

**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
February 11, 2005**

Chairman Bob Teichman called the meeting to order at 1:13 p.m. noting the meeting was in compliance with RC §121.22(F).

**Roll Call**

Members Present: Dr. Ball, Mr. Harcha, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Mr. Teichman, Mr. Warren

Members Absent: Mr. Marit, Mr. McCoy, Dr. Payne

**Approval of the February 11, 2005 Agenda**

Mr. Harcha moved and Mr. Warren seconded the motion to approve the agenda. Without discussion, the Board unanimously approved the February 11, 2005 agenda.

**Approval of December 10, 2004 Board Meeting Minutes**

Dr. Ball moved and Ms. Reynolds seconded a motion to approve the December 10, 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. Warren reported on behalf of the Academic Affairs Committee and said the Committee had one action item.

Mr. Warren stated that Dr. Martha Rader, Dean, College of Professional Studies, and Ms. Debra Scurlock, Program Leader, Occupational Therapy, presented a proposal for SSU to offer a Master of Occupational Therapy degree (MOT). Mr. Warren stated that the MOT would replace the existing Bachelor of Science in Occupational Therapy as the professional degree; however, the University will continue to offer an Associate Degree in Occupational Therapy. The MOT degree will require an additional four semesters on campus and two semesters off campus. Mr.

Warren moved and Mr. McKinley seconded a motion to approve Resolution A1-05, Approval of MOT Proposal.

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

Nays: None

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

Mr. Warren said Dr. Stephen Midkiff, Registrar, presented a preliminary enrollment report for winter quarter 2005. Mr. Warren said headcount enrollment is 3501, up 11 students, and FTE enrollment is 3076, up 32 FTEs. Mr. Warren said part-time enrollment was down. He also said SSU is under good leadership as far as enrollment goes.

Mr. Warren said Dr. Dave Todt, Associate Provost, presented an update on the activities of the Graduate Center. Mr. Warren said the Graduate Center has helped over 200 area residents with opportunities for advanced education. He said the Graduate Center offers ten master's level degrees from six institutions on SSU's campus. Mr. Warren said two additional institutions will begin new programs in the fall of 2005.

Mr. Warren reported on the personnel appointments and said the information was included with the Board materials.

### **Quality of University Life – Dr. Gail Ball**

Dr. Ball said the QUL Committee had no action items.

Dr. Ball reported on the Quality of University Life informational items.

Dr. Ball said Dr. Dave Todt, Associate Provost, presented an update on the activities of the Graduate Center. Dr. Ball said two new graduate programs will be offered in the fall, Library Science by Kent State and a Masters in School Psychology by the University of Dayton.

Dr. Ball said Dr. Larry Mangus reported on behalf of Mr. Eric Marit, President of the Student Government. Dr. Ball reported that the SGA has been collecting money for Tsunami relief efforts, working on getting designated nonsmoking areas on campus and SGA members had been calling to thank donors on behalf of the Development Foundation.

Dr. Ball said Mr. Cori Wells-Strickland, President of the SPB, reported that Homecoming was a great success. She noted that the Homecoming Dance set an attendance record with 535 students attending. Dr. Ball said the SPB is currently working on details for Springfest and other events for spring quarter.

Dr. Ball said Dr. Mangus reported on the winter quarter housing occupancy. Dr. Ball said the housing occupancy is almost 90%.

Dr. Ball said Mr. Jim Arnzen, Director of Athletics, reported on the effects of enrollment growth in the athletic area. Dr. Ball reported that our housing has a huge impact on intramurals that

have expanded to meet student demand. The University's web page now carries its intercollegiate games by live broadcast over the internet. She said the natatorium renovation has been completed and is currently being utilized by area high schools. She said Mr. Arnzen reported on the Mid-America tournaments and the costs associated with winning in terms of additional travel and lodging expenses. Dr. Ball said expanding intercollegiate sporting activities is important. Dr. Ball also reported that SSU's coaching staff, for the most part, are all part-time employees and SSU is the only college in the conference with part-time coaches. Mr. Arnzen reported to the Committee that the Athletics Department's mission is participation for all students not just competition.

### **Finance and Facilities – Ms. Kay Reynolds**

Ms. Reynolds reported that the Finance and Facilities Committee had five action items.

Ms. Reynolds said the Finance and Facilities Committee recommended approval of Resolution F1-05, Shawnee State University Development Foundation Member Appointment. Ms. Reynolds said the Foundation needed to find a replacement for Judge Matt McFarland because of his recent election to serve as a Judge. Ms. Cynthia Jenkins will be fulfilling the unexpired term on the Development Foundation Board. Ms. Reynolds noted that Ms. Jenkins' husband had served on the SSUDF Board as well as the SSU Board of Trustees. She said Ms. Jenkins is a retired educator and a life-long resident of Scioto County. Ms. Reynolds moved and Mr. Harcha seconded a motion for the approval of Resolution F1-05, Shawnee State University Development Foundation Member Appointment.

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

Nays: None

Ms. Reynolds said the Finance and Facilities Committee approved Resolution F2-05, Personnel. Ms. Reynolds moved and Mr. Mooney seconded a motion for the approval of Resolution F2-05, Personnel.

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

Nays: None

Ms. Reynolds said the Finance and Facilities Committee recommended approval of Resolution F3-05, Investment Policy 1.05Rev. Ms. Reynolds said the revision evolved from a recommendation by the SSU Asset Management group. She said the change in the policy deals with the asset allocation allowing international investments up to 15% of the investment pool. Ms. Reynolds moved and Mr. McKinley seconded a motion to approve Resolution F3-05, Investment Policy 1.05Rev.

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

Nays: None

Ms. Reynolds said the Finance and Facilities Committee approved the adoption of Resolution F4-05, Purchasing Policy 4.00Rev. Ms. Reynolds said Ms. Pat Carson, Purchasing Director, gave a detailed report on the Purchasing Policy. The mandatory level for bidding contracts is raised to \$25,000. This change in policy will address the new P-Card that will be issued to employees. These cards cannot be used at ATMs. No students will be issued these cards, and two people will review every purchase. Ms. Reynolds moved and Mr. Harcha seconded a motion to approve Resolution F4-05, Purchasing Policy 4.00Rev.

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

Nays: None

Ms. Reynolds said the Finance and Facilities Committee recommended approval of Resolution F5-05, Summer College for High School Students Grant. Ms. Reynolds said this grant is offered in cooperation with the Scioto Foundation and offers students currently in their junior and senior years with an opportunity to take college classes at SSU during the summer up to 30 students can attend this program. Each student will be tracked as to where they attend college. Ms. Reynolds moved and Mr. Mooney seconded a motion to approve Resolution F5-05, Summer College for High School Students Grant.

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

Nays: None

Ms. Reynolds continued his report on the Finance and Facilities Committee information items.

Ms. Reynolds said the Personnel information items were attached to the Board materials and were self-explanatory.

Ms. Reynolds said Ms. Joanne Charles, Controller, reported on the general fund revenues and expenditures pace report. Ms. Reynolds said revenue was up 11.9% over what was projected and expenses were 6.9% less than anticipated.

Ms. Reynolds said Ms. Charles also reviewed the University's Reserves Report for FY04.

Ms. Reynolds reported that House Bill 16 (the Capital Bill) passed the General Assembly and is awaiting the Governors signature. Ms. Reynolds said we were hoping for \$500,000 more than what we got under this Bill.

Ms. Reynolds said the attached capital status report reflected current information on each capital project.

Ms. Reynolds said Dr. Carl Daehler, Director of the VRCFA, reviewed a spreadsheet summarizing the fiscal year to date financial information through December 2003 and 2004 for the VRCFA. Ms. Reynolds said the most successful performance was 42<sup>nd</sup> Street and noted that

it was the second largest grossing performance at the Center with over 2,000 people attending. She said the Center is drawing patrons beyond the normal 50-mile radius.

**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**

Ms. Reynolds discussed the April Board meeting date and the proposed date change to April 22, 2005. Ms. Reynolds moved and Mr. Harcha seconded a motion to change the April Board meeting date from April 15 to April 22.

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

Nays: None

Mr. Teichman thanked Ms. Carson and her staff for their work on the reframing and hanging of the pictures of the Board of Trustee members in the Board Room.

**Executive Session**

**Adjournment**

Mr. Warren moved and Reynolds seconded a motion to adjourn the meeting. The meeting was adjourned by acclamation at 2:02 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees