

**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
December 10, 2004**

Chairman Bob Teichman 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: Dr. Ball, Mr. Harcha, Mr. Marit, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Members Absent: Ms. Fennell

**Approval of the December 10, 2004 Agenda**

Mr. Harcha moved and Ms. Reynolds seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the December 10, 2004 agenda.

**Approval of November 12, 2004 Special Board Meeting Minutes**

Mr. Harcha moved and Ms. Reynolds seconded a motion to approve the November 12, 2004 Special Board Meeting Minutes. Without discussion, the Board unanimously approved said minutes.

**Approval of the October 7, 2004 Board Meeting Minutes**

Mr. Mooney moved and Mr. McCoy seconded a motion to approve the October 7, 2004 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

**President's Report**

Dr. Morris summarized her written report that she submitted to the Board and is made a part of these minutes.

**Committee Reports**

**Academic Affairs Committee - Mr. William McKinley**

Mr. McKinley reported that the Academic Affairs Committee had two action items.

Mr. McKinley stated that Policy 2.04, Faculty Development Policy, was being revised to align faculty obligations to return to the University with the length of time they are on sabbatical – one

quarter for every one quarter on sabbatical. Mr. McKinley moved and Mr. Harcha seconded a motion to approve Resolution A9-04, Faculty Development Policy 2.04 Revision.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Mr. McKinley Policy 3.21, Student Assessment Policy, needed revision. He said the policy language would remain the same but the detailed procedural language would be removed. Dr. Morris said the policy was outdated and needed the revision. Mr. McKinley moved and Mr. McCoy seconded a motion to approve Resolution A10-04, Student Assessment Policy 3.21 Revision.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

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

Mr. McKinley said Dr. Jerry Holt, Dean, College of Arts and Sciences, reported on the Ohio Board of Regents' approval of the B.S. in Digital Simulation and Gaming Engineering Technology. Mr. McKinley said the program has been approved but work needed to be done on the budget.

Mr. McKinley said Dr. Steven Doster, Chair, Department of Business, and Dr. Eugene Burns, Chair, Department of Natural Sciences, reported on the 23<sup>rd</sup> Annual Lilly Conference on College Teaching held at Miami University in November. Mr. McKinley reported that 12 faculty members attended this conference that gave educators an opportunity to discuss teaching and learning topics ranging from using technology to cooperative learning.

Mr. McKinley reported on the personnel appointments. He said Dr. Ken Leighfield had to resign because of health issues. Mr. McKinley asked that everyone keep Dr. Leighfield in their thoughts and prayers. He said Mr. Tom Charles had finally retired to pursue his ministry. Mr. McKinley also reported that the Office of Communications had appointed Ms. Mistie Spicer to the position of Coordinator.

### **Quality of University Life – Mr. Harcha**

Mr. Harcha said the QUL Committee had two action items.

Mr. Harcha said Resolution Q7-04 honored the fall sports teams and individual athletes, including the men's and women's cross country teams. He said four outstanding students were named NAIA All Scholar Athletes, Kristyn Allen, Kristi Twyman, Caleb Arnold and Joey Hammond. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution Q7-04, Honoring the Fall Sports Teams and Individual Athletes.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Mr. Harcha said the QUL Committee approved the rescission of Policy 5.14, Commencement Planning. Mr. Harcha moved and Dr. Ball seconded a motion to approve Resolution Q8-04, Rescission of Policy 5.14, Commencement Planning.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

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

Mr. Harcha said Mr. Eric Marit, President of the Student Government Association, reported that the SGA invited local political candidates on campus to debate and answer student questions. He said SGA participated in the Crop Walk and collected money for the United Way.

Mr. Harcha said Dr. Larry Mangus, Vice President of Student Affairs, reported on behalf of Mr. Cori Wells-Strickland, President of the Student Programming Board. Dr. Mangus said the SPB began planning Winter Quarter activities including Homecoming Week and Black History Month.

Mr. Harcha said Dr. Mangus reported on the new full-time administrative position, Assistant Coordinator of Student Activities, which will report to the Director of Student Activities. Dr. Mangus said with the increase in enrollment, new problems arise and the need for this position is necessary.

Mr. Harcha said Dr. Mangus distributed some demographic information on SSU students and Mr. Harcha urged the Board to review this information.

### **Finance and Facilities – Dr. Burton Payne**

Dr. Payne began by reporting on an information item of the Finance and Facilities Committee.

Dr. Payne said the fiscal year 2004 closing and related audit had been completed and financial statements were provided. He said Mr. Dennis Obyc, representing the audit firm of Crowe Chizek and Company LLC, reported to the Committee. Dr. Payne gave a brief overview of the external audit and said the University had a break-even year. Dr. Payne referred the Board to Page 2 of the audit which showed unrestricted net assets at \$15.7M, an increase of \$2.5M since 2002. He said it was a good report and if anyone had any questions, they should speak with Mr. Murphy.

Dr. Payne reported that the Finance and Facilities Committee had six action items.

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F24-04, Shawnee State University Development Foundation Member Appointment. Dr. Payne said the Mr. Jay Prosch, employed by Fifth Third Bank, was asked to fill the vacancy left by Mr. Dan Mooney who resigned his position on the Development Foundation Board when he was appointed to the SSU Board of Trustees. Mr. Mooney questioned whether he should abstain from voting on this appointment because it was for his replacement. It was decided that it was not a conflict for Mr. Mooney to vote on this appointment. Dr. Payne moved and Mr. Warren seconded a motion for the approval of Resolution F24-04, Shawnee State University Development Foundation Member Appointment.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee approved Resolution F25-04, Personnel. Dr. Payne moved and Ms. Reynolds seconded a motion for the approval of Resolution F25-04, Personnel.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F26-04, Approval of New Position, Assistant Coordinator of Student Activities and Residence Life. He said this position is needed with the growth of the University. Dr. Payne moved and Mr. Harcha seconded a motion to approve Resolution F26-04, Approval of New Position, Assistant Coordinator of Student Activities and Residence Life.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee approved the adoption of Resolution F27-04, Summer Honors Institute for Gifted Students, Summer of 2005 Grants. Dr. Payne moved and Ms. Reynolds seconded a motion to approve Resolution F27-04, Honors Institute for Gifted Students, Summer of 2005 Grants.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F28-04, Replacement of Policy 5.13, Grants Management. Dr. Payne said the revisions to the Policy had been developed to do a better job of coordinating grants. Dr. Payne moved and Ms. Reynolds seconded a motion to approve Resolution F28-04, Replacement of Policy 5.13, Grants Management.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne said the Finance and Facilities Committee recommended approval of Resolution F29-04, Policy 5.31, Shawnee State University Development Foundation and the Shawnee State University Development Office. He said the focus on fundraising management would be within the development office. Dr. Payne moved and Ms. Reynolds seconded a motion to approve Resolution F29-04, Policy 5.31, Shawnee State University Development Foundation and the Shawnee State University Development Office.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

Dr. Payne continued his report on the Finance and Facilities Committee information items.

Dr. Payne said the Personnel information items were attached to the Board materials and were self-explanatory.

Dr. Payne said Mr. Murphy reviewed the general fund revenues and expenditures pace report, fiscal year to date through October 2003 and 2004 with the Committee. He noted that revenues were ahead of last year's revenue and expenses were lower resulting in a positive situation. Interest income had increased 64% because of our investment policy that allows cash to be invested with higher returns than money market rates.

Dr. Payne said Mr. Murphy reviewed a memorandum conveying information on the University's change in its health insurance third party administrator and network. Dr. Payne said with the change in insurance company, it would increase the number of providers to employees plus increased discounts. He said it was a win-win situation for SSU.

Dr. Payne said Mr. Murphy reviewed the information on the University's investment managers' activity as of October 2004.

Dr. Payne reported that Mr. Murphy reviewed the spreadsheet summarizing the fiscal year to date financial information through October 2003 and 2004 for the Vern Riffe Center for the Arts. He said Dr. Carl Daehler, Executive Director of the VRCFA, provided updated financial information to the Committee and they are hoping for more and better things for the Center.

Dr. Payne said the attached capital status report reflected current information on each capital project.

### **Executive Committee Report**

None.

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

None.

### **New Business**

Mr. Teichman said included with the other materials in the Board packets was Resolution E6-04, Academic Year 2004/2005 Schedule of Meetings for the Board and its Committees and recommended its approval. Ms. Reynolds moved and Mr. Harcha seconded a motion to approve Resolution E6-04, Academic Year 2004/2005 Schedule of Meetings for the Board and its Committees.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

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

None.

### **Other Business**

None.

### **Executive Session**

Dr. Payne moved and Mr. Mooney seconded a motion to move into Executive Session to discuss compensation of an employee.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

The Board moved into Executive Session at 2:00 p.m.

The Board returned to public session at 2:25 p.m.

Ms. Reynolds moved and Dr. Payne seconded a motion to approve Resolution E7-04, Appointment of the Assistant to the President Position.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. McKinley, Mr. Mooney, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Nays: None

**Adjournment**

Dr. Payne moved and Dr. Ball seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 2:26 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees