

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
December 11, 2001**

Chairman George Clayton called the meeting to order at 4:00 p.m. noting the meeting was compliance with RC § 121.22(F).

Mr. Clayton informed the Board members and audience of the death of Mr. William Richards, beloved husband of former Board member, Patricia Richards. Mr. Clayton asked that they be remembered in everyone's thoughts and prayers.

Roll Call

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

Members Absent: None

Approval of the December 11, 2001 Agenda

Mr. Teichman moved and Mr. Harcha seconded a motion to approve the agenda. Without discussion, the Board unanimously approved the December 11, 2001 agenda.

Approval of the October 12, 2001 Board Meeting Minutes

Mr. Harcha moved and Mr. Teichman seconded a motion to approve the October 12, 2001 Board meeting minutes. Without discussion, the Board unanimously approved the minutes of the October 12, 2001 Board meeting.

Approval of the November 13, 2001 Special Board Meeting Minutes

Dr. Payne moved and Ms. Reynolds seconded a motion to approve the November 13, 2001 special Board meeting minutes. Without discussion, the Board unanimously approved minutes of the November 13, 2001 special Board meeting.

President's Report

Dr. Field said it is hard to believe we are moving into the winter quarter at Shawnee State University. The first quarter passed by quickly. The faculty, administrators, and staff members continue to work very hard to make this the best higher education institution it can be. Dr. Field said he has had a very busy fall quarter meeting with many individuals and organizations throughout the local and regional communities including:

- Governor Bob Taft, Senator Doug White, and Speaker of the House Rep. Larry Householder;
- SSU Campus Representatives (heads of SEA, UFS, UAA, USA, CWA, and SGA) keeping them up-to-date on budgetary issues;
- Student Government Association (SGA town meeting and Student Senate);
- Chairs of the University Technology Advisory Committee;
- The Women's Forum;
- SSU Faculty (in two informational sessions);
- Inter-University Council (IUC) Presidents' Committee;
- SSU Development Foundation (quarterly meeting at my home);
- Area guidance counselors;
- Southern Ohio Growth Partnership-discussing business development and individuals who wish to invest money in the Portsmouth area;
- Dr. Dan Evans, dean of Ohio University Southern Campus in Ironton, at the OUSC horse park, to further discuss collaboration issues between our institutions; and
- Portsmouth City Schools/SSU Articulation Committee.

Dr. Field said he held the fall convocation on October 18. He said the vice presidents, deans, and he discussed important SSU news with the entire campus community-including the state 's budget problem.

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

1. Budget

The budget problems that the University faces are very serious but they are also manageable, if we act now in a creative and decisive manner. The vice presidents are working very hard on complex models that project our budget for several years into the future. In addition, Dr Field said he had been meeting with the campus representatives (UFS, UAA, USA, SGA, SEA, and CWA) to keep them informed, and the Budget, Finance, and Strategic Planning Committee has begun to meet to consider various ways to reallocate our resources in the long-term to ensure a healthy financial future for SSU. He said he looked forward to cooperating with all faculty, staff, and the appropriate governance mechanisms at the University to make sure that SSU continues to be a university of which we can all be proud.

2. Faculty Governance

The Academic Affairs Committee considered today a change to the University Faculty Senate's Constitution, which Dr. Field said he is recommending for approval. Most of the changes are technical amendments to conform the UFS with organizational changes in the University. However, one change that he thought was important to our governance system is the commitment of the faculty to use the Faculty Senate as their governance body without a sunset or reversion clause back to the University Faculty Assembly. This faculty constitution represents a major milestone for faculty governance at SSU, and is part of the process of maturation for the University. The UFS will become the official permanent

governance voice for faculty at Shawnee State University.

3. SSU Basketball

Dr. Field reported that the SSU Women's Basketball Team is 7-1 and was ranked #1 in the NAIA Division II. He said the SSU Men's Basketball Team is 8-4 and ranked #25 in the NAIA Division II. Dr. Field said the University is very proud of both teams. He said it is exciting to see them in action and read about them in the papers and said he wanted to offer his congratulations to Coach Smith, Coach Ford, and all of the SSU Bears!

4. University-wide Committees

Dr. Field reported that the official list of University-wide committees (SSU's governance structure) has been sent to all governance constituents (UFS, UAA, USA, and SGA) as well as each University-wide committee chair. The committees, including the Budget, Finance, and Strategic Planning Committee, have been meeting and will make recommendations to him based on their charges.

5. Finals Breakfast/Athletics Events

Dr. Field said that he and Diane had a great time cooking breakfast for students who were studying hard for their finals on November 28 during the quarterly Finals Breakfast. This is an interesting tradition at SSU which would be continued -- it is also a lot of fun. He said they also have thoroughly enjoyed the women's soccer, men's basketball, and women's basketball games they have attended, in addition to the men's and women's cross country meets. He said we have great students at SSU, and he and Diane consider it a privilege when they get the opportunity to interact with them.

6. Holiday Luncheon

Dr. Field reported that over 185 faculty, administrators, staff members, and Board of Trustees members attended the SSU Holiday Luncheon held on December 4. This was a much better turnout than the holiday dinners the University has held in recent years. The food was delicious and SSU personnel enjoyed a good time of fellowship with their co-workers. Dr. Ray Carson, former member of the SSU Board of Trustees, entertained all present with his bag of magic tricks.

7. Teaching/Learning Conference

Dr. Field noted that Shawnee State University was a co-sponsor of the Annual Teaching/Learning Conference held November 9-10 at the Ashland Plaza Hotel in Ashland, Kentucky. Thirteen SSU faculty members (Barbara Kunkle, Philip Blau, Barbara Bullock, Leeann Denning, David Finlow, Shannon Lawson, Kenneth Leighfield, Kathryn Locke, Deborah Meehan, Elyse Saperstein, Debra Scurlock, Patricia Spradlin, and Barbara Trube) propose and presented a session titled *Growing Faculty Learning Communities*, and he was pleased and proud to be in the audience. They

described their experiences this year as part of the Ohio Teaching Enhancement Program (OTEP), for which they have a small grant.

8. Herbert Martin, Ph.D.

Dr. Field said Dr. Herbert Martin was awarded the prestigious Governor's Award for individual artist, given by the Ohio Arts Council, which honors and recognizes contributions made to the arts in Ohio. Competition for the award is great with over 140 individuals being nominated for only 11 awards in seven categories. Only two are picked for the individual artist award. Dr. Martin's artistic contributions will be honored at the Ohio Arts Council awards ceremony in March 2001. Dr. Martin, professor of English at the University of Dayton, has spent this academic quarter teaching two courses at Shawnee State University as a distinguished professor. In addition, Dr. Field said that Southern Ohio Medical Center won for Business Support of the Arts.

9. Traffic Light

Dr. Field said he was delighted to report that the city of Portsmouth and SSU have finally come to an agreement that will allow the University to install a traffic light at the intersection Third and Sinton. Initially, through a mutual misunderstanding, we thought this would be done by the city in December. This will be installed by SSU and should be completed by March. It will provide a safe pedestrian crossing to the campus from the Campus View Apartments.

10. Accreditation Visits

Dr. Field said SSU's departments of Teacher Education and Nursing reached major goals of their programs during the recent visits from the National Council of Accreditation for Teacher Education (NCATE) and the National League for Nursing Accrediting Commission (NLNAC). The Department of Teacher Education met all six domains for national accreditation and the NLNAC site reviewers recommended that SSU's nursing programs receive their full initial accreditation for the maximum period of five years. He said he wanted to congratulate both departments. The University certainly appreciates all of the hard work that was done in both areas.

11. Rotary Induction

Dr. Field said he was inducted into the Portsmouth Rotary Club on November 26.

Committee Reports

Academic Affairs Committee - Mr. Howard Harcha

Mr. Harcha reported that the Academic Affairs Committee had one action item. He said the constitution of the UFS was being amended and while rather technical in nature, the one major change establishes the UFS as the exclusive governing body for the faculty without reversion to the UFA. He moved adoption of Resolution A6-01. Mr. Teichman seconded the motion.

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

Nays: None

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

Mr. Harcha said Mr. Paul Madden, director of Teacher Education's pre-professional services, reported on the successful visit from the National Council for the Accreditation of Teacher Education which occurred in October 2001 for the Department of Teacher Education. Mr. Madden reported that NCATE will make a final determination on Shawnee State University's accreditation at its spring meeting. The accreditation will be for a period of five years.

Mr. Harcha said Dr. Cheryl Boyd, chairperson of the Department of Nursing, reported on the successful visit from the National League for Nursing which occurred in October-November 2001 for the Department of Nursing. Dr. Boyd said upon completion of the on-site visit, the visitors recommended that SSU's nursing programs receive full initial accreditation for the maximum period of five years. She said the final decision will be made in early March 2002.

Mr. Harcha said that Ms. Ginnie Moore, director of University Outreach Services, provided an update on several projects in her area. Mr. Harcha reported that Dr. John Kelley, Interim Provost, was very complimentary of the work done by the University Outreach Services.

Quality of University Life - Mr. McKinley

Mr. McKinley said the QUL Committee had one action item. He said Resolution Q7-01 honors the fall sports teams and individual athletes and moved for its adoption. Mr. Harcha seconded the motion.

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

Nays: None

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

Mr. McKinley reported that Mr. Ray Musser, President of the Student Government Association reported on the activities of the SGA. Mr. McKinley said the SGA is trying to raise visibility of their activities to give the University a regional exposure.

Mr. McKinley said that Mr. Jacob Hickman, President of the Student Programming Board reported on the activities of the SPB.

Mr. McKinley said Mr. Bob Owen, Executive Director of University Advancement, reported on activities currently being undertaken by University Advancement. Mr. McKinley said Portsmouth had been selected as a "torch city" for the torch relay in connection with the 2002 Olympics. Mr. McKinley said the University has been receiving great

coverage in the media, especially related to SSU sports.

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 F32-01, Student Fees to help address the \$900,000 cut in state funding. He said he recommended this action, reluctantly. Mr. Davis said he had a real concern with raising tuition but had been convinced that the University was doing its share in cost cutting and did not feel the burden of the budget situation was being solely borne by the students. Mr. Davis moved and Dr. Payne seconded a motion for the adoption of Resolution F32-01, Student Fees.

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

Nays: None

Mr. Davis said the Finance and Facilities Committee recommended approval of Resolution F32-01, Housing Fees. Mr. Davis explained that this housing fee was not a matter of raising the revenue for the University but was merely a way to ensure those students who apply for housing t either keep the reservation or let SSU know they are not coming. Mr. Davis moved and Dr. Payne seconded a motion for the approval of Resolution F33-01, Housing Fees.

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

Nays: None

Mr. Davis reported that the Finance and Facilities Committee recommended approval of Resolution F34-01, Grant Proposals. Mr. Davis moved and Dr. Payne seconded a motion for the approval of Resolution F34-01, Grant Proposals.

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

Nays: None

Mr. Davis reported that Resolution F35-01, Selection of Presidential Search Consultant, was brought to the Finance and Facilities Committee meeting. He said Resolution F35-01 authorizes the approval to hire Academic Search Consultation as a presidential search consultant. Mr. Davis moved and Dr. Payne seconded a motion for the adoption of Resolution F35.01, Selection of Presidential Search Consultant.

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

Nays: Ms. Reynolds

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

Mr. Davis reported that Mr. Roger Murphy, Ms. Joanne Charles and members of the Business Office are to be commended for the outstanding work done on the recently completed audit. Mr. Davis reported that Mr. Balestra, SSU's outside auditor, said there were no problems with the audit for the second year running. He noted this was a glowing report. Dr. Field said Ms. Pat Moore also made a large contribution in the area of financial aid.

Mr. Davis said that Mr. Murphy reported to the Committee on the reserve balances. The reserve goal was three times the special supplement. That goal was achieved, mainly because the supplement had been cut.

Mr. Davis said that Mr. Murphy prepared general fund revenues and expenditures pace report for fiscal year to date through October 2000 and 2001. Mr. Davis said it is not good news and the University is going to have to do something to control costs, especially health care expenses.

Mr. Davis reported that the Committee was given a spreadsheet summarizing the fiscal year to date financial information through October 2000 and 2001 for the Vern Riffe Center for the Arts.

Mr. Davis said Dr. Kelley reported that he has completed the assessment of the Vern Riffe Center for the Arts performance series funding and has developed a plan to address the fund balance deficit.

Mr. Davis said Mr. Murphy prepared and presented a report that tries to predict with assumptions where the University will be or should be in the next few years.

Mr. Davis said the Committee was presented with a Summary of Actions Affecting University Health Care Program report and he urged everyone to look at this report. He said the University is going to have to contain health care costs.

Mr. Davis said the capital status report is self-explanatory.

Executive Committee Report

None.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Mr. Davis moved and Ms. Argeros seconded a motion to adopt the 2002 Board Calendar. Without discussion, the Board unanimously approved the 2002 Board Calendar.

Dr. Payne reported for the Presidential Search Advisory Committee. He said the Committee after meeting with all the University constituent groups, consulting with experts on presidential succession and reviewing the last search conducted in 1998, recommended hiring the firm of Academic Search Consultation Service who submitted the best proposal. Dr. Payne reported that four members from the Board would serve on the Presidential Search Committee. Dr. Payne said the Committee discussed the possibility of extending the interim presidency for one year while the search was being conducted.

Mr. Teichman reported on behalf of the Committee charged with selecting a new slate of Board officers. Mr. Teichman said the Committee, consisting of Ms. Reynolds, Mr. Harcha and himself, recommended Dr. Payne to serve as Chairman of the Board and Mr. Davis to serve in the capacity of Vice Chair for 2002. Mr. Teichman moved and Mr. McKinley seconded the motion to elect Dr. Payne and Mr. Davis as Chair and Vice Chair, respectively. Without discussion, the Board unanimously approved the election of Board officers.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

Mr. Clayton said that since this was the last Board meeting with him serving as Chair, he wanted to take a moment to reflect on the past two years. He said he would like to thank a number of people who helped him in various roles during the past two years, especially Mr. Donohue, Dr. Field, Dr. Kelley, Ms. Liz Chrisman, Dr. John Valentine, Ms. Elinda Boyles, Dr. Mangus, Mr. Murphy, Ms. Sonya Smith and Ms. Cindy Keaton. He also extended his thanks to his family for their support and to his fellow Board members. A round of applause followed.

Adjournment

Mr. Harcha moved and Ms. Reynolds seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 4:58 p.m.