transcript through the National Student Clearinghouse, designate the potential employer as the recipient and indicate the transcript is for employment.

2. Has your institution taken additional action(s) beyond what is minimally required by section 3345.027 to provide students with access to their transcripts, even if the student owes money to the institution? If so, please describe.

    The library released 758 library holds, totaling $48,552.76, dating back 1995 to the inception of our automation system. These holds prevent students from registering, graduating or receiving a transcript. The one-time forgiveness project was under taken as we prepare to migrate to a new software in the spring of 2023. This will allow students to either reenroll, or enroll at another institution to pursue a degree.

Second Chance Grants

ORC Section 3333.127 was newly enacted in Sub. SB 135 to create the Second Chance Grant program. The program will provide one-time grants of up to $2,000 to eligible students that "while in good standing, disenrolled from a qualifying institution and did not transfer to a qualifying institution or an institution of higher education in another state in the two semesters immediately following the student's disenrollment."

1. Has your institution implemented the "Second Chance Grants" program as described in SB 135? If so, what is the status of the program and approximately how many students have been impacted to date at your institution?

    We implemented the Second Chance grant. We made one award during spring semester.

2. What efforts has your institution made to identify and attract such students that will be able to take advantage of this new initiative?

    We identified students who previously attended SSU. We attempted to contact these students via phone to gauge their interest in returning to Shawnee State University. Those who were interested were directed to our Student Success Center to discuss their return.

Additional Practices

Some IHE's may implement practices that make college more affordable and efficient, but which have not been the topic of a specific question in this reporting template. This section invites your institution to share any positive practices you have implemented that benefit student affordability and/or institutional efficiency.

Please share any additional best practices your institution is implementing or has implemented.

Beginning Fall semester 2022, SSU launched a tuition free program for Pell eligible students in Pike, Adams, Lawrence, Scioto, Jackson, and Ross counties in Ohio and Greenup, Boyd, and Lewis counties in Kentucky. Students must be entering college for the first time and have a high school grade point average of 3.0 or higher and an ACT score of at least 18. Pell grants, state grants, and institutional scholarships are applied to the undergraduate tuition costs first. Any remaining balance is paid by Shawnee State through the free tuition program. The funds are renewable for eight consecutive semesters, provided the student remains full-time and is in good academic standing. To date, $178,214.22 has been awarded to 82 students for the 2022-2023 academic year.

Section IV: Future Goals

The DeWine-Husted administration recognizes that each IHE faces unique challenges and opportunities with respect to the institution's highest priority goals over the next several years. With that in mind, please provide any suggestions about possible roles the state could play in supporting your institutional goals.

1. Please provide your thoughts and suggestions regarding ways the State of Ohio can further support strength, resiliency and reputational excellence in Ohio's post-secondary education system.

   Higher education access for low-income and first-generation students continues to be a significant barrier for regions like Appalachian Ohio, where high school graduates and early- to mid-career adults are far less likely to attend and complete college than in other regions of Ohio. This creates limited opportunities for individuals and families to break out of generational poverty and weighs on economic development, resulting in a limited regional workforce. Studies show that concern over college debt and questions about the ROI of a four-year degree are contributing factors, in addition to the range of socioeconomic issues that present well-known challenges to prospective students. Continued investments in need-based grants and scholarships for students and direct support for public universities that keep tuition low are essential to providing a thriving environment for low-cost degree options that align with Ohio's rapidly changing post-secondary-dependent workforce and provide feasible options for students with increasingly non-traditional needs.

Thank you for completing the FY22 Efficiency Reporting Template. We appreciate the important role Ohio's colleges and universities play in supporting Ohio students, economic growth, world-class research and the overall success for our state.

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

Shawnee State University

1.0   PURPOSE

Pursuant to state legislation including Ohio Revised Code 3345.025, it is the policy of Shawnee State University to respect the academic freedom of faculty in choosing textbooks and other instructional materials and to encourage efforts to minimize the cost of textbooks and other instructional materials.

2.0   ACADEMIC FREEDOM

It is the policy of Shawnee State University to respect the academic freedom of faculty to select textbooks and education materials they judge to be most appropriate for their courses and most effective for student learning. Specifically, the University believes faculty should have the right to choose curricular materials and pedagogical techniques within the reasonable boundaries of professional discretion subject to relevant standards of academic merit, teaching effectiveness, and consistency with catalogue course description.

3.0   REDUCING STUDENT COST

3.1   It is the policy of Shawnee State University to encourage or require efforts, as directed by the state legislature or Ohio Department of Higher Education, to minimize the costs of textbooks and other instructional materials for students. Such efforts may include but are not limited to the following:

3.1.1   High quality, open-access sources.

3.1.2   Inclusive-access programs in which students choose to pay a course fee that includes access to below-market price instructional materials available to students at the beginning of a course. Such programs must comply with U.S. Department of Education regulations for the use of Title IV funds.

3.1.3   An auto adoption procedure, as discussed in section 4.0, below.

4.0   AUTO ADOPTION REQUIREMENT

    4.1   To the maximum extent reasonably practical, faculty members will disclose required and recommended textbooks to students not later than the first date of course registration for the semester in which the textbooks will be used.

    4.2   In cases in which a faculty member does not disclose required and recommended textbooks to students by the date set forth in subsection 4.1, the faculty member will be deemed to have selected identical materials, including the same title and the same edition, from the prior semester in which the course was offered.

5.0   SCOPE

This policy applies to all full-time and part-time undergraduate and graduate course faculty, including instructors.

Ref: Ohio Revised Code 3345.025: http://codes.ohio.gov/orc/3345.025v1

History
Effective: 06/14/2019
Revised: 06/24/2022

PLEASE ONLY INCLUDE OER COURSES ON THIS LIST.
PLEASE CHECK SHEET2 FOR A DEFINITION OF AN OER COURSE.

TERM (Fall 2021 or Spring 2022)	COURSE ID	SECTION NUMBER	CCP (YES OR NO)	NUMBER OF STUDENTS ENROLLED	AVERAGE RETURN ON INVESTMENT (DO NOT EDIT
fall 21	math 1200	3		34	3944
summer 22	math 2110	90		15	1740
summer 22	math2110	91		1	116
summer 22	math 1250	90		1	116
fall 21	univ 1101	51		16	1856
fall 21	geol 1201	2	yes	21	2436
fall 21	etec 3701	90		28	3248
fall 21	etgg 2801	90		39	4524
fall 21	etgg 4804	90		18	2088
spring 22	etec 2104	1		26	3016
spring 22	etec 4401	90		19	2204
spring 22	etgg 2802	90		31	3596
fall 21	pols 1110	94		47	5452
fall 21	pols 1110	93		38	4408
fall 21	pols 1110	95		14	1624
spring 22	pols 1110	90		32	3712
spring 22	pols 1110	92		31	3596
fall 21	etco 1120	51	yes	20	2320
spring 22	etco 1120	51	yes	1	116
spring 22	etec 1302	51		19	2204
spring 22	etec 1101	1		22	2552
fall 21	engl 1102	17	yes	5	580
spring 22	engl 1105	91 & 92		16	1856
fall 21	edmc 4470	1		2	232
fall 21	edae 4400	1		10	1160
fall 21	pols 1110	91	yes	40	4640

Please include all OER courses that your institution offered in academic year 2021-2022 on this spreadsheet. Please put each section separately since they

In order to include a course on this spreadsheet, all course materials for the course must be OER. There must be no course materials cost to students for the course.

DEFINITION OF OER

The tem "open educational resource" means a teaching, learning, or research resource offered freely to users in at least one form and either resides in the public domain or has been released under an open copyright license that allows for its free use, reuse, modification, and sharing with attribution.

What is an example of an OER course?

An OER course is completely free because it uses openly licensed resources. To receive this designation, the course must use openly licensed materials for all required curricular resources, including textbooks and other instructional materials, such as workbooks, lab manuals, and online homework platforms.

An example of an OER course would be one where the instructor provides a link to a free, online version of an openly licensed textbooks.

The course does not use any other required curricular resources. The professor can recommend students purchase a print- on-demand version, but as long as the instructor does not require the students to use the print version, the cost of printing does not disqualify this course from receiving the OER designation.

What is included/excluded when calculating course material costs?

Included in the cost: textbooks and other instructional/curricular materials, such as workbooks, lab manuals, online homework platforms and codes, or publisher-provided materials for students.

Also included are any course fees for course materials, such as a textbook rental fee, inclusive access fee, Barnes & Noble College Booksellers' First Day fee, or Follett's ACCESS fee.

Excluded from the cost: supplies and equipment, including art supplies, lab tools, and calculators. Also excluded are course fees that are a lab fee, technology fee, or testing fee.

The average return on investment ($116) is derived from the recent MHEC study on benefits and costs of OER.
https://www.mhec.org/sites/default/files/resources/2022MHECOER-Toward-Convergence.pdf?utm_source=msdynmktg&utm_medium=email&utm_campaign=22towardconvergence#msdynttrid=pJ-O-aa8BW0NjmTgEIXpi9nJKWFvp-J9qbFukH0u8iI

PLEASE ONLY INCLUDE INCLUSIVE ACCESS COURSES ON THIS LIST.

DEFINITION OF INCLUSIVE ACCESS

Inclusive access is an arrangement between an institution, through faculty, and students to offer college textbooks and materials as "included" within tuition

TERM (Fall 2021 or Spring 2022)	COURSE ID	SECTION NUMBER	CCP (YES OR NO)	NUMBER OF STUDENTS ENROLLED
Fall 2021	ANTH 2250	90		29
Fall 2021	ANTH 2250	91		6
Fall 2021	ARTH 1101	90		25
Fall 2021	ARTH 1101	91		23
Fall 2021	ARTH 1101	92		24
Fall 2021	ARTH 1101	93		25
Fall 2021	ARTH 1101	94		25
Fall 2021	ARTH 1101	95		24
Fall 2021	ARTH 3455	90		17
Fall 2021	BIOL 1151	1		22
Fall 2021	BIOL 1151	2		20
Fall 2021	BIOL 1151	3		22
Fall 2021	BIOL 1151	4		10
Fall 2021	BIOL 1152	1		11
Fall 2021	BIOL 3560	1		23
Fall 2021	BIOL 3560	2		20
Fall 2021	BUAC 2010	51		21
Fall 2021	BUAC 2010	90		20
Fall 2021	BUAC 2010	91		5
Fall 2021	BUAC 2010	92		18
Fall 2021	BUAC 2010	93		1
Fall 2021	BUAC 2030	51		15
Fall 2021	BUAC 2030	90		19
Fall 2021	BUAC 2030	91		5
Fall 2021	BUAC 2030	92		8
Fall 2021	BUAC 2210	90		20
Fall 2021	BUAC 2210	91		1
Fall 2021	BUAC 3030	90		23
Fall 2021	CHEM 1121	1		22
Fall 2021	CHEM 1121	2		18
Fall 2021	CHEM 1121	3		21
Fall 2021	CHEM 1121	4		23
Fall 2021	CHEM 1141	1		22
Fall 2021	CHEM 1141	2		22

Fall 2021	CHEM 1141	3	13
Fall 2021	CHEM 1141	4	10
Fall 2021	ENGL 1101	1	15
Fall 2021	ENGL 1101	2	21
Fall 2021	ENGL 1101	3	10
Fall 2021	ENGL 1101	4	19
Fall 2021	ENGL 1101	5	19
Fall 2021	ENGL 1101	6	9
Fall 2021	ENGL 1101	8	21
Fall 2021	ENGL 1101	9	10
Fall 2021	ENGL 1101	10	10
Fall 2021	ENGL 1101	12	9
Fall 2021	ENGL 1101	15	8
Fall 2021	ENGL 1101	16	8
Fall 2021	ENGL 1101	18	9
Fall 2021	ENGL 1101	21	10
Fall 2021	ENGL 1101	22	9
Fall 2021	ENGL 1101	25	10
Fall 2021	ENGL 1101	51	12
Fall 2021	ENGL 1101	52	13
Fall 2021	ENGL 1101	70	8
Fall 2021	ENGL 1101	71	10
Fall 2021	ENGL 1101	90	2
Fall 2021	ENGL 1101	91	5
Fall 2021	ENGL 1101	99	21
Fall 2021	ENGL 1102	1	18
Fall 2021	ENGL 1102	90	18
Fall 2021	ENGL 1102	91	5
Fall 2021	ENGL 1201	3	8
Fall 2021	ENGL 1201	6	11
Fall 2021	ENGL 1201	9	8
Fall 2021	ENGL 1201	10	10
Fall 2021	ENGL 1201	12	10
Fall 2021	ENGL 1201	15	9
Fall 2021	ENGL 1201	16	9
Fall 2021	ENGL 1201	18	8
Fall 2021	ENGL 1201	21	9
Fall 2021	ENGL 1201	22	5
Fall 2021	ENGL 1201	25	9
Fall 2021	EXSC 2200	90	25
Fall 2021	MATH 1000A	90	10
Fall 2021	MATH 1000A	91	3
Fall 2021	MUSI 1201	90	14

Fall 2021	MUSI 1201	91	18
Fall 2021	MUSI 1201	92	16
Fall 2021	MUSI 1201	93	9
Fall 2021	MUSI 1201	94	4
Fall 2021	MUSI 1201	95	3
Fall 2021	MUSI 1201	96	22
Fall 2021	POLS 1210	90	21
Fall 2021	POLS 1210	91	14
Fall 2021	POLS 1210	92	4
Fall 2021	PSYC 1101	1	28
Fall 2021	PSYC 1101	51	58
Fall 2021	PSYC 1101	56	59
Fall 2021	PSYC 1101	90	22
Fall 2021	PSYC 1101	91	10
Fall 2021	PSYC 1101	92	40
Fall 2021	PSYC 1101	93	40
Fall 2021	PSYC 1130	90	29
Fall 2021	PSYC 1130	91	29
Fall 2021	PSYC 2121	90	18
Fall 2021	PSYC 3160	90	30
Fall 2021	PSYC 3160	91	29
Fall 2021	SPST 2100	90	31
Fall 2021	STAT 1150	51	35
Fall 2021	STAT 1150	90	31
Fall 2021	STAT 1150	91	24
Fall 2021	STAT 1150	92	4
Fall 2021	STAT 1150	93	29
Fall 2021	STAT 1150	96	5
Fall 2021	STAT 1800	91	29
Spring 2022	ANTH 2250	91	23
Spring 2022	ARTH 1101	1	25
Spring 2022	ARTH 1101	2	25
Spring 2022	ARTH 1101	3	26
Spring 2022	ARTH 1101	4	25
Spring 2022	ARTH 1101	5	25
Spring 2022	ARTH 1101	90	24
Spring 2022	ARTH 1101	91	26
Spring 2022	ARTH 1101	92	25
Spring 2022	ARTH 1101	93	25
Spring 2022	ARTH 1101	94	26
Spring 2022	ARTH 1101	95	25
Spring 2022	ARTH 1101	96	1
Spring 2022	ARTH 1101	97	7

Spring 2022	BIOL 1151	1	24
Spring 2022	BIOL 1152	1	18
Spring 2022	BIOL 1152	2	7
Spring 2022	BUAC 2010	1	13
Spring 2022	BUAC 2010	9	20
Spring 2022	BUAC 2010	91	4
Spring 2022	BUAC 2010	92	20
Spring 2022	BUAC 2030	51	9
Spring 2022	BUAC 2030	90	9
Spring 2022	BUAC 2030	91	6
Spring 2022	BUAC 2030	92	17
Spring 2022	BUAC 3030	90	14
Spring 2022	BUAC 3030	91	4
Spring 2022	BUAC 3350	51	15
Spring 2022	CHEM 1121	1	25
Spring 2022	CHEM 1121	2	23
Spring 2022	CHEM 1141	1	23
Spring 2022	CHEM 1142	1	22
Spring 2022	CHEM 1142	2	16
Spring 2022	CHEM 2200	1	13
Spring 2022	CHEM 2200	2	8
Spring 2022	ENGL 1101	1	17
Spring 2022	ENGL 1101	2	11
Spring 2022	ENGL 1101	3	10
Spring 2022	ENGL 1101	4	19
Spring 2022	ENGL 1101	5	7
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Spring 2022	ENGL 1101	90	11
Spring 2022	ENGL 1101	91	9
Spring 2022	ENGL 1201	3	9
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Spring 2022	MUSI 1201	90	21
Spring 2022	MUSI 1201	92	25
Spring 2022	MUSI 1201	93	4
Spring 2022	MUSI 1201	94	7
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Spring 2022	PSYC 1101	53	20
Spring 2022	PSYC 1101	90	40
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Spring 2022	PSYC 1130	90	31
Spring 2022	PSYC 2121	1	14
Spring 2022	PSYC 3160	1	20
Spring 2022	PSYC 3160	2	19
Spring 2022	SPST 2100	90	25
Spring 2022	SPST 2100	91	25
Spring 2022	STAT 1150	90	35
Spring 2022	STAT 1150	91	28
Spring 2022	STAT 1150	93	6
Spring 2022	STAT 1150	94	1
Spring 2022	STAT 1800	90	42
Spring 2022	STAT 1800	91	7

RESOLUTION ASA10-22

APPROVAL OF LOW-ENROLLED COURSES AND PROGRAMS AND DUPLICATIVE ACADEMIC PROGRAMS REPORT

WHEREAS, Section 3345.35 of the Ohio Revised Code requires that the boards of trustees of each state institution of higher education evaluate all courses and programs based on enrollment and student performance; and

WHEREAS, the Ohio Department of Higher Education recommends that institutions should consider consolidating programs that are duplicated at other colleges and universities in their geographic area; and

WHEREAS, the Ohio Department of Higher Education has identified low-enrolled courses and programs and duplicative programs within each region of the state; and

WHEREAS, the Chancellor of the Ohio Department of Higher Education has requested that the boards of trustees of each state institution conduct a study of low-enrolled courses and programs and duplicative programs; and

WHEREAS, a report resulting from this study has been completed including a list of low-enrolled courses and programs and duplicative programs, actions to be taken, and rationale; and

WHEREAS, the Provost and President have recommended this report for Board of Trustees approval;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves the Report on Low-Enrolled Courses and Programs and Duplicative Academic Programs.

(November 18, 2022)

Low Enrollment Course and Program and Duplicate Program Report

Submitted to: Ohio Department of Higher Education
Submitted by: Office of the Provost, Shawnee State University
Date Submitted: October 14, 2022
(Pending Board of Trustees Approval on November 18, 2022)

Low Enrollment Program Analysis – Action

Level	CIP Code	Title	Number of Graduates/ Enrollment	Action
Associates	13.1209	Kindergarten/Preschool Education and Teaching	1	Eliminate
Associates	22.0301	Legal Administrative Assistant/Secretary	7	Previously Eliminated in 2017
Associates	45.0101	Social Sciences, General	2	Previously Eliminated in 2017
Associates	50.0701	Art/Art Studies, General	1	Eliminate
Bachelors	13.1303	Business Teacher Education	8	Eliminate
Bachelors	13.1322	Natural Sciences Life Science AYA	3 (Fall 2022)	Eliminate*
Bachelors	13.1329	Natural Sciences Physical Science AYA	1 (Fall 2022)	Eliminate*
Bachelors	13.1337	Natural Sciences Earth Science AYA	0 (Fall 2022)	Eliminate*
Bachelors	14.1401	Environmental/Environmental Health Engineering	13	Previously Eliminated in 2020
Bachelors	15.0699	Industrial Production Technologies/Technicians, Other	1	Eliminate
Bachelors	22.0302	Legal Assistant/Paralegal	9	Previously Eliminated in 2017
Bachelors	30.0101	Biological and Physical Sciences	43	No Program with this CIP Code**

Bachelors	38.9999	Philosophy and Religious Studies, Other	1	Previously Eliminated in 2017
Bachelors	50.0605	Photography	4	Previously Eliminated in 2017
Bachelors	50.0711	Ceramic Arts and Ceramics	1	Previously Eliminated in 2017
Bachelors	51.3802	Nursing Administration	24	Eliminate

Notes: *Pending department and university action.
      **Error in CIP Code.

Duplicate Program Analysis – Rationale for No Action

Level	CIP Code	Program Name	Institution with Duplicate Program	Rationale for No Action
Associates	15.0402	Electromechanical Technology/Electromechanical Engineering Technology	Ohio University	Program important to skillset needed in SSU region
Associates	51.3801	Registered Nursing/Registered Nurse	Ohio University	Central to Academic Portfolio
Associates	52.0201	Business Administration and Management, General	Ohio University	Stable enrollment; SSU's only associates program in Business
Bachelors	13.1203	Junior High/Intermediate/Middle School Education and Teaching	Ohio University	Meets an occupational need in SSU region
Bachelors	23.0101	English Language and Literature, General	Ohio University	Central to Mission and Academic Portfolio

Bachelors	26.0101	Biology/Biological Sciences, General	Ohio University	Central to Mission and Academic Portfolio
Bachelors	27.0101	Mathematics, General	Ohio University	Central to Mission and Academic Portfolio
Bachelors	31.0504	Sport and Fitness Administration/Management	Ohio University	Core program in Business; cost effective
Bachelors	40.0501	Chemistry, General	Ohio University	Needed for overall undergraduate offerings
Bachelors	40.0601	Geology/Earth Science, General	Ohio University	Newly created BS; supports overall undergraduate offerings
Bachelors	42.0101	Psychology, General	Ohio University	Needed for overall undergraduate offerings
Bachelors	45.1001	Political Science and Government, General	Ohio University	Needed for overall undergraduate offerings
Bachelors	45.1101	Sociology	Ohio University	Needed for overall undergraduate offerings
Bachelors	50.0702	Fine/Studio Arts, General	Ohio University	Core arts program in fine arts; supports game design, one of SSU's signature ranked programs
Bachelors	51.0701	Health/Health Care Administration/Management	Ohio University	Potential for Restructuring

Bachelors	51.3801	Registered Nursing/Registered Nurse	Ohio University	Central to Academic Portfolio
Bachelors	52.0201	Business Administration and Management, General	Ohio University	Central to Business curriculum and Academic Portfolio
Bachelors	52.0301	Accounting	Ohio University	Central to Business curriculum and Academic Portfolio
Bachelors	52.1201	Management Information Systems, General	Ohio University	Core program in Business
Bachelors	52.1304	Actuarial Science	Ohio University	New program; has growth potential; needs time (reported as 27.0101)
Bachelors	52.1401	Marketing/Marketing Management, General	Ohio University	Central to Business curriculum and Academic Portfolio; enrollment increasing
Bachelors	54.0101	History, General	Ohio University	Needed for overall undergraduate offerings
Masters	13.0301	Curriculum and Instruction	Ohio University	Steady enrollment
Masters	27.0101	Mathematics, General	Ohio University	Large enrollment; one of SSU's signature ranked

4

				Master's programs

Duplicate Program Analysis – Action

Level	CIP Code	Program Name	Institution with Duplicate Program	Action
Associates	52.1201	Management Information Systems, General	Ohio University	Eliminate; no longer exists
Bachelors	26.1301	Ecology	Ohio University	Eliminate
Bachelors	40.0801	Physics, General	Ohio University	Previously Eliminated in 2017
Bachelors	45.0901	International Relations and Affairs	Ohio University	Previously Eliminated in 2017
Bachelors	51.0913	Athletic Training/Trainer	Ohio University	Eliminate
Bachelors	52.0205	Operations Management and Supervision	Ohio University	Eliminate

RESOLUTION ASA11-22

ADOPTION OF POLICY 3.00REV, ADMISSION & DEGREE REQUIREMENTS

WHEREAS, Policy 3.00Rev, Admission & Degree Requirements, was last reviewed and approved by the Board of Trustees on March 13, 2020, and requires updating; and

WHEREAS, a systematic review of institutional policies has been undertaken at the direction of the President in order to remove outdated policies, and to modify and update policies; and

WHEREAS, a modification of the policy is recommended; and

WHEREAS, Policy 3.00Rev, Admission & Degree Requirements, has been recommended by the President for Board of Trustees approval;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves revision of Policy 3.00Rev, Admission & Degree Requirements.

(November 18, 2022)

Shawnee State University

POLICY TITLE:	ADMISSION & DEGREE REQUIREMENTS
POLICY NO. :	3.00REV
ADMIN CODE:	3362-03-01
PAGE NO.:	1 OF 3
EFFECTIVE DATE:	~~03/13/2020~~11/18/2022
NEXT REVIEW DATE:	~~03/2022~~11/2025

1.0 PURPOSE

Shawnee State University, created pursuant to O.R.C. Chapter 3362, serves as the regional state university for Southern Ohio. SSU is an open access university for all students who have successfully completed a high school education. This policy serves to identify SSU's requirements for admission to the University's degree programs and the credit requirements for those programs.

2.0 ADMISSION REQUIREMENTS FOR BACCALUAREATE AND ASSOCIATE DEGREE PROGRAMS

2.1 Admission to University baccalaureate or associate degree programs is determined by an applicant's (1) earned high school diploma, as defined by the State of Ohio, (2) level of "college preparedness" as defined by the State of Ohio's UNIFORM STATEWIDE STANDARDS for REMEDIATION-FREE STATUS (see link to state standards webpage below), and (3) ability to meet the requirements of a specific selective-admission program.

2.1.1 Non-College Prepared Students. Applicants not meeting the college preparedness standard will only be admitted into a non-selective admission associate degree program ~~or a bridge program~~ and be required to participate in University programs and courses for underprepared college students.

2.1.2 International Applicants. Admission requirements for international applicants also include meeting a university-established minimum test score on the Test of English as a Foreign Language (TOEFL) or equivalent for applicants whose native language is not English and proof of sufficient financial resources.

2.1.3 Transfer Students. Applicants applying for admission to associate or baccalaureate programs who have earned credit post high school from other regionally accredited colleges or universities are considered transfer

students and are admitted under the same standards described in sections 2.2 and 2.3 of this policy and may be subject to additional requirements.

2.2   Associate Degrees. The University offers both selective and non-selective admission associate degree programs. All associate degree programs will require a minimum of 60 hours of undergraduate credit and completion of University requirements and a curriculum specified for the particular program prescribed in the Shawnee State University Catalog (http://www.shawnee.edu/areas-study/academic-calendar-important-dates/academic-catalog) at the time of the applicant's matriculation.

2.3   Baccalaureate Degrees. The University offers both selective and non-selective admission baccalaureate degree programs. All bachelor's degree programs shall require a minimum of 120 hours of undergraduate credit and completion of University requirements and a curriculum specified for the particular program prescribed in the Shawnee State University Catalog (http://www.shawnee.edu/areas-study/academic-calendar-important-dates/academic-catalog) at the time of the applicant's matriculation.

3.0   ADMISSION REQUIREMENTS FOR GRADUATE DEGREE PROGRAMS

3.1   Master's degree programs shall require a minimum of 30 hours of credit at graduate level and completion of University requirements and a curriculum specified for the particular program prescribed in the Shawnee State University Catalog (http://www.shawnee.edu/areas-study/academic-calendar-important-dates/academic-catalog) at the time of the applicant's matriculation.

    3.1.1   Applicants are only admitted to selective admission Master's degree programs.

    3.1.2   Applicants to an SSU a master's degree program must present evidence of an earned bachelor's degree from a regionally accredited institution and meet the requirements for the program for which they are applying.

    3.1.3   International applicants are subject to additional requirements established by the University's Graduate SchoolCenter.

3.2   Doctoralte degree generally require the successful completion of at least 90 semester credit hours (or 135 quarter credit hours) of work beyond the bachelor's degree or at least 60 semester credit hours (or 90 quarter credit hours) beyond the master's degree. Deviations from these credit hour guidelines require proper justification and state approval. programs shall require a minimum of 60 hours of credit at the graduate level beyond the master's degree in a curriculum specified

~~for the particular program prescribed in the Shawnee State University Catalog (http://www.shawnee.edu/areas-study/academic-calendar-important-dates/academic-catalog)~~

3.2.1   Applicants are only admitted to selective admission Doctoral~~te~~ degree programs.

3.2.2   Applicants to an SSU doctoral~~te~~ degree program must present evidence of an earned master's degree from a regionally accredited institution and meet the requirements for the program for which they are applying.

3.2.3   International applicants are subject to additional requirements established by the University's Graduate School~~Center~~.

4.0   NON-DEGREE SEEKING APPLICANTS

4.1   Individuals who enroll at the University who are not seeking a degree for reasons or circumstances such as personal enrichment, guest~~transient~~ status, dual credit enrollments, College Credit Plus, or other early college programs will be admitted as non-degree students. Credits earned as a non-degree seeking student may be applied upon admission to a degree program.

Link to the State of Ohio's Uniform Statewide Standards for Remediation-free Status:

*https://highered.ohio.gov/static/files/uploads/college-readiness/2021%20Uniform%20Remediation%20Free%20Standards.pdf ~~https://www.ohiohighered.org/sites/default/files/uploads/reports//2019-UNIFORM-REMEDIATION-FREE-STANDARDS.pdf~~

History

Effective: 04/02/90

Revised: 11/18/2022; 03/13/20; 02/10/17; 04/21/95; 03/16/92

RESOLUTION ASA12-22

APPROVAL OF MASTER OF BUSINESS ADMINISTRATION DEGREE

WHEREAS, Shawnee State University recognizes the need and opportunity for growth in graduate programs at the institution as central to the University's growth; and

WHEREAS, that need and opportunity has been expressly conveyed and recognized in the *Shawnee at 40* Strategic Plan; and

WHEREAS, pursuant to the aforementioned objectives, the Founding Director and faculty in the C.H. Lute School of Business have developed a Master of Business Administration Degree; and

WHEREAS, that degree has so far received all internal approvals and will be submitted to the Ohio Department of Higher Education (ODHE) for approval;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves the Master of Business Administration degree and requests its submission to ODHE and other external entities for full approval.

(November 18, 2022)

RESOLUTION ASA13-22

APPROVAL OF THE ADOPTION OF POLICY 2.19
TRANSFER CREDIT

WHEREAS, Shawnee State University recognizes the significance and value of transfer students to the institution; and

WHEREAS, it is imperative to ensure that students are awarded transfer credit consistently and equitably and in compliance with all internal and external standards and expectations; and

WHEREAS, Policy 2.19 addresses the requirements pertaining to facilitation of fair and consistent transfer credit evaluations for undergraduate and international coursework; and

WHEREAS, procedures required for effective and consistent implementation of transfer credit evaluations and awarding of credit for undergraduate and international coursework are provided for informational purposes;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves Policy 2.19 pertaining to Transfer Credit.

(November 18, 2022)

Shawnee State University

POLICY TITLE:	TRANSFER CREDIT
POLICY NO.:	2.19
ADMIN CODE:	3362-2-19
PAGE NO.:	1 OF 3
EFFECTIVE DATE:	11/18/2022
NEXT REVIEW DATE:	11/2025
RESPONSIBLE OFFICER:	PROVOST
APPROVED BY:	BOARD OF TRUSTEES

1.0   POLICY STATEMENT AND PURPOSE

1.1   Understanding the variables involved in the transfer credit evaluation process for both undergraduate and international students is imperative to ensuring that students are awarded credit consistently and equitably. This policy is designed to facilitate the transfer of students and credits from other institutions and/or foreign institutions of higher education to Shawnee State University, assure maximum utilization of prior learning, and encourage students to advance as far through the educational system as they can in pursuit of their goals.

1.2   Facilitating fair and consistent transfer credit evaluations for undergraduate and international course work.

As used in this policy and related procedures, the following definitions shall apply:

DEFINITIONS

Term	Definition
Acceptability	In reference to course work, the quality of having met standards for evaluation and award of transfer credit.
Accreditation	The educational status of an institution assessed by specific governing bodies and associations indicating that an institution has met certain minimum standards.
Applicability	Course work that the degree-granting department/school deems appropriate for use within a degree program to fulfill specific requirements.
College-level Course Work	Course work that is non-remedial, post-secondary, curriculum that offers an advanced level of content and rigor.
International Course Work	Course work that is performed within the curriculum of a course of study in an institution located outside of the United States.
Level of Course Work	The rank of a course as determined by the type of student for whom the course is designed, the content, and the expectations of completion (e.g., 1000 level, freshman; 2000 level, sophomore, etc.).
Official Transcript	A document issued by an institution showing enrollment dates, courses, grades, grading scale, and earned academic credentials. Transcripts must arrive directly from the originating institution to the appropriate office and be signed and certified by the registrar or similar institutional authority.

Originating Institution	An institution (i.e., college, university, agency, organization) at which course work has been taken and/or academic credit earned by a student seeking transfer credit.
Semester Hour Equivalent Value	The number of semester hours of credit assigned to a course on the basis of content and amount of time required for completion.

2.0   IMPLEMENTATION-UNDERGRADUATE

2.1   This policy is consistent with the Ohio Articulation and Transfer Policy, first adopted by the Ohio Department of Higher Education in November of 1990; and, the Joint Statement on the Transfer and Award of Credit. The Ohio Articulation and Transfer Policy complies with state statutory and policy requirements, including, but not limited to, Ohio Revised Code (ORC) 3333.16, 3333.161, 3333.162, and 3333.164.

2.2   When evaluating whether to award transfer credit, the University Registrar office uses a multifactorial process initially driven by an assessment of the educational quality of the course work as evidenced by the accreditation held by the originating institution. Transfer credit will be awarded provided the course is similar in level and content to Shawnee State course offerings. The appropriate instructional department has the authority to determine equivalent Shawnee State credit for transfer courses, which have not been established through ODHE transfer initiatives and/or established articulation agreements.

2.3   Shawnee State University will award transfer credit for courses that have been approved through the following transfer programs: OT36, TAG, CTAG, ITAG, and MTAG. In addition, the university will honor transfer equivalencies that are established as part of articulation agreements with other institutions.

2.4   Shawnee State employs, updates in accordance with, and recognizes the research and recommendations of professional associations to establish best practices in transfer credit evaluation. Associations commonly used include, but are not limited to, the American Association of Collegiate Registrars and Admissions Officers (AACRAO), American Council on Education (ACE), and Council for Higher Education Accreditation (CHEA).

3.0   IMPLEMENTATION-INTERNATIONAL

3.1   Evaluation Methodology

3.1.1   International course work will be evaluated based on a course-by-course evaluation completed by InCred (International Credential Evaluations) based on the originating institution's official transcript.

3.1.2   If Shawnee State determines that the credit from the foreign institution is eligible for evaluation and meets standards for satisfactory academic performance as defined in this policy's procedures, Shawnee State will apply criteria relative to the level and content of the course to determine acceptability for transfer credit.

3.1.3   The University Registrar oversees the awarding of undergraduate transfer credit, and the appropriate degree-granting department/school will determine its applicability to specific degree requirements.

3.2   Professionally Recognized Resources and Recommendations

Shawnee State employs, updates in accordance with, and recognizes the research and recommendations of professional associations to establish best practices in international transfer credit evaluation. Associations commonly used include, but are not limited to, the American Association of Collegiate Registrars and Admissions Officer (AACRAO), American Council on Education (ACE), Council for Higher Education Accreditation (CHEA), and NAFSA: Association for International Educators.

4.0   POLICY SCOPE

4.1   This policy applies to the transfer of undergraduate credits only. Separate policies and procedure are maintained to evaluate and assign university transfer credit for graduate-level course work.

4.2   International course work completed at non-U.S. institutions that hold regional accreditation is covered by this policy; however, course work completed at all other non-U.S. institutions is subject to the International Transfer Credit policy.

4.3   The acceptance of transfer courses for university transfer credit is distinct from the application of credit toward university degree requirements. While this policy governs the acceptability of undergraduate courses for university transfer credit, the applicability of credit is determined by the student's department/school.

Link to the Ohio Department of Higher Education Ohio Articulation and Transfer Policy:
https://transfercredit.ohio.gov/educational-partners/educational-partner-initiatives/articulation-transfer-policy-policy

History
Effective: 11/18/2022

Applicable Procedures: 2.19:1 Transfer Credit
                                2.19:2 International Transfer Credit

RESOLUTION ASA14-22

REVISION OF POLICY 5.13REV
GRANTS APPLICATION, APPROVAL, AND MANAGEMENT

WHEREAS, a systematic review of institutional policies has been undertaken at the direction of the President in order to remove outdated policies, and to modify and update policies; and

WHEREAS, Policy 5.13Rev, Grants Application, Approval, and Management, was last reviewed and approved by the Board of Trustees on March 13, 2009, and requires updating; and

WHEREAS, a modification of the policy is recommended to separate policy and procedure;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves Policy 5.13Rev, Grants Application, Approval, and Management.

(November 18, 2022)

Shawnee State University

1.0 THE OFFICE OF GRANTS MANAGEMENT

The Office of Grants and Sponsored Programs ~~Management (OGM)~~ has the mission of facilitating the orderly transmission of information about grant opportunities associated with the state and ~~the~~ federal governments and other agencies. Staff, faculty, students, and partner community organizations may work with Grants and Sponsored Programs to generate grants. These groups must utilize the funding to support ~~Funding from these sources will be utilized by faculty and staff in the development of~~ teaching, research, public service, and other scholarly pursuits ~~for the benefit of~~ to benefit the University, its programs, and ~~its~~ students.

1.1 Pre-award: The Office of Grants and Sponsored Programs ~~Management~~ is responsible for stimulating the development of grant applications and contract proposals that are consistent with the University's mission. Any grant or sponsored research project part of any official Shawnee State University activity must go through the intent to apply ~~IRPS~~ process. This process includes ~~and for~~ coordinating proposal ~~the~~ submission ~~of these proposals~~ through University channels to the appropriate ~~external funding~~ external funding agencies. The Office of Grants and Sponsored Programs ~~OGM~~ serves as the ~~clearing-house~~ clearinghouse for the internal administrative review process and the subsequent submission of the proposal to the funding agency.

1.2 Post-award: After a grantee makes an award ~~Once the award has been made~~, Grants and Sponsored Programs ~~OGM~~ shall ~~provide assistance~~ assist ~~–~~ with the establishment and maintenance of project records, internal and external communications, and monitoring of project budgetary procedures.

2.0 THE GOALS FOR THE GRANT AND SPONSORED RESEARCH COMPONENTS OF ~~OGM~~ GRANTS AND SPONSORED PROGRAMS INCLUDE THE FOLLOWING:

2.1 Stimulate research and public service efforts by faculty, staff, and students.

2.2   Coordinate the development of University policies which will nurture and encourage research programs and other ~~grant funded~~grant funded programs consistent with the University's mission.

2.3   Act as the University liaison with pertinent funding agencies.

2.4   Coordinate the process by which proposals are approved for transmittal to funding agencies.

~~2.4~~2.5 Work on final project reports that accurately reflect the completed work.

3.0   GRANTS

3.1   This policy covers the application, approval, and acceptance requirements for all grant proposals submitted on behalf of the University wherever the origination (i.e., Athletics, Academic Affairs, Student Affairs, Administration, Public Safety, Recycling, Energy, etc.).

3.2   The Office of Grants and Sponsored Programs ~~Management~~ will jointly coordinate SSU Development Foundation grants administration with the Development Office in order to maximize funding opportunities and to avoid duplication of effort.

~~4.0   NOTIFICATION AND APPROVAL OF INTENT TO APPLY FOR GRANT~~

~~4.1   To begin a grant proposal, the principal investigator must complete and submit a written summary of the grant proposal to the OGM indicating his/her intent to apply.~~

~~4.1.1   The notice of intent to apply must at minimum indicate the area of interest and a preliminary budget that includes indirect costs. This information will be submitted by the OGM to the appropriate offices for review (i.e. supervisor, dean, vice president, grants accountant, etc.).~~

~~4.2   Once the notice of intent to apply has been reviewed and approved by all appropriate University officials, the Office of Grants Management will coordinate the submission of the full grant application by the project directors and/or principal investigators.~~

~~5.0   SUBMISSION OF GRANT PROPOSAL~~

~~5.1   To submit a full grant proposal to a funding agency the project director's or principal investigator's supervisor(s), vice-president, and the President or designee must indicate their approval by signature.~~

~~5.2   For all grant proposals, the specific funding agency requirements,   proposal~~

summary, proposed budget and budget narrative require review and approval by the appropriate business office representative prior to submission to a granting agency.

6.0   ACCEPTANCE

Upon notification of award, the principal investigator must notify the OGM who in turn will prepare an informational statement for the appropriate University officials and when requested by the President submitted as an informational item to the Board of Trustees.

6.1   Acceptance of a grant is required by the President or designee.

6.2   Grant award(s) may be accepted by the University as set forth in this policy provided the terms of the grant have not been substantially altered since the grant's original submission. If the terms of the grant have been substantially altered since its original submission, acceptance of the grant requires approval as set forth in 5.0 above.

6.2.1   "Substantially altered" shall mean an increase/decrease in grant amounts of 10% or more, an increase/decrease of time frames to complete the terms of the grant in excess of 20% of the original grant, change(s) in the source of grant funds not listed in the original grant, changes(s) in principals/chief investigator(s) and/or such other changes as determined by the President or designee. This list of what is considered "substantially altered" is not exclusive.

6.3   Any grant or contract accepted by the University must meet all the guidelines in this policy, must contain all required signatures, and must be administered according to the University's standard accounting practices for grant and contract funds.

History
Effective: 03/13/09; 5.15 Repealed 03/20/09
Revised[MM1]:   11/18/22

Shawnee State University

<table>
<tr><td>POLICY TITLE:</td><td>GRANTS APPLICATION, APPROVAL & MANAGEMENT</td></tr>
<tr><td>POLICY NO. :</td><td>5.13REV</td></tr>
<tr><td>ADMIN CODE:</td><td>3362-5-14</td></tr>
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<tr><td>EFFECTIVE DATE:</td><td>11/18/2022</td></tr>
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<tr><td>RESPONSIBLE OFFICER:</td><td>VPAEM</td></tr>
<tr><td>APPROVED BY:</td><td>BOARD OF TRUSTEES</td></tr>
</table>

1.0   THE OFFICE OF GRANTS MANAGEMENT

The Office of Grants and Sponsored Programs has the mission of facilitating the orderly transmission of information about grant opportunities associated with the state and federal governments and other agencies. Staff, faculty, students, and partner community organizations may work with Grants and Sponsored Programs to generate grants. These groups must utilize the funding to support teaching, research, public service, and other scholarly pursuits to benefit the University, its programs, and students.

1.1   Pre-award: The Office of Grants and Sponsored Programs is responsible for stimulating the development of grant applications and contract proposals that are consistent with the University's mission. Any grant or sponsored research project part of any official Shawnee State University activity must go through the intent to apply process. This process includes coordinating proposal submission through University channels to the appropriate external funding agencies. The Office of Grants and Sponsored Programs serves as the clearinghouse for the internal administrative review process and the subsequent submission of the proposal to the funding agency.

1.2   Post-award: After a grantee makes an award, Grants and Sponsored Programs shall assist with the establishment and maintenance of project records, internal and external communications, and monitoring of project budgetary procedures.

2.0   THE GOALS FOR THE GRANT AND SPONSORED RESEARCH COMPONENTS OF GRANTS AND SPONSORED PROGRAMS INCLUDE THE FOLLOWING:

2.1   Stimulate research and public service efforts by faculty, staff, and students.

2.2   Coordinate the development of University policies which will nurture and encourage research programs and other grant funded programs consistent with the University's mission.

2.3   Act as the University liaison with pertinent funding agencies.

2.4   Coordinate the process by which proposals are approved for transmittal to funding agencies.

2.5   Work on final project reports that accurately reflect the completed work.

3.0   GRANTS

3.1   This policy covers the application, approval, and acceptance requirements for all grant proposals submitted on behalf of the University wherever the origination (i.e., Athletics, Academic Affairs, Student Affairs, Administration, Public Safety, Recycling, Energy, etc.).

3.2   The Office of Grants and Sponsored Programs will jointly coordinate SSU Development Foundation grants administration with the Development Office in order to maximize funding opportunities and to avoid duplication of effort.

History
Effective: 07/29/91
Revised: 11/18/22; 03/13/2009 (Merged w/5.15); 12/10/2004; 08/28/92

Applicable Procedure: 5.13:1 Grants Application, Approval, and Management

PROCEDURE TITLE:	GRANTS APPLICATION, APPROVAL & MANAGEMENT
PROCEDURE NO.:	5.13:1
RELATED POLICY:	5.13REV
PAGE NO.:	1 OF 2
RESPONSIBLE PARTY:	DIRECTOR, GRANTS & SPONSORED PROGRAMS
EFECTIVE DATE:	11/18/2022
NEXT REVIEW DATE:	11/2025
APPROVED BY:	PRESIDENT

1.0   NOTIFICATION AND APPROVAL OF INTENT TO APPLY FOR GRANT

To begin a grant proposal, the principal investigator must complete and submit a written summary of the grant proposal to the Office of Grants and Sponsored Programs indicating their intent to apply. Members of the campus community will use intranet resources to complete the intent to apply.

1.1.1   The notice of intent to apply must, at minimum, indicate the area of interest and a preliminary budget that includes indirect costs. This information will be submitted by the Office of Grants and Sponsored Programs to the appropriate offices for review (i.e., supervisor, dean, vice president, grants accountant, etc.).

1.2   Once the notice of intent to apply has been reviewed and approved by all appropriate University officials, the Office of Grants & Sponsored Programs will coordinate the submission of the full grant application by the project directors and/or principal investigators.

2.0   SUBMISSION OF GRANT PROPOSAL

2.1   To submit a full grant proposal to a funding agency the project director's or principal investigator's supervisor(s), vice-president, and the President or designee must indicate their approval by signature.

2.2   For all grant proposals, the specific funding agency requirements, proposal summary, proposed budget and budget narrative require review and approval by the appropriate business office representative before submission to a granting agency.

3.0   ACCEPTANCE

3.1   Upon notification of award, the principal investigator must notify the Office of Grants and Sponsored Programs, who in turn will prepare a statement for the appropriate University officials and, when requested by the President, submitted as an informational item to the Board of Trustees.

3.2   Acceptance of a grant is required by the President or designee.

3.3   Grant award(s) may be accepted by the University as outlined in this policy, provided the terms of the grant have not been substantially altered since the grant's original submission. If the terms of the grant have been substantially altered since its original submission, acceptance of the grant requires approval as set forth in 1.0 above.

    3.3.1   "Substantially altered" shall mean an increase/decrease in grant amounts of 10% or more, an increase/decrease of time frames to complete the terms of the grant in excess of 20% of the original grant, change(s) in the source of grant funds not listed in the original grant, changes(s) in principal(s)/chief investigator(s) and/or such other changes as determined by the President or designee. This list of what is considered "substantially altered" is not exclusive.

3.4   Any grant or contract accepted by the University must meet all the guidelines in this policy, must contain all required signatures, and must be administered according to the University's standard accounting practices for grant and contract funds.

History
Effective: 11/18/2022

RESOLUTION E05-22

APPROVAL OF SHAWNEE STATE UNIVERSITY AND COMMUNICATIONS WORKERS OF AMERICA, LOCAL 4372, TENTATIVE AGREEMENT FOR WAGE INCREASE

WHEREAS, in accordance with Article 13, Section H of the Collective Bargaining Agreement between the University (SSU) and Communications Workers of America (CWA), formal negotiating sessions were held resulting in the parties reaching a tentatively accepted agreement regarding wages for the remainder of the contract period; and

WHEREAS, the tentative agreement was ratified in its entirety by the CWA membership; and

WHEREAS, the President recommends that the Board of Trustees approve the tentative agreement;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the SSU/CWA tentative agreement regarding wages, effective November 7, 2022, and extends its appreciation to the members of both negotiating teams.

(November 18, 2022)

Shawnee State University and the Communication Workers of America hereby tentatively agree that the following language shall replace the current language in the Collective Bargaining Agreement, Article 13, Section H. between the parties:
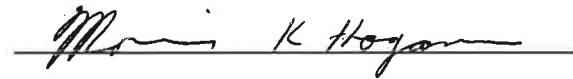
ARTICLE 13

PAY PLAN/WAGES

H. Effective November 7, 2022, all eligible bargaining unit members will receive a 2% raise to their current rate of pay.

_____   _____

Desiree Isaac, Labor Officer   Monica Hogan, CWA Representative

For the University   For CWA

CWA Classification Table
Current Pay Structure

Level	1	2	3	4	5	6	7	8	9	10	11	12
A	12.17	12.54	13.04	13.57	14.11	14.60	15.04	15.50	15.97	16.38	16.79	17.37
B	13.38	13.78	14.34	14.91	15.52	16.06	16.55	17.05	17.57	18.01	18.47	19.10
C	14.72	15.17	15.78	16.42	17.07	17.66	18.20	18.75	19.32	19.80	20.30	21.01
D	16.20	16.69	17.37	18.06	18.79	19.43	20.01	20.62	21.25	21.78	22.33	23.11
E	17.81	18.35	19.08	19.85	20.65	21.37	22.01	22.68	23.37	23.95	24.56	25.43

CWA Classification Table
2% increase across all steps effective 11/7/2022

Level	1	2	3	4	5	6	7	8	9	10	11	12
A	$12.42	$12.80	$13.31	$13.85	$14.40	$14.90	$15.35	$15.81	$16.29	$16.71	$17.13	$17.72
B	$13.65	$14.06	$14.63	$15.21	$15.84	$16.39	$16.89	$17.40	$17.93	$18.38	$18.84	$19.49
C	$15.02	$15.48	$16.10	$16.75	$17.42	$18.02	$18.57	$19.13	$19.71	$20.20	$20.71	$21.44
D	$16.53	$17.03	$17.72	$18.43	$19.17	$19.82	$20.42	$21.04	$21.68	$22.22	$22.78	$23.58
E	$18.17	$18.72	$19.47	$20.25	$21.07	$21.80	$22.46	$23.14	$23.84	$24.43	$25.06	$25.94

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Shawnee State University

Board of Trustees

Finance and Administration Committee

November 18, 2022

Shawnee State University
Agenda

- Shawnee State University Audit Team

- Required Communication

- Summary of Audit Differences

- New Pronouncements

- Appendix - Definitions

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Shawnee State University
P&M Audit Team

Keith Martinez, Engagement Partner   614.222.9086
Keith.Martinez@plantemoran.com

Josh Louge, Manager   614.222.9180
Josh.Louge@plantemoran.com

Katie Veldman, Manager   614.222.9154
Katie.Veldman@plantemoran.com

Shawnee State University
Required Communications

Plante Moran Reports

- Opinion on FY 2022 University financial statements
  - Foundation presented as a component unit.
  - Issued an "unmodified opinion" on the financial statements.
- Our second report addresses internal control over financial reporting and compliance and other matters as required by *Generally Accepted Governmental Auditing Standards* (GAGAS).

Plante Moran Responsibilities under GAAS and GAGAS

- To gain a basic understanding of the internal controls, policies and procedures in order to design an effective and efficient audit approach, not for the purpose of providing assurance on the internal control structure.
- To test compliance with certain provisions of laws, regulations, contracts, and grants that have a direct and material effect.
- To gain an understanding of internal control over financial reporting.
- To express an opinion on the University's financial statements.
- To provide reasonable, not absolute, assurance of detecting material misstatements.

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Significant Accounting Policies

- The significant accounting policies used by Shawnee State University are described in the notes, specifically footnote 2 to the financial statements.

- As described in Note 2, the University adopted the provisions of GASB 87, Leases, on a fully retrospective basis. As a result, the University now includes a liability for the present value of payments expected to be made and a lease right-to-use asset in the statement of net position.

Management Judgments and Accounting Estimates

- We are required to report to you amounts in the financial statements that are subject to management's judgment in what is recorded as well as items, that by their nature, are significant accounting estimates.

- Significant estimates made by management include:

- Student accounts receivable allowance for uncollectible accounts, footnote 5

- Liability for pending litigation, Notes 10 and 14

- Accounting for service concession arrangements, Note 2

- Net pension and OPEB liability for STRS and OPERS, Note 13

Shawnee State University
Required Communications (continued)

Sensitive Disclosures

- The disclosures in the financial statements are neutral, consistent, and clear.

- We are required to report to you certain financial statement disclosures that are particularly sensitive.

- The most sensitive disclosure was the disclosure in Note 2 to the financial statements related to the impact of the COVID-19 pandemic on the University's operations.

Significant Auditing Adjustments

- There were no detected misstatements or passed adjustments as a result of audit procedures.

Quality of Accounting Policies

- Shawnee State University's accounting policies are consistent in their application and the information presented in the financial statements and related disclosures is complete and presented clearly.

Disagreements with Management

- There were no disagreements with Management on financial accounting and reporting matters.

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

Corrected and Uncorrected Misstatements

- Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

- See page 4 of the post audit letter for attachment related to uncorrected misstatement related to GASB 68 and 75 calculation errors that were not updated to adjust for proper presentation of OPEB Asset.

Consultations with Other Accountants

- To the best of our knowledge, Management has had no consultations with other independent accountants regarding accounting or auditing matters or alternative presentations.

Discussion Prior to Retention

- All discussions with Management occurred in the normal course of our professional relationship and the responses were not a condition of our retention. This was our 9th year as Shawnee State University's auditors.

Management Cooperation

- Management cooperated with us and provided us with complete access to the books and records of Shawnee State University.

Communications with Management

- There were no communications with Management other than our engagement letter, and Management's representation letter to us. In the course of our audit, the University's Internal Counsel provided us a schedule of current litigation and similar matters of a significant nature for our review.

Significant Additions to Management's Representations

- There were no significant additions to management's representations.

Independence

- The Plante Moran audit team was independent of Shawnee State University throughout the year in the performance of the audits.

Other Services

- Shawnee State University Development Foundation audit

- Shawnee State University single audit (audit of federal programs)

  - Major programs for testing were Student Financial Assistance Cluster, COVID-19: Education Stabilization Fund (ESF) and Economic Development Cluster

  - Deliverables

    - Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

    - Report on Internal Control Over Financial Reporting and Compliance and Other Matters as required by Generally Accepted Governmental Auditing Standards (GAGAS)

    - Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance Required by the Uniform Guidance

    - Schedule of Findings and Questioned Costs

Related Party Transactions

- The Shawnee State University Development Foundation is a related party to the University.

GASB 94 – Public-Private and Public-Public Partnerships and Availability Payment Arrangements

- Effective for the fiscal year ending June 30, 2023
- Provides uniform guidance on how to report public-private and public-public partnership arrangements.
- Requires transferors in public-private or public-public arrangements to recognize receivables for installment payments, deferred inflows of resources, and, when applicable, capital assets.

GASB 96 – Subscription-Based Information Technology Arrangements

- Effective for the fiscal year ending June 30, 2023
- Defines SBITAs and provides accounting and financial reporting for SBITAs by governments.
- This statement requires a government to recognize a subscription liability and an intangible right-to-use subscription asset for SBITAs.

GASB 101– Compensated Absences

- Effective for the fiscal year ending June 30, 2025
- Updates the recognition and measurement guidance for compensated absences under a unified model.
- This statement requires that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means and establishes guidance for measuring a liability for leave that has not been used.

Shawnee State University
Appendix - Definitions

- Control Deficiency
  - A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. Control deficiencies may involve one or more of the five interrelated components of internal control.

- Significant Deficiency
  - A "significant deficiency" is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

- Material Weakness
  - A "material weakness" is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and correct on a timely basis.

- FASB
  - Financial Accounting Standards Board is the governing accounting body that issues reporting pronouncements for private sector organizations. The Foundation prepares its financial statements in accordance with these pronouncements and guidance.

- Fraud
  - The term "fraud" includes "misstatements" arising from fraudulent financial reporting and misstatements arising from misappropriation of assets.
  - "Misstatements" arising from "fraudulent financial reporting" are intentional misstatements, or omissions of amounts or disclosures in financial statements intended to deceive financial statement users.
  - "Misstatements" arising from "misappropriation of assets" involve the theft of assets where the effect of the theft causes the financial statements not to be presented in conformity with GAAP.
  - The University is responsible for the design and implementation of programs and controls to prevent and detect fraud.

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Shawnee State University
Appendix - Definitions

- GASB

  - Governmental Accounting Standards Board is the governing accounting body that issues reporting pronouncements. SSU prepares its financial statements in accordance with these pronouncements and guidance.

- GAAP

  - Generally Accepted Accounting Principles. Used by almost all entities in the USA to prepare periodic financial statements.

- GAAS

  - Generally Accepted Auditing Standards. The standards that govern the conduct of independent audits of non-public companies, as determined by the Auditing Standards Board (ASB) of the AICPA.

- GAGAS

  - Generally Accepted Governmental Auditing Standards. Informally known as "Yellow Book," these standards guide all audits of governmental units.

- Unmodified Opinion

  - A signed representation by an auditor as to the reliability and fairness of a set of financial statements. The opinion could be qualified, unmodified, or adverse. For the University, the opinion is unmodified, which is the best opinion to have from an auditor.

- Auditor Opinion Date

  - The date the audit is completed and the auditor can provide their opinion. This is defined as the date the audit fieldwork and reviews are completed and the date management has reviewed the financial statements and provided a signed representation letter to the auditors.

Shawnee State University
Appendix - Definitions

- Material Misstatement
  - To present accidental or intentional untrue financial statement information that influences a company's value.

- Significant Adjustments
  - An error in financial reporting discovered by the auditor during performance of their audit fieldwork which was large enough that it was required to be booked to the financial statements and disclosed to the audit committee or board.

- Passed Adjustments
  - A summary of proposed account adjustments not recorded by management and reviewed by auditors and determined, individually or in the aggregate, not to have a significant effect on the financial reporting process and therefore they are not recorded in the financial statements.

- Allowance
  - An estimate determined by management, for instance, of the amount of receivables at June 30 not expected to be received.

- 990-T
  - Corporate income tax form for exempt organization unrelated income. This primarily relates to income earned on limited partnerships that is considered taxable by the IRS (real estate and natural resources), and non-educational use of institutional property.

Shawnee State University
Appendix - Definitions

- Uniform Prudent Management of Institutional Funds Act (UPMIFA)

  - UPMIFA provides guidance and authority to charitable organizations concerning the management and investment of funds held by those organizations and imposes additional duties on those who manage and invest charitable funds. The objective is these duties will provide additional protections for charities and also protect the interests of donors who want to see their contributions used wisely.

- Statement on Auditing Standards AU 265 – Communicating Internal Control-Related Matters Identified in an Audit

  - Establishes requirements and provides guidance on communicating matters related to the Foundation's internal control over financial reporting identified during the audit of the financial statements. Depending on the severity of the issue, the internal control matter can be classified as a control deficiency, a significant deficiency or a material weakness. The definitions of these items per AU 265 are included on page 13

- Statement on Auditing Standards AU 260 – The Auditor's Communication with Those Charged with Governance

  - Requires two-way communications with those charged with governance (The Shawnee State University Finance and Administration Committee) before and after the audit.

  - Defines primary subjects required to be communicated.
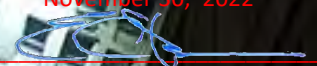
Thank you!

We look forward to continuing to serve Shawnee State University!

October 14, 2022

To the Finance and Administration Committee
Shawnee State University

We have audited the financial statements of Shawnee State University (the "University") as of and for the year ended June 30, 2022 and have issued our report thereon dated October 14, 2022. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated April 22, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the University. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of the University's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of the University, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 14, 2022 regarding our consideration of the University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on April 5, 2022.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the University are described in Note 2 to the financial statements.

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

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1

To the Finance and Administration Committee   October 14, 2022
Shawnee State University

As described in Note 2, the University adopted the provisions of GASB 87, *Leases*, on a fully retrospective basis. As a result, the University now includes a liability for the present value of payments expected to be made and a lease right-to-use asset in the statement of net position. Accordingly, the accounting change has been retrospectively applied to all prior periods presented as if the policy had always been used.

We noted no transactions entered into by the University during the year for which there is a lack of authoritative guidance or consensus. We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were as follows:

- **Student Accounts Receivable Allowance for Uncollectible Accounts** - Management's estimate of the allowances is based on historical collectibility of student accounts and loans receivable balances.

- **Liability for Contingent Liabilities** - This category includes accrued amounts for pending litigation in which the University has been named as a defendant. Management's estimate of this liability is based on management's judgment, advice of in-house legal counsel, and consultation with external legal counsel when appropriate. The liability recorded is determined by evaluating the amount of exposure the University has, the estimated costs related to the issue, and the likelihood the pending litigation would result in a settlement or judgment against the University. In accordance with GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. It is the opinion of in-house legal counsel and university management that the disposition of all pending litigation would not have a material adverse effect on the University's financial position.

- **Accounting for Service Concession Arrangements** - The University has an agreement with a food service provider where the University received funds toward dining hall renovations that are contingent upon the University utilizing the provider over a 10-year period. These amounts are being amortized over the life of the contract and are included as deferred inflows of resources on the statement of net position.

- **Net Pension and OPEB Liabilities** - Management's estimate of the unfunded liabilities for the pension plans and OPEB plans was calculated by multiplying the University's portion of the contributions made to the respective plans by the total pension and OPEB liabilities of the plans provided by an independent actuary. The independent actuary used a number of assumptions to determine the overall unfunded liabilities of the plans.

We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

The most sensitive disclosure affecting the financial statements was in Note 2 to the financial statements related to the impact of the COVID-19 pandemic on the University's operations. There are uncertainties as to the severity and continued impact due to COVID-19 on the University's financial condition, results of operations, or cash flows.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in performing and completing our audit.

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

To the Finance and Administration Committee   October 14, 2022
Shawnee State University

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

The attached schedule summarizes an uncorrected misstatement of the financial statements that was requested to be recorded. Management has determined that its effect is immaterial, both individually and in the aggregate, to the financial statements taken as a whole. However, uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future period financial statements to be materially misstated.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the University, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the University's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 14, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the University's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of the finance and administration committee and management of Shawnee State University and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante & Moran, PLLC

Keith S. Martinez, CPA
Partner

Attachment

Client: Shawnee State University
Y/E: 6/30/2022

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The effect of misstatements and classification errors identified would be to increase (decrease) the reported amounts in the financial statement categories identified below:

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Deferred Outlfows	Current Liabilities	Long-term Liabilities	Deferred Inflows	Net Position	Revenue	Expenses	Impact to Net Position
FACTUAL MISSTATEMENTS:											
A1	GASB 68 and 75 Pension and OPEB calculation errors that were not updated and to adjust for proper presentation of OPEB Asset.		$ 121,666	$ (59,303)		$ 121,666	$ 93,058			$ 152,361	$ (152,361)
											-
JUDGMENTAL ADJUSTMENTS:											-
B1	None										-
											-
PROJECTED ADJUSTMENTS:											
C1	None										-
		$ -	-	-	$ -	-	-	$ -	$ -	-	-
	Total	$ -	$ 121,666	$ (59,303)	$ -	$ 121,666	$ 93,058	$ -	$ -	$ 152,361	$ (152,361)
PASSED DISCLOSURES:											
D1	None										

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

4

RESOLUTION F11-22

**ACCEPTANCE OF SHAWNEE STATE UNIVERSITY'S
FY2022 FINANCIAL REPORT**

WHEREAS, pursuant to O.R.C. 117.11, the financials of Shawnee State University must be audited every year by an independent certified public accountant; and

WHEREAS, the University's designated independent firm of Plante Moran, PLLC completed an audit of the University's FY2022 financials, issued an unmodified report, and reviewed the report results with the Finance and Administration Committee; and

WHEREAS, the financial report has been accepted by the Auditor of State;

THEREFORE, BE IT RESOLVED, the Board of Trustees accepts the Shawnee State University FY2022 financial report as presented.

(November 18, 2022)

FY2022 Consolidated Operating Budget - End of Year Status Report
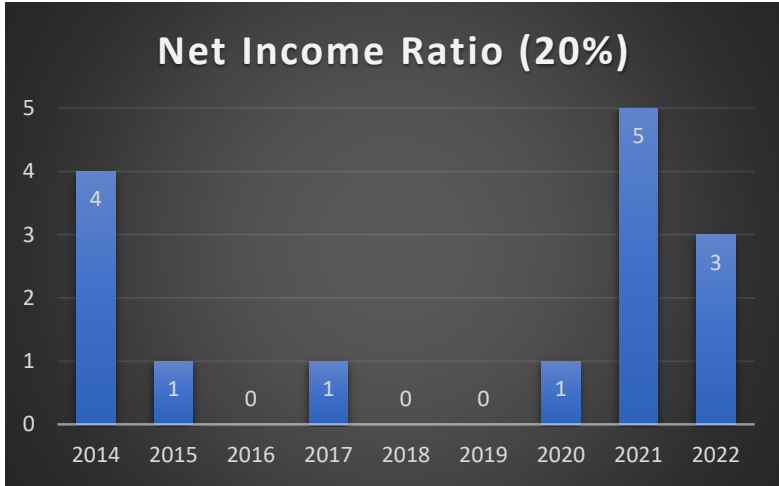
	FY22 Budget	FY22 EOY Actuals	% Variance	$ Variance	FY22 Budget with HEERF Offset	FY22 EOY Actuals with HEERF Offset	% Variance	$ Variance
Revenue								
State Funding	$18,449,259	$18,449,269	0.0%	$10	$18,449,259	$18,449,269	0.0%	$10
Tuition & Student Fees	$29,278,951	$27,077,293	-7.5%	($2,201,658)	$29,278,951	$27,077,293	-7.5%	($2,201,658)
Scholarship	($5,548,908)	($5,126,897)	-7.6%	$422,011	($5,548,908)	($5,126,897)	-7.6%	$422,011
Other Income								
Commissions	$551,000	$479,767	-12.9%	($71,233)	$551,000	$479,767	-12.9%	($71,233)
Grants	$211,250	$214,333	1.5%	$3,083	$211,250	$214,333	1.5%	$3,083
Miscellaneous Revenue	$525,000	$927,888	76.7%	$402,888	$525,000	$927,888	76.7%	$402,888
Service Fees/Memberships	$240,000	$321,768	34.1%	$81,768	$240,000	$321,768	34.1%	$81,768
Ticket Sales/Rentals	$463,000	$700,524	51.3%	$237,524	$463,000	$700,524	51.3%	$237,524
Other Income Total	$1,990,250	$2,644,281	32.9%	$654,031	$1,990,250	$2,644,281	32.9%	$654,031
Revenue Adjustment (HEERF)	$0	$0			$3,000,000	$3,006,047		
Revenue Total	*$44,169,552*	*$43,043,946*	*-2.5%*	*($1,125,606)*	*$47,169,552*	*$46,049,993*	*-2.4%*	*($1,119,559)*
Expense								
Compensation								
Benefits	$9,528,161	$8,244,444	-13.5%	($1,283,717)	$9,528,161	$8,244,444	-13.5%	($1,283,717)
Salaries	$23,511,957	$22,231,839	-5.4%	($1,280,118)	$23,511,957	$22,231,839	-5.4%	($1,280,118)
Compensation Total	$33,040,119	$30,476,283	-7.8%	($2,563,835)	$33,040,119	$30,476,283	-7.8%	($2,563,835)
Non-Compensation								
Equipment	$820,140	$2,019,477	146.2%	$1,199,337	$820,140	$2,019,477	146.2%	$1,199,337
External Pro Services	$982,231	$1,028,496	4.7%	$46,265	$982,231	$1,028,496	4.7%	$46,265
Information/Comm/Shipping	$879,306	$917,021	4.3%	$37,715	$879,306	$917,021	4.3%	$37,715
Maintenance & Service Contracts	$3,022,673	$3,723,092	23.2%	$700,419	$3,022,673	$3,723,092	23.2%	$700,419
Meal Plan Expense	$1,475,547	$1,772,785	20.1%	$297,238	$1,475,547	$1,772,785	20.1%	$297,238
Miscellaneous Expense	$1,463,373	$2,106,760	44.0%	$643,387	$1,463,373	$2,106,760	44.0%	$643,387
Supplies	$1,092,182	$832,179	-23.8%	($260,003)	$1,092,182	$832,179	-23.8%	($260,003)
Travel	$566,433	$885,158	56.3%	$318,725	$566,433	$885,158	56.3%	$318,725
Utilities	$1,429,175	$1,405,901	-1.6%	($23,274)	$1,429,175	$1,405,901	-1.6%	($23,274)
Non-Compensation Total	$11,731,060	$14,690,868	25.2%	$2,959,808	$11,731,060	$14,690,868	25.2%	$2,959,808
Expense Adjustment (HEERF)	$0	$0			($1,000,000)	($1,236,508)		
Expense Total	*$44,771,179*	*$45,167,151*	*0.9%*	*$395,973*	*$43,771,179*	*$43,930,643*	*0.4%*	*$159,465*
Net Transfer to Capital Fund	$1,567,276	$1,567,276	0.0%	$0	$1,567,276	$1,567,276	0.0%	$0
Net Operating Surplus (Deficit)	($2,168,903)	($3,690,481)	70.2%	($1,521,578)	$1,831,097	$552,074	-69.9%	($1,279,022)

NOTE: Support from the Higher Education Emergency Relief Fund (HEERF) is considered a voluntary nonexchange transaction under GASB Statement No. 33, and is therefore
classified as nonoperating revenue on the university's financial statements.
(Source: COVID-19 Accounting Tutorial, National Association of College and University Business Officers, April 14, 2021.)

Shawnee State
U N I V E R S

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Senate Bill 6 Ratios*

Net Income Ratio (20%)

Year	Value
2014	4
2015	1
2016	0
2017	1
2018	0
2019	0
2020	1
2021	5
2022	3

*Net income ratio: change in total net assets ÷ total revenues. = 20% of composite score

Viability Ratio Score (30%)

Year	Value
2014	4
2015	4
2016	4
2017	3
2018	2
2019	2
2020	2
2021	3
2022	3
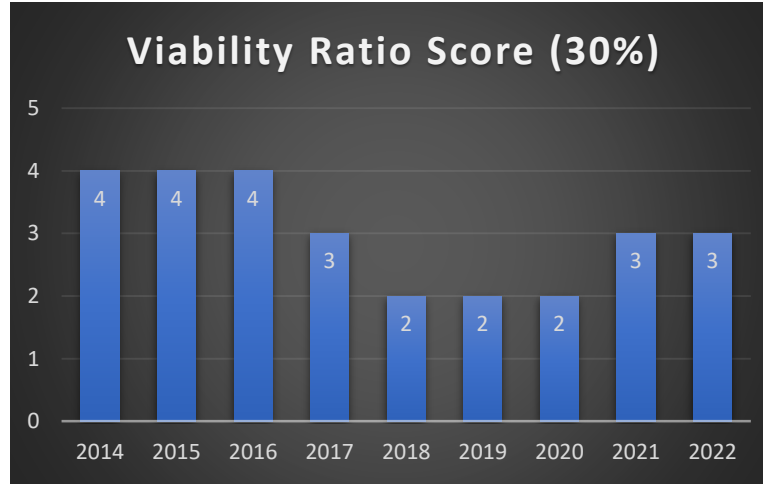
*Viability ratio: expendable net assets ÷ plant debt. = 30% of composite score

Primary Reserve Ratio (50%)

Year	Value
2014	4
2015	4
2016	4
2017	3
2018	3
2019	3
2020	3
2021	3
2022	3
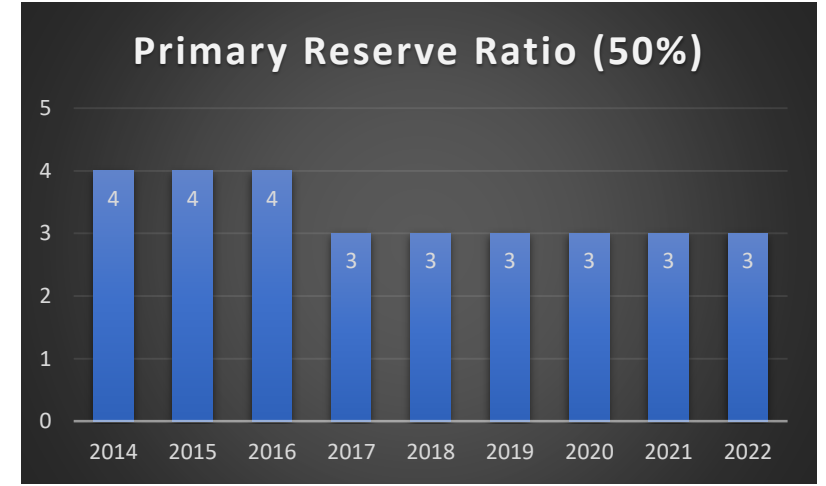
*Primary reserve ratio: expendable net assets ÷ total operating expenses + interest on debt. = 50% of composite score

Composite Score (100%)

Year	Composite Score
2014	4.0
2015	3.4
2016	3.2
2017	2.6
2018	2.1
2019	2.1
2020	2.3
2021	3.4
2022	3.0

■ Composite Score (100%)   ▬ 1.75 - Minimum Amount Before Concern
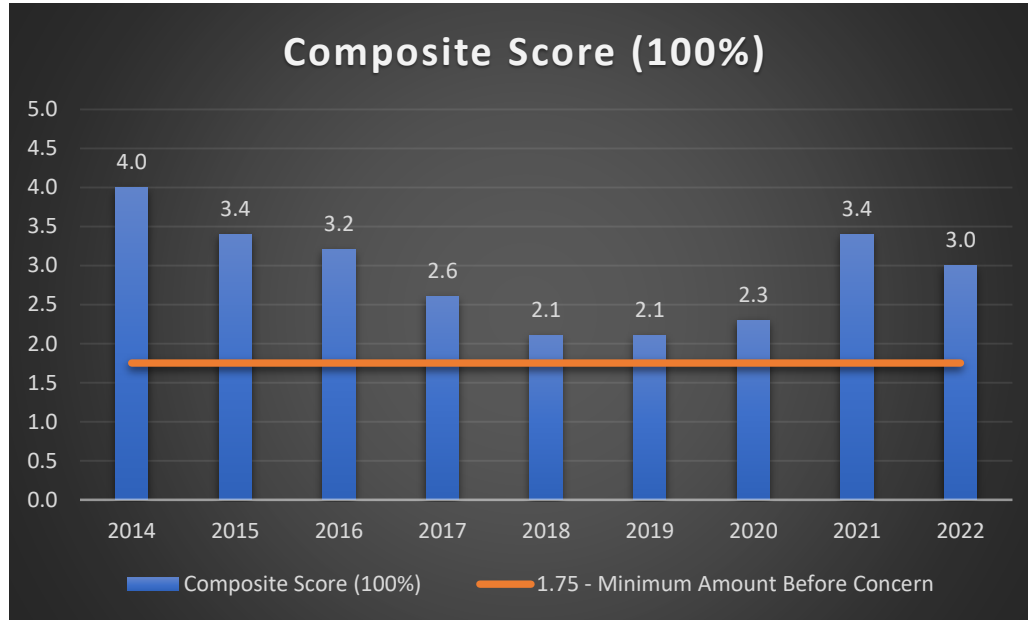
What the ratios mean:
*Net income ratio: compares expenses and revenues to determine if a campus is operating within its resources.

*Viability ratio: measures a campus's ability to manage long-term debt obligations.

*Primary reserve ratio: measures a campus's ability to use reserves in the absence of future revenue.

Key metric: Composite Score, the sum of weighted scores of the net income, viability and primary reserve ratios.

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* FY2022 scores are preliminary calculations based on the current FY2022 financial statements. They are not final until verified by ODHE.

	Consolidated Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Actuals	% of Budget
Revenue							
State Funding	**$19,221,054**	**$4,805,263**	**$1,150,983**	**$0**	**$0**	**$5,956,246**	**31.0%**
Tuition & Student Fees	**$29,809,710**	**$14,427,829**	**($3,108)**	**$0**	**$0**	**$14,424,721**	**48.4%**
Scholarship	**($6,170,569)**	**($2,378,015)**	**($207,970)**	**$0**	**$0**	**($2,585,985)**	**41.9%**
Transfers In	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
Other Income							
Commissions	$490,950	$54,407	$7,257	$0	$0	$61,664	12.6%
Grants	$129,000	$168,235	$12,747	$0	$0	$180,982	140.3%
Miscellaneous Revenue	$604,000	$218,280	$85,043	$0	$0	$303,323	50.2%
Service Fees/Memberships	$285,000	$70,827	$24,059	$0	$0	$94,886	33.3%
Ticket Sales/Rentals	$549,900	$181,167	$46,436	$0	$0	$227,602	41.4%
Other Income Total	**$2,058,850**	**$692,916**	**$175,542**	**$0**	**$0**	**$868,458**	**42.2%**
Revenue Total	*$44,919,045*	*$17,547,992*	*$1,115,446*	*$0*	*$0*	*$18,663,439*	*41.5%*
Expense							
Compensation							
Benefits	$9,542,134	$1,866,345	$787,305	$0	$0	$2,653,650	27.8%
Salaries	$22,944,326	$3,879,334	$2,637,693	$0	$0	$6,517,027	28.4%
Compensation Total	**$32,486,460**	**$5,745,678**	**$3,424,998**	**$0**	**$0**	**$9,170,676**	**28.2%**
Non-Compensation							
Equipment	$192,827	$128,063	$3,310	$0	$0	$131,373	68.1%
External Professional Services	$955,150	$132,662	$210,783	$0	$0	$343,445	36.0%
Information/Comm/Shipping	$861,361	$308,042	$80,723	$0	$0	$388,765	45.1%
Maintenance & Service Contracts	$3,026,025	$1,624,422	$359,578	$0	$0	$1,984,000	65.6%
Meal Plan Expense	$1,641,448	$310,340	$311,763	$0	$0	$622,103	37.9%
Miscellaneous Expense	$1,546,327	$552,902	($14,822)	$0	$0	$538,080	34.8%
Supplies	$1,566,754	$224,084	$113,202	$0	$0	$337,286	21.5%
Travel	$631,679	$172,661	$105,612	$0	$0	$278,273	44.1%
Utilities	$1,434,000	$340,670	$147,008	$0	$0	$487,677	34.0%
Non-Compensation Total	**$11,855,571**	**$3,793,845**	**$1,317,157**	**$0**	**$0**	**$5,111,002**	**43.1%**
Expense Total	*$44,342,031*	*$9,539,523*	*$4,742,155*	*$0*	*$0*	*$14,281,678*	*32.2%*
Net Transfer to Capital Fund	**$1,563,925**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
Operating Budget Surplus (Deficit)	*($986,911)*	*$8,008,470*	*($3,626,709)*	*$0*	*$0*	*$4,381,761*	

TIAA

Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Cash Deposit Account	$184,520	2.4%	
Total Cash Equivalents	*$184,520*	*2.4%*	*5.0%*
Fixed Income			
Fixed Income Separately Managed Account	$3,174,217	41.6%	
Vanguard Short Term Bond Index Fund	$339,865	4.5%	
TIAA-CREF Short-Term Bond Fund	$565,142	7.4%	
DFA Inflation Protected SEC Fund	$122,906	1.6%	
PIMCO 1-5 Year U.S. TIPS Index Exchange Traded Fund	$122,402	1.6%	
Total Fixed Income	*$4,324,532*	*56.7%*	*60.0%*
Domestic Equity			
TIAA-CREF Large Cap Growth Index Fund	$1,052,575	13.8%	
TIAA-CREF Large Cap Value Index Fund	$1,096,815	14.4%	
Vanguard Mid Cap Growth Index Fund	$137,622	1.8%	
iShares Russell Mid Cap Value ETF	$147,371	1.9%	
TIAA-CREF Small Cap Blend Index Fund	$151,158	2.0%	
Cohen & Steers Real Estate Fund	$36,521	0.5%	
Vanguard REIT Index Fund	$53,203	0.7%	
Total Domestic Equity	*$2,675,265*	*35.1%*	*29.0%*
International Equity			
iShares Core MSCI EAFE ETF	$271,524	3.6%	
iShares Core MSCI Emerging Markets ETF	$114,514	1.5%	
iShares MSCI EAFE Small Cap ETF	$57,308	0.8%	
Total International Equity	*$443,346*	*5.8%*	*6.0%*
Total Equity	*$3,118,611*	*40.9%*	*35.0%*
Total Portfolio Market Value	**$7,627,663**	**100.0%**	**100.0%**

Current Portfolio

Cash 2.4%
Equity 40.9%
Fixed Income 56.7%

Target Portfolio

Cash 5%
Equity 35%
Fixed Income 60%
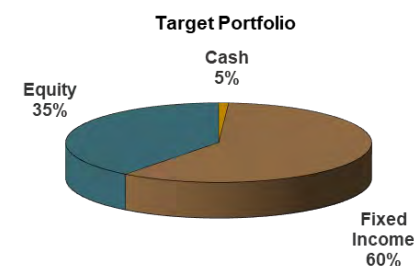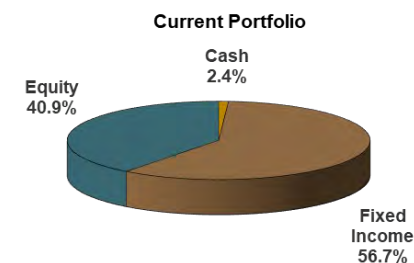
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TIAA INVESTMENT MARKET VALUE CHANGE FOR FY23

Asset Class/Security	Ticker	Market Value as of Nov. 9, 2022	Market Value as of June 30, 2022
CASH EQUIVALENTS:		$ 343,310	$ 255,492
% of Total Portfolio		4.5%	3.3%
FIXED INCOME:			
Fixed Income Managed Acct (US and Agency Securities)	Various	$ 2,997,197	$ 3,169,578
DFA Inflation Protected Securities Portfolio	DIPSX	$ 122,109	$ 201,332
PIMCO 1-5 Year U.S. TIPS Index ETF	STPZ	$ 121,887	$ 201,683
TIAA-CREF Short-Term Bond Fund	TISIX	$ 564,563	$ 540,222
Vanguard Short Term Bond Index Fund	VBIRX	$ 339,170	$ 347,717
Total Fixed Income		$ 4,144,926	$ 4,460,532
% of Total Portfolio		54.6%	57.9%
DOMESTIC EQUITY:			
Cohen & Steers Real Estate Fund	CREFX	$ 36,308	$ 40,210
iShares Russell Mid Cap Value ETF	IWS	$ 146,543	$ 142,503
TIAA-CREF Large Cap Growth Index Fund	TILIX	$ 1,019,085	$ 971,764
TIAA-CREF Large Cap Value Index Fund	TILVX	$ 1,104,196	$ 1,047,399
TIAA-CREF Small Cap Blend Index Fund	TISBX	$ 148,112	$ 139,116
Vanguard Mid-Cap Growth Index	VMGMX	$ 135,443	$ 132,366
Vanguard REIT Index Fund	VGSLX	$ 52,547	$ 57,762
Total Domestic Equity		$ 2,642,234	$ 2,531,120
% of Total Portfolio		34.8%	32.8%
INTERNATIONAL EQUITY:			
iShares Core MSCI EAFE ETF	IEFA	$ 280,636	$ 268,709
iShares Core MSCI Emerging ETF	IEMG	$ 120,923	$ 132,658
iShares MSI EAFE Small-Cap ETF	SCZ	$ 59,254	$ 61,414
Total International Equity		$ 460,813	$ 462,781
% of Total Portfolio		6.1%	6.0%
Total Equity		$ 3,103,047	$ 2,993,901
% of Total Portfolio		40.9%	38.8%
TOTAL PORTFOLIO MARKET VALUE		$ 7,591,283	$ 7,709,925
		100.0%	100.0%

	TOTAL PORTFOLIO	CASH	FIXED INCOME	DOMESTIC EQUITY	INTERNATIONAL EQUITY
Value as of June 30, 2022	$ 7,709,925	$ 255,492	$ 4,460,532	$ 2,531,120	$ 462,781
Value as of November 9, 2022	$ 7,591,283	$ 343,310	$ 4,144,926	$ 2,642,234	$ 460,813
Diff $	$ (118,642)	$ 87,818	$ (315,606)	$ 111,114	$ (1,968)
Diff %	-1.54%	34.37%	-7.08%	4.39%	-0.43%

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11/9/2022

Shawnee State University
DEPARTMENT OF PUBLIC SAFETY

2022 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
SEX OFFENSES					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	1	1	0	0
BURGLARY	0	1	1	0	0
MOTOR VEHICLE THEFT	1	0	1	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

2021 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
SEX OFFENSES					
SEX OFFENSE: FONDLING	0	1	1	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	2	2	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 1					

2020 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
SEX OFFENSES					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	1	1	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

2022 Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
ARRESTS					
LIQUOR LAW VIOLATIONS	0	0	0	0	0
DRUG LAW VIOLATIONS	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION	0	2	2	0	0
JUDICIAL REFERRALS					
LIQUOR LAW VIOLATIONS	0	0	0	0	0
DRUG LAW VIOLATIONS	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

2021 Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
ARRESTS					
LIQUOR LAW VIOLATIONS	0	0	0	1	0
DRUG LAW VIOLATIONS	0	1	1	0	0
ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
JUDICIAL REFERRALS					
LIQUOR LAW VIOLATIONS	0	1	1	0	0
DRUG LAW VIOLATIONS	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

2020 Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
ARRESTS					
LIQUOR LAW VIOLATIONS	0	0	0	0	0
DRUG LAW VIOLATIONS	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
JUDICIAL REFERRALS					
LIQUOR LAW VIOLATIONS	0	0	0	0	0
DRUG LAW VIOLATIONS	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

Clery Hate Crime Statistics

2022 ON CAMPUS Clery Act Reportable Offenses	Category of Hate Crime						National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

2021 ON CAMPUS Clery Act Reportable Offenses	Category of Hate Crime						National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	1	0	0	0	0	0
Totals	0	0	1	0	0	0	0	0

2020 ON CAMPUS Clery Act Reportable Offenses	Category of Hate Crime						National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

NON CAMPUS

Clery Hate Crime Statistics

2022 NON CAMPUS Clery Act Reportable Offenses	Category of Hate Crime						National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability	National Origin	Gender Identity
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

2021 NON CAMPUS Clery Act Reportable Offenses	Category of Hate Crime						National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability	National Origin	Gender Identity
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

2020 NON CAMPUS Clery Act Reportable Offenses	Category of Hate Crime							
	Race	Gender	Religion	Sexuality	Ethnicity	Disability	National Origin	Gender Identity
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

PUBLIC PROPERTY   Clery Hate Crime Statistics

2022 PUBLIC PROPERTY Clery Act Reportable Offenses	Category of Hate Crime						National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

2021 PUBLIC PROPERTY Clery Act Reportable Offenses	Category of Hate Crime						National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

2020 PUBLIC PROPERTY Clery Act Reportable Offenses	Category of Hate Crime							
	Race	Gender	Religion	Sexuality	Ethnicity	Disability	National Origin	Gender Identity
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0

2022 VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
VAWA Crimes					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

2021 VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
VAWA Crimes					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	1	0	1	0	0

2020 VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
VAWA Crimes					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

PERSONNEL ACTIVITY REPORT FY22

November 18, 2022

New Hires
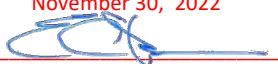
➢ Administrative

- o Kasey Johnson – Security Officer, Public Safety, effective September 20, 2022

- o Cheryl Neff – Head Teacher, Children's Learning Center, effective October 3, 2022

- o Megan Widdig – Admissions Associate, effective October 3, 2022

Change of Status

➢ Administrative

- o Sherri Petrovich – Assistant Director Financial Aid, effective August 31, 2022

Departures

➢ Administrative Resignations

- o Autumn Reffit – Payroll Services Coordinator, effective October 28, 2022

- o Demetrius Brown – Residence Coordinator, effective November 11, 2022

- o Dawn Rayburn – Dean's Assistant, College of Arts & Sciences, effective November 18, 2022

➢ Administrative Retirements

- o Butch Kotcamp – Director, Facilities, effective December 31, 2022

- o Deborah Howell – Executive Assistant, Provost's Office, effective December 31, 2022

- o Mark Burchett – Lab Assistant, Natural Sciences, effective December 31, 2022

- o Sue Wilson – Custodial Supervisor, Facilities, effective December 31, 2022

- o Susie Ratcliff – Institutional Grants Officer, Grants & Sponsored Programs, effective December 31, 2022

➢ Faculty Retirements

- o Barbara Conn – Professor, Nursing, effective December 31, 2022

- o Melinda Sissel – Assistant Professor, Occupational Therapy Assistant, effective December 31, 2022

- o Mel Goetting – Assistant Professor, School of Business, effective December 31, 2022

CAPITAL PROJECTS STATUS REPORT

October 31, 2022

Library/CFA HVAC Renovation – $2.2M – Capital

➤ A single new generator is installed and is sized to provide emergency power for both the CFA and Library.
➤ CFA controls and installation of new VAV boxes complete. All air handling units have new controls and are running on the new Trane software platform.
➤ All new air handling units installed in the Library. Lighting upgrade in the lecture hall is complete. Project 95% complete.

Kricker Innovation Hub – $3.4M (est.) – EDA Grant/Capital/Private

➤ Project approximately 95% complete.
➤ Interior storefronts, HVAC, and electrical devices/equipment currently being installed.
➤ Exterior curtain wall (lower floor windows) installation continues; miscellaneous roofing complete.
➤ Finishes, flooring, ceilings, doors, and exterior painting complete.
➤ Furniture install ongoing.

Gateway and Third Street Development – $3M (est.)

➤ A new campus gateway will be developed as well as a plan to reopen Third Street between Gay and Waller Streets. This will include traffic calming strategies, incorporate bicycle traffic, landscape features, and pedestrian crossings.
➤ Phase I construction documents complete. Project schedule and estimate in review.

Campus Master Plan Update – $150,000 – Capital

➤ This project will update and revise previous master planning efforts. The 2017 campus assessment will be used to prioritize projects for infrastructure updates. The plan will include all initiatives in the Shawnee at 40 Strategic Plan.
➤ Information gathering started; stakeholder interviews ongoing.

IT PROJECTS STATUS REPORT

November 08, 2022

Unified Communications as a Service (UCaaS) using Microsoft TEAMS Telephony

- ➢ Collaboration Services within Office 365 TEAMS Application
  - o Enterprise Telephony (TEAMS Phone)
  - o Meetings (Audio/Video/Web Conferencing)
  - o Unified Messaging
  - o Instant Messaging and Presence
  - o Mobility
  - o Communication-enabled Business Processes
- ➢ Cloud based, mobile-first calling to anyone, from anywhere, at anytime
- ➢ Building upon SSU's adopted TEAMS as a campus standard for video conferencing
- ➢ Integration of all campus phone functions into Office 365 using Phone function within TEAMS
- ➢ Will replace unsupported Cisco VOIP telephony system (EA licensing has expired)
- ➢ Secured long distance dial plans using IUC state-wide purchasing agreement with Microsoft
- ➢ Ordered equipment for evaluations by Pilot groups (ITS and Business Office)
- ➢ Launched "Fast Track" services engagement with Microsoft
- ➢ Meeting weekly with Microsoft technical team to review progress
- ➢ Developing Campus Project Implementation Plan with defined scope of effort in November
- ➢ Plan to show overall reduction in annual telephony costs, post implementation

SSU Opens Registration to Students for Spring 2023 Classes

- ➢ Registration within student's MySSU portal opened October 24th at 12:30 am
- ➢ Priority registration based on earned hours, thru October 28th
- ➢ Jenzabar support-monitored services during peak demand for performance
- ➢ Completion of Jenzabar One 2022.1 upgrade completed on October 4th
- ➢ Successful registration continues

Academic and Student Affairs Report
Board of Trustees Meeting
November 18, 2022

I am pleased to present the following Academic and Student Affairs Report to the Academic and Student Affairs Committee of the Board of Trustees and to the Board.

Provost Report

- The highlights of recent activities in Academic and Student Affairs are noted below.

College of Arts and Sciences

- The College of Arts and Sciences held its Advisory Board meeting on October 14, 2022. Discussions focused on enrollment, recruitment, and retention efforts and planning across the College. We welcomed presentations from two seniors in the College who have recently completed summer undergraduate research programs. Scott Ferrell spoke about his experience in the B.S. Mathematics, Actuarial Sciences program and the Discrete and Continuous Analysis in Appalachia undergraduate research experience at Fairmont State University in West Virginia. Sydnie Jenkins spoke about her experience in the B.S. Biology, Biomedical Sciences program and her summer research experience at Cincinnati Children's Hospital.

Department of Fine, Digital, and Performing Arts

- Dr. Stan Workman has been coordinating with local schools to bring *Pamyua* in concert to the schools as part of the Vern Riffe Center for the Performing Arts in partnership with Arts Midwest. He also presented *Pipe Screams: A Halloween Concert at Second Presbyterian Church*.
- Professor Summer Logan and SSU Musical Theater students presented "Split Hickory" at its premiere next week in the Kahl Studio Theater. Students have had the unique experience of working with the playwright as members of the original cast of this production.
- Dr. Mike Barnhart is working with the University of North Carolina on a vinyl recording of his original compositions. He also recently completed the soundtrack for a short-film animation of the Portsmouth Mounds Complex for Dr. Drew Feight and the Center for Public History's Scioto Historical app.
- Mr. Matt Cram has recently worked extensively on the season logo, color scheme, mood, and typography for the current season of Fortnite from Epic Games.
- Several recent graduates from the BFA Game and Simulation Development Arts have begun positions at Lost Boys Interactive game development studio.
- Visiting Assistant Professor Mike Reynolds and Adjunct Professor Quintin Gleim attended Illuxicon, a world class illustrator convention for fantasy and sci-fi art. Professor Reynolds also recently completed some design work with David Bianchi and Gala Games

for an upcoming TV show. Gala Games is expanding into film, and this will one of their first releases.

- Spring 2022 Game and Simulation Development Arts graduates have been promoted after less than 6 months with their company, accepted into an MFA program with a stipend offer, and hired to work as a junior motion caption artist.
- Professor Bastien Lecouffe was a featured speaker at Promised Land conference in Warsaw, Poland. He spoke on a panel discussion about art and business at the Lightbox Expo in Los Angeles. Professor Lecouffe has an original art book in the production stage.
- Professor Isabel Graziani is preparing for an upcoming panel discussion on Mental Health & Creativity. She was also recently a panel member discussing topographies at the Portugal Artist's Workshop.

Department of Mathematics

- Professor Emeritus Jinlu Li presented "Fixed point theorems without continuity in metric vector spaces," at the International Workshop on Nonlinear Analysis and its Applications at Sakarya University, Turkey.
- Dr. John Whitaker represented the department at the Science Alliance event held at the Department of Energy site at Piketon.

Department of Natural Sciences

- Dr. Erik Larson and two students attended the Geological Society of America National Meeting. BS Geology and BS Natural Sciences Integrated Sciences AYA major Blake Smalley presented his research project, "Dissolutional micro-textures on carbonate rocks in a laboratory setting," at the meeting held in Denver, Colorado.
- Dr. Gene Burns and Dr. Jennifer Napper accompanied 16 students to the University of Toledo to attend Ohio Medical Education Day. The conference educates prospective medical students on the many aspects of applying to medical school and provides a look at the medical school experience.
- Dr. Tim Hamilton has been working on a project called Cosmic Evolution Early Release Science (CEERS) survey in collaboration with other scientists using the James Webb Space Telescope. He is also continuing to analyze over 40,000 images from the Hubble telescope to generate computer models of galaxies.
- Members of the department faculty participated in recruiting events at Science Alliance at the Department of Energy site at Piketon.
- Dr. Chris Meade received a grant from OhioLink to redesign his Neuroanatomy course using open access materials.
- Dr. Kurt Shoemaker graduated with a BA in History from SSU this summer, and will be pursuing an MA in History.
- Laura Luthy and Hannah Thacker, both BS Biology, Biomedical Sciences seniors, have been accepted into Physician Assistant Programs at both Marietta College and Kettering College.
- Kolton Bauer, BS Biology, Biomedical Sciences senior, has been accepted into medical school at the Ohio University Heritage College of Osteopathic Medicine.

Department of Social Sciences

- Dr. Lavanya Vemsani's recent book *Hinduism in Middle India: Narasimha, The Lord of the Middle* is available from Bloomsbury Publishing. https://www.bloomsbury.com/us/hinduism-in-middle-india-9781350138513/
- Sushil Mittal, Professor of Hindu Religion at James Madison University, writes that Lavanya's new book "is a most valuable and original contribution. It is the first comprehensive examination of the classical Sanskrit texts and practices, as well as the textual and regional traditions, associated with Narasimha, one of the major deities of Hinduism."
- Dr. Thomas Bunting's book *Democracy at the Ballpark: Sport, Spectatorship and Politics* is now available in a paperback format. https://sunypress.edu/Books/D/Democracy-at-the-Ballpark2. In September, Dr. Bunting also presented the paper, "Plato's Everyday Politics" at the American Political Science Association meeting.
- Dr. Chip Poirot has a book in production, *Evolutionary Social Theory and Political Economy,* which should be published in February 2023.
- Dr. Darrell Rudmann was the co-editor of an annual e-book on teaching psychology entitled *Teaching tips: A compendium of conference presentations on teaching, 2020-21.*

Center for Public History

- The Center for Public History is wrapping up its series of six launch events for the new Scioto Historical 4.0 tours, which was funded by a $20K grant from Ohio Humanities, the state affiliate of the National Endowment for the Humanities. The new Civil Rights Movement Tour, which explores the long campaign to end segregation in Portsmouth as well as nationally had its launch on 11/3/22. The tour was officially released during an event hosted by the 14th Street Community Center, which is celebrating its 90th Anniversary. Dr. Drew Feight and Mr. Gerald Cadogan will be honored with the Educator Award from the 14th Street Community Center during the event.
- The Center caps off the launch series on 12/4 at Spartan-Municipal Stadium, where there will be a sign and historical plaque dedication ceremony, celebrating the 90th Anniversary of the Iron Man Game, the greatest football game ever played in the city. A tour of the stadium will be followed by a Lions game watch party at the Portsmouth Brewery. The CPH is helping with the production of a special anniversary podcast with the "City of Champions" podcast out of Detroit. They will be in town to produce the show, which will be recorded in the B. Glockner Building Museum on Market Street.
- With the assistance of Wesley VanderWeg, our new AmeriCorps member, we have begun new outreach projects with the Southern Ohio Museum, First Presbyterian Church, and the new Scioto County Heritage Museum.
- We are making great progress in shelving and inventorying the newspaper collection. The last of our steel shelving has arrived and been installed, and we hope to finish the shelving in the next couple of weeks. This will allow us to proceed with our official opening, which we've scheduled for 4 p.m. on November 30th. So mark your calendars!

By then we should have the Smartboard hung and the space cleaned up for the public to visit and learn about our various projects.

- We are also making progress on the Vern Riffe Papers Project, with the digitization of our first series of Riffe speeches and a selection of historical photographs, which will be made available online via the Center for Public History Archives on SSU's Digital Commons. This new digital archive will be officially launched at the opening on 11/30.

College of Professional Studies

School of Nursing

- Anticipate 16 ADN students will graduate December, 2022.
- Accepted 11 new ADN students to begin January, 2023.
- The Student Nurse Association is active again after a lack of interest since pandemic halted their activities.
- Collaborating with Department of Communications to get message out regarding Pre-BSN Major Code that will allow prospective students to declare a nursing-related major prior to full admission to the BSN program.
- Work continues regarding MSN with concentrations in Nursing Education and Nursing Leadership.
- Encompass Medical, Holzer Hospital, and Chillicothe VA have been on campus to recruit students.
- New equipment purchased with RAPIDS grant money has arrived.

C.H. Lute School of Business

- Lute School of Business Dedication held October 19.
- HLC has approved the addition of an MBA program. The MBA is currently going through University governance approvals.
- The search for a Management faculty position is underway with an anticipated start in January.
- The search for an Accounting faculty is also underway. This position is scheduled to begin in August 2023.

Department of Allied Health Sciences

- The Department is partnering with Nursing and Rehabilitation Sciences to host medical organizations for recruiting graduates.
- Working regional hospitals to expand clinical sites for Radiology and Respiratory Therapy programs.
- Dental Hygiene Alumni Day held September 24 during Homecoming Weekend. This event brings back alumni to campus and provides CEUs for their participation in student and faculty-led professional development.

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- Medical Laboratory Technology received a donation of $10,000 for equipment and other needs from a generous donation. Special thanks to the Development Foundation and Mr. Chris Moore.

Department of Rehabilitation Sciences

PTA:
- New Lab Coordinator replaced our former Lab Coordinator.
- 15/16 graduates have passed the NPTAE (93.8%).
- Completing our interprofessional development learning activities with Nursing program and DPT program at Marshall University this semester.
- Looking into implementing online testing security software for PTA program examinations.
- Advisory committee recommending an increase in admission standards after seeing students voluntarily withdrawing from the PTA program during their first semester for the past 2 cohorts.
- Program's annual accreditation report is due in early December.

MOT:
- Creating early acceptance for other degrees with a pre-MOT track. This early acceptance process will allow students majoring in undergraduate programs who complete a planned pre-MOT track of pre-requisites to have a seat held for them in the first available MOT cohort following their graduation.
- Community service-learning experiences with Car-Fit, Area Agency on Aging, 14th Street after school program, literacy screening at local schools.

OTA:
- Submitted accreditation response to ACOTE. New standards went into place that will require an examination of faculty credentials in the program and will inform new faculty hires in the future.

Department of Engineering Technologies

- The Plastics Engineering Technology program received notice of full first-time accreditation from ABET (Accreditation Board for Engineering and Technology), retroactive to 2018 with our next self-study/site visit due in 2027. ABET is the premier accrediting body for Engineering and Engineering Technology Programs.
- The Plastics Program will be hosting students on campus for Plastics Day on December 2nd, 2022. The event will include Industry and Alumni panel, hands-on lab demonstration with current students and faculty, and for prospective students to do housing and campus tours.
- The Department (with demos including 3D Printing, 3D Scanning, Robotics, Plastics Extrusion and Game Programming) participated in the Department of Energy Science Alliance Event in Piketon in early October. This outreach event provided exposure to regional students with 21 schools and over 1,000 students in attendance at the event.
- The Department is part of Intel ASCENT grant project with OU as the lead institution. $65,000 per year will come to SSU as part of this partnership for scholarships, curriculum

development, and faculty. Department Chair attended the Intel Semi-Conductor Education and Research Program Kick-off meeting with Intel and other educational representatives in September.

- The Business and Manufacturing Career Fair took place on October 18th with a wide variety of companies in attendance including household names like Honda, General Mills, and GE.
- Dr. Mohammad Ranjbaran presented at the Polymers 2022 Conference in LA and Chairperson Adam Miller served on an NSF Review Panel.

School of Education

- The School is getting ready for CAEP Accreditation onsite visit in December. The faculty have worked hard to complete the response to the self-study report which was submitted on October 1st.
- The School has developed a recruitment plan to be shared with admissions and other departments on campus.
- The Literacy Leaps grant is up and running with our Primary Education and Primary Intervention Specialist students acting as tutors in the New Boston Local School District. Eighteen SSU student tutors are providing 42 hours of tutoring per week to 78 students. Our teacher education students are working with 13 staff at the primary level at New Boston.
- The Teacher Shortage Grant provided by the Ohio Department of Higher Education is in its second semester with 10 graduate-level students enrolled in our alternative licensure program.
- Ally Irwin (Foundation for Appalachian Ohio) has been presenting to senior Education classes encouraging them to apply for the Growing Home Fellowship ($32,000 each) to support young, emerging leaders who serve K-12 students. If selected for the fellowship, the students would be the first from Shawnee State.
- The School of Education sponsored an Ohio Middle Level Association (OMLA) regional meeting on October 11th with 48 pre-service teachers in attendance. The meeting topics focused on activities from the Energy Bus by Jon Gordon, and reviewing the resources available to our students from the OMLA website. Every attendee received a prize, including 20 Starbucks gift cards.
- Dr. Gay Lynn Shipley will be a panelist in the Southeast Regional Convening on Addressing Educator Shortages meeting at OU Athens on October 29th.

CPS Dean's Office

- The CPS Advisory Board held its Fall Semester meeting September 23.
- Dr. Madden and Dr. Shipley represented SSU at the southeastern Ohio regional Teacher Shortage Convening on Saturday, October 29, at OU in Athens.
- The Dean hosted a meeting of faculty from the Department of Engineering Technologies and the School of Business to look at a new Computer Science program.

Clark Memorial Library

- Reference and Instruction Librarian Marla Beebe and Dr. Sandra Beam from the School of Education teamed up for a new project for EDRE 2204 this fall. When searching for a way to promote the new titles from the Celebrating Ohio Book Award & Authors (COBAA) grant with a campus partner, Dr. Beam's EDRE 2204 class was a natural fit. In an effort to encourage creative thinking by students and promoting new titles, students will create book displays in the library featuring the COBAA books. The theme of this year's grant was Diversity, Equity, and Inclusion. There are displays in the hallway of the library that leads to Flohr Lecture Hall and just outside of Library 244 (students will be working in groups to create a total of four displays). In addition to encouraging creativity, and promoting the library collection, students will share ways the books can be integrated into the curriculum. Each book displayed will have a synopsis and will highlight the possible classroom applications. More information about the Celebrating Ohio Book Awards & Authors Grant titles, please visit https://shawneesu.libguides.com/cobaa.
- The OhioLINK Affordable Learning team sponsored grants for OhioLINK OER (Open Educational Resources) Course Redesign Program this fall. Selected participants who complete the program will receive a stipend and curriculum coaching for their work. The training will take place October 31st-November 18th using an online training program. Dr. Darrell Rudmann was awarded one of the grants to help with the development of his Psychology 3999 (Special Topics) course, and a new class on Emotion & Motivation. Dr. Rudmann estimates this project will impact approximately 30 students per year and will help make college more affordable. More about this initiative is available at: https://www.ohiolink.edu/press/ohiolink_grants_help_ohio_higher_education_faculty_make_switch_no_cost_course_materials.
- The library held a Food for Fines campaign during Homecoming Week. Nine billed items were returned and saved patrons $540.00, and 57 food items were collected for the Bear Necessities Pantry. The library plans to collect items for the pantry again in the spring.
- OhioLINK has received additional monies from the Governor's Emergency Education Relief (GEER) fund. Four new resources will be available in January 2023, at no charge to member libraries. The new resources support course work in the humanities, social sciences, and STEM and include a specialized streaming video collection in mental health, counseling, and psychotherapy. The new content packages include Routledge Handbooks from Taylor and Francis, Elsevier e-books, University Press e-books from De Gruyter & Sage e-videos. More information about this content is available here: https://www.ohiolink.edu/press/ohiolink_adds_more_no_cost_to_student_teaching_materials_governor%E2%80%99s_emergency_education_relief.

Respectfully submitted,

Sunil Ahuja, Ph.D.
Provost and Vice President for Academic and Student Affairs

SSU's Accreditation and the March 2023 Site Visit

Shawnee State
U N I V E R S I T Y

Overview

- SSU's accreditation pathway

- HLC accreditation criteria

- SSU's 2018 accreditation reaffirmation

- SSU's assurance argument

- Comments and questions

HLC's Standard Pathway to Accreditation

- Years 1-3: Prepare assurance filing

- Year 4: Comprehensive evaluation (site visit and peer review)

- Years 5-9: Prepare assurance filing

- Year 10: Federal compliance and comprehensive evaluation for reaffirmation (site visit and peer review)

HLC Accreditation Criteria

1. Mission
2. Integrity: Ethical and Responsible Conduct
3. Teaching and Learning: Quality, Resources, and Support
4. Teaching and Learning: Evaluation and Improvement
5. Institutional Effectiveness, Resources, and Planning

Criterion 1: Mission

The institution's mission is clear and articulated publicly; it guides the institution's operations.

1.A. The institution's mission is articulated publicly and operationalized throughout the institution.

1.B. The institution's mission demonstrates commitment to the public good.

1.C. The institution provides opportunities for civic engagement in a diverse, multicultural society and globally-connected world, as appropriate within its mission and for the constituencies it serves.

Criterion 2: Integrity (Ethical and Responsible Conduct)

The institution acts with integrity; its conduct is ethical and responsible.

2.A. The institution establishes and follows policies and processes to ensure fair and ethical behavior on the part of its governing board, administration, faculty, and staff.

2.B. The institution presents itself clearly and completely to its students and to the public.

2.C. The governing board of the institution is autonomous to make decisions in the best interest of the institution in compliance with board policies and to ensure the institution's integrity.

2.D. The institution is committed to academic freedom and freedom of expression in the pursuit of truth in teaching and learning.

2.E. The institution's policies and procedures call for responsible acquisition, discovery and application of knowledge by its faculty, staff and students.

Criterion 3: Teaching and Learning (Quality)

The institution provides quality education, wherever and however its offerings are delivered.

3.A.   The rigor of the institution's academic offerings is appropriate to higher education.

3.B.   The institution offers programs that engage students in collecting, analyzing and communicating information; in mastering modes of intellectual inquiry or creative work; and in developing skills adaptable to changing environments.

3.C.   The institution has the faculty and staff needed for effective, high-quality programs and student services.

3.D.   The institution provides support for student learning and resources for effective teaching.

Criterion 4: Teaching and Learning (Improvement)

The institution demonstrates responsibility for the quality of its educational programs, learning environments and support services, and it evaluates their effectiveness for student learning through processes designed to promote continuous improvement.

4.A.   The institution ensures the quality of its educational offerings.

4.B.   The institution engages in ongoing assessment of student learning as part of its commitment to the educational outcomes of its students.

4.C.   The institution pursues educational improvement through goals and strategies that improve retention, persistence and completion rates in its degree and certificate programs.

Criterion 5: Effectiveness, Resources and Planning

The institution's resources, structures, processes and planning are sufficient to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities.

5.A.   Through its administrative structures and collaborative processes, the institution's leadership demonstrates that it is effective and enables the institution to fulfill its mission.

5.B.   The institution's resource base supports its educational offerings and its plans for maintaining and strengthening their quality in the future.

5.C.   The institution engages in systematic and integrated planning and improvement.

2018 Peer Review Visit

Mission	
1A	Met
1B	Met
1C	Met

Integrity	
2A	Concerns
2B	Met
2C	Met
2D	Met
2E	Met

Teaching: Quality	
3A	Concerns
3B	Met
3C	Met
3D	Met

Teaching: Improvement	
4A	Met
4B	Concerns
4C	Met

Institutional Effectiveness	
5A	Met
5B	Met
5C	Concerns

2018 Peer Review Visit Concerns

- 2A: Stakeholder complaint analysis

- 3A: Credit hour policy for online courses

- 4B: GEP assessment, academic program assessment, co-curricular assessment

- 5C: Data-based decision making

Assurance Argument

- 40,000-word limit (41,820 words so far)
- Evidence linked throughout
- Address 2018 concerns and HLC accreditation criteria
- Content drives the **March 13 and 14, 2023** site visit
- Working draft: SSU_2023_AssuranceArgument.docx

Comments and Questions

Shawnee State
UNIVERSITY

SSU's HLC Accreditation—March 13 & 14, 2023 Site Visit

Assurance Argument Content Directly Relevant to Board of Trustees

Each criterion has core component with subcomponents. Of the five core components in Criterion 2, two relate directly the Board of Trustees.

Criterion 2: Integrity: Ethical and Responsible Conduct
The institution acts with integrity; its conduct is ethical and responsible.

Core Component 2.A. The institution establishes and follows policies and processes to ensure fair and ethical behavior on the part of its governing board, administration, faculty and staff.

> 2.A.1 The institution develops and the governing board adopts the mission.

> 2.A.2 The institution operates with integrity in its financial, academic, human resources and auxiliary functions.

Core Component 2.C. The governing board of the institution is autonomous to make decisions in the best interest of the institution in compliance with board policies and to ensure the institution's integrity.

> 2.C.1 The governing board is trained and knowledgeable so that it makes informed decisions with respect to the institution's financial and academic policies and practices; the board meets its legal and fiduciary responsibilities.

> 2.C.2 The governing board's deliberations reflect priorities to preserve and enhance the institution.

> 2.C.3 The governing board reviews the reasonable and relevant interests of the institution's internal and external constituencies during its decision-making deliberations.

> 2.C.4 The governing board preserves its independence from undue influence on the part of donors, elected officials, ownership interests or other external parties.

> 2.C.5 The governing board delegates day-to-day management of the institution to the institution's administration and expects the institution's faculty to oversee academic matters.

To review the full working draft of the assurance argument, visit:

SSU_2023_AssuranceArgument.docx

To learn more about Higher Learning Commission accreditation, visit:

Criteria for Accreditation (CRRT.B.10.010) | Policies (hlcommission.org)

Questions or comments?

Contact Dr. Marc Scott mscott@shawnee.edu or Dr. Christine Raber craber@shawnee.edu

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

Alumni and Community Events

The Office of Alumni and Community Events hosted over 100 community guests on campus on Thursday, October 13 for **Business After Hours**. From September to November, the Office of Alumni and Community Events has scheduled and assisted with over 600 in person events including meetings, campus visits, programming events, and community events.

Renovations in the **Morris University Center Ballroom** including a new AV system, new carpet, and a facelift to the walls were completed.

The **Golden Bear Program** will host Golden Bear Thanksgiving on Wednesday, November 16. The program is continuing their weekly and monthly events such as stretching classes, water aerobics classes, bingo and monthly birthday celebrations.

Athletics

SSU Alumnus and 2022 Hall of Fame inductee, **Sarah Biehl, won the Columbus Marathon** on October 15th finishing the 26.3 mile course in 2 hours 39 minutes, beating 896 other finishers!

Player of the Week Awards went to Aiden Kammler, Mid-South Conference Runner of the Week (Aug. 31); Jozi Brown, Mid-South Conference Runner of the Week (Aug. 31); Kevin de Lange, NAIA National Player of the Week (Sept. 13); Kevin de Lange, Mid-South Conference Men's Soccer (Sept. 13 & Sept. 20); and Brianna Brudy, Mid-South Conference Women's Soccer (Sept. 20).

October/November is the Fall/Winter overlap with M&W Cross Country, M&W Soccer and Volleyball wrapping up their seasons while M&W Bowling, M&W Basketball and M&W Swimming have started their seasons.

Development Foundation

Three major philanthropic gifts and pledges were received totaling $376,364, including planned gifts of $165,000 and $180,000. An **anonymous donor** gave a $30,000 gift to support research for Pre-Med/Biomedical and Biology research, scholarships, and equipment for Med Lab Tech.
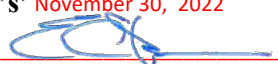
Casino Night with a bourbon tasting hosted by President Bauer is scheduled for November 19th, on campus at Shawnee State. This is the first year for the event which will benefit The Shawnee Fund.

On Wednesday, October 19, the **Lute School of Business** was dedicated in honor of Caleb Hobert Lute.

Grants and Sponsored Programs

Shawnee State University and the **Kricker Innovation Hub** have secured a Venture Challenge grant via the U.S. Economic Development Administration (EDA) Build to Scale (B2S) program. Shawnee State worked with the Center on Rural Innovation (CORI) to apply for this grant as part of CORI's 2022 Rural Innovation Initiative, a technical assistance program empowering rural communities to create inclusive digital economies that support scalable entrepreneurship and tech job creation. The total value of the grant is $1,498,981 in federal grants and matching dollars to support local entrepreneurship and innovation.

The Appalachian Regional Commission granted $1,500,000 to the Economic and Community Development Institute, Inc. (ECDI) in Columbus, Ohio, for the *rePOWERing Main Streets: Fostering Entrepreneurship Across Appalachia* project. ECDI and its eight partners, including the **Women's**

Division of Advancement & Enrollment Management Report
to the Meeting of the Board of Trustees
November 18, 2022

Business Center of Appalachia at Shawnee State University and the **Kricker Innovation Hub**, will spark entrepreneurship across seven coal-impacted counties in Ohio and West Virginia through coaching and training, pitch competitions, and other resources. Additionally, they will implement county-specific programs and events to address the unique needs of local entrepreneurs and build capacity for local partners.

The Center for Public History at Shawnee State University is subawardee of a $1,500,000 grant to the Lawrence County Economic Development Corporation for an Expanding the National Underground Railroad Network to Freedom Along the Ohio River project. CPH will direct a nine-county, three-state initiative to survey and add 27 historical sites to the National Underground Railroad Network To Freedom (NTF), a historic preservation and cultural heritage tourism program of the National Park Service (NPS).

Campus Partnerships & Center for Lifelong Learning & Campus Partnerships

21st Century Community Learning Centers are up and running for the academic year with in-person learning for 400 elementary school students in Sciotoville, Bloom-Vernon and Portsmouth City Schools.

Tech Prep is currently working on the planning of our upcoming SuccessBound conference for April 2023. Tech Prep has generated an additional 7 bilateral agreements for SSU. Currently working on renewing expiring agreements and creating additional agreements with surrounding career and technical centers.

The entire **Upward Bound Math Science** 2022-2023 schedule has been finalized for all activities, reward trips, and summer program. UBMS program has been certified as a Leader in Me education program. Program Director and Program Assistant have been certified in Trauma Informed Care through the Community Resilience Initiative and will serve as Title IX Advisors. UBMS held a successful FAFSA night with 11 UBMS seniors who applied to SSU and were accepted.

AmeriCorps Program Project BEAR began the program year with 32 members serving in 31 classrooms and 1 with our EasterSeals partnership for the 2022-2023 school year. The members completed their two-week training period and entered their classroom placements on September 19. Members completed the Leader in Me training and will be participating in the Fabulous Fall Friday Early Childhood Conference on October 28. Between these two professional development opportunities, over 50 teachers and administrators visited SSU and received Ohio Approved credit. Additionally, in October, our members celebrated Make a Difference Day through several activities – hosted a storybook boot camp for the Cool Kids Read campaign, assisted the Shawnee State Forest with the Enchanted Forest, and provided fall literacy activities to children and families of the CLC.

This has been a busy month for the **Dr. Miller and Genevieve Toombs Children's Learning Center**. October began with Parent-Teacher conferences, where staff and families met to discuss students' goals and expected progress. Then our CLC families were given mini pumpkins and encouraged to take them on grand adventures! The children brought their pumpkins with them—wherever they went and whatever they did—and shared their stories with our staff and other families. Thank you to Kindred Ridge Farms for the mini pumpkins. Lastly, our staff, Project Bear members, and families met in Shawnee Forest for our Fall Family Fun Night. Families were treated to a nature walk, story time, s'mores, and many other fun activities.

The Department of Education's **Educational Opportunity Centers program at SSU** Annual Performance Report reflects FY22 goals were achieved with over 1,650 EOC participants served and documented. Eric Floyd was hired as the new EOC Coordinator for FY23.

Five students from Sciotoville High School are participating in a **workforce development** program to earn credentials while in high school. Students are working on credentials in human resources, web design, phlebotomy, and certified clinical medical assistant. All participating students have applied to attend Shawnee State University in the fall of 2023.

The **Scholar Leaders** program is up and running for its second year. For the month of October, Scholar Leaders attended the Leader in Me training which promotes the 7 Habits of Highly Effective People.

Shawnee State University presented at Family Fun Night at Bloom Vernon Elementary School. 121 5th and 6th grade students and families attended a session on College Preparation and the path to college readiness, staff shared updates about youth programs offered at SSU including **Cub Camp**. Call for Proposals for Cub Camp 2023 went live on October 31.

Verizon Innovative Learning program, in partnership with SSU Ohio Tech Day, hosted 130 middle school students on September 30, 2022. Students were from Portsmouth City and Sciotoville/East. Participants engaged in several STEM activities including coding, augmented and virtual reality, robotics, and a design challenge, as well as a campus tour and VIL summer camp info session. We received only positive feedback from students and attending teachers. We are planning to host another VIL STEM day in the spring. VIL Program Director, Kim Ellison, attended the NACCE Conference in Boston, October 3 – 5 and had the opportunity to meet and network with fellow Verizon program leaders. SSU is the first program to hold a fall open house, and Ellison presented SSU's model to the VIL group.

Vern Riffe Center for the Arts

The Vern Riffe Center for the Arts was the only Ohio arts organization chosen as a **Worldfest host**. As part of the program, the indigenous Inuit group, Pamyua, performed on October 30th and the group was in residence for a weeklong itinerary full of campus engagement, school outreach and a public community concert. Their show is a platform to share indigenous knowledge and history in a musical style that derives from traditional melodies reinterpreted with contemporary vocalization and instrumentation. Pamyua's message has been met with tremendous positivity, and the group stands as a symbol of pride, not only for Alaska's indigenous people but to all who see and hear them perform.

Workforce Development

General Mills and GE Aviation have agreed to serve as industry champions for the SSU-sponsored BESTOhio industry sector partnership, and they attended the Good Jobs Challenge kickoff with SSU on September 15. Good Jobs funding will provide additional capacity and resources for SSU's Workforce Development office.

BESTOhio's first organizational board meeting was held in Piketon on Oct. 25 to begin work on the group's mission and strategic plan. The board is made up of representatives from General Mills, GE Aviation, Sole Choice, OSCO, YSK, Riffle Machine, Fluor-BWXT, and Bellisio Foods.

The **WISE Pathways program** launched at Shawnee State in September, and the first cohort will wrap up in early November. Another cohort begins in Ross County in February.

We are scheduled to provide an update to **Workforce Board #1** in November, and plans are also in the works to discuss the possible formation of an Employer Resource Network (ERN) in WB#1's footprint. An ERN is a collaboration of industry, workforce partners, and recovery organizations to provide services that are common barriers for local employees such as transportation and childcare.

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

Nearly 40 employers participated in the **Business & Manufacturing Career Fair** with more than 80 students attending. We continue to work on action items related to our Hospital Partnership Plan with SOMC, King's Daughters, Adena, and Holzer. We hosted KDMC on a follow-up visit in September to continue discussions with the Allied Health department. We are working with Evans Food Group and Superior Composites to enroll some of their employees in Programmable Logic Controller training at SSU during spring semester.

Shawnee State was recognized as the **Ohio Cyber Range's 16th Regional Programming Center** (RPC) at its annual symposium on October 12. Access to the cyber range will increase training opportunities for SSU students and K-12 students and educators. Our RPC designation also provides additional funding to support cybersecurity education, recruitment, and K-12 career outreach. Cyber range personnel are on board to run a Capture the Flag exercise at GameCon in March 2023.

Kricker Innovation Hub & Entrepreneurship

On September 30, the Kricker Innovation Hub partnered with the SSU Center for Lifelong Learning to host nearly 150 middle school students on campus to celebrate **Ohio Tech Day** and showcase the **Verizon Innovative Learning Summer STEM camp.** Ohio Tech Day is a statewide celebration of technology in Ohio held annually on the final Friday of September with the goal of raising awareness about the role of tech and innovation in Ohio's economy and inspiring the next generation of tech leaders. The students from Portsmouth Middle School and Sciotoville Community School visited campus and participated in activities featuring coding, augmented reality, virtual reality, robotics, and more**.**

The EDA awarded Shawnee State University **$1,498,981** in federal grants and local matching dollars to support local entrepreneurship and innovation for **Project LEAP: Launching our Entrepreneurship Accelerator Program.** The project will support a range of Hub programming and develop a digital and immersive technology accelerator over three years.

The Appalachian Regional Commission awarded Hub partner, the ECDI Women's Business Center at SSU, a POWER grant to support entrepreneurship in Southern Ohio and the tri-state region. **SSU will receive $383,460 over three years as a subaward partner** in support of the project.

On October 11, the Hub hosted an **Entrepreneurial Journey Speaker Series** featuring speakers with expertise in launching food trucks and food businesses. The event had 37 attendees and was sponsored by the ECDI Women's Business Center at SSU.

The Kricker Innovation Hub welcomed **two new AmeriCorps VISTA volunteers** thanks to a partnership with the Center on Rural Innovation. VISTAs provide capacity building support to nonprofit organizations and public agencies to increase impact. The focus for their year of service is to support the development of Hub programming with a focus on technology and digital skilling.

Respectfully Submitted,
Eric Andrew Braun, JD
VP for Advancement & Enrollment Management

RECRUITMENT AND ADMISSIONS REPORT

November 18 Board of Trustees Meeting

2023 Fall Enrollment Indicators (October 31, 2022)

		FA22	FA23	Δ22-23
First Time Freshmen	**Applications**	**1067**	**1505**	+41%
	Admitted Students	**810**	**1152**	+42%
	Application Conversion	76%	77%	+1%
PALSJR Counties	Adams	38	46	+21%
FTF Applications	Jackson	62	97	+56%
	Lawrence	79	174	+120%
	Pike	128	128	0%
	Ross	75	158	+111%
	Scioto	230	276	+20%

Certified as True and Correct
November 30, 2022
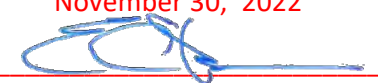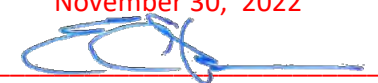
Secretary, SSU Board of Trustees

2023 Fall Enrollment Indicators (October 31, 2022)

		FA22	FA23	FA23 Progress to FA22 15th Day
PALSJR+ Counties	Brown	51	31	61%
FTF Applications	Gallia	27	22	81%
	Highland	58	46	79%
	Hocking	20	20	100%
	Pickaway	58	28	48%
	Vinton	15	15	100%
	Boyd, KY	43	63	147%
	Greenup, KY	101	92	91%
	Lewis, KY	30	49	163%
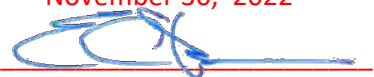
SSU Academic Portfolio

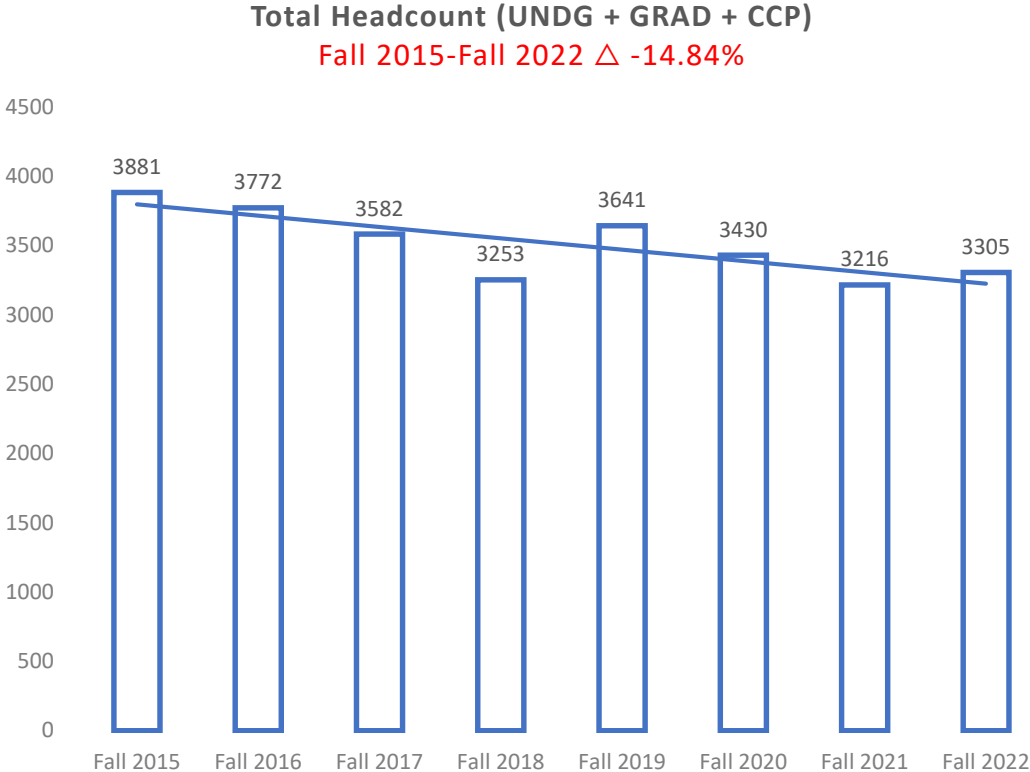## Board of Trustees Meeting

November 18, 2022
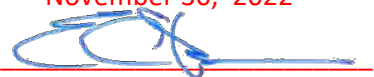
Data Analysis

- Enrollment trends ⋯→ institutional and programmatic

- Retention and completion trends ⋯→ institutional and programmatic

- FTE trends ⋯→ institutional and programmatic

SSU Total Headcounts and FTEs
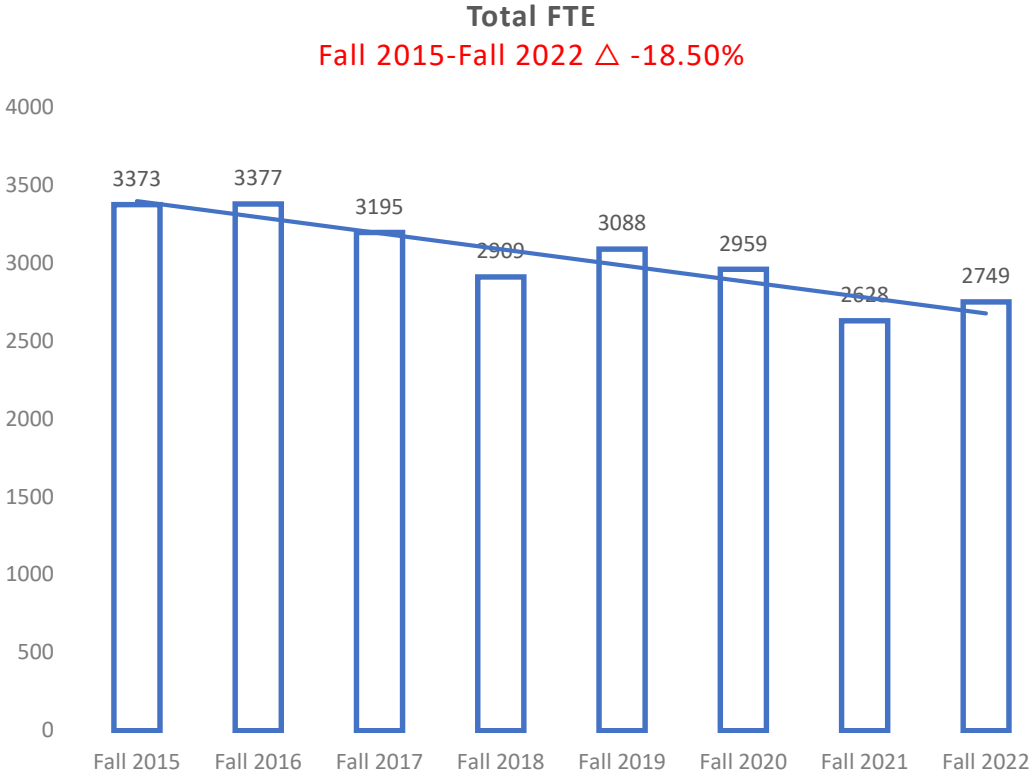
Total Headcount (UNDG + GRAD + CCP)
Fall 2015-Fall 2022 △ -14.84%

Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
3881	3772	3582	3253	3641	3430	3216	3305

Total FTE
Fall 2015-Fall 2022 △ -18.50%

Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
3373	3377	3195	2909	3088	2959	2628	2749

Source: Office of Institutional Research, Reporting, and Analytics

Total Undergraduate Headcounts and FTEs
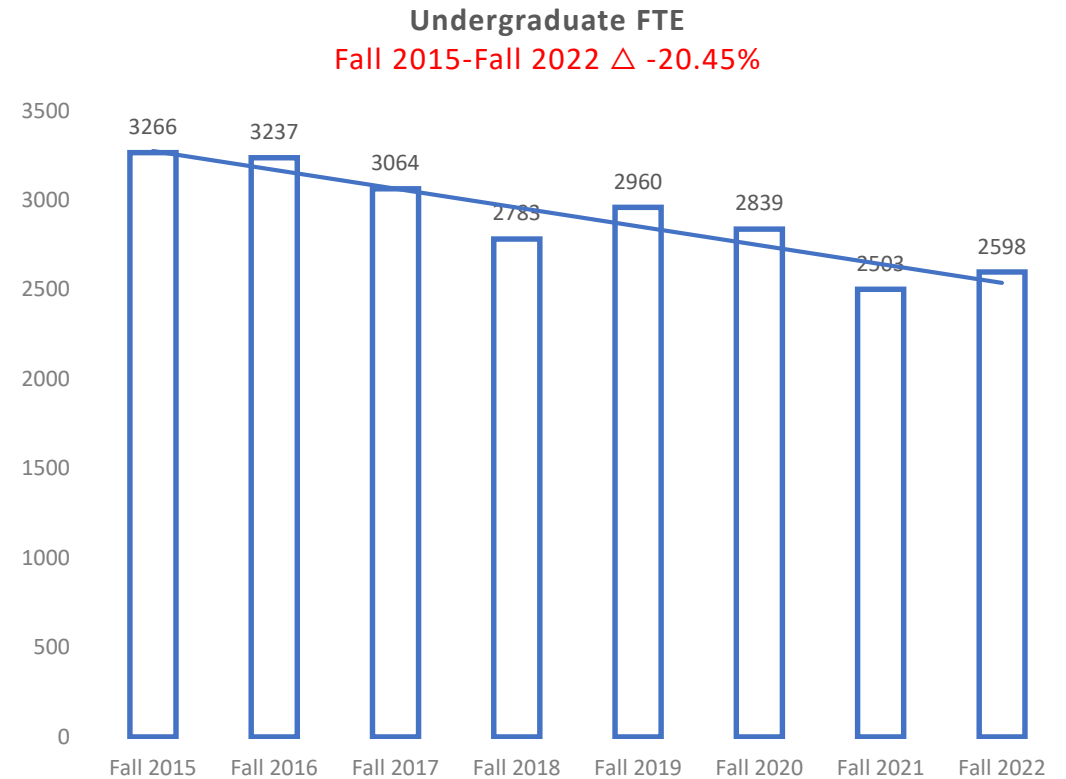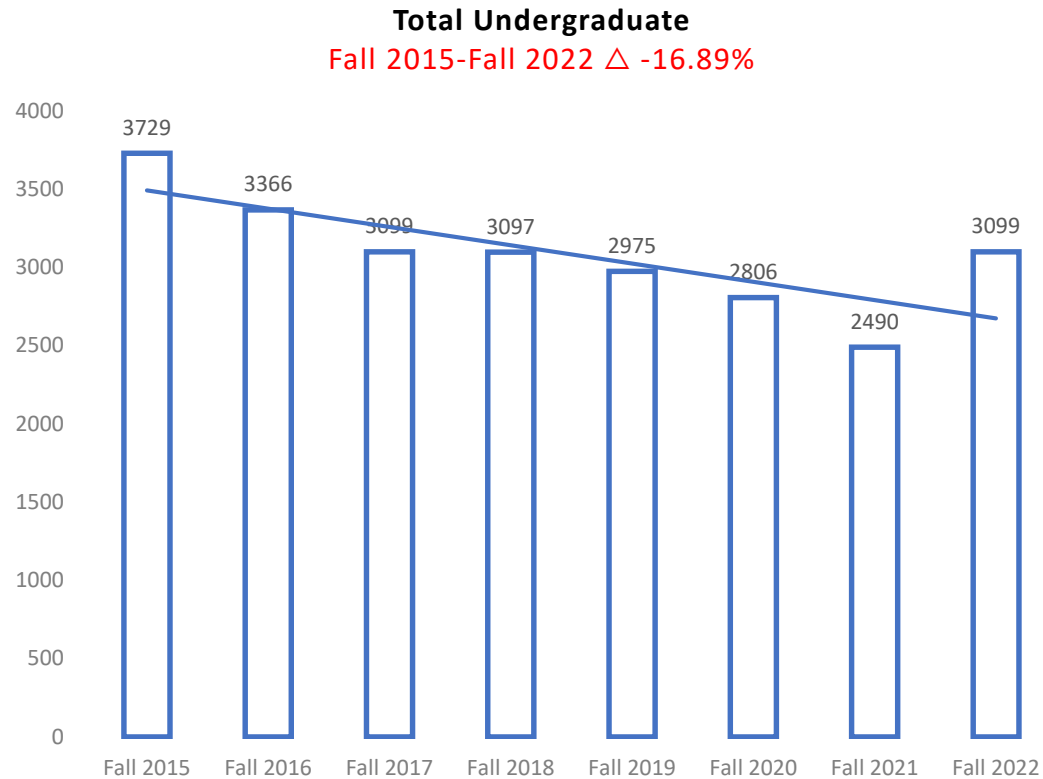
Total Undergraduate
Fall 2015-Fall 2022 △ -16.89%

Fall	Value
Fall 2015	3729
Fall 2016	3366
Fall 2017	3099
Fall 2018	3097
Fall 2019	2975
Fall 2020	2806
Fall 2021	2490
Fall 2022	3099

Undergraduate FTE
Fall 2015-Fall 2022 △ -20.45%

Fall	Value
Fall 2015	3266
Fall 2016	3237
Fall 2017	3064
Fall 2018	2783
Fall 2019	2960
Fall 2020	2839
Fall 2021	2503
Fall 2022	2598

Source: Office of Institutional Research, Reporting, and Analytics

Total Graduate Headcounts and FTEs
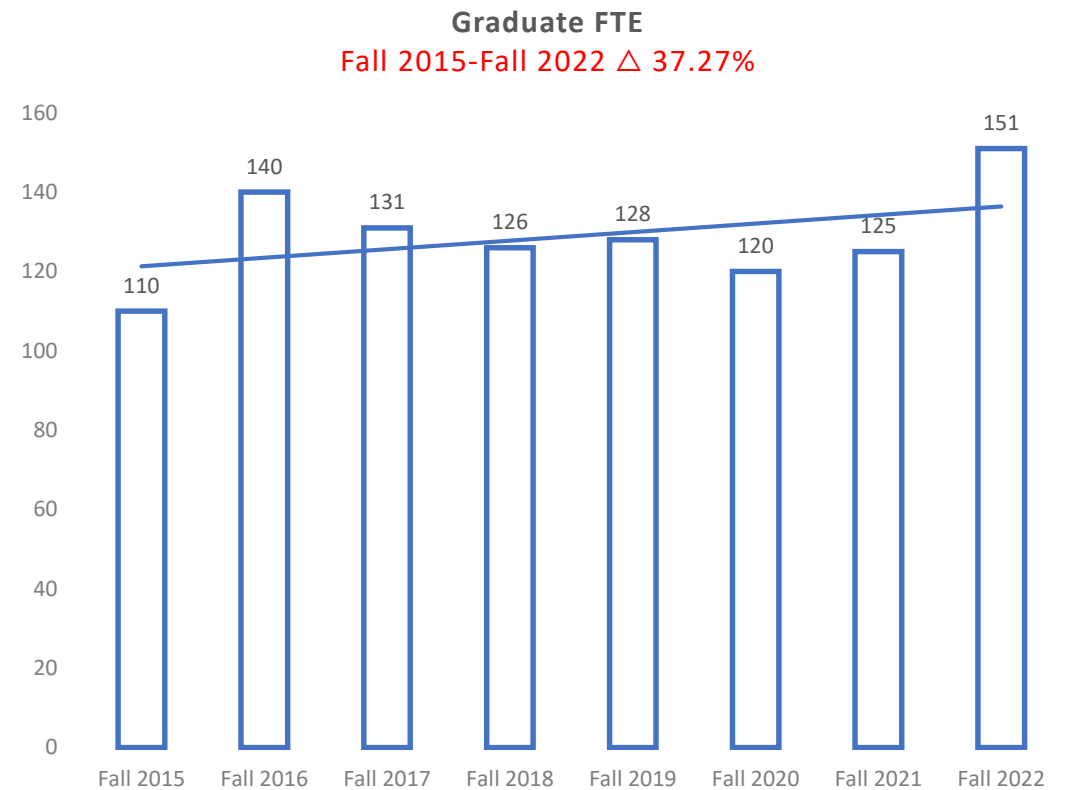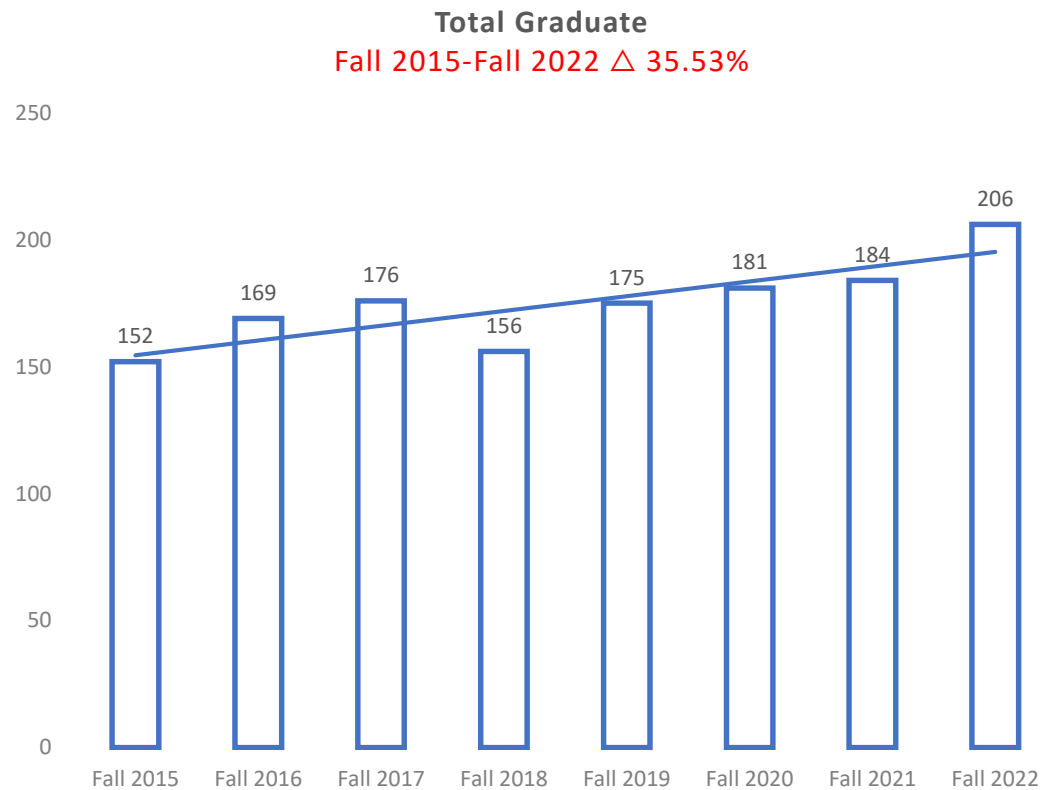
Total Graduate
Fall 2015-Fall 2022 △ 35.53%

Graduate FTE
Fall 2015-Fall 2022 △ 37.27%

Total Graduate values by year:
- Fall 2015: 152
- Fall 2016: 169
- Fall 2017: 176
- Fall 2018: 156
- Fall 2019: 175
- Fall 2020: 181
- Fall 2021: 184
- Fall 2022: 206

Graduate FTE values by year:
- Fall 2015: 110
- Fall 2016: 140
- Fall 2017: 131
- Fall 2018: 126
- Fall 2019: 128
- Fall 2020: 120
- Fall 2021: 125
- Fall 2022: 151

Source: Office of Institutional Research, Reporting, and Analytics

CAS Headcounts and FTEs

CAS Headcount
Fall 2015-Fall 2022 △ -35.08%

- 1163
- 1201
- 1096
- 968
- 1026
- 925
- 845
- 755

Fall 2015 · Fall 2016 · Fall 2017 · Fall 2018 · Fall 2019 · Fall 2020 · Fall 2021 · Fall 2022

CAS FTE
Fall 2015-Fall 2022 △ -37.71%

- 1101
- 1148
- 1049
- 931
- 964
- 763
- 777
- 686

Fall 2015 · Fall 2016 · Fall 2017 · Fall 2018 · Fall 2019 · Fall 2020 · Fall 2021 · Fall 2022

Source: Office of Institutional Research, Reporting, and Analytics

CPS Headcounts and FTEs

CPS Headcount
Fall 2015-Fall 2022 △ -15.73%

Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
1748	1702	1642	1586	1622	1643	1329	1473

CPS FTE
Fall 2015-Fall 2022 △ -17.08%

Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
1652	1607	1568	1524	1516	1544	1224	1370
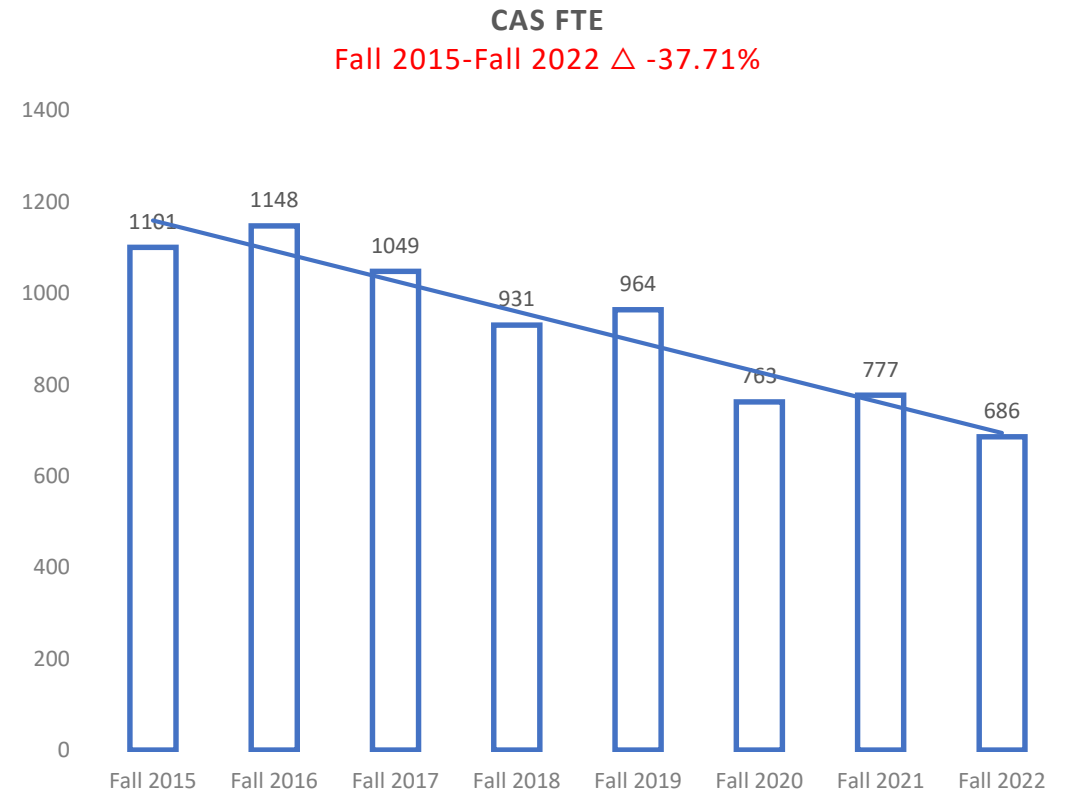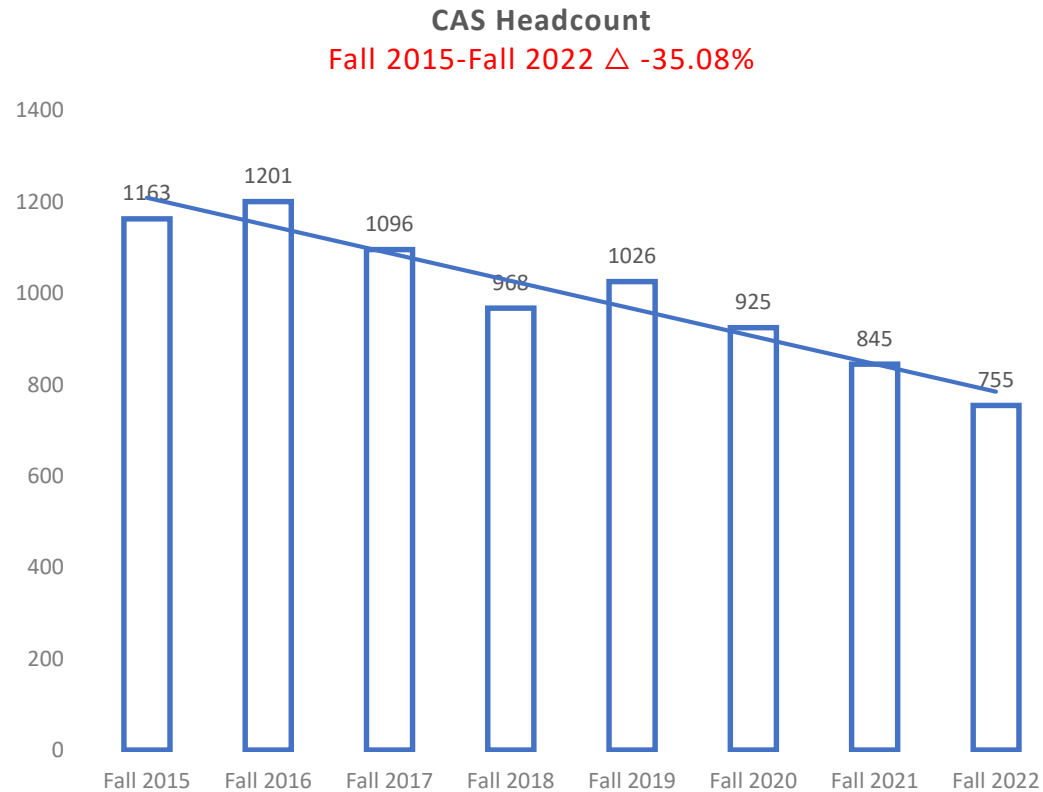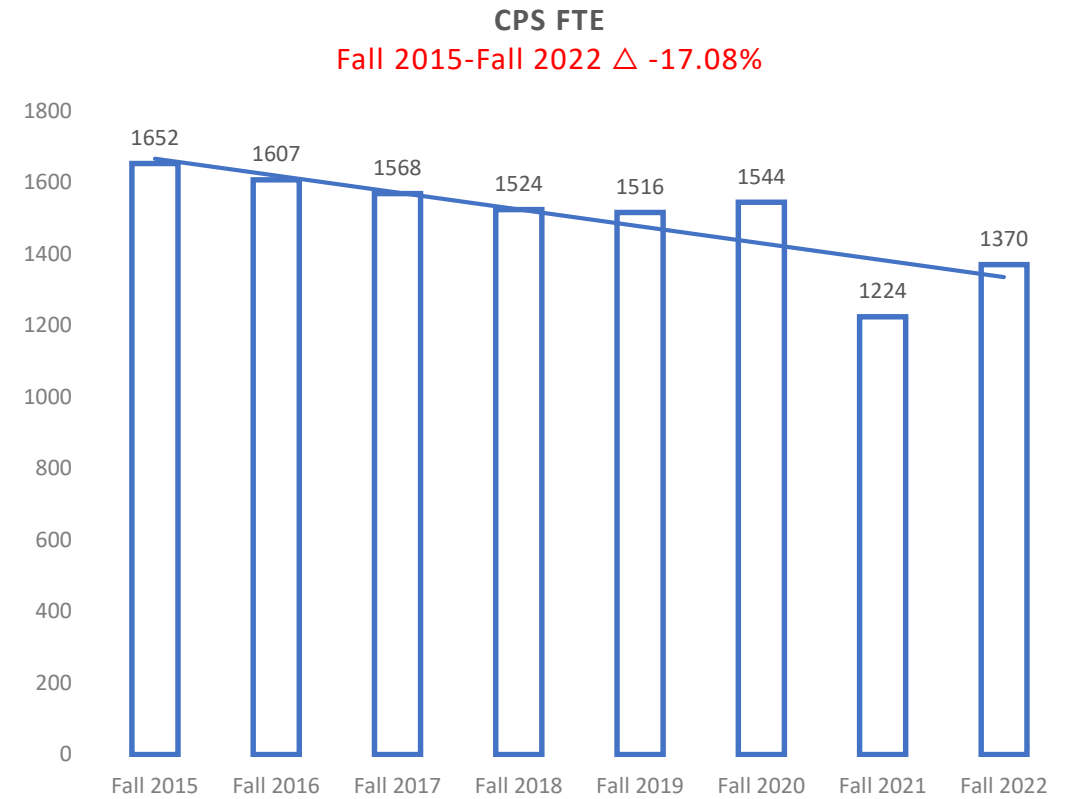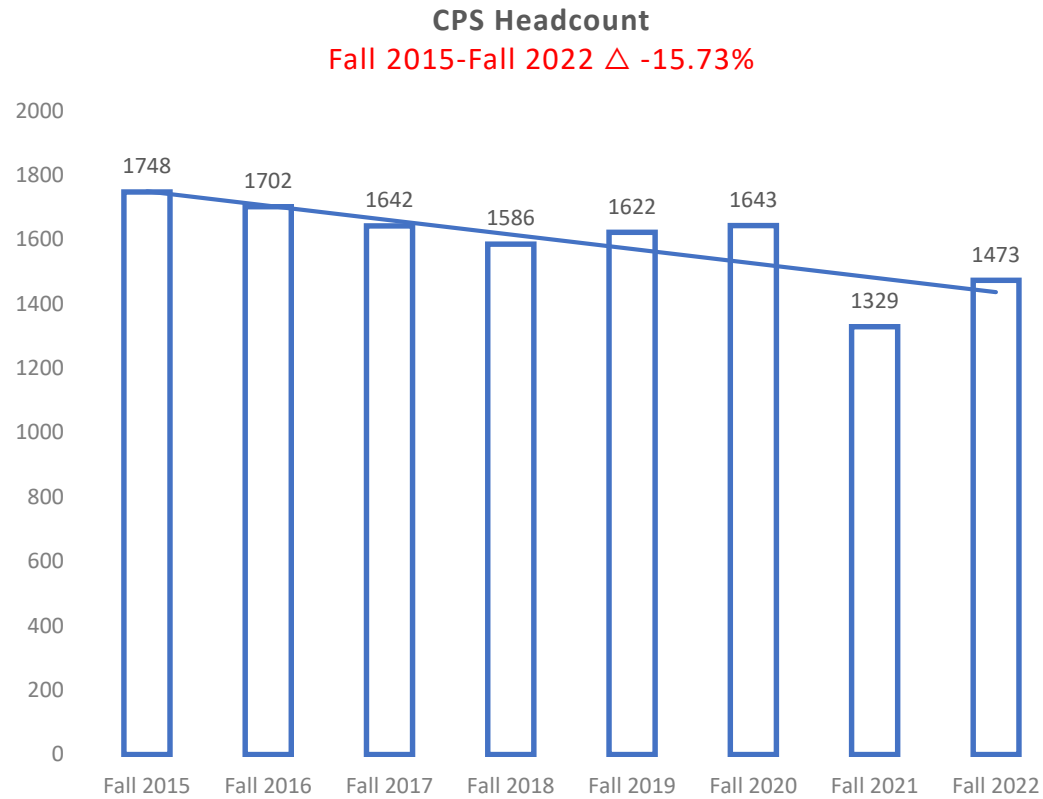
Source: Office of Institutional Research, Reporting, and Analytics

Other Headcounts and FTEs
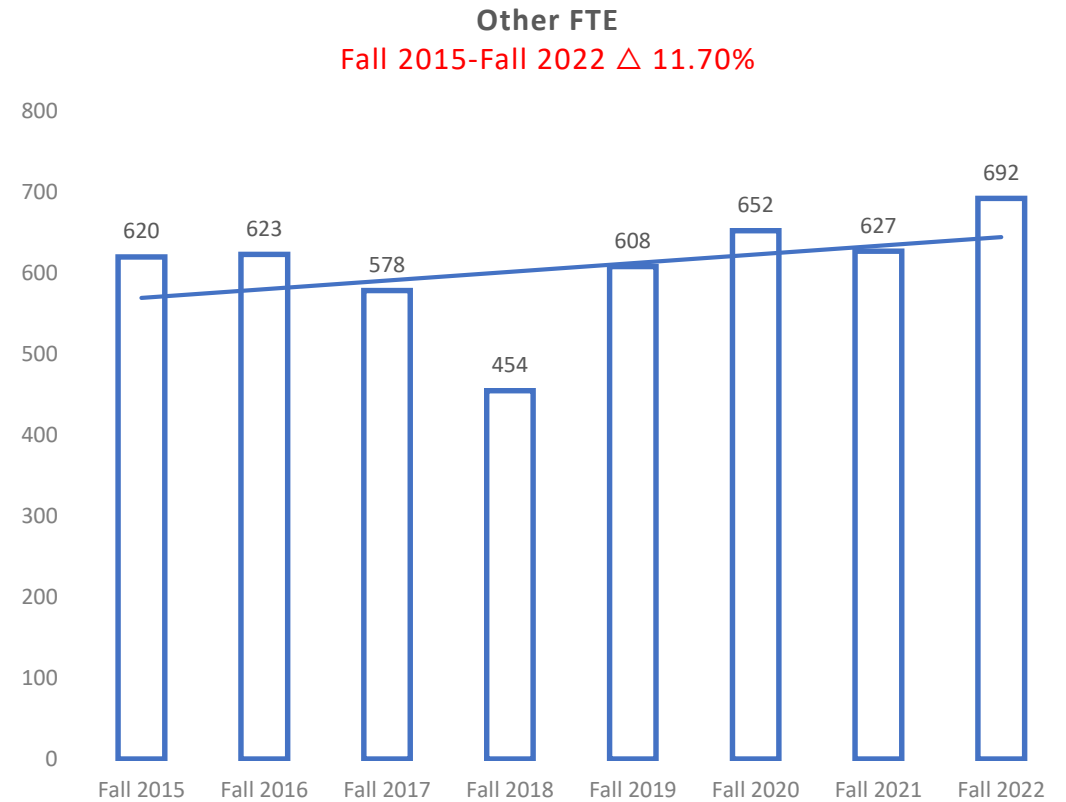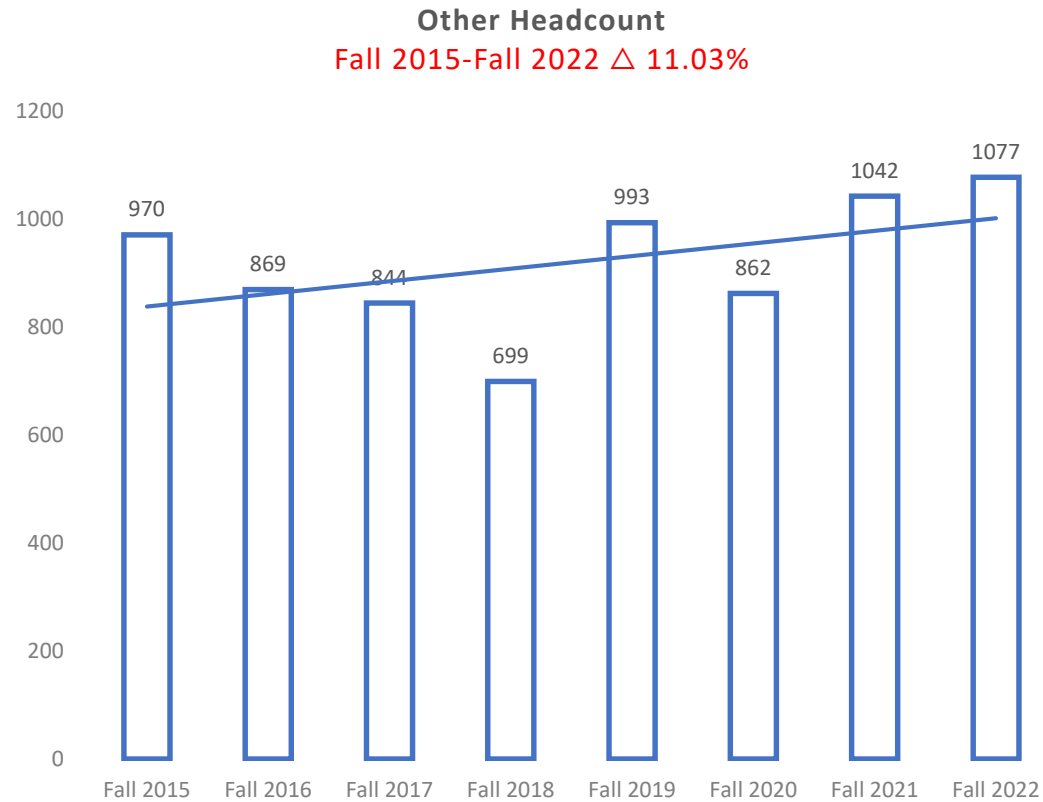
Other Headcount
Fall 2015-Fall 2022 △ 11.03%

Other FTE
Fall 2015-Fall 2022 △ 11.70%

Source: Office of Institutional Research, Reporting, and Analytics

Program Enrollment Patterns

Program Enrollments % Change, Fall 2015-Fall 2022
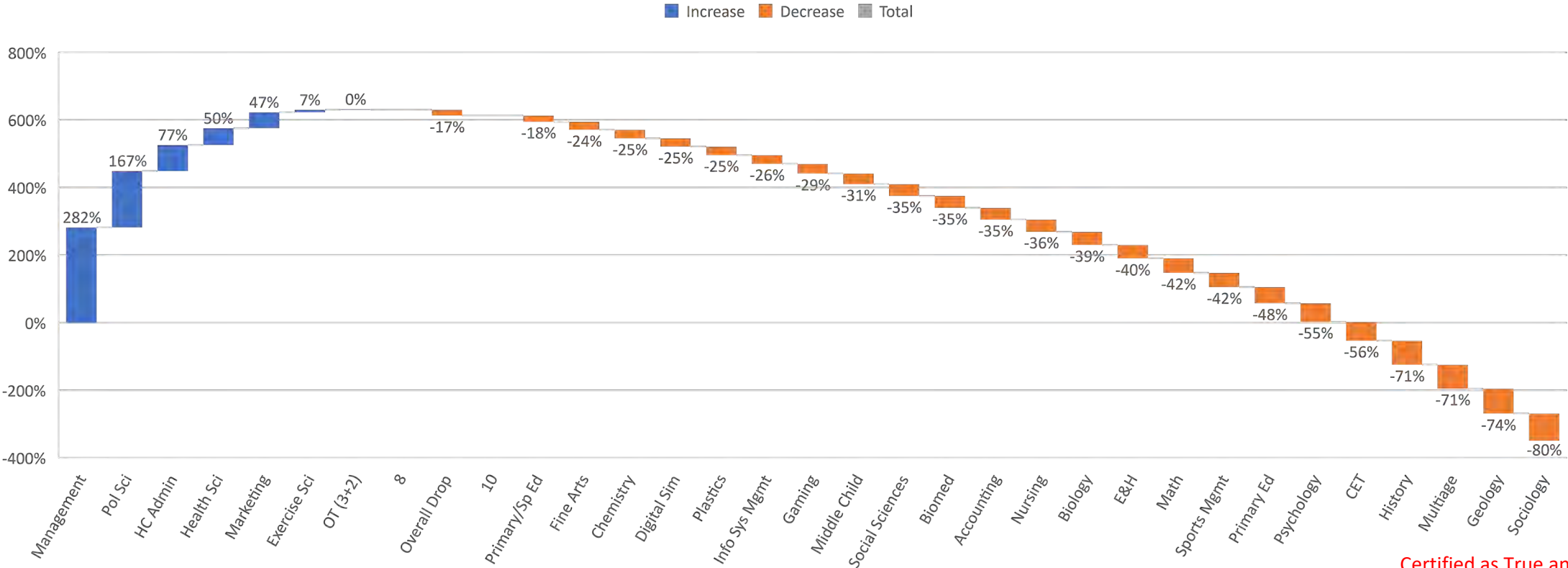
Increase ■ Decrease ■ Total

SSU Retention and Completion Rates

Freshman Cohort Year	All First-Time Freshmen Count	Retention 1 Year	Retention 2 Years	Retention 3 Years	Graduated in 4 Years with Associates	Graduated in 4 Years with Bachelors	Retention 4 Years	Graduated in 5 Years with Associates	Graduated in 5 Years with Bachelors	Retention 5 Years	Graduated in 6 Years with Associates	Graduated in 6 Years with Bachelors	Retention 6 Years
2010	1066	54.9%	37.8%	29.2%	2.0%	11.5%	19.5%	2.4%	17.7%	8.8%	2.7%	20.8%	2.9%
2011	1079	48.8%	34.2%	27.1%	3.8%	17.1%	13.9%	4.2%	22.1%	5.5%	4.8%	23.6%	3.0%
2012	1081	52.4%	37.9%	31.2%	2.0%	20.3%	16.2%	2.9%	27.0%	6.2%	3.1%	28.3%	2.1%
2013	1086	60.3%	45.0%	38.3%	4.4%	21.7%	19.4%	5.8%	29.4%	7.7%	6.8%	31.9%	3.9%
2014	905	69.8%	54.8%	45.2%	11.8%	19.0%	17.6%	13.2%	24.6%	6.5%	13.3%	26.7%	2.3%
2015	869	75.0%	64.0%	51.8%	8.8%	21.9%	22.0%	10.6%	28.5%	11.0%	10.8%	30.1%	4.8%
2016	864	74.5%	57.6%	48.5%	9.3%	22.6%	23.3%	10.5%	30.6%	9.4%	11.2%	32.5%	3.6%
2017	700	76.3%	61.3%	48.8%	10.1%	26.8%	17.8%	10.7%	32.0%	10.6%			
2018	616	78.1%	65.6%	55.6%	14.3%	28.8%	20.9%						
2019	808	72.3%	60.2%	49.0%									
2020	627	69.8%	52.7%										
2021	552	65.3%											
2022	639												

Source: Office of Institutional Research, Reporting, and Analytics

FTE Distributions by Majors

Fall 2022 FTE by Majors, Bachelors Programs

Series1 Series2

Major	Series1	Series2
English	17.68	9
Communication	2.25	8
Philosophy	2.25	0
Fine Arts	16.34	83
Game Design	2.2	101
Math	10.73	19
Biology	10.21	116
Chemistry	4.13	21
Geology	2.35	5
History	3.75	12
Political Science	3	16
Psychology	6.98	85
Sociology	2.75	18
Exercise Science	2.93	72
Health Science	4.46	108
Accounting	2.78	62
Management	3.33	84
Marketing	1.67	53
Health Care Admin	1.04	23
Info Sys Mgmt	2.59	39
Sports Mgmt	2.21	32
Primary (PreK-5)	2.39	63
Primary/Spec Ed	0.7	40
Multiage Interv Sp	2.14	14
Middle Childhood	1.4	33
Digital Simulation	4.46	119
Plastics	3.38	44
CET	1.2	35
Nursing	6.33	71
Occu Therapy	0.17	25

FTE Distributions by Enrollment

Fall 2022 FTE by Enrollment, Bachelors Programs
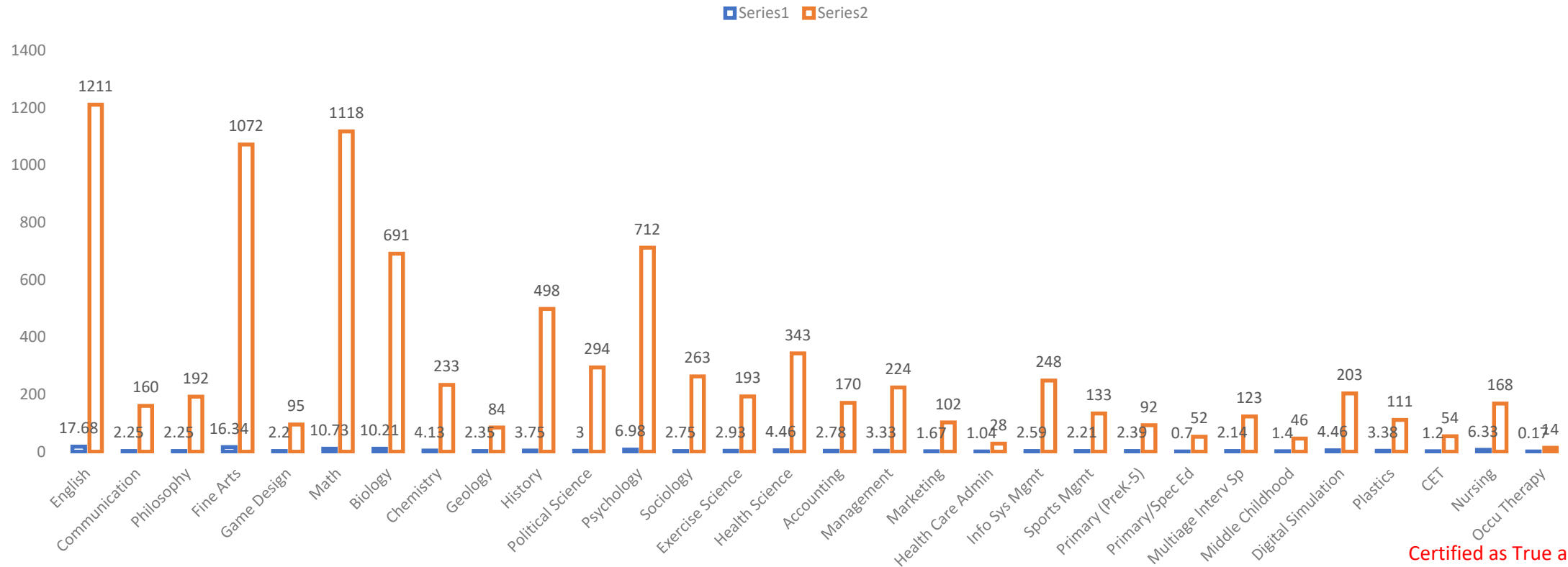
☐ Series1   ☐ Series2
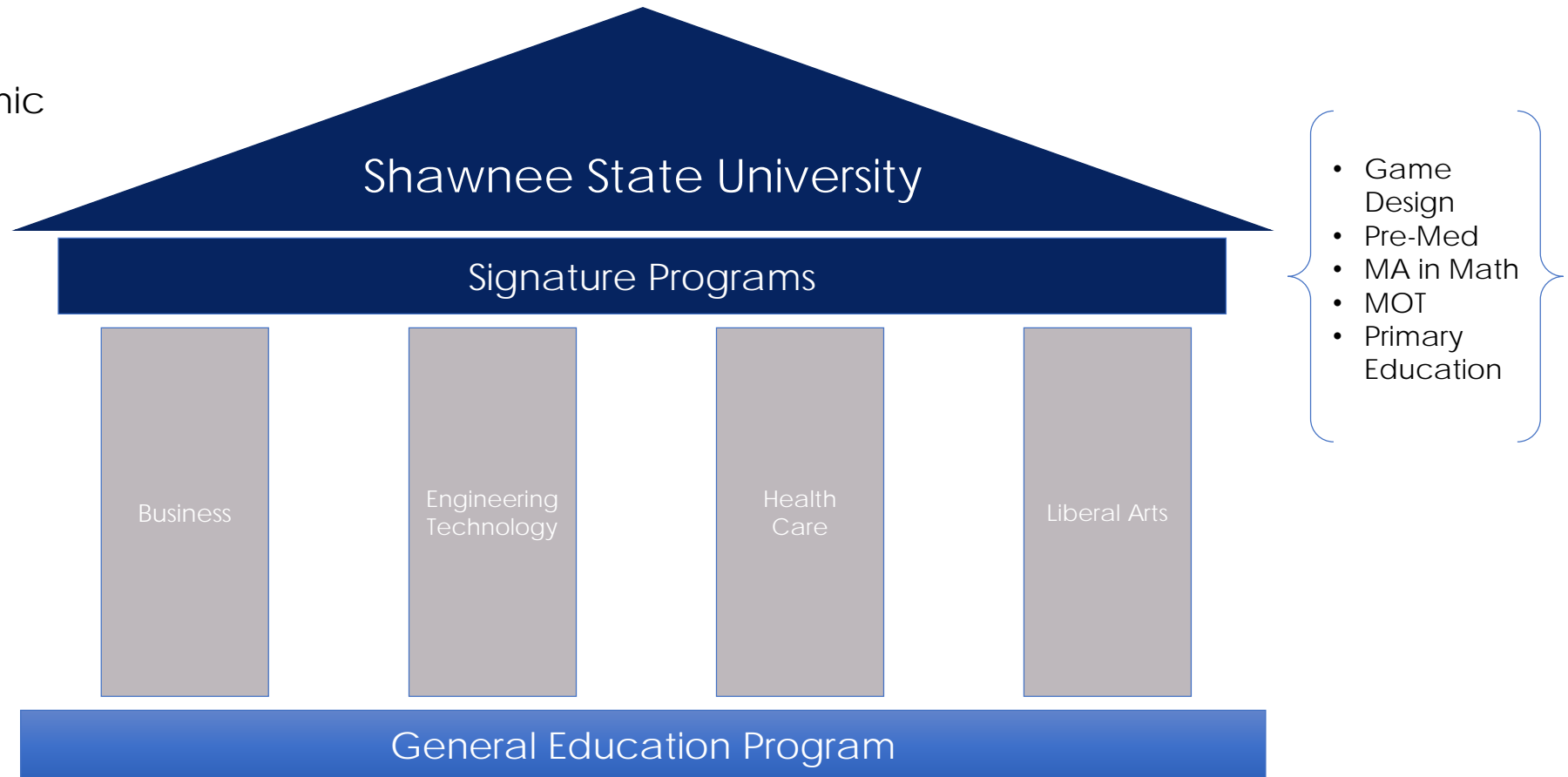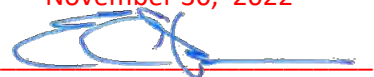
Programs for Growth

- Masters
  - MBA, MSN, MOT (hybrid), Plastics
- Bachelors
  - Information Security, Computer Science, Criminal Justice, Social Work
- Online
  - Graduate (selectively)
- International
  - Business (MBA), Plastics, Game Design, Information Security, Computer Science, Pre-Med
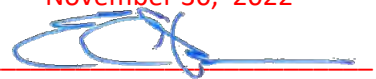
Thank you!

Questions?

President's Report

Board of Trustees Meeting
November 18, 2022

Thank you, Chairman Furbee.

At the last meeting, I reported to the Board that we were projecting a shortfall in revenue for FY 23 based on tuition collected via fall enrollment and projected for spring enrollment. During Dr. Burke's presentation in the Finance & Administration meeting, she outlined the areas that we have identified for expense reductions. The first area is in scholarships … not that we are reducing our student scholarship awards but rather that the reduction in enrollment (vs our projections) of continuing students is leading to a reduction in the scholarship expenditure. Although we have increased enrollment overall, there has been a significant reduction in continuing students. This has led to a reduction in scholarship expense.

A second area of targeted expense reduction is in our workforce. We began the year with a number of unfilled positions that we intended to hire. In addition, we have had employee resignations and retirements since the beginning of the fiscal year. Although these positions are critical to our operations, we are imposing hiring holds of many of them in order to meet our financial goals. Our intent is to review each of these positions in the new year to determine whether they continue in a holding pattern or whether they should be filled. Let me mention that the vacated positions have placed greater stress on other employees to pick up the slack. And there are some university functions that will have to reduced temporarily. I still consider this option to be a preferable first step before resorting to RIFs and furloughs as we have in the recent past.

The third area is to place greater review and constraint in our non-comp spending. We now have exceptionally good tools to review our expenses in fine detail and on a daily basis. In the past few years, we have had some pretty significant overspends. Some of these expenses were due to emergency measures employed during the pandemic. But others were not. We can do better, and we will.

As we look to next fall, I am heartened by the significant increase in applications for our next freshman class. Applications do not always provide a true indication of enrollment trends but it does provide us with a level of confidence that we can meet and exceed our goals for next year. We were one of two state universities in Ohio that reported an enrollment increase for fall 22 and I am optimistic that we will continue that trend into the next academic year. As I have reported to the Board over the last two years, it will take us several years to get back to pre-pandemic levels. I think that time will be much shorter if fall 23 enrollments follow along with early applications and admissions data.

Strategic planning year two is underway and I will be reporting our mid-year scorecard at the February Board meeting. Some of the important goals we are pushing toward …

- Increasing capacity for in-demand academic programs (e.g. dental hygiene)
- Offering new graduate programs (MBA, Nursing, Hybrid MOT)
- Developing pathways to workforce that connect CTCs with SSU
- Completing the new master plan for the University
- Establish the School of Nursing
- Moving forward with professional accreditations in plastics and business
- Setting up a successful procedure and report for our regional accreditation
- Expand CCP partnerships and enrollment
- Moving forward with our Gateway plan and modifying it based on new opportunities for downtown revitalization
- Strengthening our budgetary process
- Moving forward with Diversity and Inclusion initiatives

Certified as True and Correct
November 30, 2022

Secretary, SSU Board of Trustees

And all of these actions are supporting a goal of increasing enrollment and degree completion, improving the institution's financial stability, and allowing SSU to continually improve on our mission to prepare today's students for success in tomorrow's world.

One additional note on regional accreditation, you received a report on progress toward our 2023 report to the Higher Learning Commission. As you know, HLC is our regional accreditor and our report to them prior to their visit in the spring is extremely important. Dr. Ahuja, Dr. Marc Scott, and Dr. Chris Raber have coordinated a thorough assessment and reporting process and are nearing submission of the report. This is a huge effort and they are doing an exceptionally good job.

The last subject I would like to discuss today is the impending retirement of one of the university's most consequential and important employees. Mr. Butch Kotcamp, Director, Facilities, Planning & Construction, has decided to go fishing after serving this institution for the last 32 years. There has been one constant at this institution over the last 30 years – we have one of the most beautiful, well maintained campuses in the country. If you want to know the reason that we have been able to accomplish this with what most would describe as minimal funding and support, I can give you a clear and unequivocal answer - Butch Kotcamp. Butch has led our facilities development through road closures, ice storms, new building projects, major renovations, and yes, a pandemic. He has served this institution with great distinction and deserves our deepest gratitude.

We look forward to recognizing Butch with a reception on campus, December 6 at 3:00.

This is the last Board meeting before the holidays and the end of the calendar year. I hope to see all of you at commencement on December 10. If not then, I wish all of you and your families a happy holiday season.

And Chairman Furbee, that concludes my report.

Jeffrey A. Bauer