

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
December 13, 2002**

Chairman Dr. Burton Payne 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: Ms. Brumfield, Mr. Clayton, Mr. Davis, Mr. Harcha, Ms. Leo, Mr. McCoy, Mr. McKinley, Dr. Payne, Ms. Reynolds, Mr. Teichman, Mr. Warren

Members Absent: None

Approval of the December 13, 2002 Agenda

Mr. Davis moved and Ms. Reynolds seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the December 13, 2002 agenda.

Approval of the October 11, 2002 Board Meeting Minutes

Mr. McKinley moved and Ms. Reynolds seconded a motion to approve the October 11, 2002 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Approval of November 26, 2002 Special Board Meeting Minutes

Mr. Harcha moved and Mr. Teichman seconded a motion to approve the November 26, 2002 Special Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

President's Report

The President summarized his written report that he submitted to the Board.

Dr. Field said given our high enrollment, fall quarter has been a busy time for many people. He said his own agenda included meetings with many individuals and organizations throughout the local and regional communities including:

- New faculty members;
- SSU Campus Representatives (heads of SEA, UFS, UAA, USA, CWA, and SGA);
- Inter-University Council (IUC) Presidents' Committee;
- SSU Development Foundation (quarterly meeting);
- New members of the SSU Development Foundation; and

- Southern Ohio Growth Partnership.

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

Dr. Rita Rice Morris

Dr. Field said the Board will consider a recommendation by the Executive Committee to appoint Dr. Rita Rice Morris as the next president of Shawnee State University. He said he and Dr. Morris have been discussing (and will continue to discuss during her transition and after) a variety of university issues. He said he looks forward to working with her, and students, faculty, administrators, and staff members, to make SSU an even stronger institution.

Graduate Programs

Dr. Field said that the Academic Affairs committee, at its meeting today, considered preliminary proposals to offer two graduate programs at Shawnee State University. There is still a long road ahead, but the development of graduate programs at SSU will mark an important milestone in our institutional growth.

Tuition Reciprocity

Dr. Field said on November 14, he signed a tuition reciprocity agreement with Ohio University Southern Campus, Ashland Community College, the University of Rio Grande, Ashland Technical College, and Morehead State University.

Dr. Field said for the first time, students from the border counties in both states will be allowed to attend nearby universities in the opposite state and pay in-state tuition. The reciprocity agreement will be a financial boon for SSU. Not only will we be opening up to recruit more students from Kentucky, it also improves the situation we have with existing students from Kentucky. While students from Kentucky currently pay more in out-of-state tuition, the university does not receive any subsidy from the government for those students, so in reality we charge them more, but we receive less money per student. When we make the change to the reciprocity agreement in January, the students will pay less but the school will get more money. It is an improvement across the board. Dr. Field said he thinks there is promise for a significant enrollment increase from Kentucky.

AGLS Conference

Dr. Field said that on October 17 and 18, he attended the annual conference of the Association for General and Liberal Studies (AGLS), held in Louisville. The AGLS is the premier national organization dealing with general education issues and concerns. Dr. Field said at the meeting, he participated in an excellent presentation/workshop on designing rubrics for assessment given by professors Cheryl Boyd, Ginny Hamilton, and Ken Warfield. The workshop was well attended and very well received. Dr. Field said he attended the inauguration of Dr. Rob Mauldin, director of general education and professor of chemistry, as the national president of AGLS.

Dr. Field said he hoped the Board will share his great pride in Shawnee State's important role in the ongoing national discussions about general education. He also said the next time any member of the Board saw Rob Mauldin to be sure to congratulate him on this significant accomplishment.

SSU Basketball

Dr. Field said the Shawnee State University Women's Basketball Team, ranked 5th in NAIA Division II, is enjoying a record of 8-3 (2-0 AMC) so far this season. He also said the Shawnee State University Men's Basketball Team, ranked 19th in NAIA Division II, is 6-1 (2-0 AMC) on the season. Dr. Field said both are strong teams this season; if members of the Board haven't had the chance to see a game, he encouraged them to do so. He said it makes for a very exciting and enjoyable time.

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 Dr. Field based on their charges.

Columbus Dispatch

Dr. Field said that on November 1, he and Terry Hapney, director of communications, met with Alice Thomas, higher education reporter at the *Columbus Dispatch*. After this meeting, SSU has been featured in the *Columbus Dispatch* on several occasions. Dr. Field also said Ms. Thomas plans on visiting the SSU campus in the near future.

Holiday Luncheon

Dr. Field said that over 150 faculty, administrators, staff members, and Board of Trustees members attended the SSU Holiday Luncheon held earlier this afternoon. He said the food was delicious and SSU personnel enjoyed a good time of fellowship with their co-workers!

Founders' Day

Dr. Field reported that over 250 people attended SSU's Founders' Day celebration on October 31. He said everyone seemed to enjoy Congressman Rob Portman's speech, the rededication of Kricker Hall, and the brown bag luncheon.

Elyse Saperstein

Dr. Field said it was with great sadness that he reported that Elyse Saperstein, assistant professor of ceramics at SSU, passed away during the afternoon of December 6 after an extended illness. He said Professor Saperstein was a talented artist/teacher and, more importantly, a wonderful person. Dr. Field said a small private funeral was held in Philadelphia. Her sister, Avalie, is planning a memorial service for January 15 at a gallery in Philadelphia. Professor Saperstein

will also have an opening at the gallery on the January 15. Dr. Field said the University will be coordinating with Avalie a memorial service to be held in January to celebrate Elyse's life. Dr. Field said Ms. Saperstein and he came to Shawnee at the same time and first met in a local realtor's office. He noted it was a very sad time for him to hear of her passing.

Committee Reports

Academic Affairs Committee - Mr. Howard Harcha

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

Mr. Harcha said the Academic Affairs Committee recommended approval of Resolution A7-02, Occupational Therapy Program Development Plan. Mr. Harcha said the University Faculty Senate, the Interim Provost and the Interim President have approved a program development plan (PDP) for a Master's in Occupational Therapy degree and has forwarded this information to the Board of Regents and they will make a recommendation to the Chancellor of the OBR. Mr. Harcha said one reason the University has amended its Mission Statement to include the awarding of Master's Degrees was because OT's must have master's degrees in 2006 to be licensed. Mr. Harcha said the Academic Affairs Committee recommended approval of Resolution A7-02. Mr. Harcha moved and Mr. Teichman seconded a motion to approval Resolution A7-02, Occupational Therapy Program Development Plan.

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

Nays: None

Mr. Harcha said the Academic Affairs Committee recommended approval of Resolution A8-02, Teacher Education Program Development Plan. Mr. Harcha said the Teacher Education PDP information was the same as for the Occupational Therapy PDP. Mr. Harcha said the awarding of Master's degrees in teacher education would be a great benefit to local teachers who have to travel to distant universities to further their education and this would meet the need for our local teachers. Mr. Harcha said the Academic Affairs Committee recommended approval of Resolution A8-02. Mr. Harcha moved and Mr. Teichman seconded a motion to approval Resolution A8-02, Teacher Education Program Development Plan.

Ayes: Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McCoy, 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 the SSU EMT-Basic, EMT-Intermediate, and EMP-Paramedic educational programs received notice of renewal from the Ohio Division of Emergency Medical Services, Ohio Department of Public Safety, of the Certificate of Accreditation. He said this accreditation

is for a three-year period through October 31, 2005 and was excellent news. He said the Ohio EMS Board also granted First Responder accreditation as an initial approval process to SSU.

Mr. Harcha said the Radiology program received a 100% pass rate on their state board exams. He also said Ms. Debbie Scurlock, Occupational Therapy program director, was elected to the Physical Therapy accreditation team.

Quality of University Life - Mr. McKinley

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

Mr. McKinley said the QUL Committee recommended approval of Resolution Q4-02, Honoring the Fall Sports Teams and Individual Athletes. Mr. McKinley moved and Mr. Harcha seconded a motion to approve Resolution Q4-02, Honoring the Fall Sports Teams and Individual Athletes.

Ayes: Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McCoy, 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 said that Mr. Ray Musser, President of the Student Government Association, reported that SGA participated in the Portsmouth Parade for the Murals, recognized new clubs, donated \$200 to the Veterans' Recognition Day, assisted Judge Marshall with a voter registration drive and attended the Ohio Council of Student Government meeting.

Mr. McKinley said that Mr. Richard Dickerson, Recreational Chairperson of the Student Programming Board, reported to the Committee on behalf of Ms. Amanda Calvert. Mr. McKinley said Mr. Dickerson reported that Scare Week was very successful and included such events as pumpkin carving, Trick or Trivia, and a Halloween dance. A group of Irish Dancers performed, a comedian entertained, and Cinema Night was held during November with great student turnouts. Mr. Dickerson reported that SPB's Executive Board went to the National Conference during November in Grand Rapids, Michigan, and they are planning a trip to New York during Spring Break and Homecoming week.

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 F33-02, Flexible Benefits Program Plan. Mr. Davis said this plan would allow Administrators and CWA personnel to take pre-tax dollars to put into a fund to be used for co-pay amounts which insurance does not cover. He said that other than a small administrative fee, this plan will not significantly increase the cost to the University. Mr. Davis moved and Mr. Clayton seconded a motion for the adoption of Resolution F33-02, Flexible Benefits Program.

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

Nays: None

Mr. Davis said the Finance and Facilities Committee recommended approval of Resolution F34-02, Amendment to the Alternative Retirement Plan. Mr. Davis said Mr. Murphy did the best he could to explain the Alternative Retirement Plan but it basically amends the Plan to conform to the requirements of the IRC. Mr. Davis moved and Mr. Clayton seconded a motion for the approval of Resolution F34-02, Amendment to the Alternative Retirement Plan.

Ayes: Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McCoy, 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 F35-02, Personnel. Mr. Davis said the personnel action items included the appointment of an OACHE position and an athletic trainer. Mr. Davis moved and Mr. Clayton seconded a motion for the approval of Resolution F35-02, Personnel.

Ayes: Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McCoy, 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 F36-02, Grant Proposals. Mr. Davis said there were six different grants, two new and four renewals. The new grants are for a Higher Skills Partnership Initiative and Veteran's Upward Bound. The renewals are for the Upward Bound and Upward Bound Math Science, EECAP and Summer Honors Program grants. Mr. Davis said Dr. Field explained that the University has a real star in Ms. Cathy Mullins, SSU's grant officer. He said for a University of our size, Ms. Mullins is very successful in helping the University get grant money. Mr. Davis moved and Mr. Clayton seconded a motion for the adoption of Resolution F36-02, Grant Proposals.

Ayes: Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McCoy, 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 because of format changes, the Audit Report will be presented at the February meeting. He said it should be a good report.

Mr. Davis said the Personnel Appointments were self-explanatory.

Mr. Davis said Mr. Murphy reviewed the Reserves Report with the Committee. Mr. Davis said the Board had set a goal of reserves equal to three times the SSU Supplement and they are reserves right on target.

Mr. Davis reported that the Revenue and Expenditures Pace Report was a moving target but in good shape.

Mr. Davis said Mr. Carl Daehler met with the Committee and had a good discussion regarding the VRCFA.

Mr. Davis said Mr. Murphy discussed the analysis regarding the purchase of student housing.

Mr. Davis reported that information dealing with the reduction in the state share of instructional subsidy from the original state commitment, and the anticipated loss of capital funds were discussed in Committee.

Mr. Davis said the capital status report shows where we are as it relates to capital improvement.

Executive Committee Report

Dr. Payne reported that the Executive Committee did not meet in regular session so there was no report.

Reports, if any, from Board Liaisons with other Organizations

Mr. Clayton moved to approve the action of the Executive Committee to appoint Dr. Rita Rice Morris as President of SSU beginning May 27, 2003. Mr. Davis seconded the motion. Without discussion, the Board unanimously approved Resolution E10-02, Appointment of President.

New Business

None.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

Dr. Payne asked for approval of the 2003 Board meeting calendar. Mr. Davis said because of several conflicts, it had been suggested that the April Board meeting date be moved to Thursday, April 17, 2003. Mr. Davis so moved and Mr. Harcha seconded a motion to amend the 2003 Board calendar. Mr. Davis moved and Mr. Clayton seconded a motion to approve the 2003 Board Calendar as amended. Without discussion, the Board unanimously approved Resolution E11-02, 2003 Schedule of Meetings for the Board and its Committees, as amended.

Dr. Payne said the nominating committee charged with appointing a new slate of officers for the Board selected Mr. Davis to serve as Chair and Mr. Teichman to serve as Vice Chair beginning January, 2003. Mr. Clayton moved and Ms. Reynolds seconded a motion to approve the slate of officers. Without discussion, the Board unanimously approved said motion.

Adjournment

Mr. Davis moved and Ms. Reynolds seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 1:51 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees