

SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES
Meeting Minutes
February 8, 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).

Dr. Payne welcomed everyone to the meeting and said he wanted to take a moment to thank George Clayton for his guidance as Chair of the Board the last two years and to say he really appreciated his efforts. A round of applause followed.

Roll Call

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

Members Absent: Ms. Knoche

Approval of the February 8, 2002 Agenda

Mr. Davis moved and Ms. Reynolds seconded a motion to approve the agenda. Without discussion, the Board unanimously approved the February 8, 2002 agenda.

Approval of the December 11, 2001 Board Meeting Minutes

Mr. Clayton moved and Ms. Argeros seconded a motion to approve the December 11, 2001 Board meeting minutes. Without discussion, the Board unanimously approved the minutes of the December 11, 2001 Board meeting.

President's Report

Dr. Field said while there are many great things happening at Shawnee State University, there are also serious budget problems, and the University is taking the necessary steps to offset the shortfall in state funding. Dr. Field said he has been meeting with many individuals and organizations throughout the local and regional communities including:

- SSU Campus Representatives (heads of SEA, UFS, UAA, USA, CWA, and SGA) keeping them up-to-date on budgetary issues;
- Inter-University Council (IUC) Presidents' Committee;
- The SSU Women's Forum;
- The SSU Development Foundation (annual meeting);
- Jack Connell of the Ohio Board of Regents (regarding tuition reciprocity); and
- Brian Hicks (the Governor's Chief of Staff) and state leaders via conference call to discuss the state's role in higher education.

Dr. Field also brought the Board up-to-date on several important issues and events.

1. Budget

Dr. Field said he sent a letter to all university community members at the beginning of winter quarter outlining answers to some of the frequently asked questions that have been posed concerning the budget problem.

He said the University is taking some major steps toward addressing the budget shortfall created by the Governor's Executive Order to reduce all state-related budgets. The reductions were unexpected and substantial, and present many challenges for institutions and agencies throughout the state of Ohio. The challenges are serious, but manageable. The University must be prudent and make appropriate decisions now to head off future crises.

Dr. Field noted that at last month's Board meeting, several trustees expressed their concern about raising tuition mid-year and not taking measures to address the expense side of the ledger. A recommended step in this direction is a change to the administrative staff at SSU. Dr. Field said the University is presenting to the Board a resolution to reorganize by eliminating one division at SSU. The University must, due to financial considerations, eliminate the office of the Executive Director for University Advancement. The elimination of that position and the support staff position that goes with it will save the University \$135,000 per year, including benefits

Dr. Field said the functions that were consolidated under this office when it was created two years ago will be returned, at least for now, to their original divisions. The Office of Admissions will be under the vice president for Student Affairs, the offices of Development and Communications will report directly to me, and Printing and Graphic Services will be placed under the vice president for Business Affairs. The duties of the Office of University Advancement will be redistributed. While the University will continue to develop and implement sound marketing strategies, it cannot afford to maintain the office of Executive Director in today's fiscal climate.

Dr. Field informed the Board that a preliminary report on retrenching the baccalaureate program in Medical Laboratory Science was being considered. Due to consistently low enrollments, a negative trend in cost/income benefits, and the fact that many Medical Laboratory Science programs across the state are closing because employment opportunities in this field have diminished considerably, the Provost has recommended retrenchment of this baccalaureate program. The faculty union contract provides a procedure the University will follow in responding to the Provost's recommendation.

Dr. Field said he participated last week in a rather lengthy conference call with Governor Taft who is concerned about universities raising their tuition rates. The Governor encouraged the university presidents who participated in the call to exercise caution when it comes to tuition, ensuring that as many students go to college as possible. The presidents alerted the Governor that any time the State enacts substantial budget reductions for state universities tuition increases are an almost inevitable result. Dr. Field said he expected that discussion of this issue will continue for some time.

2. Enrollment

Dr. Field said the Academic Affairs Committee of the Board discussed today the increase in winter quarter enrollment SSU experienced. This increase, despite the mid-year tuition increase, was nearly a 3 ½ percent increase in FTE over winter quarter 2001. Headcount was up over last winter as well.

3. SSU Basketball

Dr. Field said SSU's basketball programs are enjoying much success this season. The women's Basketball Team is 18-4 (14-2 in the AMC) and tied for first place in the conference. SSU's Men's Basketball Team is 20-7 (11-3 in the AMC) and also tied for first place. Dr. Field said SSU's Jay Hall broke the SSU points record previously held by Randall Pennington, who scored 1,326 points in his career with the Bears. Thus Jay became the men's career scoring leader at Shawnee State University. The University is very proud of both teams. Dr. Field said it is exciting to see them in action and read about them in the papers and offered congratulations to Coach Smith, Coach Ford, and all of the SSU Bears.

4. Workforce Development Board

Dr. Field said he has been appointed to the Workforce Development Board in Scioto County. This organization administers funds that are available from the Workforce Investment Act, and 71 SSU students receive financial support from this source.

5. AAHE Conference

Dr. Field said he was privileged to take part in a presentation at a major national conference with professors John Lorentz and Carl Hilgarth, and Dean Jerry Holt. The presentation, titled "Recapturing Regional History," was given to an enthusiastic audience at the 10th Annual Conference on Faculty Roles and Rewards, sponsored by the American Association for Higher Education (AAHE). The presentation dealt with the ongoing development of River Studies at SSU and the participation of the Portsmouth community in recognizing the importance of our regional culture and history.

Committee Reports

Academic Affairs Committee - Mr. Howard Harcha

Mr. Harcha reported that the Academic Affairs Committee had no action items. Mr. Harcha reported on the Academic Affairs Committee informational items.

Mr. Harcha said Dr. Steve Midkiff gave a comprehensive presentation to the Committees on the winter quarter enrollment figures.

Mr. Harcha said Dr. Jerry Holt reported on a new addition to the Bachelor of Fine Arts Degree program with a concentration in Photography/Imaging.

Mr. Harcha said Mr. Carl Hilgarth gave the Committee a presentation on the Advanced Technology Center. Mr. Harcha noted that SSU's Plastics Engineering Technology program in is the only 4-year program offered in the state of Ohio. Mr. Hilgarth also reported on several grants in excess of \$80,000 with Miami University-Hamilton that will provide students at both campuses with distance learning courses to help them obtain their degrees.

Mr. Harcha said Dr. Cheryl Boyd informed the Committee of the preliminary report regarding the retrenchment of the baccalaureate program in Medical Laboratory Science.

Quality of University Life - Mr. McKinley

Mr. McKinley said the QUL Committee had no action items.

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 he was most impressed by Mr. Musser, Mr. Jacob Hickman, President of the Student Programming Board and Ms. Suzanne Brumfield, Student Trustee on the SSU Board of Trustees. Mr. McKinley said the Quality of University Life Committee is here to make the quality of life better for our students. He said the SGA and SPB are trying to raise visibility of their activities and have seen an increase in student participation at their activities on campus.

Mr. McKinley said that Mr. Jacob Hickman, President of the Student Programming Board, reported on the activities of the SPB. Mr. McKinley noted that Shawnee State University is receiving a lot of good press from its athletic teams. There were more than 1,200 fans at the Rio Grande game. Clearly the enthusiasm is increasing. The best sales people SSU has is its students.

Mr. McKinley said Mr. Bob Owen, Executive Director of University Advancement, reported on activities currently being undertaken by University Advancement. Mr. McKinley said University Advancement is planning an open house and the number of responses had tripled from previous open houses.

Mr. McKinley said Dr. Mangus reported that Student Affairs had conducted a survey of students living in student housing and the survey was very positive.

Finance and Facilities - Mr. George Davis III, Chairperson

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

Mr. Davis said the Finance and Facilities Committee recommended approval of Resolution FI-02, Policy 4.54. He said this policy deals with reimbursement to Administrators for upper-level study. Mr. Davis moved and Ms. Reynolds seconded a motion for the adoption of Resolution F1-02, Policy 4.54.

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 F2-02, Policy 4.51. Mr. Davis said Policy 4.51 deals with layoffs. He said it is not SSU's intention to lay anyone off but the law has been repealed and the Policy was corrected to reflect the language of the rescinded statute. Mr. Davis moved and Ms. Reynolds seconded a motion for the approval of Resolution F2-02, Policy 4.51.

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 F3-02, Department Reorganization. Mr. Davis said the committee recommended approval of this Resolution with reluctance but in today's budget situation, the committee felt it was a necessary action. Mr. Davis moved and Ms. Reynolds seconded a motion for the approval of Resolution F3-02, Department Reorganization.

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 Finance and Facilities Committee recommended approval of Resolution F4-02, Presidential Search Advisory Committee. He said Mr. Frank Waller, former Board member, had agreed to serve as an advisor to this committee. Mr. Davis moved and Ms. Reynolds seconded a motion for the adoption of Resolution F4-02, Presidential Search Advisory Committee.

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 F5-02, Presidential Employment Contract. He noted that this new employment contract with Dr. Field permits early termination if a new President is hired. Mr. Davis moved and Ms. Reynolds seconded a motion for the adoption of Resolution F5-02, Presidential Employment Contract.

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 old Resolution F6-02, Revised General Fund Budget. He said the University needs to protect the fund balance but today it appears that the University needs to use some of this fund. The University must get the increasing costs of fringe benefits under control. Mr. Davis moved and Mr. Clayton seconded a motion to approve Resolution F6-02, Revised General Fund Budget.

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 F7-02, Personnel. Mr. Davis moved and Mr. Clayton seconded a motion to approve Resolution F7-02, Personnel.

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 F8-02, New Positions JOBS Program. These new positions are grant funded and will not be a burden on SSU's budget. Mr. Davis moved and Ms. Reynolds seconded a motion to approve Resolution F8-02, New Positions JOBS Program.

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 Resolution F9-02, Grant Proposal. Mr. Davis moved and Mr. Clayton seconded a motion to approve Resolution F9-02, Grant Proposal.

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

Nays: None

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

Mr. Davis said that Mr. Roger Murphy reported on the Pace Report. He said Mr. Murphy had a difficult time preparing budgets because it was a moving target. Mr. Davis said the University will need to keep close watch on this report.

Mr. Davis said the financial information for the Center for the Arts is not good. He said the gate was way off, but expenditures were down as were gifts.

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

Mr. Davis reported that the Capital Status Report reflected that Kricker Hall renovations were on target and should be ready for fall quarter.

Executive Committee Report

None.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

None.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

Dr. Payne said he was appointing an Ad Hoc Committee to review the By-laws of Board officers. He appointed Ms. Reynolds as Chairperson and Mr. Harcha and Mr. Warren as members of the committee.

Adjournment

Mr. Clayton moved and Ms. Argeros seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 1:50 p.m.