SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES

Meeting Minutes
April 21, 2023

Call to Order

Chair 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. Daniels, Mr. Edwards, Mr. Evans, Mr. Furbee, Dr. Haas, Mr. Richey, Mr. Watson, and Mr. Bakenhaster

Members absent: Mr. Shah, Ms. Ratliff

Approval of the February 10, 2023 Board Meeting Minutes

Mr. Evans moved and Mr. Daniels seconded a motion to approve the February 10, 2023 Board meeting minutes. The motion was passed by unanimous roll call vote of all Board members present.

Approval of the April 21, 2023 Revised Agenda

Dr. Haas moved and Mr. Watson seconded a motion to approve the April 21, 2023 revised Board meeting agenda. The motion was passed by unanimous roll call vote of all Board members present.

Consent Agenda

1. Resolution E02-23, Dr. Elinda Boyles – Emeritus Administrator
2. Resolution E03-23, Mr. Lloyd (Butch) Kotcamp – Emeritus Administrator
3. Resolution E04-23, Rescission of Emergency Authorization
4. Resolution F07-23, Approval of University Investment Committee Member Reappointment
5. Resolution F11-23, Approval of Policy 5.45, Naloxone Access for Emergency Use
6. Resolution ASA04-23, Award of Faculty Tenure
7. Resolution ASA05-23, Approval of Policy 2.21, Accommodations for Student Religious Beliefs
8. Resolution ASA06-23, Approval of Master of Science in Nursing Degree

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 E05-23, Renewal of Contract with Dr. Sunil Ahuja as Provost and Vice President for Academic and Student Affairs

   This resolution approves the renewal of the University's contract with Dr. Sunil Ahuja as Provost and Vice President for Academic and Student Affairs for a three-year term according to the negotiated contract. Mr. Edwards moved that the Board adopt Resolution E05-23 and Mr. Evans seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

2. Amended Resolution E06-23, Authorizing Board Chair to Execute Employment Contract with Eric A. Braun as Interim President

   Mr. Edwards reported that the committee tabled Resolution E06-23 and then moved to adopt the committee's recommendation that the full Board of Trustees go into executive session at today's meeting to discuss the salary, benefits, and other compensation components of Mr. Eric Braun's contract as Interim President, with the goal of re-entering open session to pass amended Resolution E06-23 authorizing the Board Chair to execute an employment contract with Eric A. Braun, Interim President. Mr. Daniels 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 F09-23, Approval to Extend Waivers of Standard Undergraduate Tuition for AY2023-24

   This resolution extends waivers that reduce the standard undergraduate instructional and general fee rates through AY2023-24 for College Credit Plus, Give Back Go Forward Program, E-Campus undergraduate courses, and participants in Wiley's Tuitionmanager.com and Wiley Beyond programs.

   Mr. Edwards moved that the Board adopt Resolution F09-23 and Mr. Evans seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

2. Resolution F10-23, Approval of Residential Housing Rates for Summer 2023

   This resolution approves residential housing rates for the summer 2023 term. Mr. Edwards moved that the Board adopt Resolution F10-23 and Mr. Watson seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

3. Ms. Katie Veldman, Assurance Manager for Plante Moran, presented pre-audit scope materials in preparation for the upcoming FY2023 financial audit. The full report is attached to the minutes.

4. Dr. Burke discussed current FY2023 year-end projections and the university's updated credit opinion from Moody's. The university's bond rating is unchanged at Baa3 with a stable outlook. The full report is attached to the minutes.

5. Ms. Aimee Welch provided a year-to-date budget status report. The full report is attached to the minutes.

6. Mr. Greg Ballengee reviewed the status of the University's investment portfolio as of March 31. The market value of the portfolio at that time was $8.05 million. The full report is attached to the minutes.

7. Ms. Malonda Johnson reported on recent employment activity, which included six new hires, four status changes for current employees, and sixteen departures, with eight positions eliminated. She also discussed Procedure 4.95:1, Administration of Flexible Work Arrangements. The full report is attached to the minutes.

8. Mr. John Temponeras briefed the committee on the status of current capital projects. The HVAC renovation and Kricker Innovation Hub projects are now 99% complete. The full report is attached to the minutes.

Academic and Student Affairs Committee Report

Mr. Evans reported on behalf of the Academic and Student Affairs Committee.

1. Dr. Ahuja reported on recent activities in Academic and Student Affairs. He noted faculty promotions, the launch of the MBA program, the development of new programs, and the successful visit by reviewers from the Higher Learning Commission. Finally, he provided highlights of recent faculty and staff accomplishments in the areas of teaching, scholarship, service, and community engagement. The full report is attached to the minutes.

2. Mr. Braun reported on activities in the division which included 3 SSU athletes named All-American: Kam Elzy in Women's Basketball, Aiden Kammler in Indoor Track and Juan Celis in Men's Swimming; the Verizon Innovative Learning Program hosted the Verizon Innovative Learning STEM Achievers summer camp with 190 students from Chillicothe City Schools, 30 students from Greenup County Schools, and 30 from Ironton City Schools; as a regional programming center for the Ohio Cyber Range, SSU received a sub-award of $30,000 to support cyber career awareness activities; the Kricker Innovation Hub held its grand opening on March 9, organized the Shawnee Game Conference held March 10-11, hosted the 10th Annual Glockner Dare to Dream competition with fifteen teams from schools

all over the tri-state competing for $32,500 in cash prizes on March 7, and held Startup Weekend on March 31- April 2. The full report is attached to the minutes.

3. Jim Farmer, Director of Admissions, presented a recruitment and admissions report. Fall 2023 enrollment indicators show first time freshmen admission applications are down 14%, admitted students down 6%, and application conversions up 8% over fall 2019. PALSJR+ counties are outperforming fall 2019 numbers with the exception of Pike and Adams counties. Fall 2023 orientation registrations are up 14% over fall 2019. The full report is attached to the minutes.

4. Ms. Marlita Cadogan, Assistant Director of Student Life, presented the Student Programming Board (SPB) events for spring 2023 and information about a new format for 2023-2024 academic year. SPB has made great strides in establishing a new normal post pandemic by focusing on student engagement and bringing back in-person traditions such as 4th Friday Movies, Late Night Bowling and BINGO. Next year will see a different format for the SPB to accommodate more student programming, better use of resources, and support the University's mission. The full report is attached to the minutes.

Appointment of Nominating Committee

Chair Furbee appointed Joe Watson and Scott Evans to serve as a nominating committee for the purpose of bringing forth names at the June meeting for election of Board of Trustees officers in the 2023-2024 academic year and thanked Mr. Watson and Mr. Evans for their time and willingness to serve the Board in this capacity.

Reports from Board Liaisons with other Organizations

None

President's Report

President Bauer reported the passing of Jim Kricker who was a strong advocate for higher education and one of Shawnee State's greatest benefactors. He highlighted campus events including Celebration of Scholarship, Faculty Festival of Achievement, the 2023 President's Gala, and our upcoming commencement. He recognized faculty promotions and awards of tenure. Our MBA program has received final approval from the Chancellor and our Master of Science in Nursing is next in line as we continue to enhance our graduate portfolio. The General Assembly is considering a Higher Education Reform Act, SB83, and some of the required mandates were reviewed emphasizing the preparation that will be needed as this becomes law. President Bauer recognized Dr. Elinda Boyles and Mr. Butch Kotcamp who were honored with Administrator Emeritus status. 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, UFS President, reported that faculty morale is down and there are reports that the reorganization is not being handled consistent with those in the past. Faculty have voiced concerns over shared governance procedures not being followed and the lack of authentic dialog. There is concern about the impact of SB83 and SSU UFS support the Ohio Faculty Congress resolution to SB83 which is attached for the record. She stated that communication between the administration and faculty had recently begun to improve.

Executive Session

Mr. Richey moved to enter Executive Session to discuss the employment of a public official and Mr. Watson seconded the motion. Following a unanimous roll call vote in accordance with Ohio Revised Code Section 121.22, the Board entered executive session at 1:45 p.m. Those in attendance for the executive session were Mr. Furbee, Mr. Daniels, Mr. Edwards, Mr. Evans, Dr. Haas, Mr. Richey, Mr. Watson, Dr. Bauer, Mr. McPhillips and Ms. Johnson. Mr. Watson moved and Mr. Evans seconded a motion to leave executive session and return to public meeting. The motion was passed by unanimous roll call vote of all Board members present and the Board exited executive session at 2:22 p.m.

Other Business

1. Amended Resolution E06-23, Authorizing Board Chair to Execute Employment Contract with Eric A. Braun as Interim President

   Mr. Edwards moved that the Board adopt amended Resolution E06-23 and Mr. Watson seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

Adjournment

Mr. Edwards moved and Mr. Daniels seconded a motion to adjourn. The motion was passed unanimously and the Board adjourned at 2:25 p.m.

_____
Chairperson, Board of Trustees

_____
Secretary, Board of Trustees

RESOLUTION E02-23

DR. ELINDA BOYLES

EMERITUS ADMINISTRATOR

WHEREAS, Dr. Elinda Boyles has been recommended for Emeritus Administrator status; and

WHEREAS, University Policy 5.33 provides the criteria for consideration of Emeritus Administrator status, which are:

- At least ten years of full-time employment as an administrator with Shawnee State University, and

- Evidence of outstanding contributions to the University beyond normal performance expectations, and

WHEREAS, Dr. Boyles served in significant roles at Shawnee State University for 34 years including her position as Vice President for Finance and Administration for 14 years; and

WHEREAS, Dr. Boyles dedicated many years to ensuring the success of Shawnee State University; and

WHEREAS, the President strongly recommends this action;

THEREFORE, BE IT RESOLVED that the Shawnee State University Board of Trustees confers the title of Emeritus Administrator on Dr. Elinda Boyles, together with all rights and privileges of the position herein granted.

(April 21, 2023)

Certified as True and Correct
April 28, 2023

Secretary, SSU Board of Trustees

RESOLUTION E03-23

MR. LLOYD "BUTCH" KOTCAMP

EMERITUS ADMINISTRATOR

WHEREAS, Mr. Butch Kotcamp has been recommended for Emeritus Administrator status; and

WHEREAS, University Policy 5.33 provides the criteria for consideration of Emeritus Administrator status, which are:

- At least ten years of full-time employment as an administrator with Shawnee State University, and

- Evidence of outstanding contributions to the University beyond normal performance expectations, and

WHEREAS, Mr. Kotcamp served the University for 32 years including 22 years as Director of Facilities, Planning and Construction; and

WHEREAS, Mr. Kotcamp dedicated his time to ensure the success of Shawnee State University; and

WHEREAS, Mr. Kotcamp managed the physical development and maintenance of campus for 32 years during which time the University received numerous accolades for campus function and appearance, and

WHEREAS, the Vice President of Finance and Administration and the President strongly recommend this action;

THEREFORE, BE IT RESOLVED that the Shawnee State University Board of Trustees confers the title of Emeritus Administrator on Mr. Butch Kotcamp, together with all rights and privileges of the position herein granted.

(April 21, 2023)

Certified as True and Correct
April 28, 2023

Secretary, SSU Board of Trustees

RESOLUTION E04-23

APPROVAL TO RESCIND
AUTHORIZATION FOR UNIVERSITY PRESIDENT TO ENACT
TEMPORARY EMERGENCY PROCEDURES

WHEREAS, Resolution E02-20, Authorization for University President to Enact Temporary Emergency Procedures, was enacted during a time of an expanded number of cases of coronavirus (COVID-19) throughout the world which presented new challenges to University officials to safeguard the health of students, employees, visitors and others in the University community; and

WHEREAS, until the coronavirus was contained, flexibility was needed with respect to existing University policies and procedures, to ensure that the administration could take prompt action in the best interests of the University community without obtaining formal Board approval; and

WHEREAS, the diminished number of new COVID-19 cases coupled with the ready availability of vaccinations aimed to reduce the serious health effects of COVID make it no longer necessary to continue the President's emergency authority granted in Resolution E02-20;

THEREFORE, BE IT RESOLVED that the Board Chair hereby rescinds and the Board of Trustees ratifies the rescission of the President's emergency authority granted in Resolution E02-20.

(April 21, 2023)

Certified as True and Correct
April 28, 2023

Secretary, SSU Board of Trustees

RESOLUTION E02-20
AUTHORIZATION FOR UNIVERSITY PRESIDENT TO ENACT TEMPORARY EMERGENCY PROCEDURES

WHEREAS, the discovery of an expanding number of cases of the coronavirus (COVID-19) throughout the world and United States, including cases recently confirmed in Ohio, presents new challenges to University officials to safeguard the health of students, employees, visitors, and others in the University community; and

WHEREAS, until the coronavirus is contained, flexibility is needed with respect to existing University policies and procedures, to ensure that the administration may take prompt action in the best interests of the University community without obtaining formal Board approval; and

WHEREAS, as long as the coronavirus still poses a potential risk, issues that for which such flexibility may be needed include, but are not limited to: student and employee attendance requirements; employee use of paid and unpaid leave; authorization for employees to travel on University business; reporting on personal travel outside the United States; methods of delivery of course material; cancellation of campus gatherings and existing contractual agreements; and the cancellation or rescheduling of events, including athletic events;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the University President to enact temporary emergency procedures that may expand, restrict or otherwise modify the rights and responsibilities of members of the University community that are currently provided for in University policies; and

IT IS FURTHER RESOLVED that the University administration shall take reasonable efforts to ensure that any such temporary emergency procedures that are enacted are communicated to members of the University community in a manner that will ensure broad dissemination, which may include emails, text alerts, and postings on the University web site; and

IT IS FURTHER RESOLVED that the authority granted herein may be rescinded by the Board Chair when such authority is deemed no longer necessary based on the consensus of the public health community or as the Chair may otherwise see fit.

(March 13, 2020)

RESOLUTION F07-23

**APPROVAL OF UNIVERSITY INVESTMENT
COMMITTEE MEMBER REAPPOINTMENT**

WHEREAS, on June 30, 2023, Mr. William Burke will have completed a three-year term as a member of Shawnee State University's Investment Committee; and

WHEREAS, Mr. Burke is a long-standing member of the committee, continues to demonstrate exemplary service and expertise, and is willing to continue as a member for a period of one year; and

WHEREAS, Mr. David Furbee, Investment Committee Chairperson, nominates Mr. Burke for reappointment for an additional one-year period, beginning July 1, 2023 and ending June 30, 2024; and

WHEREAS, the President concurs with this reappointment;

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the one-year reappointment of Mr. Burke to the University's Investment Committee and extends its appreciation to Mr. Burke for his continued service to the University.

(April 21, 2023)

RESOLUTION F11-23

APPROVAL OF POLICY 5.45
NALOXONE ACCESS FOR EMERGENCY USE

WHEREAS, Governor Mike DeWine's RecoveryOhio initiative, the Ohio Department of Higher Education, and the Ohio Department of Health have collaborated to provide emergency naloxone cabinets for installation on public college and university campuses; and

WHEREAS, the University has been allotted five emergency access cabinets to be installed in public settings around campus; and

WHEREAS, the University wishes to supplement the emergency cabinets with training and access to naloxone for its public safety officers; and

WHEREAS, Policy 5.45 provides for the availability and use of naloxone on campus to respond to emergencies;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves Policy 5.45, Naloxone Access for Emergency Use.

(April 21, 2023)

Shawnee State University

1.0   PURPOSE

The purpose of this policy is to establish guidelines governing the use of Naloxone for emergency situations on campus. Naloxone may be carried and administered by officers of the Shawnee State University Department of Public Safety, or accessed and administered by other members of the community via cabinets maintained by the University. This policy is intended to recognize the potential life-saving role first responders and bystanders can play when encountering persons suffering from apparent opioid overdose.

2.0   DEFINITIONS

2.1   EMS - "Emergency Medical Services" that provide pre-hospital emergency medical care; such practitioners provide out-of-hospital care for those with an illness or injury.

2.2   Naloxone - An opioid receptor antagonist and antidote for opioid overdose produced in intramuscular, intranasal, or intravenous forms.

2.3   Opioid - A drug containing opium or similar synthetic compound derived from opium or synthetically produced from opium, including but not limited to heroin, oxycodone, and fentanyl.

2.4   Opioid Overdose - An acute condition including, but not limited to, extreme physical illness, decreased level of consciousness, respiratory depression, coma, or death resulting from the consumption or use of an opioid, or another substance with which an opioid was combined, or a condition that a layperson would reasonably believe to be an opioid-related drug overdose that requires medical assistance.

2.5   Universal Precautions - An approach to infection control to treat all human blood and certain human body fluids as if they were known to be infectious for HIV, HBV and other blood-borne pathogens.

3.0   DEPARTMENT OF PUBLIC SAFETY

    3.1   Police and Security Officers in the Department of Public Safety will be trained in the use and administration of Naloxone.

    3.2   The University will make reasonable best efforts to have officers carry Naloxone doses in their vehicles and to have ready access to Naloxone in the Department of Public Safety offices.

4.0   PUBLIC ACCESS

    4.1   Shawnee State University will provide public access to Naloxone for the purpose of aiding, or assisting in the aid of, any person(s) who may be suffering from an apparent opioid overdose. This access will be accomplished through the installation of Naloxone Emergency Cabinets in various buildings around campus.

    4.2   All participation in this program and/or the administration of Naloxone by employees, students, or the general public is strictly voluntary. All are encouraged to understand the universal precautions required to administer this treatment.

5.0   NALOXONE CABINET CONTENTS

    5.1   Each cabinet will include:

        5.1.1   Bilingual instructions (tear-away cards) for administering intranasal Naloxone that include specific instructions to call EMS.

        5.1.2   Two doses of intranasal Naloxone.

        5.1.3   One rescue breathing barrier device with gloves and alcohol.

6.0   STORAGE AND REPLACEMENT

    6.1   Inspection of cabinets installed by Shawnee State University shall be the responsibility of the University. In accordance with section 3715.50 of the Ohio Revised Code, such inspections shall be conducted within a reasonable time period and shall ensure the following:

        6.1.1   Each unit is securely fastened to a permanent structure.

        6.1.2   The Naloxone is intact and not expired.

        6.1.3   Rescue breathing barrier device, gloves, and alcohol are present.

6.1.4   SSU Department of Public Safety contact information, along with signs of an opioid overdose, are listed on the box.

6.1.5   Instructions for use are present.

6.1.6   The unit safety seal is functional.

6.1.7   Naloxone is stored in accordance with manufacturer instructions to avoid extreme cold, heat, and direct sunlight to the extent possible.

Information on the Ohio Department of Health's Project DAWN:

https://odh.ohio.gov/know-our-programs/violence-injury-prevention-program/projectdawn/

History
Effective: 04/21/2023

RESOLUTION ASA04-23

AWARD OF FACULTY TENURE

WHEREAS, Shawnee State University and Shawnee Education Association entered into an agreement in June, 2012, for the purpose of granting tenure to faculty; and

WHEREAS, effective fall semester, 2013, the University implemented a tenure system; and

WHEREAS, in accordance with Board of Trustees Policy 2.15Rev., awarding of tenure at Shawnee State University is earned by faculty members on the basis of their past performance during the tenure-track period as evaluated by tenured faculty, the academic administration, University President, and the Board of Trustees; and

WHEREAS, after recent actions by the College Promotion Committees, College Deans, Provost, and President, the following faculty were nominated for tenure:

- Dr. Sandra Beam
- Dr. Michele Moohr
- Dr. Kimberly Cassidy
- Dr. Mikel Stone

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University grants tenure to the above-named faculty.

(April 21, 2023)

RESOLUTION ASA05-23

APPROVAL OF ACCOMMODATIONS FOR STUDENT RELIGIOUS BELIEFS

WHEREAS, Shawnee State University is dedicated to reasonably accommodating the sincerely held religious beliefs and practices of individual students with regard to all examinations or other academic requirements or absences for reasons of faith or their religious or spiritual belief system; and

WHEREAS, Section 3345.024 of the Ohio Revised Code, also known as "The Testing Your Faith Act," requires each state institution of higher education to adopt a policy and procedure providing students with religious accommodations;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University supports adoption of Policy 2.21, Accommodations for Student Religious Beliefs, pursuant to requirements set forth in Section 3345.024 of the Ohio Revised Code.

(April 21, 2023)

Shawnee State University

1.0   PURPOSE

The University is dedicated to reasonably accommodating the sincerely held religious beliefs and practices of individual students with regard to all examinations or other academic requirements or absences for reasons of faith or their religious or spiritual belief system.

2.0   ABSENCES

A student will be granted up to three days each academic semester to take holidays for reasons of faith or religious or spiritual belief system, or participate in organized activities conducted under the auspices of a religious denomination, church, or other religious or spiritual organization. The University shall not impose an academic penalty as a result of a student being absent as permitted in this policy.

3.0   ALTERNATIVE ACCOMMODATIONS

3.1   Students will be provided with alternative accommodations with regard to examinations and other academic requirements missed due to an absence described in section 2.0, if both of the following apply:

(a)   The student's sincerely held religious belief or practice severely affects the student's ability to take an examination or meet an academic requirement; and

(b)   Not later than fourteen days after the first day of instruction in a particular course, the student provides the instructor with written notice of the specific dates for which the student requests alternative accommodations.

3.2   The University shall accept without question the sincerity of a student's religious or spiritual belief system. An instructor shall keep requests for alternative accommodations confidential. An instructor shall schedule a time and date for an alternative examination, which may be before or after the time and date the examination or other academic requirement was originally scheduled but shall do so without prejudicial effect.

4.0   POLICY POSTING

Both of the following will be posted in a prominent location on the University website:

4.1   A copy of this policy and the contact information of an individual who can provide further information about the policy;

4.2   A nonexhaustive list of major religious holidays or festivals for the next two academic years. The posting shall explicitly state that the list is nonexhaustive, and that it may not be used to deny accommodations to a student for a holiday or festival of the student's faith or religious or spiritual belief system that does not appear on the list. No inclusion or exclusion of a religious holiday or festival on the list shall preclude a student from full and reasonable accommodations for any sincerely held religious beliefs and practices with regard to all examinations or other academic requirements and absences for reasons of faith or religious or spiritual belief system provided under this policy.

5.0   SYLLABUS POSTING

Faculty members are required to include in each course syllabus a statement regarding this policy. The statement shall include both of the following:

5.1   A description of the general procedure for requesting accommodations;

5.2   Contact information for an individual whom a student may contact for more information about the policy.

6.0   GRIEVANCES

If a student believes that a reasonable accommodation was improperly denied, the student may appeal the instructor's decision as outlined in accompanying Procedure 2.21:1. The request must be in writing with reasons for support, and made within seven calendar days of the date of the notice of denial.

7.0   PROCEDURES

The President is authorized to enact procedures to address the list of major religious holidays discussed in Section 4.2, contact information for students to obtain more information about this policy as discussed in Sections 4.1 and 5.2, additional details regarding the grievance procedure discussed in Section 6.0, and other matters to carry out the purposes of this policy as he or she sees fit.

History
Effective: 4/21/23

Certified as True and Correct
April 28, 2023

Secretary, SSU Board of Trustees

RESOLUTION ASA06-23

APPROVAL OF A MASTER OF SCIENCE IN NURSING 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 Director and faculty in the School of Nursing have developed a Master of Science in Nursing 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 approves the Master of Science in Nursing degree and requests its submission to ODHE and other external entities for full approval.

(April 21, 2023)

RESOLUTION F09-23

APPROVAL TO EXTEND WAIVERS OF
STANDARD UNDERGRADUATE TUITION FOR AY2023-24

WHEREAS, per §381.170 of Am. Sub. H.B. 110 of the 134th General Assembly, reductions of the standard undergraduate instructional and general tuition rates are allowable upon approvals by the Board of Trustees and the Chancellor of the Ohio Department of Higher Education; and

WHEREAS, Shawnee State University desires to continue previously approved reductions of standard tuition rates by extending the waivers described below:

1) College Credit Plus (CCP) for non-public school and home-schooled students. CCP enrolled Students who are in non-public schools or are home schooled who do not receive funding under CCP due to state fiscal limitations for up to 30 credit hours each academic year are permitted to self-pay. This waiver extends the state-approved CCP rates to these students for AY2023-24.

2) Give Back Go Forward (GBGF) Program. The GBGF program provides undergraduate students the opportunity to earn a waiver of the standard tuition for one course each summer (3 credit hours) by completing 100 volunteer hours that directly support local area senior citizens.

3) E-Campus (fully online) undergraduate courses. This would extend the waiver of standard undergraduate tuition rates that allows lower rates to be charged for fully online (e-campus) students.

4) Wiley's employer discount programs, Tuitionmanager.com and WileyBeyond. This would extend the tuition waiver of 10% below e-campus tuition rates for students enrolled in these programs, through which Wiley partners with businesses to market Shawnee State's programs to degree-seeking employees.

THEREFORE, BE IT RESOLVED that the Shawnee State University Board of Trustees approves extending the above-identified waivers of standard undergraduate tuition, pending approval by the Chancellor of the Ohio Department of Higher Education.

(April 21, 2023)

RESOLUTION F10-23

APPROVAL OF RESIDENTIAL HOUSING RATES
FOR SUMMER 2023

WHEREAS, the Ohio legislature has not yet completed the biennial budgetary process that will incorporate rules and regulations related to university tuition and fees; and

WHEREAS, the Summer 2023 term will begin in early May; and

WHEREAS, the University will introduce 7-week sessions this summer, requiring the creation of a new rate; and

WHEREAS, the President recommends that the Board approve the proposed housing rates (schedule attached) for Summer 2023;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the proposed residential housing rates for Summer 2023.

(April 21, 2023)

Summer 2023 Residential Rates

Campus View/Tanner/Bridgeview Court/Townhouse/Cedar House

Room Type	Full Semester	7 Week Term*	% Change
Private	$1,534	$1,074.00	0%
Double	$1,278	$895.00	0%

All buildings - same rate to encourage residents to stay

Meal Plan Options

No food service is provided during Summer Term.

Residential Connectivity Fee
Full (10 wk.) Semester

$79	$40.00	0%

* 7-week rates are calculated from last year's 5-week rates.

Report on the Firm's System of Quality Control

December 16, 2022

To the Partners of
Plante & Moran, PLLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC (the firm) applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended June 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.
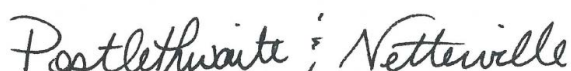
Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; an audit performed under FDICIA; and examinations of service organizations (SOC 1 and SOC 2 engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended June 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Plante & Moran, PLLC has received a peer review rating of *pass*.

Postlethwaite & Netterville

Postlethwaite & Netterville, APAC
Baton Rouge, Louisiana

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Shawnee State University

Board of Trustees

Finance and Administration Committee

2023 Audit Planning Meeting

Shawnee State University
Audit Planning Agenda

- Shawnee State University Audit Team

- Reporting and Responsibilities

- Audit Approach

- Timing and Key Dates

- Peer Review Report and GAO Auditor Responsibilities

- Upcoming Pronouncements

- Appendix - Definitions

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Shawnee State University
P&M Audit Team

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Shawnee State University
Reporting and Responsibilities

Plante Moran Deliverables

- Opining on FY 2023 University financial statements and the University's federal programs
- Opining on FY 2023 for the Development Foundation financial statements
- Letter for state "Special Purpose" Report

Plante Moran Responsibilities

- To express an opinion on the University's and the Development Foundation's financial statements
- To express an opinion on the major federal programs of the University
- To provide reasonable, not absolute, assurance of detecting material misstatement
- To gain an understanding of internal controls, policies, and procedures to design an effective audit

Plante Moran Will Issue the Following Reports and Letters for 2023:

Planning Stage

- Engagement letter for the Shawnee State University audit (includes the federal programs audit)
- Engagement letter for the Development Foundation

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Shawnee State University
Reporting and Responsibilities (continued)

Plante Moran Will Issue the Following Reports and Letters for 2023 (continued):

At completion of work:

- An opinion on the financial statements of the University and the Development Foundation

- Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with Government Auditing Standards (GAGAS report) for the University and the Development Foundation

- Report on the Conduct of the Audit (AU 260)

- Federal programs audit reports and schedules

  - Report on Compliance For Each Major Program and on Internal Control Over Compliance in Accordance with Uniform Guidance

  - A Schedule of Findings and Questioned Costs

- A Management Recommendation Letter, if applicable

- A letter regarding procedures performed for the state "Special Purpose" report

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Shawnee State University
Audit Approach

Financial Statement Audit (includes the Development Foundation)

- General Controls Assessment and Paperless System testing (i.e., registration, tuition, and endowments)

- Risk-Based Approach – More time will be spent on those areas considered higher risk

  - Valuation of accounts receivable

  - Accounting for service concession arrangements

  - Any contingent liabilities

  - The net pension and OPEB liability

- In response to the above risks, we will perform the following:

  - Review the allowance for accounts receivable and also, review the assumptions used to determine collectability,

  - Review the revenue received from concession arrangements in accordance with applicable accounting standards,

  - Discuss pending litigation with Shawnee State University legal counsel,

  - Review the calculations surrounding the pension and OPEB liability and incorporated into the financial statements, test the census data used in the calculations, and review audited pension plan reports.

Shawnee State University
Audit Approach (continued)

Financial Statement Audits (includes the Development Foundation)

- Documentation and testing of key accounting processes and internal controls by major cycles – purchasing, expenditures and accounts payable, payroll and related year-end liabilities, revenue, receipts and accounts receivable, investments and related income, financial reporting

- Group Audit Standards – Plante Moran will be serving as the "Group Auditor" for all components of this audit (the University and the Development Foundation)

Federal Programs Audit

- Audit is performed in compliance with federal regulations and includes compliance and internal control categories as defined by Uniform Guidance

  - Programs expected to be tested in 2023

    - Student Financial Assistance Cluster

    - IDEA Cluster

    - Other programs will also be tested if required based on Uniform Guidance

Plante Moran Has Been Advised

- The University is in compliance with all regulatory, governmental, and grant requirements,

- There have been no material acts of fraud or embezzlement,

- There have been no significant acts of fraud related to federal programs,

- The University is not aware of any accounting entries made which are not in the normal course of business,

- The University is not aware of any material illegal or improper acts.

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Shawnee State University
Audit Approach (continued)

Materiality

- The concept of materiality is inherent in the audit

  - We place greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than with those items of lesser importance or those in which the possibility of material error is remote

Communications with the Finance and Administration Committee

- Required fraud inquiries during planning process

- All services provided by Plante Moran to Shawnee State University

- Independence, in compliance with GAO requirements

- Passed adjustments schedules

- Changes in report presentation (if applicable)

Shawnee State University
Timing and Key Dates

Audit Scope Presentation to Finance and Administration Committee	April 21
Preliminary fieldwork begins (excluding single audit)	May 15
Preliminary fieldwork begins (single audit)	June 5
Year-end fieldwork begins – University, including single audit and Development Foundation	August 21
Draft financial statements to Plante Moran	September 8
Year-end fieldwork ends – University including single audit and Development Foundation	September 8
Closing meeting with management & final draft of financial statements	September 22
Submission of Draft Management Letter to Executive Management, if applicable	September 22
Submission of final University financial statements to State Auditor	Prior to October 15
Submission of final Development Foundation financial statements to State Auditor	Prior to October 15
Submission of final management letter to State Auditor	Prior to October 15

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Shawnee State University
Peer Review Report and GAO Auditor Responsibilities

Under the Government Accounting Office (GAO) requirements, if an audit is completed in accordance with *Government Auditing Standards*, the Audit Committee and/or Board of Trustees are required to receive from the audit firm the following document:

- Peer Review Report (this is performed every three years)

In addition, we are required to communicate the following items (if applicable):

- Noncompliance with laws, regulations, contracts or grants that have material effect on the financial statements
- Any instances of abuse identified that could be material to the financial statements

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Shawnee State University
New Pronouncements

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

- Effective for the fiscal year ending June 30, 2023

- Requires transferors in public-private or public-public arrangements to recognize receivables for installment payments, deferred inflows of resources, and, when applicable, capital assets. Operators will recognize liabilities for installment payments and intangible right-to-use assets, and when applicable, deferred outflows of resources and liabilities for assets being transferred.

- Provides guidance for accounting and financial reporting for availability payment arrangements, in which a government compensates an operator for services such as designing, constructing, financing, maintaining, or operating an underlying asset for a period of time in an exchange of exchange-like transaction.

GASB 96 – Subscription-Based Information Technology Arrangements

- Effective for the fiscal year ending June 30, 2023

- Requires a government to recognize a subscription liability and an intangible right-to-use subscription asset for SBITAs

Shawnee State University
Upcoming Pronouncements

GASB 101 – Compensated Absences

- Effective for the fiscal year ending June 30, 2025

- Requires liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid. Also, establishes guidance for

- Provides guidance for measuring a liability for leave that has not been used and updates disclosure requirements for compensated absences.

Shawnee State University
Appendix - Definitions

- **Deficiency**
  - A "deficiency" 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. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that even if the control operates as designed, the control objective is not always met. A deficiency in operation exists when a properly designed control does not operate as designed or when the person performing the control does not possess the necessary authority or qualifications to perform the control effectively. 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.

- **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

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

- **Allowance**
  - An estimate determined by management based on past history of the amount of student and contribution receivables at June 30 that are not expected to be received.

- **Federal Programs Audit**
  - Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards sets forth standards for obtaining consistency and uniformity among Federal agencies for the audit of states, local governments, and non-profit organizations expending federal awards. This is also known as "Single Audit" and is focused on programs funded with federal dollars. At Shawnee State University, this primarily consists of student financial aid.

- **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.

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Shawnee State University
Appendix - Definitions

- **Nonexchange Transaction**
  - Revenues received by the University that are deemed not related to the University providing a service. They consist primarily of gifts, investment income, federal Pell grant revenue and state operating appropriations. State appropriations are subject to annual approval by state legislature and are reported based on the state operating budget that funds the appropriation to the University.

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

- **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.

- **GASB**
  - Governmental Accounting Standards Board is the governing accounting body that issues reporting pronouncements. Shawnee State University prepares their financial statements in accordance with these pronouncements and guidance.

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Thank you!

We look forward to continuing to serve Shawnee State University!

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	Consolidated Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Actuals	% of Budget
Revenue							
State Funding	**$19,221,054**	**$4,805,263**	**$4,805,263**	**$4,805,263**	**$0**	**$14,415,789**	**75.0%**
Tuition & Student Fees	**$29,809,710**	**$14,653,513**	**($206,717)**	**$12,000,852**	**($1,422)**	**$26,446,227**	**88.7%**
Scholarship	**($6,170,569)**	**($2,378,015)**	**($264,605)**	**($2,433,038)**	**$1,040**	**($5,074,618)**	**82.2%**
Transfers In	**$0**	**$0**	**$0**	**$3,379**	**$0**	**$3,379**	
Other Income							
Commissions	$490,950	$54,407	$48,096	$205,971	$0	$308,474	62.8%
Grants	$129,000	$168,235	$50,317	($45,753)	$10,000	$182,798	141.7%
Miscellaneous Revenue	$604,000	$272,956	$166,572	$237,131	$20,073	$696,733	115.4%
Service Fees/Memberships	$285,000	$70,827	$69,183	$63,170	$1,296	$204,475	71.7%
Ticket Sales/Rentals	$549,900	$196,766	$134,843	$118,182	$5,228	$455,019	82.7%
Other Income Total	**$2,058,850**	**$763,191**	**$469,011**	**$578,700**	**$36,597**	**$1,847,499**	**89.7%**
Revenue Total	**$44,919,045**	**$17,843,951**	**$4,802,952**	**$14,955,157**	**$36,216**	**$37,638,276**	**83.8%**
Expense							
Compensation							
Benefits	$9,542,134	$1,866,345	$2,089,793	$2,015,309	$141,524	$6,112,971	64.1%
Salaries	$22,944,326	$3,872,326	$6,127,937	$5,397,138	$863,581	$16,260,981	70.9%
Compensation Total	**$32,486,460**	**$5,738,670**	**$8,217,730**	**$7,412,447**	**$1,005,105**	**$22,373,952**	**68.9%**
Non-Compensation							
Equipment	$192,827	$127,711	$14,551	$35,506	$376	$178,143	92.4%
External Professional Services	$955,150	$132,662	$386,462	$220,526	$8,736	$748,385	78.4%
Information/Comm/Shipping	$861,361	$308,042	$163,713	$199,099	$13,456	$684,309	79.4%
Maintenance & Service Contracts	$3,026,025	$1,641,688	$829,369	$547,720	$91,795	$3,110,572	102.8%
Meal Plan Expense	$1,641,448	$310,340	$679,030	$495,659	$116,302	$1,601,332	97.6%
Miscellaneous Expense	$1,546,327	$544,189	$60,424	$244,157	$10,556	$859,326	55.6%
Supplies	$1,566,754	$239,412	$264,468	$205,971	$9,663	$719,514	45.9%
Travel	$631,679	$172,736	$289,752	$197,051	$11,774	$671,313	106.3%
Utilities	$1,434,000	$340,670	$291,591	$410,338	$5,839	$1,048,438	73.1%
Non-Compensation Total	**$11,855,571**	**$3,817,449**	**$2,979,359**	**$2,556,027**	**$268,497**	**$9,621,331**	**81.2%**
Expense Total	**$44,342,031**	**$9,556,119**	**$11,197,089**	**$9,968,474**	**$1,273,602**	**$31,995,283**	**72.2%**
Net Transfer to Capital Fund	**$1,563,925**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
Operating Budget Surplus (Deficit)	**($986,911)**	**$8,287,832**	**($6,394,137)**	**$4,986,683**	**($1,237,386)**	**$5,642,993**	

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TIAA

Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Cash Deposit Account	$308,977	3.8%	
Total Cash Equivalents	*$308,977*	*3.8%*	*5.0%*
Fixed Income			
Fixed Income Separately Managed Account	$3,305,666	41.1%	
Vanguard Short Term Bond Index Fund	$349,351	4.3%	
TIAA-CREF Short-Term Bond Fund	$441,484	5.5%	
DFA Inflation Protected SEC Fund	$128,536	1.6%	
PIMCO 1-5 Year U.S. TIPS Index Exchange Traded Fund	$125,048	1.6%	
Total Fixed Income	*$4,350,085*	*54.0%*	*60.0%*
Domestic Equity			
TIAA-CREF Large Cap Growth Index Fund	$1,192,704	14.8%	
TIAA-CREF Large Cap Value Index Fund	$1,158,393	14.4%	
Vanguard Mid Cap Growth Index Fund	$147,570	1.8%	
iShares Russell Mid Cap Value ETF	$148,999	1.9%	
TIAA-CREF Small Cap Blend Index Fund	$128,494	1.6%	
Vanguard REIT Index Fund	$53,294	0.7%	
Cohen & Steers Real Estate Fund	$37,689	0.5%	
Total Domestic Equity	*$2,867,143*	*35.6%*	*29.0%*
International Equity			
iShares Core MSCI EAFE ETF	$194,600	2.4%	
iShares MSCI International Quality Factor ETF	$197,786	2.5%	
iShares Core MSCI Emerging Markets ETF	$131,928	1.6%	
Total International Equity	*$524,314*	*6.5%*	*6.0%*
Total Equity	*$3,391,457*	*42.1%*	*35.0%*
Total Portfolio Market Value	**$8,050,519**	**100.0%**	**100.0%**

Current Portfolio
Cash 3.8%
Equity 42.1%
Fixed Income 54.0%

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 April 11, 2023	Market Value as of March 31, 2023	Market Value as of June 30, 2022
CASH EQUIVALENTS:		$ 512,508	$ 508,301	$ 255,492
% of Total Portfolio		6.4%	6.3%	3.3%
FIXED INCOME:				
Fixed Income Managed Acct (US and Agency Securities)	Various	$ 3,094,208	$ 3,086,547	$ 3,169,578
DFA Inflation Protected Securities Portfolio	DIPSX	$ 129,108	$ 128,536	$ 201,332
PIMCO 1-5 Year U.S. TIPS Index ETF	STPZ	$ 124,975	$ 125,048	$ 201,683
TIAA-CREF Short-Term Bond Fund	TISIX	$ 440,366	$ 439,921	$ 540,222
Vanguard Short Term Bond Index Fund	VBIRX	$ 349,073	$ 348,725	$ 347,717
Total Fixed Income		$ 4,137,730	$ 4,128,777	$ 4,460,532
% of Total Portfolio		51.4%	51.4%	57.9%
DOMESTIC EQUITY:				
Cohen & Steers Real Estate Fund	CREFX	$ 36,641	$ 37,689	$ 40,210
iShares Russell Mid Cap Value ETF	IWS	$ 150,177	$ 148,999	$ 142,503
TIAA-CREF Large Cap Growth Index Fund	TILIX	$ 1,181,162	$ 1,192,704	$ 971,764
TIAA-CREF Large Cap Value Index Fund	TILVX	$ 1,168,420	$ 1,158,393	$ 1,047,399
TIAA-CREF Small Cap Blend Index Fund	TISBX	$ 127,372	$ 128,494	$ 139,116
Vanguard Mid-Cap Growth Index	VMGMX	$ 145,672	$ 147,570	$ 132,366
Vanguard REIT Index Fund	VGSLX	$ 53,307	$ 53,293	$ 57,762
Total Domestic Equity		$ 2,862,751	$ 2,867,142	$ 2,531,120
% of Total Portfolio		35.6%	35.7%	32.8%
INTERNATIONAL EQUITY:				
iShares Core MSCI EAFE ETF	IEFA	$ 196,056	$ 194,600	$ 268,709
iShares Core MSCI Emerging ETF	IEMG	$ 133,469	$ 131,928	$ 132,658
iShares MSI EAFE Small-Cap ETF	SCZ	$ -	$ -	$ 61,414
iShares MSCI International Quality Factor ETF	IQLT	$ 201,204	$ 197,786	$ -
Total International Equity		$ 530,729	$ 524,314	$ 462,781
% of Total Portfolio		6.6%	6.5%	6.0%
Total Equity		$ 3,393,480	$ 3,391,456	$ 2,993,901
% of Total Portfolio		42.2%	42.2%	38.8%
TOTAL PORTFOLIO MARKET VALUE		$ 8,043,718	$ 8,028,534	$ 7,709,925
		100.0%	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 April 11, 2023	$ 8,043,718	$ 512,508	$ 4,137,730	$ 2,862,751	$ 530,729
Increase/(Decrease) in YTD Value ($)	$ 333,793	$ 257,016	$ (322,802)	$ 331,631	$ 67,948
Increase/(Decrease) in YTD Value (%)	4.24%		-7.51%	12.30%	13.68%

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PERSONNEL ACTIVITY REPORT FY23

April 21, 2023

New Hires

- ➤ **Support Staff**
    - o Levi Conley – Maintenance Mechanic II, Facilities, March 6, 2023
    - o Charlotte Matney – Custodian, Facilities, April 3, 2023
    - o Robin McKenzie – Custodian, Facilities, April 4, 2023
- ➤ **Administrative Staff**
    - o Faith James – Payroll Services Coordinator, Controller, January 30, 2023
    - o Shaina Elrod – Lab Coordinator, Nursing, March 6, 2023
- ➤ **Faculty**
    - o Ryan Powell – Assistant Professor, Natural Sciences, January 9, 2023

Change of Status

- ➤ **Administrative Staff**
    - o DeAnn McKenzie – Manager Grants Accounting & Compliance, Controller, December 5, 2022
    - o John Temponeras – Interim Director, Facilities, Planning & Construction, January 1, 2023
    - o Jesse James – Manager General Accounting Services, Controller, January 3, 2023
    - o Vickie Crawford – Interim Director, IT Operations, Information Technology, February 27, 2023

Departures

- ➤ **Support Staff**
    - o Christopher Canter – Custodian, Facilities, March 15, 2023
    - o Sarah Faulkner – Custodian, Facilities, March 15, 2023
- ➤ **Public Safety Staff**
    - o Lisa Darnell – Public Safety Assistant, Department of Public Safety, March 24, 2023
    - o Curtis Combs – Police Officer, Department of Public Safety, April 17, 2023
- ➤ **Administrative Staff**
    - o D'Andre Price – Admissions Associate, Office of Admissions, February 10, 2023
    - o Lisa Chaffin – Paralegal/Contract Services Manager, General Counsel, February 15, 2023

PERSONNEL ACTIVITY REPORT FY23

- o Phillip John Butler – Head Baseball Coach, Athletics, February 27, 2023
- o Robert Wampler – Program Assistant, Upward Bound Math Science, March 17, 2023
- o Jonathan Elrod – Coordinator, Enrollment Marketing, Marketing & Communications, March 26, 2023
- o Megan Widdig – Admissions Associate, Office of Admissions, April 1, 2023
- o Noel Payne – Assistant Director, Office of Diversity, Equity & Inclusion, April 21, 2023
- o Delano Thomas – Head Men's Basketball Coach/AAD for Campus Relations, Athletics, April 28, 2023
- o Jacob Bolen – Director E-Campus, Office of the Provost (Associate Provost), May 24, 2023
- o Chuck Warner – Chief Information Officer, Information Technology, May 25, 2023
- o William Hawk – Associate Director, Application Computing & Operations, Information Technology, May 25, 2023
- o Jean Eagle – Education Clinical & Field Coordinator, School of Education, May 29, 2023

Position Eliminations

- o Admissions Associate (2)
- o Associate Director, Application Computing & Operations
- o Chief Information Officer
- o Coordinator, Education Clinical & Field
- o Coordinator, Enrollment Marketing
- o Director, E-Campus
- o Paralegal/Contract Services Manager

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PROCEDURE TITLE:	ADMINISTRATION OF FLEXIBLE WORK ARRANGEMENTS
PROCEDURE NO.:	4.95:1
RELATED POLICY:	4.95
PAGE NO.:	1 OF 10
RESPONSIBLE ADMINISTRATOR:	VPFA
EFFECTIVE DATE:	04/07/2023
NEXT REVIEW DATE:	04/2026
APPROVED BY:	PRESIDENT

1.0   GUIDING PRINCIPLES

Flexible work arrangements allow staff to balance work and personal commitments while ensuring the business needs of the University are met. The University understands that offering flexible work arrangements can result in improved productivity, recruitment and retention of top talent, and improved employee satisfaction. To improve employee wellness and promote a work-life balance among our campus community, managers are encouraged to support alternative work arrangements where appropriate.

2.0   DEFINITIONS

2.1   Student-facing role – interaction with students is an integral part of the employee's role, or the employee works in an area that provides in-person student service.

2.2   Front-office role – interaction with the campus community or the public is an integral part of the employee's role, or the employee works in an area that provides in-person service to these audiences.

2.3   Back-office role – the employee's role does not include in-person customer service; most interactions with others occur electronically (phone, email, video conferencing), even when the employee is working on site.

2.4   Campus-based role – the employee must be physically located on campus to perform all or most of their assigned duties.

2.5   On-site work – working on campus only.

2.6   Remote work – working off campus only, at an identified location(s).

2.7   Hybrid work – performing work both on and off campus, at an identified location(s) and at defined intervals.

2.8   Compressed Work Week – an arrangement which condenses one or more standard workweeks into fewer, longer days.

2.8.1   Examples: Instead of working five days, a full-time employee works four 10-hour days, or four 9-hour days and one 4-hour day.

2.9   Flexible Scheduling – an arrangement that allows an employee to alter the start and/or end time of their workday. Employees still work the same number of scheduled hours as they would under a traditional schedule.

2.9.1   Example: A staff member works a Monday–Thursday 9:00 a.m. until 6:00 p.m. schedule and a 7:00 a.m. until 4:00 p.m. Friday schedule.

2.10   Divisional Vice President – as used in this procedure, means anyone who holds the title of Vice President, and also shall mean the President with respect to positions that report directly to the President and not through a Vice President.

3.0   ELIGIBILITY

3.1   All staff members are eligible to request flexible work arrangements, however, not all positions lend themselves to flexible work. A flexible work arrangement may be approved when it is in the best interest of, and consistent with the operational needs of, the University. The decision is at management's discretion and must take into consideration numerous factors, including specific job duties, the nature of the work performed, operational and business requirements, and impact on the department. Eligibility will vary based on the specific role an employee holds.

3.1.1   Most student-facing and front-office roles are not eligible for remote or hybrid arrangements.

3.1.2   Back-office roles may be eligible for remote or hybrid arrangements, but specific duties, such as supervisory responsibilities, may limit eligibility.

3.1.3   Campus-based roles are not eligible for remote or hybrid arrangements.

3.1.4   Many roles may be eligible for flexible scheduling or a compressed work week, so long as office coverage, quality customer service, and team communication needs are met.

4.0   POSITIONS APPROPRIATE FOR FLEXIBLE WORK ARRANGEMENTS

4.1   Supervisors, in consultation with the department head and Divisional Vice President, will analyze the nature of a position and how work is performed and determine which positions are appropriate to designate or approve for a flexible work arrangement. Many factors should be considered in determining the feasibility of a flexible work arrangement, including the congruence of remote work with the University's mission and goals, the ability to supervise the employee adequately, and whether any duties require use of certain equipment or tools that cannot be accommodated at a location other than SSU. Other important considerations include:

4.1.1   The extent to which job duties involve face-to-face interaction and coordination of work with other employees and students;

4.1.1.1 Some roles have a cyclical nature, making them ineligible for flexible work arrangements during specific periods of the academic calendar.

4.1.2   The need for and frequency of in-person interactions with external colleagues, clients and customers;

4.1.3   What access to on-campus resources will be needed to effectively perform the work;

4.1.4   Whether service quality, University operations, or the workload of others will be impacted;

4.1.5   Whether the position can be performed independently based on the level of support and face-to-face interaction needed; and

4.1.6   Whether performance can be assessed accurately and working hours appropriately documented.

4.2   It is the responsibility of the supervisor, in consultation with the department head and Divisional Vice President, to demonstrate that remote or hybrid work provides an advantage or benefit to the University and its mission and that the duties of the position can be performed without any degradation in the quality of services to be provided.

4.2.1   If the position has been approved for remote or hybrid work, and the position is not filled, the terms of the remote work arrangement may be incorporated into the position description and into the position posting as long as it includes the following statement: "Remote work is not a right, it is an arrangement that can be modified or revoked by Shawnee State University at any time for any reason, including the convenience of the University."

4.2.2   If the position has been approved for remote or hybrid work and the position is filled, the Divisional Vice President may approve one or more employees in the approved position as suitable for a remote work assignment. It is the responsibility of the Divisional Vice President to demonstrate that assigning the individual for remote work is appropriate and the job duties can be performed without any degradation in the quality of service provided.

5.0   EMPLOYEES APPROPRIATE FOR FLEXIBLE WORK ARRANGEMENTS

5.1   In addition to assessing the position's appropriateness for flex work arrangements, the employee also must be eligible, as determined by their supervisor, department head, and Divisional Vice President. In considering whether to approve an employee for a flexible work arrangement, the University will consider:

5.1.1   Length of time in position (employee must have been employed in the position for at least 6 consecutive months, unless initially hired into a position with an approved arrangement);

5.1.2   Documented disciplinary actions or attendance concerns;

5.1.3   Demonstrated ability to independently work productively (as shown by consistent and satisfactory performance of essential functions);

5.1.4   Evaluations in the previous evaluation cycle (employee must have at least an overall "Meets Expectations" on the most recent performance

evaluation – the absence of an evaluation will be considered a "Meets Expectations").

      5.1.5   The circumstances or rationale provided for consideration of a flexible work arrangement.

5.2   None of the factors in subsections 5.1.1 through 5.1.5 shall be determinative. The supervisor, department head, and Divisional Vice President may weigh the factors as they deem appropriate.

6.0   ESTABLISHING FLEXIBLE WORK ARRANGEMENTS

6.1   An employee interested in a flexible work arrangement may present a written request to their supervisor, identifying the justification for and the duration of the arrangement.

6.2   Each request will be reviewed by the supervisor and department head, in consultation with the Divisional Vice President, to determine if the flexible work arrangement request (as originally made or as modified during the review process) is consistent with this procedure.

      6.2.1   While discussing flexible work arrangements with employees, an employee may disclose a physical or mental limitation. Flexible work arrangements are not intended to be used in place of ADA reasonable workplace accommodations. Should the employee disclose such limitation, the supervisor and department head should refer the employee to the Department of Human Resources.

6.3   The approval or disapproval of a flexible work arrangement will be communicated to the employee in writing (email is permissible) by the Divisional Vice President. Employees with an approved flexible work arrangement must complete the Flexible Work Arrangement form before the arrangement goes into effect.

6.4   A flexible work arrangement is typically in effect for one year or less and will expire at the end of that term unless modified or terminated under section 7, below. Renewal is possible but not guaranteed; employee performance, business operations, and other circumstances will be considered in determining whether to renew the arrangement. The renewal or non-renewal of a flexible work arrangement will be communicated in writing (email is permissible) by the Divisional Vice President. Employees will be required to complete a new Flexible Work Arrangement form if there are changes to the initial arrangement.

7.0   MODIFICATION OR EARLY TERMINATION OF A FLEXIBLE WORK ARRANGEMENT

7.1   A supervisor, in consultation with the department head and Divisional Vice President, may modify or terminate a flexible work arrangement for performance concerns or to meet operational needs.

7.2   Reasonable notice should be given to an employee when terminating a flexible work arrangement, preferably not less than two weeks. However, it is within management's discretion to terminate the arrangement immediately if the needs of the operation are not being met or if the employee's performance diminishes.

8.0   GENERAL EXPECTATIONS FOR MANAGING FLEXIBLE WORK ARRANGEMENTS

8.1   Supervisors should consider the impact on the department/unit and other department/units' workload and productivity; other faculty, staff, students, and customers; cost; and business needs.

8.2   Supervisors have a responsibility to achieve the goals of their units and to provide the guidance, support, training and organization for their staff to ensure success. Before implementing flexible work arrangements, supervisors should consult with their department head and Divisional Vice President to establish parameters for scheduling and availability of their staff:

8.2.1   Define on-site needs for the department/unit – identify days/times employees are needed for in-person support of students or colleagues, specific job functions that require being on-site, number of staff and position types needed for on-site support/functions, and needs for staff connection on-site (meetings, collaborative work, etc.).

8.2.2   Set the non-negotiable schedule principles – before getting into the details of individual schedules, decide how your department's business objectives dictate the department/unit schedule. For example, the principles of your department might be:

8.2.2.1 Telephone coverage must be in place five days a week, from 8:00 a.m. to 5:00 p.m.

8.2.2.2 Everyone must attend Tuesday afternoon staff meetings.

8.2.2.3 Everyone must be available for a weekly check-in at a mutually convenient time.

8.2.2.4 Everyone must be reachable by phone or email during regular business hours.

8.2.2.5 Everyone should honor designated project work time every Friday from 8:00-12:00 by not scheduling meetings and eliminating all but essential communications.

8.2.3   Establish core business hours – the hours in a work day when the department/unit determines that all staff are needed. Meetings are typically scheduled during this time. For example, every day from 8 to 11 a.m., or all day on Tuesdays and Thursdays.

8.2.4   Establish core obligations – the employee must be present for certain commitments, agree to be reachable during normal working hours, be available to be present at short notice, and be prepared to work on a regularly scheduled day off within reason.

8.2.5   Establish peak time obligations – the time periods when flexible work arrangements may not be permitted due to operational needs.

8.2.6   Establish communication standards – expected response times and acceptable means of communication (i.e., phone, Microsoft Teams, email, texting, etc.).

8.2.7   Establish flexible work parameters based on the needs of the department/unit (e.g., employees are eligible for a flexible schedule or a hybrid arrangement, but not both).

8.3   Supervisors should notify their employees verbally and in writing when they are expected to be present at the campus worksite, how they are to be available during their off-site work time, and how they are to communicate their specific availability if the flexible work arrangement is approved.

8.4   Each department/unit will communicate its flexible work arrangements to relevant constituents (e.g., post office hours on suite door, include office hours in voicemail greeting, require all team members to log into Microsoft Teams during work hours, etc.).

8.5   It is the responsibility of the Divisional Vice President to ensure that flexible work arrangements are offered in a manner that does not violate the University's policies against discrimination.

9.0   GENERAL EXPECTATIONS FOR EMPLOYEES WITH FLEXIBLE WORK ARRANGEMENTS

9.1   Flexible work arrangements do not alter the employee's work relationship with the University and do not relieve an employee from the obligation to observe all applicable University rules, policies and procedures.

9.2   Employee job responsibilities and standards of performance when working under a flexible work arrangement remain the same as when working a traditional schedule and employees will continue to be evaluated for performance regularly. The quantity, quality, and timeliness of employees' work are expected to be maintained or enhanced. Employees who are given a flexible work arrangement are expected to meet the same standards of performance as employees in the same job classifications who do not have a flexible work arrangement.

9.3   Flexible work arrangements do not alter the employee's workday schedule unless the approved work arrangement provides otherwise. All existing terms and conditions of employment, including but not limited to the position requirements, salary, benefits, and requesting time off work (e.g., vacation and sick leave) remain the same as employees without flexible work arrangements.

9.3.1   Employees will work and be accessible during their regularly scheduled hours, regardless of the location at which they work.

9.3.2   Employees in a flexible work arrangement are required to request manager approval to use vacation, sick, or other leave in the same manner as employees who are not in a flexible work arrangement.

9.3.3   An employee with an approved flexible work arrangement may be required to revert to the standard workweek or return to on-site work for any given workweek to meet the needs of the University. Managers may temporarily suspend or modify an employee's flexible work arrangement without formally terminating the arrangement.

9.4   Once a flexible work arrangement is in place, an employee must discuss any deviation from their established schedule with their supervisor in advance. A standard expectation is that this conversation would happen at least one week in advance.

9.4.1   If a medical appointment is scheduled during established working hours, the employee is required to use accrued sick leave, unless a deviation from the employee's standard schedule is approved in advance by the supervisor.

9.4.2   If an employee needs to take time off work for illness or injury during established work hours, accrued sick leave must be used unless the employee and supervisor agree to an alternative arrangement to make up the hours. A standard expectation is that the missed time would be made up within the same pay period. Non-exempt employees must make up the missed time within the same workweek.

9.4.3   If an employee wishes to deviate from the established schedule for non-health reasons, they must use accrued vacation time, unless a deviation from the employee's standard schedule is approved in advance by the supervisor.

9.4.4   Under no circumstances may a non-exempt employee work more than 40 hours in a week without prior approval from their supervisor. Violations of this requirement may subject the employee to discipline.

9.5   In the event of a campus closure or delay, employees must consult with their immediate supervisor to determine if/how any flexible work arrangement would be affected.

9.6   While at an alternate work location, employees shall practice the same safety habits that they would use while working at their regular workplace and maintain safe work conditions. Employees shall promptly notify their supervisor and the Department of Human Resources of any injury that occurs while working remotely.

9.7   At the end of the flexible work arrangement, or if the employee ceases employment with the University, the employee must return all SSU equipment, supplies, and work-related data, documents, and other materials that are property of the University within three working days unless otherwise specified in writing by the University.

10.0   TECHNICAL SUPPORT FOR EMPLOYEES WITH REMOTE OR HYBRID WORK ARRANGEMENTS

   10.1   Information Technology Services (ITS) will provide technical support for employees working remotely on a remote basis only. ITS will provide full support for University-owned hardware only. If an issue arises where a technician physically needs to work on a University-owned device, the employee is responsible for bringing the device back to campus for ITS service.

   10.2   Employees who are working remotely must have a device (personal or University property) that allows them to connect to all necessary work content.

      10.2.1   Employees have the ability to use Office products either online (office.com) or via a download to a personal device. All SSU-owned equipment comes with this software installed.

      10.2.2   Any employee who needs access to secured University data not already available on the cloud (cloud-based examples: Bear Trax, Blackboard, email, iContracts, DocuSign, etc.) must request and use a VPN provided by the University on the remote device. VPN allows access to your local office computer files, departmental shares, Feith etc. VPN requests should be submitted to ITService@shawnee.edu.

      10.2.3   If using a personal device for remote work, an employee should never save restricted University data (data containing any personal identifiers of students or staff) to that device. All files should be maintained on the office computer or departmental share that you are connecting to via VPN, or the cloud drive you are provided on office.com. If any restricted data is temporarily or accidentally saved to a personal device, the employee is responsible for removing/deleting those files from the personal equipment.

      10.2.4   The employee or their department or unit is responsible for the purchase, installation, support, and maintenance of any remote device and any additional accessories needed to telecommute (monitor, printer, keyboard, mouse, etc.).

   10.3   An employee who has requested remote or hybrid work is ultimately responsible for ensuring that they can perform their job responsibilities while working remotely. In order to enter into a remote or hybrid work arrangement, an employee must ensure the off-campus worksite meets the following requirements:

      10.3.1   The worksite must have adequate broadband internet access to allow remote work. The employee is responsible, at their own cost, for the purchase, setup and installation, support, and maintenance of Internet service at their off-campus location. Employees who work forty per cent time or more away from campus should have at least fifty Mbps connection from their ISP for software updates and automated backups. Service will degrade below this level.

         10.3.1.1   Should a remote employee lose connectivity during the workday, at their supervisors' discretion, they will be directed

to report to campus, identify a temporary alternative work location, or arrange to make up the hours.

10.3.2 While working remotely, the employee is responsible for making the changes needed to receive phone calls made to their University extension. Any associated costs are the responsibility of the employee or their department or unit.

11.0 INFORMATION SECURITY REQUIREMENTS FOR EMPLOYEES WITH REMOTE OR HYBRID WORK ARRANGEMENTS

Employees with remote or hybrid arrangements accept responsibility for maintaining the security, condition, and confidentiality, if required, of all work-related data, documents, and other materials kept at their off-campus workplace or stored on electronic equipment. Work-related data, documents, and/or other materials should not be stored on personal electronic equipment. Any documents or items, including electronic records, created or received by University employees – which serve to document the organization, functions, policies, decisions, procedures, operations, or other activities of the University – are subject to disclosure under Ohio public records law and may not be deleted except as provided for in the University's record retention schedule.

12.0 CONFIDENTIALITY REQUIREMENTS FOR EMPLOYEES WITH REMOTE OR HYBRID WORK ARRANGEMENTS

12.1 While working remotely, an employee may receive work-related data, documents, or other materials protected by the Family Educational Rights and Privacy Act (FERPA), the Gramm-Leach-Bliley Act (GLBA), the Health Insurance Portability and Accountability Act (HIPAA), or other state or federal privacy laws or regulations. Those items will be considered "Confidential Information" for purposes of this procedure.

12.1.1 The employee will hold all Confidential Information in strict confidence. The employee will not use or disclose Confidential Information except as required to perform their job duties and permitted by law.

12.1.2 The employee will protect all Confidential Information according to commercially reasonable standards and use appropriate administrative, technical, and physical security measures to preserve the confidentiality, integrity and availability of all Confidential Information. Specific standards and appropriate programs/safeguards will be provided by the University.

12.1.3 In the event of an actual or suspected breach of security, the employee will promptly notify their supervisor and Information Technology Services.

12.1.4 The employee will ensure privacy before discussing confidential information via phone or web meeting at a remote location.

12.1.5 During University-related meetings held via Teams, Zoom, Webex, or a similar video teleconferencing platform, the meeting organizer and/or the employee's supervisor may require that an employee activate their camera

during some or all of the meeting. In such instances, an employee participating from a remote location is responsible for ensuring that private or confidential material at their location does not appear on camera, unless such material is relevant to the meeting.

History
Effective: 04/07/2023

CAPITAL PROJECTS STATUS REPORT

March 31, 2023

Library/CFA HVAC Renovation – $2.2M – Capital

➢ Generator is installed and operational for the library; awaiting components to complete the CFA.
➢ HVAC and controls complete for both buildings; training to be scheduled. Project 99% complete.

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

➢ Project approximately 99% complete.
➢ Project close-out underway.
➢ Building is now occupied.

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.
➢ Project development and prioritizing continue.

Gateway and Third Street Development – TBD

➢ Phase I construction documents complete. Project scope and estimate in review as part of Campus Master Plan process.

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

- I'll start with happy news. The following faculty have applied for and successfully gone through the promotions process this year. They are as follows:
  - Promotion to Professor:
    - Dr. Kimberly Inman
    - Dr. David DeSario
    - Dr. Sean Dunne
    - Dr. Gay Lynn Shipley
  - Promotion to Associate Professor:
    - Dr. Mikel Stone
    - Dr. Kimberly Cassidy
    - Dr. Michele Moohr
- The Master of Business Administration (MBA) application was unanimously approved by the Chancellor's Council on Graduate Studies (CCGS) on March 24, 2023. Following a period of public comment, we are awaiting official notification from the Chancellor's office. If approved, the MBA program will begin in Fall 2023. My sincere thanks to Dr. Steven Rader, the School of Business faculty, Associate Provost Jennifer Pauley, Provost Fellow Christine Raber, Dean Paul Madden, the external consultant, and many others on campus for their work in developing the MBA program. Additionally, the site visit by the International Accreditation Council for Business Education (IACBE) about accreditation of our undergraduate business programs is scheduled for September 11-12, 2023.
- Other major program developments in the works, likely for Fall 2024: Master of Science in Nursing, Master of Plastics Engineering Technology, Master of Occupational Therapy (hybrid redesign), BS in Computer Science, and Bachelor of Social Work.
- The mid-cycle review visit by the Higher Learning Commission (HLC) went very well. My sincere thanks again to Dr. Marc Scott and Dr. Christine Raber and many others on campus for their work on the assurance argument and participation during the visit.
- The highlights of recent activities in Academic and Student Affairs are noted below.

College of Arts and Sciences

Department of Mathematical Sciences

- Dr. Phil Blau gave a talk "Oresme, ORESME" at the MAA Ohio Section meeting.
- Robert Mendris was a co-author for an article "Counting-Based Effective Dimension and Discrete Regularizations" published in Entropy 2023, 25, 482. https://doi.org/10.3390/e25030482

Department of Natural Sciences

- The department is nearing the end of the combined program review for the BS Biology degrees. External reviewers have visited campus, and we are awaiting their report.
- BS Natural Sciences – Geology and BS Natural Sciences Integrated Sciences AYA teaching licensure double major Blake Smalley has been hired as a high school physics science teacher with West Union High School for the 2023-2024 school year.

Department of Social Sciences

- Dr. Amr Al Azm has been profiled in the current edition of Ancient Origins Magazine. The article entitled "Archaeoactivists expose Facebook as a safe haven for the trade in illicit antiquities" interviews Dr. Al Azm on his activities as co-director of Antiquities Trafficking and Heritage Anthropology Research (ATHAR) Project. The group was instrumental in changing community standards at Facebook to ban trade in ancient artifacts on its platforms.

Center for Public History

- Dr. Andrew Feight discussed the work of the SSU Center for Public History as part of Ohio University-Southern's Virtual Spring 2023 Teach-In. Dr. Feight was joined by Darrell Smith, the founder of Ashland, Kentucky's new Black History Museum at the Nuckolls Community Center. Together, this session explored the black history of Portsmouth, Ohio and Ashland, Kentucky. A recording of the presentation is found here: https://www.youtube.com/watch?v=XkqTcZrRVdU

College of Professional Studies

C.H. Lute School of Business

- The School submitted the Master of Business Administration (MBA) application to the Chancellor's Council on Graduate Studies (CCGS). Dr. Rader successfully defended the proposal at the CCGS March meeting. The proposal received unanimous approval from the committee.
- The School has hired Ms. Ali Givan as Visiting Assistant Professor for the Accounting and Management programs. Ms. Givan earned her baccalaureate degree from SSU and her MBA from Wright State University. She has served as an adjunct for several years teaching face-to-face and distance learning courses in the School.

School of Nursing

- Applications for admission to Nursing Programs have been received and reviewed.
  - Applications to the Associate Degree RN program have been processed and 72 completed applications were reviewed. 16 were fully admitted, 27 were conditionally admitted based on spring and summer courses, and 30 were denied

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admission and referred to the College of Professional Studies Coordinator of Academic Advising and Student Support Services for advising and the development of an academic plan.

- o Applications to the Bachelor of Science in Nursing Degree RN program have been processed and 69 completed applications were reviewed. 2 were fully admitted, 28 were conditionally admitted based on spring and summer courses, and 39 were denied admission and referred to the College of Professional Studies Coordinator of Academic Advising and Student Support Services to declare the Pre-BSN major code, get advising and develop an academic plan to apply for the next cohort when the pre-requisites have been met.
  - o Students are returning documents accepting their seat in the program.
- Dr. Adair Carroll continues to head up the approval process for the Master of Science in Nursing (MSN) programs and is preparing the application for the CCGS review.
- Anticipated May Graduates from the School of Nursing include 26 ADN program completers and 22 BSN.
- The traditional Nursing Pinning Ceremony will be held on April 28, 2023.

Department of Rehabilitation Sciences

- Four research teams from the Master of Occupational Therapy (MOT) Program presented in a poster session during the Celebration of Scholarship.
- These same four research teams will defend their research projects prior to Level II Fieldwork as one of their final completion requirements for the degree.
- The MOT program has accepted 25 applicants for 2023-24 academic year with rolling admission until cohort reaches 30 students.
- A current Post-Professional Doctor of Occupational Therapy (OTD) program student has been selected by the American Occupational Therapy Association (AOTA) – OTs national professional organization - to offer her Capstone Project as an on-line continuing education course for OTs.

Department of Engineering Technologies

- The Computer Aided Design and Manufacturing Technology (CADMT) program completed its program review and has developed a certificate program that they plan to further develop into an online certificate in the coming year. Certificate is stackable into Associate degree. The CAD+Manufacturing program has also developed a new pathway to pair better with the Electromechanical Engineering Technology program.
- The Computer Science program development committee led by Dr. Duane Skaggs has developed a Computer Science program that we anticipate will be approved this academic year and begin in Fall 2024.
- The Computer Engineering Technology program has been restructured to align with the maker mindset, with first-year project experiences that we anticipate attract and retain more students.
- The Plastics Program faculty have been working on the Master of Plastics Engineering Technology (MPET) degree proposal and it will go to the SSU Graduate Council this

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month and then on to remaining internal approvals and then CCGS and HLC. The planned start date is Fall 2024.

- The Department submitted as co-PI with OU as lead for an NSF STEM scholarship grant.
- The Scioto Valley Section of American Society for Quality (ASQ) will be visiting campus on April 13th for a meeting with tour of plastics labs and presentation by Adam Miller. Topic: Continuous Improvement in Engineering Education.
- The Manufacturing and Business Career Fair was held on March 23rd, with companies such as Honda, Toyota, Bellisio Foods, Kenworth, and others recruiting engineering technology students.
- Short Term Electromechanical certificates were developed to provide educational pathways that might attract new audiences. Certificates are stackable into Associate's degree.
- Gaming programs received notice that they are once again ranked in the Princeton Review – they've been recognized on this list, since the list's inception. This year's ranking is at number 15. All but one or two of the institutions ahead of Shawnee on the list have tuitions more than 4 times of SSU.

Department of Allied Health Sciences

- Alice Stephens, faculty in the Bachelor Science in Health Sciences (BSHS), has successfully defended her dissertation. Congratulations, Dr. Stephens!
- The Department hosted their annual Interprofessional Education Day on Friday, March 24. All students in the department programs participated in a day of learning more about the integrated nature of healthcare and how their roles connect. They also participated in case studies, presentations, and information tables.

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School of Education

- Dr. Beam, Dr. Dunham, and Dr. Shipley attended the Educators Rising Conference (formerly Future Teachers of America) on March 8 and 9 at Capital University with over 950 high school students who are interested in becoming teachers. They judged competitions for the event and participated in the recruitment fair.
- Dr. Shipley and Dr. Madden attended the Ohio Department of Higher Education (ODHE) Apprenticeship Programs meeting at Muskingum University on March 1st. Two of our local school districts were present and were interested in participating in this statewide initiative to create apprenticeship programs for educators in an effort to address the teacher shortage crisis.
- Dr. Shipley attended the GRIT Day of Learning at OU Chillicothe on February 22, 2023, where the topic was connecting Youth & Adults to Critical Career Pathways. Dialogues took place with agency leaders who are providing pathways to opportunity through both job training and linkages to internships and jobs.
- School of Education had over 30 students participating in Celebration of Scholarship.
- Education Day on Campus is scheduled for April 14th. We have over 70 registered so far.
- School of Education Gradation Celebration is scheduled for Wednesday, April 26th at 6:00.

- Dr. Moohr was elected to the executive committee of the Council for Exceptional Children's (CEC) Division for Emotional and Behavioral Health (DEBH) and selected as a member of the first CECs leadership cohort. She presented a paper at the CEC National conference during the last week of February 2023.
- "Literacy LEAPS, a two-year Ohio Department of Education (ODE) literacy grant, is expanding to Portsmouth West Elementary School as a second tutoring location for the 2023-2024 academic year. Literacy LEAPS provides SSU education majors the opportunity to be paid and trained as small group literacy tutors. This grant program is part of the state's concentrated efforts to improve literacy outcomes for children in the state. Literacy LEAPS started in fall semester 2022 Stanton Primary Elementary School (New Boston Local School District) and will continue at this location for 2023-2024." The program at SSU has been recognized by ODE for its outstanding achievements in literacy support.
- Drs. Doug Sturgeon and Karen Koehler, faculty in the School of Education's Teachers for the Visually Impaired and Teachers for the Hearing-Impaired preparation programs have been awarded funding for their "Extended Transition Connections Grant" project. Drs. Sturgeon and Koehler will serve as Co-PIs with the University of Cincinnati Systems Development and Improvement Center in the amount of $49.998 for Fall 2023.
- Several conference presentations were delivered by Drs. Koehler and Sturgeon in February and March. International and national peer-reviewed presentations were given at the following conferences:
  - Koehler, K., Sturgeon, D. & Brannan, S. (2023, March). *It's about Time: making transition connections for children with low incidence sensory disabilities.* Presentation at the Appalachian Studies Conference, Athens, OH, United States.
  - Sturgeon, D. & Koehler, K. (2023, March*). Partnering to establish validity and reliability with educator preparation programs at Shawnee State University.* Presentation at the American Council for Rural Special Education Conference, Pittsburgh, PA, United States.
  - Sturgeon, D., Koehler, K. & Nettleton, C. (2023, February). *ESY2 Partnering to offer summer practicum for future teachers of the deaf and summer enrichment for children who are deaf/hard of hearing.* Presentation at the Association of College Educators-Deaf & Hard of Hearing, San Antonio, TX, United States.
  - Koehler, K., Picard, K. & Maginn, E. (2023, March). *Transition connections: enhancing options for children with low incidence disabilities.* Presentation at Council for Exceptional Children 2023 Convention and Expo, Louisville, KY, United States.
- Dr. Koehler has also published an article in a peer reviewed journal:
  - Farrand, K. M., Koehler, K., & Vasquez, A. (2022). Literary braille instruction: A review of university personnel preparation programs. *Journal of Visual Impairment & Blindness*, 0145482X221130356.

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Clark Memorial Library

- The library is preparing for extended hours for finals week, the last week in April. The library will be open until 10:00 pm Sunday-Thursday. We have engaged Yeti, the therapy dog, to visit the library Sunday & Monday from 6:00 until 8:00 pm. There will be free coffee and snacks for students all week. Funding for these events is provided by the Selby Fund.
- This semester, our Reference and Instruction librarian, Ms. Marla Beebe, ran a promotional campaign to increase student awareness about research help. This concentrated effort has resulted in double the number of research consultations done this spring. We plan to continue campus wide promotion.

Respectfully submitted,

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

Division of Advancement & Enrollment Management Report
to the Meeting of the Board of Trustees
April 21, 2023

Alumni and Community Events

The Office of Alumni and Community Events has hosted over 475 in-person events on campus including meetings, campus visits, holiday parties, programming events, and community events. Several Alumni events have been scheduled for summer and fall, including Shawnee State Night at the Chillicothe Paints on July 14th and Homecoming Weekend on September 15th and 16th.

The **Golden Bear program** has begun an additional class called pDNextSteps which focuses on meditation, interval and strength training to help improve quality of life through exercise. The class is designed for those with Parkinson's disease but is open to any Golden Bear.

Athletics

Kam Elzy was named HM **All-American** in Women's Basketball; Aiden Kammler was All-American at the NAIA Indoor Track Championship and finished 5th in the 3000M; and Juan Celis finished 8th in the NAIA National Swim Meet in the 50M Free becoming Shawnee State's first men's All-American. Men's Basketball made its 3rd **NAIA Tournament** appearance in the last 4 years.

A new Athletics website design was launched on March 28th (www.ssubears.com).

Development Foundation

Athletics partnered with SSUDF for a raffle, raising just under $32,000 to support the Athletics Department.

The President's Gala will be held on Saturday April 22nd. The event will raise money to support the Friends of Shawnee Scholarship and serve as a retirement sendoff for Dr. Bauer as President of Shawnee State.

Campus Partnerships & Center for Lifelong Learning

Four school sites are finishing up their elementary school programs for the **21st Century Community Learning Center** grants and each school will also provide a summer school for struggling students. Two schools have family literacy events taking place in March and April to encourage reading in the summer months for all students.

The Verizon Innovative Learning Program hosted middle school groups in February, March, and April utilizing campus visits as recruiting opportunities for the **Verizon Innovative Learning Stem Achievers** summer camp. Visitors included 190 students from Chillicothe City Schools, 30 students from Greenup County Schools, and 30 from Ironton City Schools. A spring open house will be held on Friday, April 7th and 40 students are currently registered. The summer camp will be held June 5 - 23.

Camp dates have been set for all summer youth programs and registration is now open.

In partnership with GRIT, **Bear Tracks**, the summer workforce residential training program, will be held starting June 5th. Programs include Business: Social Media for Business and Microsoft Office, Technology: IT Desktop Support Specialist, Education: Child Care Staff Member, Manufacturing: CPT 4.0 Safety and Lean Six Sigma Yellow Belt, and Healthcare: Phlebotomy, and Healthcare: Basic EMT. Students participating will complete a paid 40-hour internship with support from Building Bridges to Careers.

Division of Advancement & Enrollment Management Report
to the Meeting of the Board of Trustees
April 21, 2023

Wise Pathways plans to start its next cohort at Star Community Justice Center on April 18th. Participants will learn about sustainable employment opportunities in manufacturing and earn a credential.

Shawnee State University was represented at the **Opportunities for Ohioans with Disabilities** 5 County Transition Student Expo held on March 3rd at Southern State Community College. This event focused on connecting education and employment opportunities to regional high school students identified with a disability that are transitioning out of high school. Over 300 students stopped by the booth to learn about opportunities at SSU.

Marketing & Communications

The Office of Marketing & Communications promoted and supported the grand opening of the **Kricker Innovation Hub** and **Shawnee Game Conference** this past quarter. The team also worked with Academics on communications for the **HLC accreditation visit**; new programs including those in **Engineering Technologies**, the **C.H. Lute School of Business** and **Natural Sciences**; and special recruitment events including the **Allied Health Sciences Interprofessional Day** and **School of Education Day**.

Marketing & Communications launched a series of spring **Admission campaigns** centered on scholarship opportunities, upcoming orientation opportunities, special events, and late application. The team developed a series of student and faculty profiles for social media and released the Spring **Shawnee Magazine**.

Workforce Development

The **BESTOhio** industry sector partnership board met three times in February and March to continue work on its vision and strategic plan.

As a regional programming center for the **Ohio Cyber Range**, SSU received a sub-award of $30,000 to support cyber career awareness activities, K-12 outreach, faculty and student certifications, and NICE accreditation. SSU will host representatives from Ohio's Cyber Range Regional Programming Centers at the Kricker Innovation Hub in May.

In February and March, SSU hosted **career fairs** for Education and Social Sciences (47 employers), Nursing (22 employers), and Business and Manufacturing (30 employers).

Kricker Innovation Hub & Entrepreneurship

The Kricker Hub held its **Grand Opening** on March 9th with an open house of SSU academic and community programs and regional partners. The Hub was full of supporters to celebrate the launch of the Hub as an anchor in the arts culture and innovation district.

The Hub organized the **Shawnee Game Conference** held March 10-11 with sessions utilizing the new KIH lecture halls, two keynotes in the VRCFA, and Expo and Esports in the Waller Gymnasium. There were approximately 500 participants including 200 high school students. The next SGC will be in fall of 2023.

The 10th annual **Glockner Dare to Dream** was held March 7th in the Flohr lecture hall with fifteen teams from schools all over the tri-state competing for $32,500 in cash prizes. The winning team was Happy Campers from Ross / Pike ESD.

Startup Weekend Shawnee State was held March 31-April 2. This is the third **Startup Weekend** organized by the Hub since 2019. Five teams and 15 students participated and worked on their startups over 54 hours before pitching their ideas in front of a panel of judges. The winning team was Button Butter, an idea for a new product that could unstick game controllers, cell phones buttons, keyboards and more. With a prototype in hand, the team demonstrated the product in real time in front of the judges. The team plans to participate in the Ignite Portsmouth Boot Camp in May 2023.

Vern Riffe Center for the Arts

Negotiations are underway for the 2023-2024 VRCFA Performing Arts Series. The VRCFA advisory board will meet soon to discuss new ideas on how to increase subscription sales and community interest. The use of customer surveys for each event has been a very beneficial venture this season and provided helpful feedback. Focus remains on youth fostering a love of the arts, in an effort to garner the next generation of theater goers. Discounted tickets and weekday morning shows are offered to youth/school groups. The Performing Arts Academy continues to grow in popularity and participation; bringing 60-70 families on campus each week that may otherwise only visit campus a couple times a year. The VRCFA continues to be a welcoming entryway to campus for the community.

R*espectfully Submitted,*

Eric Andrew Braun, JD
VP for Advancement & Enrollment Management

RECRUITMENT AND ADMISSIONS REPORT

April 21 Board of Trustees Meeting

2023 Fall Enrollment Indicators Point in Time (March 2023)

		FA19	FA22	FA23	Δ19-23	Δ22-23
First Time Freshman	**Applications**	**2974**	**2285**	**2553**	-14%	12%
	Admitted Students	**2272**	**1931**	**2136**	-6%	11%
	Application Conversion	76%	85%	84%		
	FAFSA Submissions*	593	701	1060	79%	51%
	Financial Aid Packages*	847	590	939	11%	59%
	Scholarships Awarded	732	590	610	-17%	3%
	New Housing Applications	103	108	63	-39%	-42%
	Orientation Registrations	347	288	396	14%	38%

Freshmen and Transfers

		FA19*	FA22	FA23	Δ19-23	Δ22-23
PALSJR Counties	Adams	65	85	78	20%	-8%
FTF Applications	Jackson	92	83	110	20%	33%
	Lawrence	156	137	207	33%	51%
	Pike	160	177	164	2%	-7%
	Ross	124	152	218	76%	43%
	Scioto	466	379	413	-11%	9%

FA19 PALSJR as of 5/1/2019

2023 Fall Enrollment Indicators (March 2023)

		FA22	FA23	FA23 Progress to FA22 15th Day
PALSJR+ Counties	Brown	51	78	153%
FTF Applications	Gallia	27	32	119%
	Highland	54	78	144%
	Hocking	17	23	135%
	Pickaway	56	40	71%
	Vinton	10	18	180%
	Boyd, KY	46	99	215%
	Greenup, KY	115	142	123%
	Lewis, KY	31	55	177%

2023 Fall Enrollment Indicators Point in Time (March 2023)

		FA19*	FA22	FA23	Δ19-23	Δ22-23
Transfer Students	**Applications**	344	181	191	-44%	6%
	Admitted Students	168	101	96	-43%	-5%

			FA22	FA23	Δ22-23
Graduate Students	**Applications**		44	52	18%
	Admitted Students		40	21	-48%

*FA19 Transfer Students as of 5/6/19

		FA22*	**FA23**	**FA23 Progress to Year End**
Free Tuition	**Eligible**	**157**	**259**	165%
	Awarded	**86**	**118**	137%

* Entire Year

Student Programming Board Report- April 21, 2023

The 2022-2023 Student Programming Board (SPB) is comprised of twelve (12) members. They serve in various positions on that board, ranging from programming chairs, social media and marketing chair, programming managers, and an executive chair who also serves as president.

SPB has made great strides in establishing a new normal on this campus post-pandemic. We have brought back campus traditions like 4th Friday Movies, Late Night Bowling, and our most popular event Bingo is now back in person! Although programming has gone very well this year, some challenges were faced. Student engagement has been one of those challenges. We are finding that while students are happy to be back on campus with no restrictions, some are having to relearn how to be social after being confined to their immediate area during the pandemic. Our student leaders are finding themselves aiding in their peers' acclimation back to in-person events, and as the year went on, our attendance numbers increased to reflect the work being done.

To further mitigate this challenge, our upcoming Student Programming Board for the 2023-2024 school year will have a different format and will be diversified in unique ways to accommodate more even student programming, better use of resources, and support the University's mission:

- Traditional SPB positions will include **SPB Executive Chair**, **Special Events Chair**, **Campus Traditions Chair**, **two (2) Weekend Life Chairs**, and a **Gaming Chair**.
- New Positions include **three (3) WGEC Positions** focused on **LGBTQ+ Support**, **Female Empowerment**, and **Healthy Masculinity**. In addition, Student Life will have **six (6) members** on the board focusing on the following areas: **Community Service**, **First Gen Student Program**, **Blood Drives**, **Cultural & Diversity**, **Hazing Prevention**, **and Sophomore Support** programs.

These new roles diversify our student leaders and allow them to work in areas that may be better suited to their lifestyles, interests, or majors. In addition, we are ensuring co-curricular goals are implemented in every program held, allowing for the introduction of new programming and traditions brought to campus.

Certified as True and Correct
April 28, 2023

Secretary, SSU Board of Trustees

President's Report

Board of Trustees Meeting
April 21, 2023

Thank you, Chairman Furbee.

It comes with great sadness that I report the passing of Jim Kricker. Mr. Kricker was a strong advocate for higher education and one of Shawnee State's greatest benefactors. Kricker Hall and the Kricker Innovation Hub bear his name and are a testament to his love for the university. Thankfully, we were able to honor Jim last fall with the Vern Riffe Founder's Award. He will be dearly missed.

The Academic Year is rapidly coming to a close with only Finals Week left before it's finished. It has been an eventful year. On March 9, SSU celebrated the grand opening of the Kricker Innovation Hub. Two weeks ago, Celebration of Scholarship, a unique event that highlights student research, studies, and performance, was presented on campus. That was followed last week with Faculty Festival of Achievement during which we heard a number of excellent faculty presentations summarizing their research. Tomorrow, we will have our first student orientation for fall semester. And in the evening, the 2023 President's Gala will be held in person … and I think it is a sellout. Commencement will be next Saturday, April 29, during which we will recognize the next 400+ SSU graduates. Hope weather cooperates. We are finishing this year with great anticipation that next fall, the University will be taking its next big step toward post-COVID growth and stability.

Today, you received a report from the Provost announcing this year's Faculty Promotions and awards of tenure. We have an exceptional core group of faculty who have persevered and excelled over the last three years. Let me take this time to remind everyone of those who will be promoted and tenured prior to the upcoming fall semester:

Promotion to Professor:
- Dr. Kimberly Inman
- Dr. David DeSario
- Dr. Sean Dunne
- Dr. Gay Lynn Shipley

Promotion to Associate Professor and Tenure:
- Dr. Mikel Stone
- Dr. Kimberly Cassidy
- Dr. Michele Moohr

Tenure:
- Dr. Sandra Beam

Let me thank the Board members who participated in the HLC visit on March 13 - Eddie Edwards, David Furbee, Brenda Haas, and Scott Evans. Please know that your contribution to the visit was well received and helped SSU take an important step toward continued accreditation.

On the academic front, we are thrilled to announce that our MBA program just received final approval from the Chancellor and our Master of Science in Nursing Degree is next in line as we continue to enhance our graduate portfolio. Our strategic plan is working.

The General Assembly is now considering a Higher Education Reform Act SB 83 that SSU will have to prep for because it's likely to be law soon, either all or parts.
- **Chancellor shall annually deliver educational programs for boards of trustees**
  - New members must participate at least once in their first 2 years
  - Current members must participate in continuing training at levels determined by the chancellor

- **Syllabus for each undergraduate course shall be publicly accessible online**
- **State institution of higher education mission statements must contain specific language.**
    - Affirmation for free, open, and rigorous intellectual inquiry to seek the truth
    - Affirmation to equip students with intellectual skills to reach their own, informed conclusions on matters of social and political importance
    - Affirmation that no aspect of life at institution will favor or disfavor speech or action to support any political, social, or religious belief
    - Affirmation of commitment to ethics of civil and free inquiry, respects the autonomy of each member, and tolerates differences in opinion
    - Affirmation to treat all faculty, staff, and students as individuals and to treat them to equal standards and provide them with equality of opportunity
- **Board of Trustees of each state institution of higher education shall adopt a policy that requires the institution to do all the following: Prohibit any mandatory DEI; ensure the fullest degree of intellectual diversity; Establish and implement intellectual diversity rubrics for course approval, student evaluations, common reading programs, annual reviews, strategic goals, and student learning outcomes; Affirm and guarantee that it will not endorse, oppose, comment, or take action, as an institution, on public policy controversies of the day, or any other ideology, principle, or concept that requires commitment to any controversial belief or policy, specified concept, or specified ideology; Prohibit political and ideological litmus test in hiring, promotion, and admissions, including diversity statements and any other requirement that the applicant describe their commitment to a specified concept, ideology, or formulation that requires commitment to any controversial belief or policy; Each institution of higher education shall implement a range of sanctions for anyone under its jurisdiction who interferes with intellectual diversity**
- Starting with students who graduate in the spring semester of the 2026 -2027 academic year -
    - **No state institution shall grant an associate's or bachelor's degree to any student, unless they complete a course of no fewer than 3 credit hours In American government or American history**
- **Standards for instructional workloads for faculty**. Chancellor shall develop a minimum set of questions students at state institutions of higher education will use to evaluate faculty; Each state institution of higher education shall establish a written system of faculty evaluations for students; No later than 8/1/24 the average numerical score from student evaluations for faculty shall be published on a public portal on each institution's website
- **Not later than 7/1/24 the board of trustees shall adopt a faculty annual performance evaluation policy**
    - Each institution shall conduct an annual evaluation for each faculty member who it directly compensates; categories are defined and each will be concluded with exceeds, meets, or does not meet.
- **Post-Tenure Review**
- **No state institution of higher education shall accept gifts, donations, or contributions from the People's Republic of China (PRC)**
- For each biennial operating budget and capital appropriation bill – **Each state institution of higher education shall submit to the chancellor a rolling 5-year summary of its cost** to be consider by the general assembly
- **Divisive Concepts: Each state institution of higher education shall affirm or guarantee that it will not train any administrator, teacher, staff, or employee to adopt or believe any of the following:**
    - One race or sex is inherently superior; An individual, by virtue of his or her race or sex is inherently racist, sexist, or oppressive, whether consciously or unconsciously; An individual should be discriminated against because of their race; Members of one race cannot, nor should not, attempt to treat others without respect to race; An individual's worth is determined by their race or sex; An individual by virtue of their sex or race bears responsibility for actions committed in the past; An individual should feel discomfort, guilt, anguish, or psychological distress because of his/her race or sex; Meritocracy or traits such as a hard work ethic are racist or sexist or

created to oppress members of another race; Fault, blame, or bias should be assigned to a race or sex or members of a race or sex

- o No state institution shall hire any administrator, teacher, staff member, or employee to provide instruction on the concepts above
- o Each state institution shall prohibit all policies designed to explicitly segregate faculty, staff, or students by Race, sex, gender identity, or gender expression, Including in orientations, majors, financial awards, residential housing, administrative employment, faculty employment, student training, extracurricular activities, and graduations

- **No faculty or staff strikes**

This bill is similar to ones being implemented in other states like Florida and Texas. SB 83 is far reaching and will radically change the landscape of higher education in Ohio. I speak of this bill today not to criticize or endorse but to make you aware of it because the university will likely have to make some significant changes once the bill becomes law.

Today you passed two resolutions honoring two of our recent retirees with Administrator Emeritus recognition.

Elinda Boyles served Shawnee State University for 34 years. As Director of Personnel in 1988, she managed the institution's faculty and staff needs during a period of rapid growth in academic programs, employment, and student population. She established the Office of Human Resources and Payroll that serves us today. After nearly 20 years in HR, Elinda was appointed Vice President of Finance & Administration, a role she served for 13 years. During those years, she managed the institution's finances during some of our most challenging times with monumental changes in State funding formulas. She tried to retire twice and returned to offer stability during the transition in leadership and, most recently, to lead our COVID-19 response. Her commitment to Shawnee State University is unwavering and embodies the spirit of the Administrator Emeritus designation.

Butch Kotcamp literally built Shawnee State University. During his 32 years in Facilities, he was involved in the development of nearly every Shawnee State Master Facilities Plan and the construction of most of our buildings on campus including the Vern Riffe Center for the Arts, James A. Rhodes Athletic Center, Morris University Center, Clark Planetarium, Clark Memorial Library, Children's Learning Center, Founder's Plaza, and countless upgrades, renovations, and necessary HVAC systems. He worked with the City and our neighbors to grow our campus footprint in partnership with the community and with regard to the impact each project would have on the streets, people and river to all sides of campus. For many years before Shawnee State had a police and security office, Butch was Shawnee State's sole emergency response. As the campus grew, he co-led our emergency response team and was the first call each President would make when the question was "Is campus safe?" That was a question he was always prepared to answer at 4:30 in the morning. I can't think of any individual more deserving of the designation of Administrator Emeritus.

And Chairman Furbee, that concludes my report.

Jeffrey A. Bauer
President

Faculty Congress of Ohio
SB 83 and HB 151 (2023)

Resolution

Faculty Congress of Ohio

APRIL 17, 2023

Whereas the faculty of the public institutions of higher education across the state of Ohio are committed to the creation and dissemination of knowledge;

Whereas academic programs within our educational institutions prepare students to contribute to Ohio's cultural, economic, and civic life;

Whereas the Ohio Faculty Council (representing faculty from Ohio's 14 public universities) and the Ohio Faculty Senate (representing faculty from the 23 community and technical colleges in the state) combine to form the Faculty Congress of Ohio;

Whereas these organizations are formally recognized by statewide educational leaders, including the Ohio Department of Education (ODHE) as providing a crucial faculty voice in statewide policy discussions impacting higher education;[1]

Whereas university and college faculty have "primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process, as affirmed by the joint statement of the American Council on Education (ACE), the Association of Governing Boards of Universities and Colleges (AGB) and the American Association of University Professors (AAUP);"[2]

Whereas university and college faculty model and promote the robust discussion of topics within their academic disciplines, taking most seriously our professional responsibilities that are grounded in shared commitment to the pursuit of objective knowledge, the freedom of expression and recognition of the diversity of viewpoints;

Whereas as part of required external accreditation processes, faculty regularly submit course materials, including syllabi and evidence of teaching effectiveness, to accrediting bodies including, but not limited to, the Higher Learning Commission (HLC), the Accreditation Board

for Engineering and Technology (ABET), and the Council for the Accreditation of Educator Preparation (CAEP), which establish and maintain professional standards;[3]

Whereas our universities and colleges already maintain robust channels through which students convey concerns about their faculty, courses, or educational experiences;

Whereas university faculty and staff remain focused on fostering accessibility, affordability, and opportunity to the citizens of Ohio, responding to the workforce and development needs of our communities and beyond;

Now, therefore, be it resolved, that the Faculty Congress of Ohio, representing the faculty of the 37 public institutions of higher education in the state,

Resolves that the current legislative items under consideration by our elected officials, including S.B. 83 and H.B. 151, designed to regulate academic programs and faculty, are examples of unnecessary overreach that will create additional layers of bureaucracy, costing taxpayers more money and damaging the success and competitiveness of our students and graduates;

Resolves that legislative initiatives to unduly monitor and limit discussion, debate and diversity in our esteemed institutions of higher education damage the intellectual contributions of our faculty, infringing upon students, graduates and academic institutions;

Be it further resolved that the Faculty Congress of Ohio strongly opposes legislative actions designed to micromanage our campuses and classrooms, and further commits to working with the relevant committees in the Ohio House and Ohio Senate to continue to ensure the best educational opportunities for all of our students.

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[1] ODHE Directive 2019-011 (OFC) and ODHE Directive 2019-010 (OFS)

[2] *Language from the 1966 joint statement formulated by the American Association of University Professors, the American Council on Education (ACE), and the Association of Governing Boards of Universities and Colleges (AGB). https://www.aaup.org/report/statement-government-colleges-and-universities.*

[3] HLC criteria for accreditation include but not limited to:
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...
2. The institution's processes and activities demonstrate inclusive and equitable treatment of diverse populations.

AMENDED RESOLUTION E06-23

**AUTHORIZING BOARD CHAIR TO EXECUTE
EMPLOYMENT CONTRACT WITH
ERIC A. BRAUN AS INTERIM PRESIDENT**

WHEREAS, the Board of Trustees on February 10, 2023 appointed Eric A. Braun as Interim President of Shawnee State University, effective July 1, 2023; and

WHEREAS, it is in the University's interest to have a written employment agreement with Mr. Braun, setting forth the University's and Mr. Braun's respective duties, rights, obligations, and other terms and conditions of Mr. Braun's employment as Interim President; and

WHEREAS, Mr. Braun and the Board Chair have negotiated a tentative agreement which after full Board consideration sets forth the University's and Mr. Braun's respective duties, rights, obligations, and other terms and conditions of Mr. Braun's employment as Interim President (Interim President Employment Agreement);

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby authorizes the Board Chair to execute the Interim President Employment Agreement with Eric A. Braun.

(April 21, 2023)