

**BOARD OF TRUSTEES
FINANCE AND ADMINISTRATION COMMITTEE**

**January 10, 2020
9:00 a.m., University Center, Room 214**

Agenda

1.0 Action Items

Valerie Bogdan-Powers, President, HORAN Health, will provide a presentation on the formation of a joint self-funded insurance consortium enabled under Ohio Revised Code Section 9.833.

**1.1 Resolution F01-20
Delegation of Authority Relating to Joint Self-Funded Insurance Consortium**

Dr. Boyles, VP for Finance and Administration, Malonda Johnson, Director of Human Resources, and Michael McPhillips, General Counsel, will present Resolution F01-20 for the Committee's approval to recommend to the Board of Trustees.

**1.2 Resolution F02-20
Approval of AY2020-21 Tuition and Student Fees**

Dr. Boyles will present F02-20 that proposes AY20-21 rates for undergraduate (guarantee and continuing) tuition and fees, graduate tuition and fees, course, program, and other student fees, and residential housing and meal plans rates for the Committee's approval to recommend to the Board of Trustees.

2.0 Information and Reports

2.1 Dr. Boyles will review the AY2020-21 Fines and Cost Recovery Charges.

2.2 Dr. Boyles and Mr. Ballengee, Controller, will provide an update on the University's mid-year financials and cash reserves investment portfolio.

2.3 Dr. Boyles will review the quarterly personnel activity and status of construction projects.

2.4 Mr. Braun, VP for Advancement & Institutional Relations, will review:

- Enrollment Management Report
- Advancement & Institutional Relations Executive Report

3.0 Education

- 3.1** Senior Admissions Associate, Tena Pierce, will provide an overview of the role of College Credit Plus (CCP) in recruiting and admissions.

RESOLUTION F01-20

DELEGATION OF AUTHORITY RELATING TO JOINT SELF-INSURANCE CONSORTIUM

WHEREAS, University officials have been exploring options to reduce health care costs, including the formation of a joint self-insurance consortium under Ohio Revised Code Section 9.833; and

WHEREAS, University officials have specifically been engaged in discussions with outside health insurance consultants and four Ohio institutions of higher education – Cincinnati State Technical and Community College, Clark State Community College, Edison State Community College, and Southern State Community College – regarding the creation of a joint self-insurance consortium with membership in the Jefferson Health Plan (“JHP”), a regional council of governments under Chapter 167 of the Ohio Revised Code; and

WHEREAS, the Board of Trustees believes it is in the University’s interests for officials to continue these discussions to make a final determination of whether the creation and implementation of a joint self-insurance consortium and membership in JHP would benefit the University;

NOW, THEREFORE, IT IS RESOLVED that the Board delegates to the President the authority to make the final determination of whether entering into a joint self-insurance consortium as a member of the Jefferson Health Plan is in the best interests of the University; and

The Board delegates to the President the authority to execute any and all documents needed for Shawnee State University to become a member of such a joint health care consortium if such membership is expected to bring overall economic and health-care program benefits to the University and the consortium’s governing agreement names the Shawnee State University President, in his or her official capacity, as a voting member with equal voting rights to other institutional members; and

IT IS FURTHER RESOLVED that if the University becomes a member of the consortium as described above, the University President will be authorized to name an alternate voting member when necessary to ensure that the University’s interests are represented; and

The President shall report his actions with respect to the consortium to the Board.

(January 10, 2020)

RESOLUTION F02-20

APPROVAL OF AY20-21 TUITION AND STUDENT FEES

WHEREAS, the Ohio legislature has completed the biennial budgetary process that included incorporating rules and regulations related to university tuition and fees; and

WHEREAS, Shawnee State University, like all public universities, must proceed with pricing of services in a timely manner in order to perform normal business operations and to meet academic and student needs in the upcoming academic semesters; and

WHEREAS, the President recommends that the Board approve the proposed tuition and fees rates (schedules attached) in accordance with state legislation and Ohio Department of Higher Education (ODHE) requirements for the following:

- Undergraduate
 - Shawnee Advantage (fall 2020 – spring 2024)
 - Shawnee Advantage – returning cohorts
 - Continuing and Returning (non-guarantee) AY20-21
- Graduate AY20-21
- Course Fees AY20-21
- Special Program Fees AY20-21
- Other Student Fees AY20-21
- Residential
 - Summer Housing 2020
 - Fall 2020 Shawnee Advantage
 - Housing and Meal Plan Rates, Residential Connectivity Fee, Residential Student Programming Fee (effective fall 2020 – spring 2024)
 - Fall 2020 Continuing and Returning
 - Housing and Meal Plan Rates, Residential Connectivity Fee, Residential Student Programming Fee AY20-21

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the proposed tuition and fee schedules, contingent upon ODHE approval.

(January 10, 2020)

INVESTMENT PORTFOLIO PERFORMANCE

FISCAL YEAR 20:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2019	GAIN/(LOSS) JULY**	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
TIAA FUNDS	\$ 9,621,056.95	\$ 20,575.45	\$ 23,886.59	\$ 26,960.43	\$ 62,036.26	\$ 78,016.97		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 211,475.70
CURRENT MTD TOTAL GAIN/(LOSS)														<u>\$ 211,475.70</u>
INVESTMENT FUND BALANCES:														
TIAA FUND END OF MONTH BALANCE TOTAL	\$ 9,621,056.95	\$ 8,141,632.40	\$ 8,165,518.99	\$ 8,192,479.42	\$ 8,254,515.68	\$ 8,332,532.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** During the month of July 2019, the University liquidated \$1,500,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet July and August 2019 cash needs.

FISCAL YEAR 19:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2018	GAIN/(LOSS) JULY**	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER##	GAIN/(LOSS) JANUARY++	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY @@	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
TIAA FUNDS	\$ 13,636,847.58	\$ 136,952.13	\$ 128,158.34	\$ (48,436.34)	\$ (513,540.88)	\$ 146,962.09	\$ (416,678.72)	\$ 497,195.59	\$ 178,356.59	\$ 113,882.44	\$ 153,132.74	\$ (128,667.60)	\$ 236,892.99	\$ 484,209.37
CURRENT MTD TOTAL GAIN/(LOSS)														<u>\$ 484,209.37</u>
INVESTMENT FUND BALANCES:														
TIAA FUND END OF MONTH BALANCE TOTAL	\$ 13,636,847.58	\$ 12,273,799.71	\$ 12,401,958.05	\$ 12,353,521.71	\$ 11,839,980.83	\$ 11,986,942.92	\$ 10,570,264.20	\$ 10,567,459.79	\$ 10,745,816.38	\$ 10,859,698.82	\$ 11,012,831.56	\$ 9,384,163.96	\$ 9,621,056.95	\$ 9,621,056.95

** During the month of July 2018, the University liquidated \$1,500,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet July and August 2018 cash needs.

During the month of December 2018, the University liquidated \$1,000,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet December 2018 cash needs.

++ During the month of January 2019, the University liquidated \$500,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet January 2019 cash needs.

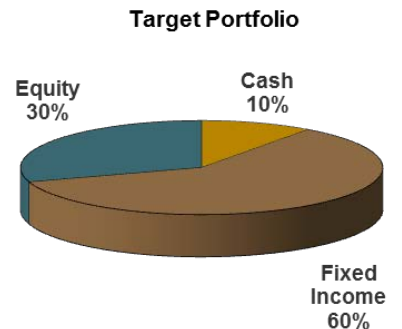
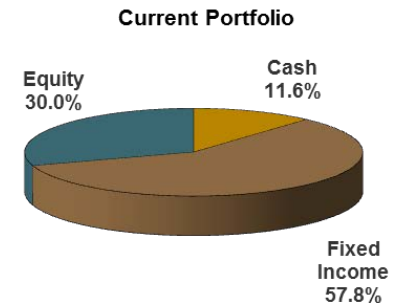
@@ During the month of May 2019, the University liquidated \$1,500,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet May and June 2019 cash needs.

Shawnee State University

Asset Allocation – As of November 30, 2019



Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Cash Deposit Account	\$969,883	11.6%	
Total Cash Equivalents	\$969,883	11.6%	10.0%
Fixed Income			
Fixed Income Separately Managed Account	\$3,194,428	38.3%	40.0%
Vanguard Short Term Bond Index Fund	\$834,361	10.0%	10.0%
DFA Inflation Protected SEC Fund	\$415,752	5.0%	5.0%
PIMCO 1-5 Year U.S. TIPS Index Fund	\$416,399	5.0%	5.0%
Total Fixed Income	\$4,860,940	58.3%	60.0%
Domestic Equity			
TIAA-CREF Large Cap Value Index Fund	\$833,278	10.0%	10.0%
TIAA-CREF Large Cap Growth Index Fund	\$753,346	9.0%	9.0%
iShares Russell Mid Cap Value ETF	\$145,689	1.7%	1.8%
Nationwide Geneva Mid-Cap Growth Fund	\$146,794	1.8%	1.8%
Wasatch Small Cap Growth Fund	\$42,907	0.5%	0.5%
TIAA-CREF Small Cap Blend Index Fund	\$83,484	1.0%	1.0%
Cohen & Steers Real Estate Fund	\$40,946	0.5%	0.5%
Vanguard REIT Index Fund	\$40,885	0.5%	0.5%
Total Domestic Equity	\$2,087,329	25.1%	25.0%
International Equity			
iShares Core MSCI EAFE ETF	\$247,749	3.0%	3.0%
Harding Loevner Institutional Emerging Markets Portfolio Fund	\$82,208	1.0%	1.0%
MFS International New Discovery Fund	\$41,574	0.5%	0.5%
DFA International Small Cap Value Fund	\$41,622	0.5%	0.5%
Total International Equity	\$413,153	5.0%	5.0%
Total Equity	\$2,500,482	30.0%	30.0%
Total Portfolio Market Value	\$8,331,305	100.0%	100.0%



Personnel Action	Employment Status		Name	Effective	Comments
	From	To			
New Hire					
		Marketing Content Creator	Anna Trankina	09/02/19	
		Grant Director, 21st CCLC	Kathy Goins	10/07/19	Earned a Masters in Education, taught as a teacher for 17 years & worked as a high school/adult counselor for 21 years.
Appointments					
Faculty Promotion					
Departures					
		Coordinator, Grants	Terry Kopchak	10/04/19	Resignation
		Coordinator, Grants	Eugene Orlando	10/18/19	Resignation
		Teacher, CLC	Tashana Brown	11/21/19	Resignation
		Technical Director, Center for the Arts	Leo Schlosser	12/02/19	End of Employment
		Professor, Rehabilitation & Sports Professions, Masters of Occupational Therapy	Debra Scurlock	12/30/19	Retirement
		Assistant Director, AA (Advising & Academic Resources)	Coleen Kosan	12/31/19	Resignation

Status
Construction/Renovation Projects
as of December 31, 2019

PROJECT	STATUS	PROJECT BUDGET	FUNDING SOURCE(S)
Library/CFA HVAC Renovation	<ul style="list-style-type: none"> ● Construction documents complete. Advertised for bids due end of January 2020. ● Includes replacement of all pneumatic and obsolete DDC controls for multiple air handlers in both buildings; an assessment of all existing equipment is required to set priorities on replacement. 	\$1.1M	State Capital
Kricker Innovation Hub	<ul style="list-style-type: none"> ● Construction Project Kickoff Held in Chicago (December). Administrative Services Agreement executed with regional economic development agency (OVRDC). RFQ for Architect/Engineer issued. 	\$3.4M (est.)	EDA/Capital/Private
Rhodes – Phase 1B	<ul style="list-style-type: none"> ● Project complete. ● Total renovation of PE shower and locker rooms; new office and training rooms; addition of new 4,200 square foot recreation center. 	\$3.3M (est.)	Bond proceeds