

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
December 14, 2000**

Chairman George Clayton called the meeting to order at 4:01 p.m. noting the meeting was in compliance with RC § 121.22(F).

Roll Call

Members Present: Mr. Clayton, Mr. Davis, Mr. Harcha, Mr. McKinley, Dr. Payne
Ms. Reynolds, Mr. Teichman, Mr. Waller, Ms. Knoche and Ms. Liles

Members Absent: Ms. Argeros

Approval of the December 14, 2000 Agenda

Mr. Davis moved and Mr. Harcha seconded a motion to approve the agenda. Without discussion, the Board unanimously approved the December 14, 2000 agenda.

Approval of the October 13, 2000 Board Meeting Minutes

Mr. Harcha moved and Mr. Teichman seconded a motion to approve the minutes. Without discussion, the Board unanimously approved the minutes of the October 13, 2000 Board meeting.

Mr. Clayton said he would like to acknowledge the presence in the audience of Professor Liz Chrisman who was recently elected President of the SEA. A round of applause followed.

President's Report

Dr. Chapman reported on the Ohio Board of Regents performance report. He said that last year, Governor Taft had asked for a performance report card on higher education and that report had been developed and was included with his report. He said this report is a starting point and gives the University base data from which to work.

Dr. Chapman said that the Ohio Board of Regents will hold its May meetings on the SSU campus on May 23 and 24. He noted that Mr. Owen was instrumental in getting the OBR to meet here at SSU. Further details would be provided as known.

Dr. Chapman said that Robert Dafford has been commissioned to paint four murals on the walls of the Richards' Rotunda in the Clark Memorial Library. Mr. Dafford's initial sketches are attached to the

President's Report. Dr. Chapman said this project is graciously being sponsored by Bill and Pat Richards.

Dr. Chapman reported that recruitment of faculty and staff continues to be a problem as far as "closing the deal" is concerned. Dr. Chapman and Dr. Field have talked about this problem and are working with the marketing consultant to determine better ways to recruit faculty and staff and bring them to campus.

Dr. Chapman noted that the Office of Admission is aggressively advertising for winter quarter for the recruitment of students with ads in the *Portsmouth Daily Times*, *Community Common* and the *Ironton Tribune*.

Dr. Chapman reported that he has begun traveling to each of the school districts in Scioto county and meeting with the superintendents with the hopes of determining ways in which we can create a smooth K-16 education for the residents of our area. The Portsmouth City Schools/Shawnee State University articulation committee entered its second year and has worked on a number of projects, the most effective being the creation of a substitute teacher workshop at SSU.

Dr. Chapman said that Dr. Dan Evans, a former administrator at SSU, has been named the new dean at Ohio University Southern Campus, replacing Dr. Bill Dingus who recently retired. He noted that several members of SSU met with OUSC to tour their horse park and to make the final arrangements that will allow SSU students to take courses there in Equine Studies. Dr. Chapman noted that he hoped this is the beginning of improved collaboration between the two institutions stating that the students' needs are the most important issue. Dr. Chapman noted that he will soon be meeting with the acting president of Ashland Community College to further discuss ways SSU can collaborate with ACC.

The President noted that SSU currently has 80 baccalaureate and 36 associate degree programs. The University is currently reviewing its offerings with local businesses to ensure the University's programs address the needs of business.

Dr. Chapman noted that the Graduate Center continues to be successful and now offers four graduate programs on the SSU campus and eight additional programs are set to begin or are in the works.

Dr. Chapman said that 74 faculty members are utilizing Blackboard, a web site system that allows faculty members to offer their courses or portions of their courses online.

Dr. Chapman said that the Department of Business is exploring the possibility of Dr. Jim Day serving as a visiting professor of business administration at ZUT in China during fall quarter 2001. He also noted that Professor Baomei Zhao, SSU's visiting professor from ZUT, has been accepted for doctoral studies at the University of Kentucky.

Dr. Chapman also mentioned that the VRCFA stairway artwork, Meteor Shower, appeared on the back of the fall edition of the University of Akron's alumni magazine and he encouraged those who had not seen it to take the time to do so.

Committee Reports

Academic Affairs Committee - Dr. Burton Payne

Dr. Payne reported that the Academic Affairs Committee had three action items.

Dr. Payne said as outlined in the proposed Plan for Administrative Reorganization of Academic Affairs, the existing Department of Arts and Humanities is considerably larger than another academic department at the University. After consultation with the faculty, the Provost recommended that the department be split into two departments, increasing the number of departments from five to six in the College of Arts and Sciences. The current chairperson will serve as chair of the Fine and Technological Arts Department (tentatively named) and a new chair position for English and Humanities (tentatively named) will be created. The Academic Affairs Committee concurred with the proposal to split the current Department of Arts and Humanities into two departments and recommends approval of Resolution A8-00, Creation of Two Academic Departments. Dr. Payne moved and Mr. Harcha seconded a motion to approve Resolution A8-00.

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

Nays: None

Dr. Payne reported that as required by Board policy 2.08, a program review was completed for the Department of Arts and Humanities. Dr. Jerry Holt reported on the findings of the review that were attached to the Academic Affairs Committee Report. The Academic Affairs Committee concurred with the findings of the report on the program review and recommended all degree programs in the Department be placed in the "approval" category. Dr. Payne moved and Mr. Harcha seconded a motion to approved Resolution A9-00, Department of Arts/Humanities.

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

Nays: None

Dr. Payne said that as required by Board policy 2.08, a program review was completed for the Department of Mathematical Sciences. Dr. Jerry Holt reported on the findings of the review that were attached to the Academic Affairs Committee Report. The Academic Affairs Committee concurred with the findings of the report on the program review and recommended all degree programs in the Department be placed in the "approval" category. Dr. Payne moved and Ms. Reynolds seconded a motion to approve Resolution A10-00,

Department of Mathematical Sciences.

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

Nays: None

Dr. Payne reported on the Academic Affairs informational items.

Dr. Payne noted that a minor in English received approval of the Faculty Senate and Provost. This minor offers students who might be interested in English an opportunity to earn a minor with 24 credits in selected courses. This was also an opportunity for improving the communication skills of all students.

Dr. Payne noted that Dr. Robert Mauldin, Coordinator of the General Education Program and professor of Chemistry at SSU, was recently elected president of the Association of General and Liberal Studies (AGLS) to begin in November 2001. AGLS is one of two national organizations dedicated to general and liberal education.

Dr. Payne said the Faculty Senate has approved a curriculum proposal to begin an Honors Program at SSU. The program is designed to bring academically talented students together in a challenging but supportive environment.

Dr. Payne said Dr. Holt updated the Committee on activities currently underway through the River Studies grant. The inaugural course in the fall of 1999 generated a growing interest in this area.

Dr. Payne said that in accordance with Policy 5.16, personnel appointment, the attached listing summarizes personnel action since the last report.

Quality of University Life - Mr. William McKinley

Mr. McKinley, reporting on behalf of Ms. Argeros who was absent, said Mr. Dave Edwards updated the Committee on several items including the SGA's request that the hours of operation in the Clark Memorial Library be changed to accommodate more students which was granted. Mr. Edwards also reported on the formation of four new clubs/organizations: Kaleidoscope; RDH Bound (Dental Hygiene); Beta, Beta, Beta; and Pep Band. Mr. McKinley said the SGA is trying to create a fun as well as academic atmosphere for students.

Mr. McKinley also noted that Mr. Edwards reported that the Student Programming Board has nearly completed scheduling the events for winter quarter including Homecoming Week, Cinema Night, Columbus Zoo trip, and an event to stop violence against women. Plans have also begun for Spring Fest and the SPB is hoping to find entertainment that will get more students involved.

Mr. McKinley said Dr. Larry Mangus reported on the comparison document that was prepared by the NAIA National Offices. Dr. Mangus reported that the NAIA is losing members and SSU is trying to get NCAA II status. He noted that in the NAIA, SSU has to pay for post-season events and, in the case of our women's basketball team, numerous NAIA post-season competitions have been very expensive. NCAA takes care of post-season events and perhaps a per diem cost for us as conference winners. Dr. Mangus thought SSU had a chance to be in the NCAA II West Virginia Intercollegiate Athletic Conference. The average cost for post-season play for the top 25 teams in the NAIA is about \$65,000.

Mr. McKinley said that Mr. Bob Trusz, director of Admission, reported that the marketing research project SSU is having done is by the National Institute for Organizational Research and Problem-Solving. This analysis will help SSU "go duck hunting where the ducks are." Mr. McKinley commended Dr. Chapman for his community relations effort. Most parents will not tell their children where they can go to school. They do tell their children where they cannot go. The University wants high visibility that is positive. He also reported that the Admission office sponsored two campus open houses, an overnight visit for students from the Cincinnati area, and a series of off-campus information sessions for prospective students in Cincinnati, Dayton and Cleveland.

Finance and Facilities - Mr. George Davis III, Chairperson

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

Mr. Davis reported that one action item, Resolution F27-00, Traffic Lights, was tabled in Committee and would be brought back to the Committee in February.

Mr. Davis reported that per Policy 5.16, the Finance and Facilities Committee recommended approval of Resolution F28-00, Personnel. Mr. Davis moved and Mr. Waller seconded a motion for the approval of Resolution F28-00, Personnel.

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

Nays: None

Mr. Davis reported that the Finance and Facilities Committee recommended approval for two new administrative positions related to the reorganization plan for Academic Affairs. Mr. Davis said this reorganization would create two new positions and eliminate one. Mr. Murphy advised this would be a cost savings and there would be no long-range increase in personnel costs. Mr. Davis moved and Mr. Waller seconded a motion for the approval of Resolution F29-00, Reorganization of the Academic Affairs Division.

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

Nays: None

Mr. Davis reported that the Finance and Facilities Committee recommended approval for renewal submission of the BASICS/OWF Contract in the amount of \$75,600 and the Summer Honors Institute for Gifted Students in the amount of \$62,500 that does require University in-kind support. Mr. Davis moved and Mr. Waller seconded a motion for the approval of Resolution F30-00, Grant Proposals.

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

Nays: None

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

Mr. Davis noted that the fiscal year 2000 closing and the related audit have been completed and the auditors, Michael A. Balestra, CPA, Inc., have prepared the appropriate financial statements. Mr. Balestra reported to the Committee. Mr. Davis said he remembered seeing audits of our budget in the past with numerous recommendations, findings and citations and finding it an embarrassment. He said this audit had none of those. He also said the report speaks highly of Mr. Murphy, Ms. Joanne Charles and the Business Office. Mr. Davis said Mr. Waller quizzed Mr. Balestra and SSU can be proud of the report and should applaud the efforts of the Business Division for such a good report.

Mr. Davis reported that the spreadsheet attached to the F&F Committee report indicated reserves growth over the past four years. He said Mr. Murphy reviewed the report with the Committee and that reserves are increasing but are not quite at the level the Board has set as a goal.

Mr. Davis said that Mr. Murphy also reported to the Committee on the general fund revenues and expenditures pace report, fiscal year to date through October 1999 and 2000. Mr. Davis said it is a little early but preliminary reports look good.

Mr. Davis reported on the spreadsheet summarizing the first quarter's fiscal year 2001 financial information for the Vern Riffe Center for the Arts. Mr. Davis said this is just a snapshot of where the facility is but that it looks very good.

Mr. Davis said in accordance with Policy 5.16, the personnel appointments report speaks for itself.

Mr. Davis said the student housing expansion options were discussed extensively with the F&F Committee. He said the alternatives are the Ramada and Hurth Hotels. The Committee looked at the possibility of building and the consensus of the Committee members was that SSU needed to address student housing and address it quickly. He noted that SSU needs to look toward building new facilities as opposed to renovating existing structures. The Committee would prefer something on or close to campus and similar in style to the new Campus View Apartments.

Mr. Davis said the capital status report speaks for itself.

Executive Committee Report

Mr. Clayton appointed an Ad Hoc Committee consisting of Mr. Harcha, Chairperson, Mr. Waller, Mr. McKinley, and Mr. Donohue to create a Code of Ethics for the Board of Trustees. Mr. Clayton said he would like a report at the April 13, 2001 meeting.

Mr. Clayton noted that on December 28, 2000, at 3:00 p.m., the Presidential House Committee would be meeting. The Committee consisted of Mr. McKinley, Ms. Reynolds, Drs. James and Ann Chapman, and Mr. Butch Kotcamp.

Mr. Clayton said, in thinking back over the past year, he had composed a top-ten list of accomplishments for SSU:

1. Reducing the faculty teaching load from 38 to 36 credit hours per year.
2. Employing Interest-based Bargaining for the SSU-SEA negotiations.
3. Closing three-year contract with SEA on time, for the first time, in a long time.
4. Establishing a Graduate Center at SSU (120 students in 10 programs).
5. Adding the Campus View Apartments to our student housing options.
6. Success of Vern Riffe Center for the Arts -- great programs, making more money and a great asset to SSU.
7. Solving governance issues with the UFS before NCA visit in 2001.
8. The success of the women's basketball team and Coach Hagen-Smith placing SSU in the national spotlight.
9. The success of the men's baseball team - AMC tournament champions.
10. The first year in SSU history with no findings or citations on the annual audit.

Mr. Clayton thanked Dr. Chapman for a job well done.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Dr. Chapman said he was proposing to change the day the Executive Committee meets back to Mondays so that he might use that time to visit with legislators while he is in Columbus attending the IUC Presidents meetings on Tuesdays. Without discussion, Mr. Harcha moved and Ms. Reynolds seconded a motion for the approval of Resolution E22-00, 2001 Schedule of Meetings for the Board and its Committees.

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

Nays: None

Mr. McKinley reported for the Nominating Committee of the Board. Other members of the Nominating Committee are Mr. Waller and Ms. Argeros. The Nominating Committee nominated the following slate of officers for 2001: Mr. Clayton, Chairperson and Dr. Payne, Vice Chairperson. Mr. Waller moved and Mr. Davis seconded a motion to approve these appointments. Without discussion, the motion was unanimously approved.

Mr. Clayton thanked the Board for its confidence in him.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

Mr. Harcha moved and Dr. Payne second a motion to move into executive session under RC §121.22G(3), to confer with legal counsel on pending court action.

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

Nays: None

The Board moved into executive session at 4:44 p.m.

The Board exited executive session at 5:29 p.m.

Mr. Clayton made the following appointments for 2001:

Quality of University Life Committee

Katherine Argeros - Chair
William McKinley - Member
Frank Waller - Member
Lindsey Liles - Member

Academic Affairs Committee

Howard Harcha - Chair
Robert Teichman - Member
Kay Reynolds - Member
Ambra Knoche - Member

Finance & Facilities Committee

George Davis, Chair
Burton Payne, Member
George Clayton, Member

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SSU Board of Trustees Minutes

Board Representative to SSU Development Foundation

Frank Waller

The Chair's Representative to SSU Development Foundation

William McKinley

Adjournment

The Board meeting was adjourned by acclamation at 5:32 p.m.