

**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
August 10, 2001**

Chairman George Clayton called the meeting to order at 1:18 p.m. noting the meeting was in compliance with RC § 121.22(F).

**Roll Call**

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

Members Absent: None

**Approval of the August 10, 2001 Agenda**

Mr. Teichman moved and Ms. Reynolds seconded a motion to approve the agenda. Without discussion, the Board unanimously approved the August 10, 2001 agenda.

**Approval of the June 15, 2001 Board Meeting Minutes**

Dr. Payne moved and Mr. Harcha seconded a motion to approve the June 15, 2001 Board Meeting minutes. Without discussion, the Board unanimously approved the minutes of the June 15, 2001 Board meeting.

Mr. Clayton announced that the Governor had appointed Mr. Jim Warren as the new SSU Board of Trustee member. Mr. Clayton administered the oath of office to Mr. Warren and presented him with a Shawnee State University lapel pin. Mr. Clayton welcomed Mr. Warren to the SSU Board and a round of applause followed. Mr. Warren said he was honored to be appointed to the SSU Board and said he hoped he will be able to assist SSU, its students and faculty.

Mr. Clayton recognized Ms. Lindsey Liles, outgoing student Board member. Mr. Clayton thanked Ms. Liles for her service and presented her with a Shawnee State University director's chair. Ms. Liles thanked the Board and a round of applause followed.

Mr. Clayton then recognized Mr. Frank Waller, outgoing Board member. Mr. Clayton thanked Mr. Waller for his dedication and support to SSU and presented Mr. Waller with a commemorative chair as a token of appreciation. A round of applause followed. Mr. Waller said his term as a Board member had been a wonderful and humbling experience. He said this was a good group of trustees. He urged the Board to review the oath of trustees, especially concerning matters discussed in executive session. Mr. Waller said he would like for the Board to rededicate themselves and use the executive session for what it is meant to be used for. He welcomed Mr. Warren to the Board and wished him well. He offered his thanks and good wishes to Dr. Field and thanked everyone for his gift.

## President's Report

Dr. Field said he would like to welcome Mr. Warren as a member of the SSU Board of Trustees and that the University is delighted that he has agreed to serve as a member.

Dr. Field reported that he had been busy meeting with many people throughout the region. He said he had become a member of the Southern Ohio Growth Partnership Board. Dr. Field said he is set to meet with Dr. Dan Evans, the newly appointed dean of Ohio University Southern Campus to examine ways in which our two institutions can work together. He is also scheduled to meet with representatives from Morehead State University to examine possible areas of collaboration.

Dr. Field said in accordance with Board policy, the 2001 Performance Recognition Awards were given to the following Administrative/ATSS personnel: Tim Culver, Paul Madden, Peggy Dillow, Marcia Huff and Rick Merb.

Dr. Field stated that new procedures concerning the use of motor vehicles have been implemented in the interim while a new policy is developed. He said there has always been a concern about students traveling in university-owned vehicles.

Dr. Field discussed enrollment for the 2001-2002 summer quarter and said enrollment had experienced a significant increase in headcount which is up 7.3 percent with an increase in FTE of 3.1 percent. He said that enrolled credit hours for the second five-week term actually fell about 15 percent. He said the Summer Quarter is about 30 percent of the numbers reported for the fall term but the enrollment trend was positive. He said the University is cautiously optimistic but will have to wait and see when the students show up and stay for two weeks.

Dr. Field said there are significant budgetary issues facing the University that extend over the next five to six years. He said the University must be prudent in analyzing the budget and formulating plans for a healthy future.

Dr. Field reported that he had invited past chairs of the Board of Trustees and past presidents of the SSU Development Foundation to attend what he called a President's Forum on August 16, 2001. The response has been very good. Dr. Field said these former leaders at SSU have not only an "institutional memory" but insight and wisdom about what SSU has been and what it will be in the future.

Dr. Field said that the Office of Communications has released the University's new internal communication piece called *The Shawnee Statement* which will serve as a newsletter for faculty and staff of the University. He said that two additional publications, *Whatzit* and *SSU Currents*, provide newsletters for students, faculty and staff, the University community and alumni.

**Committee Reports****Academic Affairs Committee - Mr. Howard Harcha**

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

Mr. Harcha said as required by Board Policy 2.08, a program review was completed by the Department of Social Sciences with outside faculty members from Manchester College and John Carol University. Dr. Jim Miller, chair of the Social Sciences department, reported on the findings of the review and said it was a favorable review. The Academic Affairs Committee recommended approval of Resolution A4-O1, Program Review - Department of Social Sciences. Mr. Harcha moved and Ms. Reynolds seconded a motion to approve Resolution A4-O1, Program Review - Department of Social Sciences.

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

Nays: None

Mr. Harcha said as required by Board Policy 2.08, a program review was completed by the Department of Natural Sciences with outside faculty members from Denison University and Marietta College. Dr. Jeff Bauer reported on the findings of the review. He said Dr. Bauer reported there were some concerns expressed by the reviewing committee. Dr. Bauer also reported on the recommendations for the department. The Academic Affairs Committee recommended approval of Resolution A5-01, Program Review - Department of Natural Sciences. Mr. Harcha moved and Mr. Teichman seconded a motion to approve Resolution A5O1, Program Review - Department of Natural Sciences.

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

Nays: None

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

Mr. Harcha said that Dr. John Kelley, Interim Provost, reported on class size trends. As a result of concerted efforts, Dr. Kelley said the University has improved its academic course scheduling, realizing a 6.1 percent increase in average class size for AY 2000-2001.

Mr. Harcha said that Dr. Stephen Midkiff reported on preliminary enrollment data for the fall quarter and Mr. Harcha was delighted to report the University is 13.9 percent ahead of last year.

Mr. Harcha said Dr. Chip Poirot, director of the Honors Program, reported that the Honors Program had 40-50 students enrolled.

Mr. Harcha noted that the Personnel Appointments were attached listing personnel action since the last report.

**Quality of University Life - Ms. Argeros**

Ms. Argeros said the QUL Committee had no action items.

Ms. Argeros reported that Dr. Mangus said that 91% of the Academic Excellence scholarship recipients for the 2000-2001 academic year met the minimum grade requirement of 3.0 to have their scholarship continued.

Ms. Argeros said that Dr. Mangus reported that the SSU Trio Programs received three grant award notifications from the U.S. Department of Education. The Educational Talent Search program received \$240,857, the Upward Bound Math Science program received \$212,180, and the Upward Bound program received \$259,441 for the budget period 9/1/01-8/31/02. He also reported that SSU received a Perkins grant allocation of \$104,501.

Ms. Argeros said that Dr. Mangus referred the Committee to the Graduate Placement Report and noted that 39 percent of our graduates responded to the survey.

Ms. Argeros noted that Dr. Mangus reported that two employees from Student Affairs, Mr. Tim Culver and Ms. Peggy Dillow, and one employee from University Advancement, Mr. Rick Merb, received the Performance Recognition Awards.

Ms. Argeros reported that Mr. Owen informed the Committee of some of the events University Advancement has planned: the SSU 15th anniversary birthday party will be held on September 19; a Chamber of Commerce breakfast will be held on the SSU campus on September 25; encouraging community interest in using SSU students as interns; and developing an alumni chapter in Columbus.

**Finance and Facilities - Mr. George Davis 111, Chairperson**

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

Mr. Davis reported that the Finance and Facilities Committee recommended approval of Resolution F21-01, Capital Projects Plan. He said that the first two items were the most important which included \$965,000 for the Health Sciences renovation. Mr. Davis moved and Dr. Payne seconded a motion for the approval of Resolution F21-01, Capital Projects Plan.

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 F22-01, Personnel, which was attached to the Board materials and is in accordance with policy. Mr. Davis moved and Mr. Harcha seconded a motion for the approval of Resolution F22-01, 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 F23-O1, Grant Proposal. Mr. Davis said the University already had the grant but this was an enhanced request for supplemental funding. By SSU providing \$8,700 in-kind support, the University would receive \$260,000 in grant money. Mr. Davis moved and Dr. Payne seconded a motion to approve Resolution F23-O1, 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 said the Finance and Facilities Committee recommended approval of Resolution F24O1, Policy 5.30 Computer Use. This policy will regulate or prohibit certain activities such as hacking and advertising. Mr. Davis said there are currently two different policies that are being rescinded with the adoption of this new Policy 5.30. Mr. Davis moved and Dr. Payne seconded a motion to approve Resolution F24-O1, Computer Use.

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 F25-O1, Policy 4.15 University-Owned Vehicles. Mr. Davis said this policy needs to be reviewed annually. He said Resolution F25-O1 goes hand-in-hand with the report given by the President. He said the current Policy is obsolete and this would rescind current Board policy. Mr. Davis moved and Dr. Payne seconded a motion to approve Resolution F25-O1, Policy 4.15 University-Owned Vehicles.

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 Item 2.1, Personnel, was attached to the Board materials and was self-explanatory.

Mr. Davis said that after reviewing Item 2.2, Financial Condition Projection, FY2003 and FY2004, the current projection is that the University is going to have to make cuts and increase tuition in the future. He encouraged each Board member to pay special attention to the University's fiscal well-being in light of reduced state funding, loss of supplement, and flat enrollment.

Mr. Davis reported on Item 2.3, Health Insurance Inflation on a Per Employee Basis. He said this report is most disconcerting. He said that health care costs had risen 43 percent and the University is going to have to come to grips with the rising cost of health insurance. It is not going away and will only get worse.

Mr. Davis said that Item 2.4, Student Housing, proposals had been sent out.

Mr. Davis reported that Item 2.5, Capital Status Report, speaks for itself.

Mr. Davis said that, on a personal note, he was happy to report that his office had recently hired a new attorney, Nikki Smith Kemper, who is a graduate of Shawnee State University.

#### Executive Committee Report

None.

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

None.

#### New Business

Mr. Clayton said he would like to appoint a Presidential Search Exploratory Committee and appointed Mr. Harcha, Mr. McKinley and Dr. Payne. Dr. Payne will serve as Chair of the Committee.

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

Mr. Bill Rockwell, Unit Vice President of the CWA, addressed the Board and said:

"As you are all probably aware, we are on the verge of beginning our negotiations with the University. As the Unit Vice President for the Communications Workers of America at Shawnee State University, I would like to assure you that we will come to the table with only fair and honest intentions.

Over the past years, our wages have continually fallen behind the pace of the rest of the University. Last year, for example, the faculty and administration each received 4 percent ...we received only 2 percent. In July of this year, the administration received another 3 percent, faculty will follow in the fall. Each year, because of the disparity in wages, the gap gets greater and greater. This is a trend that we much acknowledge, address, and remedy. Any knowledgeable individual will concur that for the present scenario to be equitable, periodic

adjustments are necessary. These adjustments should be budgeted for and exercised. If not, the current issue will continue to be compounded annually.

I realize that the state has dealt us a substantial blow in regards to the budget and that "belt tightening" is a term used daily at SSU. As a member of the University's insurance committee, I have also seen the rapid increase in health care costs. However, I also know that steps are being taken to try to contain these costs. While I appreciate the budget concerns, I do not think that it is your wish for our group to weather this storm alone.

The support staff is a vital part of this University. We work daily with the faculty, administration, and students to facilitate the continued growth and success of SSU. We enjoy our work and we excel at what we do. However, we cannot continue to fall behind in wages and benefits. We require fair and equitable treatment .... nothing more ... but nothing less.

When I was first elected to this position, Mr. Clayton congratulated me and made the following statement: "You treat us fair and we will treat you fair." I can only hope that the rest of you share this same attitude.

In closing I will leave you with the following thought: please do not let the pending financial situation of this University appear as though SSU is suffering a financial crises, when in reality it is suffering a crisis of priorities.

Thank you."

Mr. Clayton thanked Mr. Rockwell for his comments.

### **Other Business**

Mr. Dick Hyland said he would like to congratulate Mr. Warren on his appointment to the Board of Trustees. He said Mr. Warren would serve the University well and do what is best for the students. Mr. Hyland said he would also like to congratulate Dr. Field and Dr. Kelley on their appointments. He said if their track records are any indication, then they will do a good job. He said regardless of what has happened in the past, we need to look to the future.

Dr. John Valentine, President of the UFS, said the faculty of SSU are accessible and dedicated and stand ready to work with the Board, Dr. Field and Dr. Kelley. He said the UFS is concerned about what role they will play in the search process for a new President. Mr. Clayton said Dr. Field would respond to his request.

### **Adjournment**

Ms. Reynolds moved and Dr. Payne seconded a motion to move into Executive Session under RC 121.22(G)(4) to prepare for negotiations with public employees, collective bargaining unit (CWA). The Board moved into Executive Session at 2.06 p.m.

The Board returned to a public meeting at 2:53 p.m. and the meeting was adjourned by acclamation at 2:55 p.m.