

**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
April 12, 2002**

Chairman Dr. Burton Payne called the meeting to order at 1:20 p.m. noting the meeting was in compliance with RC § 121.22(F).

**Roll Call**

Members Present: Ms. Argeros, Ms. Brumfield, Mr. Clayton, Mr. Davis, Mr. Harcha; Ms. Knoche, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Warren

Members Absent: Mr. Teichman

**Approval of the April 12, 2002 Agenda**

Mr. Davis moved and Mr. Harcha seconded a motion to approve the agenda. Without discussion, the Board unanimously approved the April 12, 2002 agenda.

**Approval of the February 8, 2002 Board Meeting Minutes**

Mr. Harcha moved and Ms. Argeros seconded a motion to approve the February 8, 2002 Board meeting minutes. Without discussion, the Board unanimously approved the minutes of the February 8, 2002 Board meeting.

**President's Report**

Dr. Field said spring quarter is underway at south central Ohio's state university--Shawnee State University--and with the increase in time spent outdoors comes an excitement surrounding the upcoming Commencement 2002 in two months. It is hard to believe we are nearing the completion of this academic year.

Dr. Field said he would like to take this opportunity to bring the Board up-to-date on several important issues and events.

**1. Budget**

SSU's budget situation continues to present challenges, but serious efforts to enhance revenues and reduce recurring expenditures are having a positive impact. Last fall, at our campus Convocation, Dr. Field presented three budget scenarios developed by Vice President Murphy. Dr. Field said the prediction he felt then was most probable showed a budget deficit growing from \$2.4 million in FY 2002 up to \$6.2 million in FY05. Since that time, SSU has raised tuition mid-year, seen a reduction in the inflation rate in health care, and eliminated more than \$550,000 in recurring salary expenditures, primarily through administrative reorganization and decisions not to fill or to consolidate vacant positions. As a result, SSU's financial

prediction is now somewhat more favorable; Mr. Murphy projects a decline in our budget deficit to \$437,000 in FY05, based on a set of assumptions about tuition, enrollment, and state subsidy. Dr. Field noted that health care costs do continue to rise, and the state's budget picture remains problematic. Nevertheless, the University has made considerable progress in addressing our budget challenges. Dr. Field said he wanted to recognize and applaud the efforts of the many people who have contributed suggestions and ideas and have worked together. Dr. Field said he in particular want to recognize the work of SSU's vice presidents, who have put the interests of the entire university above all other concerns and found ways to reduce costs in the recurring budget that will benefit the University for years to come.

## **2. IUC/Legislative Reception in Washington, D.C.**

Dr. Field reported that he returned yesterday from several meetings in Washington D. C. The Inter-University Council (IUC) arranged two meetings for Ohio public university presidents; one was hosted by Senator DeWine, and the other by Senator Voinovich. This was a good opportunity to promote Shawnee State among key legislators at the federal level. Dr. Field also met with Congressman Strickland, who is providing an internship experience this quarter for SSU student Elizabeth Scott. Elizabeth has impressed the Congressman greatly, and she told Dr. Field that it is an excellent learning experience. Dr. Field said that plans are being developed for Senator Voinovich to visit Shawnee State in early May in order to focus public attention on the technological needs of Appalachia. As the details of that visit emerge, Dr. Field said the University would publicize the event. Although the University welcomes federal support, it needs to focus increased attention on support from key leaders in Ohio.

## **3. Focus on State Support**

Dr. Field said that early in March, Vice President Murphy and he visited in Columbus with Brian Hicks, the chief of staff to Governor Taft. The meeting was arranged at the suggestion of Dr. Burton Payne, and it turned out to be an important opportunity to present SSU in a favorable light. Mr. Hicks suggested that personnel from the University should give presentations about the role of SSU and on the University's budgetary needs to Ohio legislators and policy makers. Dr. Field said the University intended to do so, with the help of the SSU Board of Trustees. Dr. Field said that at his presentation during lunch, he outlined a strategy designed to foster a series of meetings with legislators and to create "Champions" for Shawnee State who can speak on our behalf.

## **4. Enrollment**

Dr. Field reported that spring quarter headcount is 2,947, up 2.3 percent (or 65 students) over spring quarter 2001 headcount of 2,882. FTE is 2,483, up 4.3 percent (or 103 students) over last spring's FTE of 2,380. Dr. Field said that an interesting point, that is unrelated, is the fact that the University is also up in FTE by 103 students this past fall quarter.

## **5. SSU Winter and Spring Sports**

### **Basketball**

Dr. Field said he was very proud of our basketball teams. Coach Hagen-Smith, Coach Ford, their assistant coaches, and their players are to be commended for the outstanding basketball season the University experienced.

### **Baseball**

The Shawnee State Baseball Team is off to an 11-5 start. They are currently 6-2 in American Midwest Conference play and in second place. As a team, the Bears rank in the top five in the conference in the following categories: runs scored per game (7.69); runs allowed per game (4.88); fielding percentage (.960); and earned run average (4.5).

### **Men's Golf**

In three tournaments this spring, Shawnee State has a championship and a second place finish to its credit. The Bears opened the season with a second place finish in the SSU Invitational at the Elk's Golf Course. SSU won the Central State Invitational, which was held on Tuesday, April 9.

## **6. Meeting with President of Ashland Community College/Tuition Reciprocity**

Dr. Field reported that on March 14, he met with Greg Adkins, president of Ashland Community College, and Jim Cargill, dean of academic affairs at ACC, to discuss the expansion of an articulation agreement between SSU and ACC. This agreement will encourage graduates of ACC to continue on to a bachelor's degree program at SSU. There is also a pending initiative that would allow SSU to offer tuition reciprocity with institutions in Kentucky. Dr. Field said this will be of great benefit to SSU.

## **7. IUC/OBR Retreat**

Dr. Field said that on March 20, he spent the day at a retreat for the Ohio Board of Regents and all IUC presidents. Discussions covered the state budget and how to energize some political support for state universities. Dr. Field felt it was a very productive meeting.

## **8. NCA Higher Learning Commission**

Dr. Field reported that on March 23, he attended the annual meeting of the Higher Learning Commission of the North Central Association (NCA), SSU's accrediting agency. Dr. Field had the opportunity to meet with Mary Breslin, associate director of evaluation services at NCA, and discussed the procedures that SSU would be obligated to follow if SSU is interested in adding any graduate programs.

**9. Family Visitation Center at Children's Learning Center**

Dr. Field attended the SSU Department of Teacher Education's open house for its Family Time Visitation and Exchange Center, on March 27 at the Children's Learning Center. The Family Time Center provides a new and free service to separated families in need, by providing a safe, secure, and neutral site for separated parents to be able to spend some quality time with their children. The University received some very favorable publicity from this on WSAZ Newschannel 3, in area newspapers, and on local radio stations.

**10. Senior Seminar Class**

Dr. Field said that, for the first time in several years, he stepped back into the classroom. Dr. Field is teaching IDST 4905, the interdisciplinary studies senior seminar, on Wednesday evenings during spring quarter. He said he has spent a great deal of his lifetime in the classroom and was very glad to be serving as a college instructor again.

**11. Mandy Conley, Fifth Third Bank**

Dr. Field reported that on February 27, he and his wife, Diane, hosted Mandy Conley, relationship manager in foundation and endowment services at Fifth Third Bank, at the National Acrobats of China production held in the Vern Riffe Center for the Arts. Ms. Conley is a trust officer who provides information and help on planned gifts to the SSU Development Foundation. She is also spearheading the KYOWVA Planned Giving Council, a Tri-State organization which Susan Warsaw, SSU's director of development, is a committee member.

**Committee Reports**

**Academic Affairs Committee - Mr. Howard Harcha**

Mr. Harcha reported that the Academic Affairs Committee had one action item.

Mr. Harcha said Dr. Cheryl Boyd, Interim Dean, reported to the Academic Affairs Committee and requested that the program review for the Bachelor of Individualized Studies and the Associate of Individualized Studies degree programs be postponed until June, 2003. Dr. Lloyd reported that this request for postponement was due to the amount of time involved in projects such as the preparation for accreditation of both nursing programs, increase financial tasks as a result of state budget cuts and the proposed reorganization of Health Sciences. Mr. Harcha said this request was well taken and the Academic Affairs Committee recommended approval of Resolution A1-02. Mr. Harcha moved and Ms. Reynolds seconded a motion to approve Resolution A1-02, Postponement of Program Review for the BIS and AIS Degree Programs.

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

Nays: None

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

Mr. Harcha said Dr. Cheryl Boyd reported to the Committee that SSU had received official notification from the National League for Nursing Accrediting Commission that the baccalaureate degree and associate degree programs in nursing have been approved for the initial five-year accreditation. Mr. Harcha said this is wonderful news and said the Committee discussed ways of letting people in the community know about this accreditation, especially high school guidance counselors.

Mr. Harcha said Mr. Pete Duncan, director of the office of Instructional Technologies, updated the Committee on the Clark Planetarium activities. Mr. Duncan reported that he has agreed to oversee the operations of the Planetarium in the absence of a director and will coordinate programs. Mr. Duncan recently completed an intensive maintenance-training program on the Digistar II equipment. Mr. Duncan also furnished a schedule for the Planetarium to the Committee.

Mr. Harcha said Dr. Stephen Midkiff reported on preliminary enrollment figures for spring quarter 2002.

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

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

Mr. McKinley said that SSU is very proud of the outstanding athletic and academic accomplishments of our student athletes and coaching staff. He said the Quality of University Life Committee and Dr. Field recommended approval of Resolution Q1-02. Mr. McKinley moved and Ms. Argeros seconded a motion to approve Resolution Q1-02, Honoring the Winter Sports Individual Athletes and the Women's Basketball Team.

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

Nays: None

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

Mr. McKinley said that Mr. Ray Musser, President of the Student Government Association, reported on the activities of the SGA. Mr. McKinley said the SGA is very involved in the growth of the University. He said the SGA delivered 1200 postcards to Governor Taft's office, met with local representatives and had a special session with members of the House of Representatives regarding the higher education funding situation. The SGA is assisting with a rally at the Statehouse on April 24 that is sponsored by all state universities Student Government Associations. The SGA is also sponsoring a retreat at Shawnee State Park. The Park has agreed to let SGA use it at reduced fees.

Mr. McKinley said that Mr. Jacob Hickman, President of the Student Programming Board, reported on the activities of the SPB. Mr. McKinley said the SPB is sponsoring a trip to Kings Island and to a Cincinnati Reds game. The SPB is also planning a spin-off of the game show "The Weakest Link" with students competing

on educational questions, offering a dinner and theater package to students. The SPB is also working very hard on Springfest week and this year will be featuring comedians rather than music.

Mr. McKinley said that Dr. Mangus reported that the preliminary non-published Federal Loan Default Rate is 8.4%. He said the exact default rate would be released in June. This is a very positive preliminary figure. This is down from a default rate as high as 20% only a few years ago.

Mr. McKinley said Mr. Steve Gregory, director of Career Planning and Placement, reported that 85 employers set up displays at the 2002 Job Fair and that over 220 students attended. Several students were offered jobs at the fair. Mr. Gregory also reported that the Office of Career Services sponsored an etiquette instructional dinner presentation with more than 125 participants in attendance. He stated that the focus of the dinner/workshop was on learning key ways for gaining a competitive edge when conducting business or interviewing during meals.

Mr. McKinley said Mr. Bob Trusz, Director of Admission, reported that the February 18, 2002 Open House was extremely successful. Approximately 290 prospective students and parents attended this event as compared to 150 in attendance in 2001.

Mr. McKinley said Dr. Mangus reported another successful induction of 117 new members into the SSU Chapter of Phi Eta Sigma National Honor Society. He reported that three faculty/staff members were chosen by student members of Phi Eta Sigma as the 2002 honorary members: Mr. Orville (Butch) Ferguson, Mr. Frank Piatt and Ms. Deborah Watson. He said the students were fascinated by Frank who works hard to keep the campus looking good. They consider him an unsung hero of SSU.

Dr. Payne recognized and thanked Mr. Geno Ford, Assistant Athletic Director and Men's Basketball Coach, for an outstanding year and for being named AMC Coach of the Year.

#### **Finance and Facilities - Mr. George Davis III, Chairperson**

Mr. Davis said the Finance and Facilities Committee had four action items.

Mr. Davis said the Finance and Facilities Committee recommended approval of Resolution F10-02, Room and Board Fees. He said the increases in room and board fees are necessary to cover the cost of operating the residence halls and incorporate the meal plan for residential students. He said this was a reasonable increase. Mr. Davis moved and Mr. Clayton seconded a motion for the adoption of Resolution F10-02, Room and Board Fees.

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

Nays: None

Mr. Davis said the Finance and Facilities Committee recommended approval of Resolution F11-02, Approval of OACHE Position. Mr. Davis said that the University would not incur any costs associated with this position.

Mr. Davis moved and Mr. Clayton seconded a motion for the approval of Resolution F11-02, Approval of OACHE Position.

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

Nays: None

Mr. Davis reported that the Finance and Facilities Committee recommended approval of Resolution F12-02, Personnel. Mr. Davis moved and Mr. Clayton seconded a motion for the approval of Resolution F12-02, Personnel.

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

Nays: None

Mr. Davis reported that Finance and Facilities Committee recommended approval of Resolution F13-02, ABLE (SSU BASICS) and Appalachian Technology and Workforce Development Initiative Grants. He said the ABLE Grant in the amount of \$151,000 was a renewal grant proposal and the Appalachian Grant in the amount of \$104,841 was a proposed grant. Mr. Davis moved and Mr. Clayton seconded a motion for the adoption of Resolution F13-02, ABLE (SSU BASICS) and Appalachian Technology and Workforce Development Initiative Grants.

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

Nays: None

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

Mr. Davis said that Mr. Roger Murphy reviewed with the Committee the report from the Ohio Board of Regents on Institutional financial ratios and scores for FY2001. He said this was like a report card for SSU and that it looks at reserves and compares us to other universities. The university can operate for one-third of a year on its reserves. He commended Mr. Murphy and his staff for doing an excellent job in budgeting.

Mr. Davis said Mr. Murphy prepared general fund revenues and expenditures pace report and that the outlook is better. Mr. Davis said our health care figures are better than predicted.

Mr. Davis said Mr. Murphy discussed the preliminary draft general fund budget, as well as an overview projection for fiscal years 2004 and 2005. Mr. Davis said the Board members need to think about a tuition increase and said that Ohio State University is implementing a two-tier tuition increase and the University needs to examine that type of scenario before adopting the 2003 budget.

Mr. Davis said the financial information for the Center for the Arts looks good but said the transfer of money from the University to the CFA, which is done yearly, gives an inaccurate picture of the financial status. He said the numbers reflect an increase of 59.3% but actually the increase was 17.4%.

Mr. Davis said Mr. Murphy discussed the options being considered for the Children's Learning Center. Mr. Davis said the CLC gets good publicity and is a good tool for the University. He and the University should continue the mission of the CLC as an educational center as opposed to changing it to a daycare center.

Mr. Davis said a new statute, HB 524, was passed by the Legislature on how University money can be invested.

Mr. Davis said that personnel items were self-explanatory.

Mr. Davis reported that the Capital Status Report reflected current information on each capital project. He said he could attest to the new traffic light installation being erected on Third Street.

### **Executive Committee Report**

Dr. Payne reported on the March 11, 2002 Executive Committee meeting. Dr. Payne said the Executive Committee approved the change of date for Commencement from June 14 to June 15 at 10 a.m. He said the Executive Committee also approved the 2002-2003 Academic Calendar.

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

None.

### **New Business**

Ms. Reynolds reported on behalf of the Ad Hoc Committee appointed by Chairman Payne to review the Board Bylaws. She acknowledged committee members Mr. Harcha and Mr. Warren and said the committee had met and recommended amending Board Policy 1.01, paragraph 2.1 to reflect the current terms of board officers from a calendar year to each fiscal year. She said the committee reviewed other state universities board officers' terms. SSU and Miami were the only two universities to have board officer terms on a calendar year basis. The committee recommended changing the Bylaws to have officer terms run on the fiscal year, July 1 - June 30. The committee also recommended the change take effect after the January 2003 change in officers. Ms. Reynolds moved and Mr. Harcha seconded a motion to approve Resolution E3 -02, Change to Board Bylaws, as amended.

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

Nays: None

Dr. Payne dismissed the Ad Hoc Committee.

Mr. Clayton reported on behalf of the Presidential Search Advisory Committee. He said the committee held its first organizational meeting and hired Ms. Elaine Hairston as an outside consultant to facilitate the search. Mr. Clayton said their second meeting established the institutional profile of the new president and the committee reviewed the job advertisement and determined what newspapers the ad would be placed in. Mr. Clayton said the ad should be sent out to the identified newspapers that week. Mr. Clayton said the committee set up a timeline for the hiring process.

May 23, 2002	Search Committee trained on review of credentials
June-September, 2002	Candidate pool developed and credentials available for review
September 30, 2002	Committee selects 12-15 candidates for reference checking
October 15, 2002	Committee selects 6-8 candidates for preliminary interviews
October 25-26, 2002	Committee interviews candidates at a neutral site and recommends 3 unranked finalists for a campus visit
November 6-7, 2002	Interview first candidate
November 12-13, 2002	Interview second candidate
November 14-15, 2002	Interview third candidate
After November 15, 2002	Board decision on Presidential choice

Mr. Clayton moved and Mr. Harcha seconded a motion to approve the institutional profile of the new president. Without discussion, the Board unanimously approved the institutional profile. Ms. Reynolds said the timeline could also be found on the SSU web page.

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

Mr. Bill Rockwell addressed the Board and said due to the fact that he had been moved into an administrative position, he could no longer represent the CWA as its Vice President. He said Ms. Kathy Kratzenberg was appointed the new Vice President and introduced her to the Board.

#### **Other Business**

Dr. Payne said he had learned that Ms. Argeros might not be able to attend the next Board meeting, which would have been her last meeting because her term expires in June. Dr. Payne thanked Ms. Argeros for her commitment and devotion of time to making SSU a better institution. A round of applause followed.

#### **Adjournment**

Mr. Davis moved and Mr. Clayton seconded a motion to adjourn the meeting. The meet was adjourned by acclamation at 2:15 p.m.