

**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
April 30, 2021**

**Call to Order**

Chairperson Watson called the meeting to order at 11:34 a.m. noting the meeting was in compliance with RC § 121.22(F) and that pursuant to HB404 of the 133<sup>rd</sup> Ohio General Assembly the meeting would be held by teleconference.

**Swearing in of New Board Member**

Chair Watson administered the oath of office to newly appointed Board member, Dr. Brenda Haas, appointing her to the Academic and Student Affairs Committee for the remainder of the 2020-2021 academic year.

**Roll Call**

Members present: Mr. Watson, Mr. Daniels, Mr. Edwards, Mr. Evans, Mr. Furbee, Dr. Haas, Ms. Hartop, Mr. Williams, Dr. White, Ms. Schiesser and Mr. Cole

Members absent: None

**Approval of the March 19, 2021 Board Meeting Minutes**

Mr. Daniels moved and Mr. Edwards seconded a motion to approve the March 19, 2021 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

**Approval of the April 30, 2021 Agenda**

Mr. Evans moved and Mr. Daniels seconded a motion to approve the April 30, 2021 Board meeting agenda. Without discussion, the Board unanimously approved the April 30, 2021 Board meeting agenda.

**Consent Agenda**

1. Resolution F08-21, University Investment Committee Member Reappointment
2. Resolution F10-21, Shawnee State University Development Foundation Member Appointment
3. Resolution E04-21, Honoring the SSU Men's Basketball Team

Chair Watson directed the Board to review the action items on the Consent Agenda and asked if anyone wished to remove any items from the Consent Agenda. Mr. Furbee requested Item 3, Resolution E04-21, be removed from the consent agenda so that he could address in the

Executive Committee Report. There being no objections, Item 3 was removed from the Consent Agenda and items 1-2 were approved by acclamation.

### **Executive Committee Report**

Mr. Furbee reported on behalf of the Executive Committee having three non-consent action items for the Board to approve.

1. Resolution E04-21, Honoring the SSU Men's Basketball Team

This resolution honors the men's basketball team on winning the NAIA National Championship Tournament. Mr. Furbee read the resolution aloud and then moved that the Board adopt Resolution E04-21. Mr. Edwards seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

2. Resolution E03-21, Amending Policy 1.01Rev, Bylaws of the Board of Trustees

This resolution approves amendments to the Board of Trustees Bylaws. Mr. Furbee moved that the Board adopt Resolution E03-21 and Mr. Williams seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

3. Resolution E05-21, Presidential Employment Agreement

This resolution approves the continued employment of Dr. Bauer in the role of President. Mr. Furbee moved that the Board adopt Resolution E05-21 and Mr. Edwards seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

### **Finance and Administration Committee Report**

Mr. Furbee reported on behalf of the Finance and Administration Committee having two non-consent action items for the Board to approve.

1. Resolution F09-21, Approval of Revisions to Policy 1.05Rev, Investment Policy

This resolution proposes revisions to the University's Investment Policy. Mr. Furbee moved that the Board adopt Resolution F09-21 and Mr. Daniels seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

2. Resolution F11-21, Approval of Reduced Summer 2021 Residential Rates

This resolution proposes a reduction of Summer 2021 Residential Rates. Mr. Furbee moved that the Board adopt Resolution F11-21 and Mr. Edwards seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

3. Mr. Eric Braun, Vice President for Advancement and Enrollment Management, reviewed the Advancement and Enrollment Management Executive Report and recruiting and admissions

activity, including a forecast for Fall 2021 enrollment. The full report is attached to the minutes.

4. Dr. Elinda Boyles, Vice President for Finance and Administration, presented an update on the Higher Education Emergency Relief Funds (HEERF). The full report is attached to the minutes.
5. Mr. Greg Ballengee, Controller, presented the status of the University's Diversified Investment Pool and reviewed Plante Moran's audit scope materials in preparation for the upcoming FY21 financial audit. The full report is attached to the minutes.
6. Ms. Malonda Johnson, Director of Human Resources, reviewed the Personnel Activity Report for the period of January 2021 through March 2021. The full report is attached to the minutes.
7. Mr. Butch Kotcamp, Director of Facilities, gave an update on recent major capital project developments. The full report is attached to the minutes.
8. Dr. Linda Koenig, Director of Counseling Health Services, and Dr. Boyles updated the Committee on health matters related to Covid-19, including vaccination clinics held on campus. The full report is attached to the minutes.

### **Academic and Student Affairs Committee Report**

Mr. Evans reported on behalf of the Academic and Student Affairs Committee.

1. Dr. Sunil Ahuja, Provost and Vice President for Academic and Student Affairs, reported on recent activities in Academic and Student Affairs. He provided highlights of faculty and staff accomplishments in the areas of teaching, scholarship, service, and community engagement. The full report is attached to the minutes.
2. Dr. Ahuja reported on a new AAS Paraprofessional Education Intervener Licensure Program.
3. Dr. Ahuja summarized plans for the commencement ceremony taking place on campus on May 1, 2021.
4. Ms. Tami Sheets, Registrar, provided an update on Summer and Fall 2021 enrollment numbers. The full report is attached to the minutes.

### **Reports from Board Liaisons with other Organizations**

None

## **President's Report**

President Bauer announced commencement will be held on May 1, 2021 on the Alumni Green with three separate ceremonies. He welcomed Dr. Brenda Haas to the Board and provided a short summary of her background. At last year's Board Retreat, Dr. Ahuja introduced the 7 guiding goals of our strategic planning process and will be delivering the finished product at this year's retreat on June 26. He recognized the superior effort that resulted in our men's basketball team capturing the National Championship. The full report is attached to the minutes.

## **New Business**

1. Chair Watson appointed Scott Williams to serve as a nominating committee for the purpose of bringing forth names at the June meeting for election of Board of Trustees officers in the 2021-2022 academic year and thanked Scott for his time and willingness to serve the Board in this capacity.
2. Chair Watson informed the Board that the SSU Development Foundation is beginning a \$1.5 million fund-raising campaign with a goal of raising \$125,000 for the Trustees Scholarship. He encouraged Board members to consider their best contribution to the fund.
3. On behalf of the Board of Trustees, Chair Watson recognized Audrey Schiesser for her service to the Board as a student trustee over the past two years.

## **Comments from Constituent Groups and the Public**

None

## **Faculty Senate Report**

Mr. Tony Ward, University Faculty Senate President, stated the last UFS meeting of the academic year was held April 26. This year there were two joint committees working on reviewing and updating policies and procedures for Academic Program Reviews, Program Closure Process as well as Assessment of Student Learning Outcomes but were stalled by Covid-19. With input from Dr. Ahuja, the committees were re-established and made good progress. UFS elections are concluding today and he thanked members for their service. The full report is attached to the minutes.

## **Executive Session**

Mr. Williams moved to enter Executive Session to discuss pending or imminent court action. Mr. Edwards seconded and following a unanimous roll call vote in accordance with Ohio Revised Code Section 121.22, the Board entered executive session at 12:03 p.m. Those in attendance for the executive session were Mike McPhillips, Sunil Ahuja, Eric Braun, Jeff Bauer, Elinda Boyles, Brenda Haas, Joe Watson, David Furbee, Scott Evans, Ed Daniels, Scott Williams, Eddie Edwards and Francesca Hartop (via teleconference). Mr. Furbee moved and



Mr. Edwards seconded a motion to leave executive session and return to public meeting. The motion passed unanimously and the Board exited executive session at 1:04 p.m.

**Other Business**

None

**Adjournment**

Mr. Evans moved and Mr. Daniels seconded a motion to adjourn. The motion was passed unanimously and the Board was adjourned at 1:05 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees

## **RESOLUTION F08-21**

### **UNIVERSITY INVESTMENT COMMITTEE MEMBER REAPPOINTMENT**

WHEREAS, on June 30, 2021 Mr. Marc Cottle will have completed a three-year term as a member of the Shawnee State University Investment Committee; and

WHEREAS, Mr. Cottle is a long-standing member of the committee and continues to demonstrate exemplary service and expertise and is willing to continue as a member of the committee; and

WHEREAS, Mr. David Furbee, Investment Committee Chairperson, nominates Mr. Cottle for reappointment for a three-year term and the President concurs with this recommendation;

THEREFORE, BE IT RESOLVED that Mr. Marc Cottle is reappointed to the Shawnee State University Investment Committee effective July 1, 2021 through June 30, 2024;

THEREFORE, BE IT FURTHER RESOLVED that the Board of Trustees extends its appreciation to Mr. Cottle for his service to the University.

(April 30, 2021)

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

**RESOLUTION F10-21**

**SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION  
MEMBER APPOINTMENT**

WHEREAS, as the sole member of the Shawnee State University Development Foundation (SSUDF), the Board of Trustees of Shawnee State University ratifies Foundation policies and members; and

WHEREAS, at its March 26, 2021 meeting, the SSUDF recommended the appointment of new board member Dave Todt;

THEREFORE, BE IT RESOLVED, the Shawnee State University Board of Trustees ratifies the appointment of Dave Todt to the Shawnee State University Development Foundation Board with a term ending December 31, 2023.

(April 30, 2021)

Certified as True and Correct  
May 5, 2021



Secretary, SSU Board of Trustees

## **RESOLUTION E04-21**

### **HONORING THE SSU MEN'S BASKETBALL TEAM**

WHEREAS, Shawnee State University proudly supports extracurricular sports opportunities for all of its students, including varsity team competition in the Mid-South Conference (MSC) and the National Association of Intercollegiate Athletics (NAIA); and

WHEREAS, the University is proud of the accomplishments of all of its student athletes both in the classroom and on the field of play, especially during a year of unprecedented challenge due to the coronavirus pandemic; and

WHEREAS, members of the Shawnee State University Men's Basketball Team, including its student-athletes, coaches, trainers, support staff, and volunteers, represented the institution and the region with distinction by exhibiting the highest caliber of competitive play, admirable teamwork and dedication, and commitment to excellence; and

WHEREAS, the Shawnee State University Men's Basketball Team ended the 2020-2021 season having: won the most games in school history, won the most consecutive games in school history, won the school's first Mid-South Conference Regular Season Title, won the school's first Mid-South Conference Tournament Title, and won the National Association of Intercollegiate Athletics Men's Basketball National Championship;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University recognizes the Shawnee State University Men's Basketball Team for winning the NAIA national championship and extends its sincere congratulations and appreciation to team members Amier Gilmore, Kobie Johnson, James Jones, Jakiel Wells, Tre Beard, Bailey Davis, Desmond Crosby, Jr., Issac Abergut, Shawn Paris, Jr., Corie Blount, Jr., Miles Thomas, Latavious Mitchell, Donovan Carlisle, Markus Geldenhuys, and EJ Onu; and Head Coach Delano Thomas, Assistant Coaches Lindal Yarbrough, Jack Trainer, D'Andre Price, Zack Kelly, and Justin Patrick; and

BE IT FURTHER RESOLVED that the Board of Trustees of Shawnee State University grants special recognition: to Head Coach Delano Thomas for being named both the Mid-South Conference Coach of the Year and the NAIA Coach of the Year; to EJ Onu for being named the Mid-South Conference Player of the Year and an NAIA First-team All-American; and to James Jones for being named the NAIA National Tournament Most Valuable Player and an NAIA Second-Team All-American.

(April 30, 2021)

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

**RESOLUTION E03-21**

**AMENDING POLICY 1.01REV, BYLAWS OF THE BOARD OF TRUSTEES**

WHEREAS, Policy 1.01Rev sets forth the bylaws of the Board of Trustees and also addresses the roles of the Board Chairperson, Vice Chairperson, Committees, Treasurer, and Secretary, and the role of the President; and

WHEREAS, a review of Policy 1.01Rev determined that amendments were warranted to, among other things, clarify processes, conform with legal requirements, and continue the successful operation of the University;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University amends Policy No. 1.01Rev.

(April 30, 2021)

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

# Shawnee State University

POLICY TITLE:	BYLAWS OF THE BOARD OF TRUSTEES
POLICY NO.:	1.01REV
ADMIN. CODE:	3362-1-01
PAGE NO.:	1 OF 8
EFFECTIVE DATE:	045/306/2021+6
NEXT REVIEW DATE:	045/202417
RESPONSIBLE OFFICER(S):	BOARD OF TRUSTEES
APPROVED BY:	BOARD OF TRUSTEES

## 1.0 MEMBERS OF THE BOARD OF TRUSTEES

Shawnee State University is governed by its Board of Trustees and the members of the Board are appointed by the Governor, in accordance with Section 3362.01 of the Ohio Revised Code. In accordance with Ohio law, student ~~trustees~~ do not have voting authority, although their opinions and advice during deliberations are encouraged.

## 2.0 OFFICERS OF THE BOARD OF TRUSTEES AND THEIR DUTIES

- 2.1 At its last regular meeting of each fiscal year, the Board shall elect a Chairperson and Vice Chairperson for the next fiscal year. The terms of those elected will commence at the start of next fiscal year. At the Board's discretion, the Board may elect a Chair and/or Vice Chair to serve a term of one fiscal year or two fiscal years. Regardless of the length of appointment, a Chair's or Vice Chair's term will extend beyond the designated expiration date in instances where a successor has not yet been elected. However, under no circumstances may a Chair's or Vice Chair's term extend beyond the individual's term as Trustee., who shall serve for a term of one year or until their successors are elected whichever occurs later.
- 2.2 The ~~chairperson~~Chairperson shall preside at all meetings of the Board and shall decide all questions of order. It shall be the ~~chairperson~~Chairperson's duty to see that the Board's bylaws are properly followed and its orders properly executed. The ~~chairperson~~Chairperson shall, on behalf of and in the name of the University and the Board, sign all instruments authorized by the Board, except as such duties may be delegated to administrative officers.
- 2.3 In the absence of the Chairperson, the Vice Chairperson shall be invested with the powers and discharge the duties of the Chairperson. In the absence of the Chairperson and the Vice Chairperson, the duties of Chairperson will be discharged by the Trustee in the following order: Chairperson of the Finance and Administration Committee; Chairperson of the Academic and Student Affairs

Committee; Vice Chairperson of the Finance and Administration Committee; and Vice Chairperson of the Academic and Student Affairs Committee.

### 3.0 PRESIDENT'S ROLE AT BOARD OF TRUSTEE MEETINGS

The President is expected to attend all full board and committee meetings, including executive session, unless directed otherwise by the Board. At such meetings, the President will, in an advisory role, have a voice in Board deliberations and have the authority to initiate any subject.

### 4.0 SECRETARY OF THE BOARD

4.1 The ~~Chairperson of the~~ Board may appoint a Secretary of the board. The Secretary may, if not a member of the Board, hold an administrative position with the University. The Secretary shall be responsible for ensuring that meeting notices are provided in accordance with Ohio law. The Secretary shall also be custodian of all board records and shall attest as required, by his or her signature, all instruments executed by the Chairperson or other authorized person on behalf and in the name of the University and the Board.

4.2 The Secretary shall be responsible for preparing accurate minutes of all board meetings and of committee meetings as needed.

4.3 The Secretary may, if called upon by the Board Chairperson, serve as board parliamentarian.

4.4 The Secretary serves at the pleasure of the Board.

### 5.0 TREASURER OF THE BOARD

The ~~Chairperson of the~~ Board may appoint a treasurer of the Board to take custody and control of all monies due and owing to the University and to properly account for all monies coming into his or her care and the expenditures of said monies on behalf of the University. The Treasurer may, if not a member of the Board, hold an administrative position with the University. The Treasurer's appointment is continuing but may be terminated at any time, with or without cause, by the Board. The Treasurer will be bonded or insured for faithful performance of his or her duties in conformance with Ohio Revised Code Section 3362.02.

### 6.0 BOARD OF TRUSTEES COMMITTEES

6.1 Standing committees of the Board consisting of no fewer than three members each shall be appointed yearly, ~~or at any time a vacancy occurs,~~ by the Chairperson of the Board. The Chairperson shall also appoint new members to committees any time a vacancy occurs. Committee chairpersons and vice chairpersons shall be appointed by the Chairperson of the Board. Matters

considered and recommended by any standing committee for ~~board~~Board approval, including any ~~board~~Board or ~~university~~University policy, shall be brought to the Board in the form of a resolution.

- 6.2 A majority of a committee's voting members constitute a quorum. In the event a majority of the voting members are not present to take committee action, a quorum may be established with at least one voting member of the committee plus any two additional voting members of the Board. The Board Chairperson, Vice Chairperson or any committee chairperson or ~~v~~vice chairperson has authority to make such temporary appointments and may self-appoint.
- 6.3 ~~The~~ Academic and Student Affairs Committee shall consider and make recommendations to the Board on matters pertaining to academic and student affairs programs and resources. Specific matters that may be presented to the Academic and Student Affairs Committee include, but are not limited to, the following: proposed and existing degree programs; awarding of degrees; commencement and other major ~~university~~University events; research and community development; faculty and staff matters including faculty promotions, organizational structures for academics and student affairs; ~~admissions and enrollment; financial aid; student life and housing;~~ and other matters as assigned to the committee by the Board or Chairperson of the Board.
- 6.4 ~~The~~ Finance and Administration Committee shall consider and make recommendations to the Board on matters pertaining to financial, business, facilities and administration of the University. Specific matters that may be presented to the Finance and ~~Administration~~Facilities Committee include, but are not limited to, the following: ~~university~~University capital and operating budgets; submission of appropriation and capital requests; tuition and student fees; annual audits; business organization and practices; borrowing and investment of funds; facilities and grounds, including naming, planning, construction, and maintenance; real property matters; purchasing policies; organization and staffing of Finance and Administration; personnel policies and matters; ~~collective bargaining matters;~~ safety and security; information technology; auxiliary operations and services; and other matters as assigned to the committee by the Board or Chairperson of the Board.
- 6.5 ~~The~~ Executive Committee ~~shall be,~~ comprised of the Board Chairperson (serving as chairperson), ~~and~~ Board Vice Chairperson, and the chairpersons of the committees on Academic and Student Affairs, and Finance and Administration. In the event either or both the Chairperson and Vice Chairperson of the Board also chairs a committee, the Board Chairperson may appoint an additional Board member(s) ~~to the Executive Committee~~. The Executive Committee shall consider and make recommendations to the ~~board~~Board on the following matters: proposed ~~university~~University policies on matters not assigned to another committee; bargaining unit agreements; ~~and~~ personnel actions that pertain to any of the ~~V~~vice ~~P~~presidents or other personnel requested by the President or Chairperson of the



Board. The Executive Committee shall also have responsibility for: orienting and mentoring new ~~board~~Board members; evaluating the performance of the President and making a recommendation to the Board on the President's compensation and benefits package. The Executive Committee shall also act/recommend on behalf of the Board on issues needing immediate attention and report such actions to the Board. To act on behalf of the Board, a quorum of the Executive Committee (three members), which may include temporary appointments pursuant to section 6.2, above-must, must be present. Executive Committee actions taken on behalf of the Board shall be reported to the Board and made a part of the official record by including such action in the record of the next regularly scheduled ~~board~~Board meeting. Any meeting of the Executive Committee at which binding action is taken shall adhere to all applicable provisions of Ohio Revised Code 121.22, the Open Meetings law.

- 6.6 The Chairperson of the Board shall be a voting member of the Board, the Executive Committee, and one other standing committee and an ex-officio (non-voting) member of all other committees.
- 6.7 The President will appoint at least one Vice President or other appropriate administrative personnel to staff the Academic and Student Affairs Committee and the Finance and Administration Committee.

## 7.0 MEETINGS OF THE BOARD OF TRUSTEES

~~7.1~~ The Board of Trustees shall comply with all provisions of the Ohio Open Meetings Law set forth in section 121.22 of the Revised Code. The Secretary shall be responsible for ensuring that all required notifications are issued. Any person desiring specific notification of Board meetings may request copies of ~~board~~Board agendas upon providing a self- addressed stamped envelope to the Secretary, or by providing an email address to which agendas may be sent electronically.

### 7.2 Meetings

- 7.2.1 The annual organizational meeting of the Board is its ~~first-last~~ regularly scheduled meeting of the fiscal year. Other regular meetings will be scheduled and posted for public notice at least five days in advance.
- 7.2.2 Special meetings may be held upon the call of the ~~chairperson~~Chairperson or upon written request to the ~~S~~ecretary by three ~~board~~Board members.
- 7.2.3 A majority of the ~~then-current membership of the~~ Board, when duly convened, shall constitute a quorum to do business, and a majority vote of those present shall be sufficient to adopt any motion or resolution, provided that the vote of CHOOSE ONE: (no fewer than five members)(a majority of the all then-current membership of the Board) shall be

necessary to make or confirm the making of any contract involving the expenditure of money not provided for in the annual budget; to adopt and revise the annual budget; and to amend or repeal previously adopted policies or bylaws of the Board.

7.2.4 A roll call vote shall be taken whenever directed by the Chairperson or requested by two members of the Board and shall be necessary when electing or removing a President.

### 7.3 Order of business

The usual order of business at ~~board~~Board meetings shall be as follows:

Call to order

Roll call

Approval of Minutes

Approval of Agenda

Consent agenda

Committee reports

Non-consent action items

Reports, if any, from ~~board~~Board liaisons with other organizations

President's report

New business

Comments from constituent groups (if any) and the public

Executive session, if necessary

Other business

Adjournment

#### 7.3.1 Business to be considered.

The President is responsible for development of the agenda for the Chairperson's final approval. Any proposed action or business item by a ~~board~~Board member should be presented to other ~~board~~Board members and the President at least five days prior to the ~~board~~Board meeting.

#### 7.3.2 Consent agenda.

Items requiring a decision that are expected to require no discussion or debate by the ~~board~~Board may be presented as a "Consent Agenda" as part of the agenda described in Section 7.3.1. Items may be removed from the Consent Agenda on the request of any ~~board~~Board member and without a motion or vote. Removed items may be taken up by the ~~board~~Board either immediately after the Consent Agenda or placed later on the agenda at the discretion of the Chairperson. Items not removed may be adopted by general consent and in accordance with Section 7.2.3. Consent Agenda items may include items recommended to the ~~board~~Board by any of the standing committees of the ~~board~~Board, except for any items that involve

the expenditure of money not provided for in the annual budget, or adoption or revision of the annual budget.

#### 7.4 Public and constituent participation

It is the policy of the Board to require persons who wish to address the Board in the Comment portion of the Board meeting to limit their remarks to no more than five minutes, and to speak at the appropriate time during the agenda. The Chairperson may institute a sign-in process for persons who wish to speak and also limit the number of speakers commenting on any one subject. The Board may or may not respond to speakers' comments.

#### 7.5 Parliamentary rules

The proceedings of the Board, when not otherwise provided for by its rules, shall be governed by the most current edition of "Robert's Rules of Order." Any motion shall be reduced to writing upon the request of a member.

#### 7.6 Recording Meetings

Members of the public and the news media may record public sessions of ~~board~~Board and committee meetings. Use of recording devices may not interfere with the meeting or other attendees' view or hearing of the proceedings. Any recording devices must be fixed to one location in the room throughout the meeting. No flashes or other light enhancing devices may be used. The location of recording devices will be determined by the Chairperson prior to the meeting. Where multiple parties desire to record the meeting, the Chairperson may limit the number of recording devices in the meeting to no more than two.

### 8.0 THE PRESIDENT OF THE UNIVERSITY

8.1 Serving at the pleasure of the Board of Trustees, the President is the Chief Executive Officer of the University.

8.2 The President is responsible for recommending policies to the Board and for implementing those policies approved by the Board. The President must provide leadership in establishing a vision and goals to guide the University in fulfilling its mission. While the Board has the ultimate responsibility for the governance of the institution to ensure its proper maintenance and successful and continuous operation, it is the President's responsibility to execute ~~board~~Board policies and administer the University to fulfill its mission. Specific responsibilities of the President include, but are not limited to, the following:

8.2.1 Administer ~~board~~Board policies to achieve the institutional mission.

- 8.2.2 Direct strategic and short-range planning.
- 8.2.3 Develop, maintain and evaluate academic programs in furtherance of the University's mission.
- 8.2.4 Develop and maintain an administrative organization and governance structure to facilitate both input into policy development and effective utilization of the resources required to achieve the University's goals and mission.
- 8.2.5 Develop and maintain a system that will receive, screen and recommend for employment the most qualified personnel required to carry out the mission of the University. In addition, this system must assign, supervise, evaluate and promote all personnel employed by the University.
- 8.2.6 Plan and develop a process to secure and maintain the resources necessary to achieve the University's mission at the highest level of quality. This responsibility shall include the presentation of these needs before the Ohio Department of Higher Education~~Board of Regents~~, the Governor's Executive~~Office~~, and the legislature.
- 8.2.7 Prepare and present for Board of Trustees approval the annual operating and capital budgets; in addition, make budgetary allocations and supervise the expenditure of all funds.
- 8.2.8 Present for Board of Trustees approval matters that are required by law or ~~university~~University policy to be presented to the Board.
- 8.2.9 Develop and maintain facilities and equipment required to support the mission of the University.
- 8.2.10 Communicate to the Board the current condition and potential problems facing the University.
- 8.2.11 Represent the University before external public and private sector constituencies.
- 8.3 The President will be evaluated by the Board according to Policy No. 1.03.
- 9.0 **ADOPTION, AMENDMENT, AND REPEAL OF BYLAWS AND OF —UNIVERSITY POLICY AND PROCEDURES**
- 9.1 The foregoing bylaws are intended to provide a general framework for the administration, and operation of the University. Detailed policies and procedures for the organization, administration, and operation of the University may be

adopted, amended, and repealed by the Board of Trustees or President as specified in Board of Trustees Policy No. 5.00RevEV. :

- 9.2 New bylaws may be adopted and existing bylaws amended or repealed by a majority vote of the Board of Trustees at any regular meeting of the Board, providing that notice of the meeting specifies that adoption, amendment, or repeal of the bylaws is to be considered.

## 10.0 TRUSTEE EMERITUS

The Board may grant emeritus status to a ~~board~~Board member whose~~e~~<sup>s</sup> term has ended, is about to end, or who departed from the Board in good standing and had, during the member's ~~board~~Board term, made an exemplary contribution to the Board. Nominations may be made by any current ~~board~~Board member in writing to the ~~chairperson~~Chairperson of the Board or to the President and should fully describe the reasons for the nomination. A grant of trustee emeritus status requires approval of a resolution by a majority of Board members at a meeting in which a quorum is present. A trustee emeritus is an honorary title, without compensation, and, unless compelling circumstances arise that affect the integrity of the institution, the title is a life time honor. A majority of two-thirds of the ~~full board~~Board is necessary to remove an emeritus status.

### History

Effective: 10/16/89

Revised: 04/30/21; 05/06/16; 05/02/14; 11/18/11; 01/14/11; 03/13/09; 06/10/05; 12/10/98; 02/18/95; 10/15/93; 05/04/92

# Shawnee State University

POLICY TITLE:	BYLAWS OF THE BOARD OF TRUSTEES
POLICY NO.:	1.01REV
ADMIN. CODE:	3362-1-01
PAGE NO.:	1 OF 8
EFFECTIVE DATE:	04/30/2021
NEXT REVIEW DATE:	04/2024
RESPONSIBLE OFFICER(S):	BOARD OF TRUSTEES
APPROVED BY:	BOARD OF TRUSTEES

## 1.0 MEMBERS OF THE BOARD OF TRUSTEES

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## 2.0 OFFICERS OF THE BOARD OF TRUSTEES AND THEIR DUTIES

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2.2 The Chairperson shall preside at all meetings of the Board and shall decide all questions of order. It shall be the Chairperson's duty to see that the Board's bylaws are properly followed and its orders properly executed. The Chairperson shall, on behalf of and in the name of the University and the Board, sign all instruments authorized by the Board, except as such duties may be delegated to administrative officers.

2.3 In the absence of the Chairperson, the Vice Chairperson shall be invested with the powers and discharge the duties of the Chairperson. In the absence of the Chairperson and the Vice Chairperson, the duties of Chairperson will be discharged by the Trustee in the following order: Chairperson of the Finance and Administration Committee; Chairperson of the Academic and Student Affairs Committee; Vice Chairperson of the Finance and Administration Committee; and Vice Chairperson of the Academic and Student Affairs Committee.

### 3.0 PRESIDENT'S ROLE AT BOARD OF TRUSTEE MEETINGS

The President is expected to attend all Board and committee meetings, including executive session, unless directed otherwise by the Board. At such meetings, the President will, in an advisory role, have a voice in Board deliberations and have the authority to initiate any subject.

### 4.0 SECRETARY OF THE BOARD

4.1 The Board may appoint a Secretary of the Board. The Secretary may, if not a member of the Board, hold an administrative position with the University. The Secretary shall be responsible for ensuring that meeting notices are provided in accordance with Ohio law. The Secretary shall also be custodian of all Board records and shall attest as required, by his or her signature, all instruments executed by the Chairperson or other authorized person on behalf and in the name of the University and the Board.

4.2 The Secretary shall be responsible for preparing accurate minutes of all Board meetings and of committee meetings as needed.

4.3 The Secretary may, if called upon by the Board Chairperson, serve as Board parliamentarian.

4.4 The Secretary serves at the pleasure of the Board.

### 5.0 TREASURER OF THE BOARD

The Board may appoint a treasurer of the Board to take custody and control of all monies due and owing to the University and to properly account for all monies coming into his or her care and the expenditures of said monies on behalf of the University. The Treasurer may, if not a member of the Board, hold an administrative position with the University. The Treasurer's appointment is continuing but may be terminated at any time, with or without cause, by the Board. The Treasurer will be bonded or insured for faithful performance of his or her duties in conformance with Ohio Revised Code Section 3362.02.

### 6.0 BOARD OF TRUSTEES COMMITTEES

6.1 Standing committees of the Board consisting of no fewer than three members each shall be appointed yearly by the Chairperson of the Board. The Chairperson shall also appoint new members to committees any time a vacancy occurs. Committee chairpersons and vice chairpersons shall be appointed by the Chairperson of the Board. Matters considered and recommended by any standing committee for Board approval, including any Board or University policy, shall be brought to the Board in the form of a resolution.



- 6.2 A majority of a committee's voting members constitute a quorum. In the event a majority of the voting members are not present to take committee action, a quorum may be established with at least one voting member of the committee plus any two additional voting members of the Board. The Board Chairperson, Vice Chairperson or any committee chairperson or vice chairperson has authority to make such temporary appointments and may self-appoint.
- 6.3 The Academic and Student Affairs Committee shall consider and make recommendations to the Board on matters pertaining to academic and student affairs programs and resources. Specific matters that may be presented to the Academic and Student Affairs Committee include, but are not limited to, the following: proposed and existing degree programs; awarding of degrees; commencement and other major University events; research and community development; faculty and staff matters including faculty promotions, organizational structures for academics and student affairs; and other matters as assigned to the committee by the Board or Chairperson of the Board.
- 6.4 The Finance and Administration Committee shall consider and make recommendations to the Board on matters pertaining to financial, business, facilities and administration of the University. Specific matters that may be presented to the Finance and Administration Committee include, but are not limited to, the following: University capital and operating budgets; submission of appropriation and capital requests; tuition and student fees; annual audits; business organization and practices; borrowing and investment of funds; facilities and grounds, including naming, planning, construction, and maintenance; real property matters; purchasing policies; organization and staffing of Finance and Administration; personnel policies and matters; safety and security; information technology; auxiliary operations and services; and other matters as assigned to the committee by the Board or Chairperson of the Board.
- 6.5 The Executive Committee shall be comprised of the Board Chairperson (serving as chairperson), Board Vice Chairperson, and the chairpersons of the committees on Academic and Student Affairs, and Finance and Administration. In the event either or both the Chairperson and Vice Chairperson of the Board also chairs a committee, the Board Chairperson may appoint an additional Board member(s) to the Executive Committee. The Executive Committee shall consider and make recommendations to the Board on the following matters: proposed University policies on matters not assigned to another committee; bargaining unit agreements; and personnel actions that pertain to any of the Vice Presidents or other personnel requested by the President or Chairperson of the Board. The Executive Committee shall also have responsibility for: orienting and mentoring new Board members; evaluating the performance of the President and making a recommendation to the Board on the President's compensation and benefits package. The Executive Committee shall also act/recommend on behalf of the Board on issues needing immediate attention and report such actions to the Board. To act on behalf of the Board, a quorum of the Executive Committee (three



members), which may include temporary appointments pursuant to section 6.2, above, must be present. Executive Committee actions taken on behalf of the Board shall be reported to the Board and made a part of the official record by including such action in the record of the next regularly scheduled Board meeting. Any meeting of the Executive Committee at which binding action is taken shall adhere to all applicable provisions of Ohio Revised Code 121.22, the Open Meetings law.

- 6.6 The Chairperson of the Board shall be a voting member of the Board, the Executive Committee, and one other standing committee and an ex-officio (non-voting) member of all other committees.
- 6.7 The President will appoint at least one Vice President or other appropriate administrative personnel to staff the Academic and Student Affairs Committee and the Finance and Administration Committee.

## 7.0 MEETINGS OF THE BOARD OF TRUSTEES

The Board of Trustees shall comply with all provisions of the Ohio Open Meetings Law set forth in section 121.22 of the Revised Code. The Secretary shall be responsible for ensuring that all required notifications are issued. Any person desiring specific notification of Board meetings may request copies of Board agendas upon providing a self-addressed stamped envelope to the Secretary, or by providing an email address to which agendas may be sent electronically.

### 7.2 Meetings

- 7.2.1 The annual organizational meeting of the Board is its last regularly scheduled meeting of the fiscal year. Other regular meetings will be scheduled and posted for public notice at least five days in advance.
- 7.2.2 Special meetings may be held upon the call of the Chairperson or upon written request to the Secretary by three Board members.
- 7.2.3 A majority of the then-current membership of the Board, when duly convened, shall constitute a quorum to do business, and a majority vote of those present shall be sufficient to adopt any motion or resolution, provided that the vote of no fewer than five members shall be necessary to make or confirm the making of any contract involving the expenditure of money not provided for in the annual budget; to adopt and revise the annual budget; and to amend or repeal previously adopted policies or bylaws of the Board.

7.2.4 A roll call vote shall be taken whenever directed by the Chairperson or requested by two members of the Board and shall be necessary when electing or removing a President.

7.3 Order of business

The usual order of business at Board meetings shall be as follows:

Call to order

Roll call

Approval of Minutes

Approval of Agenda

Consent agenda

Committee reports

Non-consent action items

Reports, if any, from Board liaisons with other organizations

President's report

New business

Comments from constituent groups (if any) and the public

Executive session, if necessary

Other business

Adjournment

7.3.1 Business to be considered.

The President is responsible for development of the agenda for the Chairperson's final approval. Any proposed action or business item by a Board member should be presented to other Board members and the President at least five days prior to the Board meeting.

7.3.2 Consent agenda.

Items requiring a decision that are expected to require no discussion or debate by the Board may be presented as a "Consent Agenda" as part of the agenda described in Section 7.3.1. Items may be removed from the Consent Agenda on the request of any Board member and without a motion or vote. Removed items may be taken up by the Board either immediately after the Consent Agenda or placed later on the agenda at the discretion of the Chairperson. Items not removed may be adopted by general consent and in accordance with Section 7.2.3. Consent Agenda items may include items recommended to the Board by any of the standing committees of the Board, except for any items that involve the expenditure of money not provided for in the annual budget, or adoption or revision of the annual budget.

7.4 Public and constituent participation

It is the policy of the Board to require persons who wish to address the Board in the Comment portion of the Board meeting to limit their remarks to no more than five minutes, and to speak at the appropriate time during the agenda. The Chairperson may institute a sign-in process for persons who wish to speak and also limit the number of speakers commenting on any one subject. The Board may or may not respond to speakers' comments.

#### 7.5 Parliamentary rules

The proceedings of the Board, when not otherwise provided for by its rules, shall be governed by the most current edition of "Robert's Rules of Order." Any motion shall be reduced to writing upon the request of a member.

#### 7.6 Recording Meetings

Members of the public and the news media may record public sessions of Board and committee meetings. Use of recording devices may not interfere with the meeting or other attendees' view or hearing of the proceedings. Any recording devices must be fixed to one location in the room throughout the meeting. No flashes or other light enhancing devices may be used. The location of recording devices will be determined by the Chairperson prior to the meeting. Where multiple parties desire to record the meeting, the Chairperson may limit the number of recording devices in the meeting to no more than two.

### 8.0 THE PRESIDENT OF THE UNIVERSITY

8.1 Serving at the pleasure of the Board of Trustees, the President is the Chief Executive Officer of the University.

8.2 The President is responsible for recommending policies to the Board and for implementing those policies approved by the Board. The President must provide leadership in establishing a vision and goals to guide the University in fulfilling its mission. While the Board has the ultimate responsibility for the governance of the institution to ensure its proper maintenance and successful and continuous operation, it is the President's responsibility to execute Board policies and administer the University to fulfill its mission. Specific responsibilities of the President include, but are not limited to, the following:

8.2.1 Administer Board policies to achieve the institutional mission.

8.2.2 Direct strategic and short-range planning.

8.2.3 Develop, maintain and evaluate academic programs in furtherance of the University's mission.

- 8.2.4 Develop and maintain an administrative organization and governance structure to facilitate both input into policy development and effective utilization of the resources required to achieve the University's goals and mission.
  - 8.2.5 Develop and maintain a system that will receive, screen and recommend for employment the most qualified personnel required to carry out the mission of the University. In addition, this system must assign, supervise, evaluate and promote all personnel employed by the University.
  - 8.2.6 Plan and develop a process to secure and maintain the resources necessary to achieve the University's mission at the highest level of quality. This responsibility shall include the presentation of these needs before the Ohio Department of Higher Education, the Governor's Office, and the legislature.
  - 8.2.7 Prepare and present for Board of Trustees approval the annual operating and capital budgets; in addition, make budgetary allocations and supervise the expenditure of all funds.
  - 8.2.8 Present for Board of Trustees approval matters that are required by law or University policy to be presented to the Board.
  - 8.2.9 Develop and maintain facilities and equipment required to support the mission of the University.
  - 8.2.10 Communicate to the Board the current condition and potential problems facing the University.
  - 8.2.11 Represent the University before external public and private sector constituencies.
- 8.3 The President will be evaluated by the Board according to Policy No. 1.03.
- 9.0 **ADOPTION, AMENDMENT, AND REPEAL OF BYLAWS AND OF UNIVERSITY POLICY AND PROCEDURES**
- 9.1 The foregoing bylaws are intended to provide a general framework for the administration, and operation of the University. Detailed policies and procedures for the organization, administration, and operation of the University may be adopted, amended, and repealed by the Board of Trustees or President as specified in Board of Trustees Policy No. 5.00Rev.
  - 9.2 New bylaws may be adopted and existing bylaws amended or repealed by a majority vote of the Board of Trustees at any regular meeting of the Board,

providing that notice of the meeting specifies that adoption, amendment, or repeal of the bylaws is to be considered.

#### 10.0 TRUSTEE EMERITUS

The Board may grant emeritus status to a Board member whose term has ended, is about to end, or who departed from the Board in good standing and had, during the member's Board term, made an exemplary contribution to the Board. Nominations may be made by any current Board member in writing to the Chairperson of the Board or to the President and should fully describe the reasons for the nomination. A grant of trustee emeritus status requires approval of a resolution by a majority of Board members at a meeting in which a quorum is present. A trustee emeritus is an honorary title, without compensation, and, unless compelling circumstances arise that affect the integrity of the institution, the title is a life time honor. A majority of two-thirds of the Board is necessary to remove an emeritus status.

#### History

Effective: 10/16/89

Revised: 04/30/21; 05/06/16; 05/02/14; 11/18/11; 01/14/11; 03/13/09; 06/10/05; 12/10/98; 02/18/95; 10/15/93; 05/04/92

## **RESOLUTION E05-21**

### **PRESIDENTIAL EMPLOYMENT AGREEMENT**

WHEREAS, the current Presidential Employment Agreement with the University President, Dr. Jeffrey Bauer, as amended, expires on June 30, 2021; and

WHEREAS, the Board wishes to retain Dr. Bauer in the role of President, and Dr. Bauer has expressed interest in remaining President for at least one more fiscal year; and

WHEREAS, the Board Chair and Dr Bauer have mutually agreed to the terms and conditions for the continuation of the employment of Dr. Bauer as University President, as set forth in the attached Presidential Employment Agreement;

NOW, THEREFORE, IT IS RESOLVED that the Shawnee State University Board of Trustees approves the continued employment of Dr. Bauer in the role of President under the terms set forth in the Presidential Employment Agreement, and directs the Board Chair to execute the agreement on behalf of the Board of Trustees.

(April 30, 2021)

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

**SHAWNEE STATE UNIVERSITY**  
**PRESIDENTIAL EMPLOYMENT AGREEMENT**

This Presidential Employment Agreement (“Agreement”) is made by and between The Board of Trustees of Shawnee State University (the “Board”) and Jeffrey A. Bauer (the “President” or “Dr. Bauer”) and is effective July 1, 2021.

**RECITALS**

WHEREAS, the Board wishes to continue the employment of Dr. Bauer as President of Shawnee State University (“University”) and Dr. Bauer wishes to continue serving as President, subject to the terms of this Agreement and applicable law; and

WHEREAS, both the Board and Dr. Bauer desire to set forth their respective rights and obligations in this Agreement; and

WHEREAS, the material terms of this Agreement have been duly approved by the Board at the regular meeting of the Board of Trustees held on April 30, 2021;

NOW, THEREFORE, in consideration of the promises, and the mutual covenants and conditions herein contained, the adequacy and sufficiency of which are hereby acknowledged, the Board and the President agree as follows:

**1.0 Appointment as President.**

- 1.1 The Board hereby agrees to continue the employment of Dr. Bauer as President of the University. As President, Dr. Bauer will serve as the chief executive officer of the University under the bylaws, policies and supervision of its Board and its primary officers (Chairperson and Vice-Chairperson). The President hereby accepts and agrees to such employment.
  
- 1.2 The President shall perform all duties required by law and this Agreement, and in accordance with Board directives, bylaws and policies, as adopted or amended. The President shall also perform those duties as are customarily performed by a University president including, but not limited to, the following:

Page 1 of 11

Initials/Date:

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May 5, 2021

  
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Secretary, SSU Board of Trustees

- 1.2.1 Providing institutional leadership;
- 1.2.2 Administering and developing board policies and procedures that advance the University's goals and mission;
- 1.2.3 Providing executive leadership and guidance for the academic affairs of the University;
- 1.2.4 Providing executive leadership in long-range strategic planning; budget formulation; and supervision of the University's buildings and grounds;
- 1.2.5 Engaging in public, governmental and alumni relations;
- 1.2.6 Fundraising and development;
- 1.2.7 Recruiting, retaining and graduating students;
- 1.2.8 Recruiting and retaining the most qualified faculty and staff;
- 1.2.9 Performing such other responsibilities commensurate with the position as President that may from time to time be assigned by the Board.

**2.0 Best Efforts as President.**

- 2.1 The President agrees to faithfully, industriously and with maximum use of his experience, ability and talent, devote full-time attention and energies to the duties as President of the University.
- 2.2 Such duties shall be principally rendered at the campus of the University in Portsmouth, Ohio, and at such other places as the Board or the President deem appropriate for the interest, needs, business or opportunity of the University.
- 2.3 The President shall not, without prior written permission from the Board Chairperson, render services of any professional nature for remuneration to or for any person or firm other than to the University. Nor may the President engage in any activity that may be competitive with or averse to the best interest of the University or otherwise engage in any activity or conduct in violation of Ohio's ethics laws applicable to public officers and public employees. The expenditure of reasonable amounts of time for charitable activities shall not be deemed a breach of this Agreement, provided that such activities do not interfere with the duties of President.

Page 2 of 11

Initials/Date:

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May 5, 2021

  
Secretary, SSU Board of Trustees



**3.0 Term of Appointment.**

This appointment as President shall be for one year, commencing on July 1, 2021 and terminating on June 30, 2022 (“Initial Term”), subject to earlier termination and potential renewal, as provided in this Agreement.

The parties agree to a mutual option for two (2) renewals of one (1) year each at the expiration of the initial term on June 30, 2022. The parties shall meet and decide by no later than October 1, 2021 and October 1 of each succeeding year whether this Agreement will be renewed for an additional one (1) year period. The Initial Term and any subsequent renewals of one (1) year shall collectively be referred to as the “Term.” The parties acknowledge and agree that this Agreement shall end by its terms no later than June 30, 2024, unless terminated sooner as provided in this Agreement or unless extended by mutual written agreement of the parties.

**4.0 Compensation.**

4.1 For all services rendered by the President under the provisions of this Agreement, the University shall pay the President an annual base salary of Two Hundred Forty-Five Thousand Dollars (\$245,000.00) (“Base Compensation”), payable in twenty-six (26) equal payments through each fiscal year (July 1 - June 30). Such base salary shall be subject to all applicable deductions and tax withholdings. Deductions for the employee portion of the cost of the University-provided retirement, health, life insurance and similar employee benefit costs for University administrators shall be deducted from the President’s base salary amount, and shall be subject to the plan cost adjustments applicable to all University administrators.

4.2 The President’s base salary shall be annually reviewed in conjunction with the Board’s annual performance review of the President in accordance with Board policy. A merit increase of the President’s salary may be considered at such performance review.

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**5.0 Physical Examination, Insurance, Retirement and Benefits.**

- 5.1 As a condition of employment as President, and within ninety (90) days of the Effective Date of this Agreement, the President shall have a comprehensive physical examination by a licensed physician, mutually agreed upon by the parties. The University will assume the costs of the examination and all tests and procedures related to the examination. A certification of his fitness for duty shall be submitted to the Chairperson of the Board of Trustees. The President shall undergo a similar examination annually, with all costs to be borne by the University, and a physician's certification of fitness for duty shall be submitted to the Chairperson of the Board of Trustees.
- 5.2 The University shall provide the President with group medical, prescription, dental, vision, disability, and basic life insurance, in accordance with the University's employer-provided plans applicable to full-time University administrative employees. The President may elect to participate in voluntary benefit plans on the same basis and on the same terms as are generally available to full-time University administrative employees.
- 5.3 The President shall be entitled to participate in the Ohio State Teachers Retirement System ("STRS") pension plan or the Alternative Retirement Plan ("ARP") as the President may elect and for which the President is eligible under the terms of STRS or ARP, on the same basis and on the same terms as are generally available to full time University academic administrative employees.
- 5.4 In addition to the above retirement provision, the University will provide and maintain for the benefit of the President a Supplemental Qualified Retirement Plan under Section 401(a) of the Internal Revenue Code (the "SQRP"). On or about July 1, 2021 -- and if this Agreement is extended beyond June 30, 2022, on or about July 1 of each subsequent year in which Dr. Bauer serves as President -- the University shall contribute annual amounts to the SQRP up to the maximum permitted limits under the Code, provided that the aggregate annual contributions to the SQRP equal forty-five thousand dollars (\$45,000) (the "University Contribution"). Notwithstanding the foregoing, to the extent that the Code

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limits or prohibits the full amount of the University Contribution from being made to the SQRP, the University shall contribute such amounts as may be necessary to make the full annual University Contribution to a governmental excess benefit arrangement, as described in Section 415(m) of the Code.

**6.0 Vacation.**

- 6.1 The President shall be entitled to twenty-two (22) vacation days per fiscal year. Accumulation and payment for unused vacation days shall be governed by the same policies and procedures as are applicable to other full-time University administrative employees. Attendance at business and professional meetings and conferences shall not be construed as vacation time.
- 6.2 The President shall report use of vacation leave to the University's Human Resources Director and such use is subject to review by the Chairperson of the Board.
- 6.3 While vacation time is encouraged, the President shall not take vacation that interferes with properly discharging the duties of President under the terms of this Agreement.

**7.0 Sick Leave.**

- 7.1 For each year of employment, the President will accrue sick leave at a pro-rated amount each pay period for a maximum of 120 hours per year. Payment for unused sick days shall be governed by the same policies and procedures as are applicable to other full-time University administrative employees.
- 7.2 The President shall report use of sick leave to the University's Human Resources Director. Such use is subject to review by the Chairperson of the Board.

Initials/Date:

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**8.0 Housing Allowance.**

The University will provide the President with a housing allowance in the gross amount of three thousand two hundred fifty dollars (\$3,250.00) per month. Such housing allowance shall be subject to all applicable deductions and tax withholdings.

**9.0 Professional Dues and Meetings.**

9.1 The University will provide and pay for the President’s professional dues for appropriate national professional organizations and such other professional associations that would further the interests of the University. The University shall also pay for the reasonable expenses incurred by the President to attend or participate in educational conferences, conventions, courses, seminars and other similar professional growth activities.

9.2 The University shall pay the President’s and spouse’s reasonable travel expenses, accommodations, and other necessary and proper expenses when the presence of the President’s spouse is reasonably appropriate or necessary to further the interests of the University. This provision shall be liberally construed to encourage the participation of the President’s spouse.

**10.0 Membership in Service Organizations.**

The President will be provided with membership in at least one service organization, such as Rotary, that would further the interests of the University. The President will also have access to a club membership that would further the University’s interest, which would either be in the name of the University’s foundation or the University. The President will be responsible for any expenses not related to University business.

**11.0 Faculty Appointment.**

The President shall hold the rank of Professor of Geology. Dr. Bauer shall have the right to fall back to the position Professor of Geology if: a) he resigns the position of President while this Agreement is in effect; b) he is

Initials/Date:

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terminated as President without cause; or c) he is terminated as President for any reason other than the for-cause provisions in subsections 13.1.1; 13.1.4; or 13.1.5, below.

**12.0 Working Facilities and Resources.**

The President shall be furnished with a private office, secretarial assistance, an entertainment budget and other resources that are necessary and reasonable for the operation of the President’s Office and the University’s development objectives. Resources shall include other appropriate technology equipment and assistance to fulfill the duties as President. Such furnishings and equipment shall remain the property of the University.

**13.0 Termination.**

13.1 Termination by the Board for Cause. The Board may terminate the President’s employment and this Agreement at any time for “Cause” without further liability under this Agreement, except for any earned but unpaid wages or vested benefits. “Cause” shall mean any of the following:

- 13.1.1 Any conduct of the President that constitutes moral turpitude, or that would tend to bring public disrespect, contempt, or ridicule upon the University;
- 13.1.2 A material violation by the President of any law, policy, procedure, rule or by-law of the University, or local, state or federal law, which, in the reasonable judgment of the Board, reflects adversely upon the University;
- 13.1.3 The President’s prolonged absence from work without the Board’s consent, except when such absence is attributable to illness or disability;
- 13.1.4 Misappropriation of University funds or University Development Foundation funds;
- 13.1.5 A conviction or guilty or no contest plea to a felony; and
- 13.1.6 Any other material violation or neglect by the President of the duties, terms and conditions set forth in this Agreement, or refusal to perform such duties in good faith and to the best of the

Initials/Date:

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President's abilities, any of which is not remedied after thirty (30) days' written notice to the President.

13.2 Termination by the Board without Cause. The parties agree that the Board, by formal vote, may terminate this Agreement prior to its normal expiration, without cause, as follows:

13.2.1 Regardless of any other provision of this Agreement, this Agreement shall terminate automatically, without further liability of the Board except for applicable medical, insurance and vested benefits provided in this Agreement, if the President dies.

13.2.2 Notwithstanding any reasonable accommodation that the Board may provide the President, if as a result of the President's disability or incapacitation, the Board reasonably deems the President incapable of performing the essential functions of his employment as President, the Board reserves the right to terminate this Agreement.

13.2.3 If the President dies or becomes incapable of carrying out the duties of office due to permanent disability and is terminated, the Board shall be liable to the President or the President's personal representative for any accrued but unpaid compensation together with any other compensation and benefits that would be due and payable to the President by reason of death or disability during University employment.

13.3 Benefits Upon Termination.

13.3.1 If the Board terminates this Agreement without cause under section 13.2.2 or the President terminates the contract under section 13.4, the President shall be entitled to continue to participate in the University's health insurance plan under the Consolidated Omnibus Reconciliation Act (COBRA) at 102% of the full cost of the University's health plan at the President's expense. The President will not be entitled to any other benefits except as otherwise provided or required by applicable law.

Page 8 of 11

Initials/Date:

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Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

13.3.2 In no case shall the University be liable for the loss of any collateral business opportunities or any other benefits, perquisites, or income from any sources that may ensue as a result of the Board's termination of this Agreement without cause.

13.4 Termination by President. The President may terminate this Agreement and his employment as President at any time by the President delivering to the Board One Hundred Twenty (120) days' advance written notice of such termination. Upon termination by the President of this Agreement, any further obligations of the Board to the President under this Agreement shall cease and in no event shall the University be liable for the loss of any benefits, perquisites, or income from any other sources as a result of such termination.

**14.0 Tax Liability and Advice.**

14.1 The President shall be responsible for any federal, state or local income tax liability incurred as a result of payments made as compensation or benefits provided to the President pursuant to this Agreement.

14.2 The President acknowledges and agrees that it is the President's responsibility to seek advice from the President's personal tax, legal and financial advisors with respect to each and every term of the Agreement. Neither the University, nor any trustee, employee nor agent of the University makes any guarantee of any tax consequences with respect to any provision of this Agreement.

**15.0 Entire Agreement; Modification.**

15.1 The parties acknowledge and agree that this document contains the entire Agreement of the President and the Board.

15.2 This Agreement may be changed or modified by the parties only in writing signed by the President and the Chairperson of the Board with formal Board approval.

**16.0 Severability.**

The provisions of this Agreement are severable and independent, and if any such provision shall be determined to be unenforceable in whole or in part, the remaining provisions and any partially enforceable provision shall, to the extent enforceable in any jurisdiction, nevertheless be binding and enforceable.

**17.0 Governing Law and Forum.**

This Agreement shall be interpreted and construed in accordance with the laws of the State of Ohio. Claims arising under this Agreement or relating to the employment relationship between the parties shall be filed in the Ohio Court of Claims. If the Ohio Court of claims does not have jurisdiction over the subject matter of the dispute, venue shall lie in the appropriate state common pleas and/or federal district court that covers or includes Scioto County, Ohio.

**18.0 Waiver.**

No delay or failure to enforce any provision of this Agreement shall constitute a waiver or limitation of rights enforceable under this Agreement.

**19.0 Adequacy of Funds and O.R.C. 3345.77 Requirement.**

Payment of salary and other compensation under this Contract is subject to the appropriation of funds by the Ohio General Assembly. However, it is the understanding of the parties that funding for the University includes sources other than appropriations by the State of Ohio. It is not the intention of the Board to use any reduction in appropriations as a reason to reduce the salary of the President if other funds are available for such purpose. The parties further understand that this Contract is subject to Ohio Revised Code Section 3345.77.

Initials/Date:

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IN WITNESS WHEREOF, this Agreement is executed to be effective as of the date first set forth above.

SHAWNEE STATE UNIVERSITY

\_\_\_\_\_  
Joseph Watson, Chair  
Board of Trustees

Date: \_\_\_\_\_

\_\_\_\_\_  
Dr. Jeffrey A. Bauer  
President

Date: \_\_\_\_\_

This Agreement has been reviewed and approved for legal form and sufficiency.

\_\_\_\_\_  
Michael C. McPhillips  
General Counsel

Date: \_\_\_\_\_

Page 11 of 11

Initials/Date:

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Certified as True and Correct  
May 5, 2021

  
\_\_\_\_\_  
Secretary, SSU Board of Trustees

## **RESOLUTION F09-21**

### **APPROVAL OF REVISIONS TO POLICY 1.05REV, INVESTMENT POLICY**

WHEREAS, Policy 1.05Rev., Investment Policy was updated by the Board of Trustees on April 12, 2019; and

WHEREAS, at the March 10, 2021 meeting, the University's Investment Committee and Investment Consultant (TIAA) evaluated the status of the University's diversified investment pool, current and future cash needs, the necessity to restructure the investment allocation, and the limitations of the established asset allocation targets and ranges; and

WHEREAS, the policy has been updated and revised to respond to current needs and to ensure the continued effective management of the University's diversified investment pool with Investment Committee concurrence;

THEREFORE, BE IT RESOLVED that the Shawnee State University Board of Trustees approves the proposed revisions to Policy 1.05Rev., Investment Policy.

(April 30, 2021)

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

## Shawnee State University

POLICY TITLE:	INVESTMENT POLICY
POLICY NO :	1.05REV
ADMIN CODE:	3362-1-05
PAGE NO.:	1 OF 5
EFFECTIVE DATE:	<del>04/12/2019</del> /3019/2021
NEXT REVIEW DATE:	<del>4/2020</del> /2023
RESPONSIBLE OFFICER(S):	INVESTMENT COMMITTEE
APPROVED BY:	BOARD OF TRUSTEES

### 1.0 PURPOSE

1.1 The Shawnee State University Board of Trustees has title to University investments and these funds are held in trust. The investments are to be made consistent with this investment policy as set forth stipulated below.

1.2 All fiduciaries implementing this investment policy are required to discharge their duties with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims.

### 2.0 MEMBERSHIP AND DUTIES

2.1 The membership of the Investment Committee shall be as follows.

2.1.1 The University's Vice President for Finance and Administration or his/her delegate shall serve as a permanent member of the Committee.

2.1.2 The University Controller shall serve as a permanent member of the Committee.

2.1.3 The Chair of the Board of Trustees shall appoint a chair of the Investment Committee from among the members of the Board's Finance and Administration Committee. The chair of the Investment Committee shall serve in that role for a term of one fiscal year, which is renewable at the discretion of the Chair of the Board.

2.1.4 In addition to the members discussed in sections 2.1.1 through 2.1.3, there shall be three (3) additional members. Each such additional member shall be appointed in staggered three-year terms, which are renewable as set forth in section 2.1.4. Existing members at the time of this amendment shall serve out the remainder of their terms, and are eligible for renewal.

2.1.5 The chair of the Investment Committee shall make recommendations on replacing a member at the end of a term, renewing a member's term, and appointing a member to fill a vacancy during a term. All such renewal recommendations and nominees recommended by the Investment Committee chair are subject to approval by the Board of Trustees.

~~2.2~~

~~2.3 Effective beginning July 1, 2002, the Shawnee State University Investment Committee is established.~~

~~2.4 Chair: A member of the Board of Trustees Finance and Administration Committee as appointed by the Chair, Shawnee State University Board of Trustees. Term: A fiscal year appointment, renewable, at the discretion of the Chair, Shawnee State University Board of Trustees.~~

~~2.5 Member: The Shawnee State University Vice President for Finance and Administration or delegate.~~

~~2.6 Members: Three members nominated by the Chair, Shawnee State University Board of Trustees and approved by the Shawnee State University Board of Trustees. Term: Initial appointments of one, two and three years respectively. Thereafter, appointments are for three fiscal years or parts thereof.~~

~~2.7~~2.2 The Investment Committee shall meet at least quarterly.

~~2.8~~2.3 The Investment Committee shall review and recommend revision to this investment policy and ~~shall~~ advise the Shawnee State University Board of Trustees through its Finance and Administration Committee on its investments.

~~2.9~~2.4 The Investment Committee is authorized to retain an investment advisor that meets the credential criteria as outlined in law.

~~2.10~~2.5 Upon appointment, ~~e~~Each Investment Committee member ~~must~~will sign an agreement indicating that they will avoid conflicts of interest in performing their duties as committee members.

### 3.0 INVESTMENT OBJECTIVE

3.1 The primary objectives of the University's investment activities ~~shall be~~are:

3.1.1 Safety: Assets of the University shall be handled ~~undertaken~~ in a manner that diversifies ~~its~~ investments so as to ~~mitigating~~ the magnitude of potential capital loss inherent in investment risk.

3.1.2 Return on Investment: To have, over time, return net-of-fees that at least equals common indexes in capital markets in which the University's assets are invested.

### 4.0 INVESTMENT ALLOCATION

4.1 A minimum of 25% of the prior fiscal year's average investment portfolio will be invested in securities of the United States Government or of its agencies or instrumentalities, the treasurer of state's pooled investment program, obligations of this state or any political subdivision of this state, certificates of deposit of a national bank located in this state, written repurchase agreements with any e

Certified as True and Correct  
May 5, 2021

Secretary, SSU Board of Trustees

Ohio financial institution that is a member of the ~~F~~Federal ~~R~~Reserve ~~S~~System or ~~F~~federal ~~h~~Home ~~L~~Loan ~~b~~Bank, money market funds, or bankers acceptances maturing in two hundred seventy days or less which are eligible for purchase by the ~~f~~Federal ~~r~~Reserve system, as a reserve. The actual percentage may be higher than this figure dependent upon anticipated cash flow needs with some buffer for unanticipated needs as determined by Section 4.4 of this Policy.

4.2 Investments shall be made in a Liquid Pool and a Diversified Investment Pool-are established.

4.2.1 The administration of the Liquid Investment pool is to remain with the Shawnee State University Finance Office as an agent of the Investment Committee. Returns will be reported quarterly to the Investment Committee and, in-~~turn to~~ the Board of Trustees.

4.2.2 The diversified investment pool will be invested in publicly traded securities with the following ranges of asset allocation within that pool:

	Target Allocation		Range
Total Equity		<del>30</del> 35%	20% to 40%
Large Cap	20%		
Mid and Small Cap	<del>5</del> 10%		
International	5%		
Total Fixed Income		60%	55% to 75%
Cash		<del>10</del> 5%	<del>5</del> 1% to 30%
Alternative Assets		0%	<del>0</del> to <del>0</del> 5%

4.2.3 The Vice President for Finance and Administration or delegate has authority to allocate funds between these pools.

4.2.4 Asset Target Allocations will be reviewed with the Investment Committee not less than on an annual basis for critical changes that will recognize the University's long-term financial needs and be responsive to investment market conditions.

4.3 The University may transfer a portion of the Diversified Investment Pool to the Liquid Investment Pool as follows:

4.3.1 The University may transfer up to 2.5% times the Diversified Investment Pool's previous twelve quarter moving average of market value from the Diversified Investment Pool to the Liquid Investment Pool.

4.3.2 This calculation will be applied to the twelve quarters ending on December 31 of the current fiscal year so the level of additional funding will be available during the subsequent year's budgeting process.

4.3.3 The amount eligible to be transferred may be moved as a lump sum or

periodically during the fiscal year but the total of the transfer(s) may not exceed the original calculated amount (other than for exceptions noted in other sections of the Investment Policy).

4.3.4 The Vice President for Finance and Administration will recommend the amount (and the related investment accounts from which the funds will be withdrawn) of eligible funds to be transferred from the Diversified Investment Pool to the Liquid Investment Pool based on the University's anticipated cash needs and consultation with the University's Investment Consultant. The transfer will require the approval of the University President and will subsequently be reported to the Investment Committee and the Board of Trustees at their respective meetings following the transfer.

4.4 The Vice President for Finance and Administration may request a transfer to or from the Diversified Investment Pool to either the Liquid Investment Pool or the University's Main Operating checking account outside of the formula restrictions noted in Section 4.3 based on unanticipated cash needs of the University. Based upon the amount of the request, the recommendation will require ~~the~~ approval as follows:

4.4.1	<u>Requested Transfer Amount:</u>	<u>Requires Approval From:</u>
	\$1 to \$1,000,000	Vice President <u>for</u> <del>of</del> Finance & Administration
	\$1,000,001 to \$2,500,000	University President
	\$2,500,001 to \$5,000,000	Chair, <u>-</u> Shawnee State University Board of Trustees

4.4.2 The transfer will also be reported to the Investment Committee and the Board of Trustees at their respective meetings following any transfer.

## 5.0 INVESTMENT SECURITIES DIVERSIFICATION AND QUALITY

5.1 No more than 5% of the Diversified Investment Pool portfolio ~~can be~~ shall be invested in any single issue except U. S. government securities.

5.2 Investment in fixed income securities shall be limited to government and agency issues and other issues in the top four quality ratings of recognized credit services. Prohibited investments include bonds rated below investment grade and derivatives which comprise a substantial part of an investment fund in which derivatives comprise a substantial part.

## 6.0 ALTERNATIVE INVESTMENTS

Inclusion of alternative investments is at the discretion of the Investment eCommittee. Alternative investment categories may include: gold and other commodities.

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

## 7.0 MARKET BENCHMARKS

- 7.1 Given short-term market fluctuations, it is intended that investment manager(s) will achieve the following performance objectives over a 5-year moving period, net of investment fees, set forth in section 7.2. It is understood that performance evaluation will occur in shorter intervals, the results of which may cause the Investment Committee to make an investment manager change.
- 7.2 ~~Policy Benchmarks are: 45% Barclays Capital U.S. Aggregate Index, 36% Russell 3000 Index, 18% MSCI ACWI, and 1% Lipper Money Market Fund. Policy benchmarks will be established by the Investment Committee as needed but no less than on an annual basis and subsequently communicated to the Board of Trustees, upon adoption.~~
- 7.3 In evaluating the Investment Manager's performance, relative to the established benchmarks, any University requested revisions of the asset allocations will be taken into consideration.

## 8.0 EVALUATION OF INVESTMENT MANAGERS

- 8.1 Investment managers will be reviewed quarterly based upon the following criteria:
- 8.1.1 Ability to exceed the performance objectives stated in this policy.
- 8.1.2 Adherence to the philosophy and style that were articulated to the Investment Committee at, or subsequent to, the time an investment manager was retained.
- 8.1.3 Ability to exceed the investment performance (net of fees) of other investment managers who adhere to the same or similar style.
- 8.1.4 Continuity of personnel and practices at the firm.

### History

Effective: 10/11/02

Revised: 04/30/21, 04/12/19, 10/14/16, 05/02/14, 06/14/12, 11/18/11, 04/13/07, 04/22/05

# Shawnee State University

POLICY TITLE:	INVESTMENT POLICY
POLICY NO :	1.05REV
ADMIN CODE:	3362-1-05
PAGE NO.:	1 OF 5
EFFECTIVE DATE:	4/30/2021
NEXT REVIEW DATE:	4/2023
RESPONSIBLE OFFICER(S):	INVESTMENT COMMITTEE
APPROVED BY:	BOARD OF TRUSTEES

## 1.0 PURPOSE

- 1.1 The Shawnee State University Board of Trustees has title to University investments and these funds are held in trust. The investments are to be made consistent with this investment policy as set forth below.
- 1.2 All fiduciaries implementing this investment policy are required to discharge their duties with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims.

## 2.0 MEMBERSHIP AND DUTIES

- 2.1 The membership of the Investment Committee shall be as follows.
  - 2.1.1 The University's Vice President for Finance and Administration or his/her delegate shall serve as a permanent member of the Committee.
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  - 2.1.3 The Chair of the Board of Trustees shall appoint a chair of the Investment Committee from among the members of the Board's Finance and Administration Committee. The chair of the Investment Committee shall serve in that role for a term of one fiscal year, which is renewable at the discretion of the Chair of the Board.
  - 2.1.4 In addition to the members discussed in sections 2.1.1 through 2.1.3, there shall be three (3) additional members. Each such additional member shall be appointed in staggered three-year terms, which are renewable as set forth in section 2.1.4. Existing members at the time of this amendment shall serve out the remainder of their terms, and are eligible for renewal.
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- 2.2 The Investment Committee shall meet at least quarterly.
- 2.3 The Investment Committee shall review and recommend revision to this investment policy and advise the Shawnee State University Board of Trustees through its Finance and Administration Committee on its investments.
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- 2.5 Upon appointment, each Investment Committee member will sign an agreement indicating that they will avoid conflicts of interest in performing their duties as committee members.
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- 3.1.1 Safety: Assets of the University shall be handled in a manner that diversifies investments so as to mitigate the magnitude of potential capital loss inherent in investment risk.
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- 4.0 INVESTMENT ALLOCATION
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### History

Effective: 10/11/02

Revised: 04/30/21, 04/12/19, 10/14/16, 05/02/14, 06/14/12, 11/18/11, 04/13/07, 04/22/05

**RESOLUTION F11-21**

**APPROVAL OF REDUCED SUMMER 2021  
RESIDENTIAL RATES**

WHEREAS, at the March 19, 2021 meeting, the Board of Trustees approved the Summer 2021 Residential Rates as reflected on the attached schedule; and

WHEREAS, in recent weeks the need to offer more affordable housing during the summer has become obvious so as to combat the negative impact of the coronavirus pandemic on campus housing occupancy; and

WHEREAS; a reduction of summer housing rates is intended to provide more competitive rates to encourage students who are registered for fall 2021 to apply for summer housing; and

WHEREAS, the outcome of the summer 2021 housing initiative will be tracked and considered for future decisions regarding the availability of summer housing;

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the reduction of Summer 2021 Residential Rates as presented.

(April 30 2021)

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

## Summer 2021 Residential Rates (approved 3/2021)

### Campus View

Room Type	Full Semester	5 Week Term
Private	2045	1022
Double Occupancy	1704	852

### Bridgeview Court

Room Type	Full Semester	5 Week Term
Double Occupancy	1704	852

### Residential Connectivity Fee

Full Semester	5 Week Term
\$79	\$40

## ***Proposed (reduced) Rate***

### Campus View

Room Type	Full Semester	5 Week Term
Private	1534	767
Double Occupancy	1278	639

### Bridgeview Court

Room Type	Full Semester	5 Week Term
Private	1534	767
Double Occupancy	1278	639

### Tanner Place

Room Type	Full Semester	5 Week Term
Private	\$1534	\$767
Double Occupancy	1278	639

### University Townhouse/Cedar House

Room Type	Full Semester	5 Week Term
Private	1534	767
Double Occupancy	1278	369

Residential Connectivity Fee remains unchanged

Certified as True and Correct  
May 5, 2021

  
Secretary, SSU Board of Trustees

**Division of Advancement & Enrollment Management Report  
to the Meeting of the Board of Trustees  
April 30, 2021**

**Alumni and Community Events**

The **Shawnee State Alumni Association** has continued engagement through newsletters, social media and email spotlights. To celebrate the university's 35th year, the Alumni Association has continued its spotlights of "35 Alumni for 35 Years" online at [shawneestatealumni.com/35years](http://shawneestatealumni.com/35years).

The Shawnee State **Bear Run** will be virtual for Spring 2021 scheduled for April 26 - May 9.

Shawnee State is planning on holding **Homecoming 2021** October 2 and 3, 2021. Events during the weekend will be held both virtually and on campus. More information to come.

The **Golden Bear program** has continued programming virtually and will do so through the semester. The Golden Bear stretching class occurs twice a week and virtual bingo occurs every Wednesday.

In-person **campus events** have resumed on campus, with COVID restrictions. In the month of April, over 80 in-person events have occurred. In-person **community events** on campus are resuming beginning Monday, May 3.

**Athletics**

*Men's Basketball – NATIONAL CHAMPIONS (31-2)*

- Capped year with first-ever national championship in program history
- DeLano Thomas named NAIA National Coach of the Year, Don Meyer National Coach of the Year, and NAIA HoopDirt National Coach of the Year
- EJ Onu named First-Team NAIA All-American and NABC All-American
- James Jones named NAIA Tournament MVP and Second-Team NAIA All-American
- Finished the year with 27 consecutive victories
- Amier Gilmore, Latavious Mitchell and Miles Thomas were undefeated 25-0 as part of lineup
- First team national championship since 1998-99 women's national title (also went 31-2). Seth Farmer's 2019 national title in one mile joined previous national title winners
- Set school record for number of wins in a season (previous best 22-10 in 2001-02)
- Latavious Mitchell putback dunk No. 4 on SportsCenter Top 10 Plays
- Team participated in SSU Night that Portsmouth High School held in its baseball game against Rock Hill, where team was honored. DeLano Thomas threw out first pitch.

*Women's Basketball*

- Finished 19-9 overall, reached NAIA Opening Round Finals
- Brandie Snow named NABC All-American and First-Team NAIA All-American

*Men's/Women's Bowling*

- Women's bowling program won first-ever conference championship (Ohio Bowling Conference Champions, 2021)
- Chloe Long became first-ever individual conference champion; Zach Otto earns first-ever First-Team All-MSU honor in program history; Jordan Hughes, Andrea Ruark named to MSU Champions of Character Team
- Both programs earned first-ever USBC Sectional bids

**Division of Advancement & Enrollment Management Report  
to the Meeting of the Board of Trustees  
April 30, 2021**

- Men's bowling program put five players on Academic All-MSC list, women's bowling program placed six

*Men's/Women's Swimming*

- Kenzie Pennington named swimming's first-ever NAIA All-American

*Men's Soccer*

- Kevin de Lange set school record in career goals (43) named Second-Team All-MSC, and named to MSC Champions of Character Team
- Bas Markus named Honorable Mention All-MSC
- 10 players named Academic All-MSC (second most in program history)

*Women's Soccer*

- Finished with 8-7 overall record – first winning record since 2017
- 5-6 conference record is best record for team in conference play since 2009 – the year before joining Mid-South Conference
- Shelbi Ritchie named Second-Team All-MSC
- Set program record by placing 11 players on Academic All-MSC list. Six of those players hold at least a 3.9 or above with three holding a 4.0

*Baseball*

- Sit 18-15 overall
- 16-11 start through 27 games is the best start for any SSU baseball program since 2002
- Defeated then No. 9 Freed-Hardeman in a game at home, first win over a ranked opponent in seven seasons

*Softball*

- Won three of four against Pikeville and swept both meetings against Ohio Christian

*Volleyball*

- Finished 11-12 overall – a three-win improvement from 2019 during playing 12 less matches due to COVID-19 shortened campaign
- Finished 8-8 in Mid-South Conference (first .500 or better mark in conference play since 2014), 6-1 at home, and won eight out of nine games at one point during the season
- Macie Rhoads named First-Team All-MSC for second season in a row, won three consecutive Mid-South Conference Attacker of the Week Awards to end the season, became third player in school history to join 1,000-kill, 1,000-dig club (only others to do so are Becca Day and Jami Turrill, both in SSU Hall of Fame), became fourth player in school history to earn at least two first-team all-conference honors (Heather Koehler, Haley Halcomb, Kirsti Yates) and Tied Jami Turrill for most MSC Attacker of the Week honors for a career, with 5 currently
- Maria Kolinoff exceeded 1,000 assists for her career and was named to MSC Champions of Character Team
- Seven named to Academic All-MSC list

*Men's/Women's Golf*

- Shawnee State men have won Alice Lloyd Spring Invitational, Harry Weinbrecht Invitational and placed second in Earlham Spring Invitational



**Division of Advancement & Enrollment Management Report  
to the Meeting of the Board of Trustees  
April 30, 2021**

- SSU men have now won five invitationals between fall and spring (ties the Bears with the 1997-98 squad for the third most in program history in a single season and puts the Bears one back of the 1996-97 and 1998-99 groups for the most invitational wins in a single academic year)
- BJ Knox has finished first or second in all three invitationals this spring, shot a career-low and program-record 18-hole round of 64 and shot a program-record 36-hole record of 132 (Alice Lloyd Spring Invite)
- Austin Barta shot a career-low 69 to match Knox at the Harry Weinbrecht Invitational, in doing so, shot a back nine program record five-under 31
- Holley Hart finished second at Harry Weinbrecht Invitational, shooting an 87
- Golf programs have combined for eight Player of the Week awards between four different players

*Men's/Women's Cross-Country*

- Shawnee State's men won the Mid-South Conference Championship for the fifth consecutive season and the 10th time in last 11 since joining MSC and women finished second
- Both teams earned national bids; men finished 12th, women 30th
- Hunter Hoover was named as Mid-South Conference Runner of the Year
- 11 runners, including eight men and three women, were named either First or Second-Team All-MSC
- Hoover and Jonah Phillips named NAIA All-Americans (Phillips finished 38th, Hoover 39th at nationals)
- Both programs have made 12 NAIA National Championship appearances in the last 13 seasons

*Men's/Women's Indoor/Outdoor Track*

- Hunter Hoover finished fifth and was named an NAIA All-American in indoor track in the 3,000-meter run
- Hoover, Jessica Price and Owen Reeher have already run NAIA 'A' Standard times in the 5,000-meter run, Price has also run a NAIA 'A' Standard time in the 3,000
- Hoover, Price and Reeher have already combined to win four MSC Outdoor Track Athlete of the Week honors in less than a month's time

*Men's/Women's Tennis*

- Women's tennis program won four conference matches inside the Mid-South Conference for the first time ever (defeated Bethel, Freed-Hardeman, Martin Methodist, Thomas More)
- Men's tennis program took two games from Georgetown
- Kierstin Hensley is undefeated, 13-0, in singles play

*ESports*

- Overwatch was undefeated (9-0) as of the last update
- League of Legends plays in the Teemo Cup Finals (4/17)
- Hearthstone plays in the NACE Championship Finals 4//25)

As of April 12, 47 Shawnee State student athletes have been named Mid-South Conference Player of the Week which is the most in school history.

**Division of Advancement & Enrollment Management Report  
to the Meeting of the Board of Trustees  
April 30, 2021**

**Marketing and Communications**

The Office of Marketing & Communications supported SSU Athletics in coverage of the men's basketball team's advance in the NAIA National Championship tournament and celebration as the team returned home **NAIA National Champions**.

The team continues to focus on **Vaccination Promotion**. Marketing & Communications provided support and communications for a Mass Vaccination Drive-Thru Clinic held on campus and a student exclusive vaccine clinic. SSU is part of joint efforts in Scioto County to increase vaccination rates. As part of these efforts, Marketing & Communications launched a social media public service campaign with the men's basketball team encouraging fans to "take their shot." The spot is also running on the local radio station.

Marketing & Communications continues to support **recruitment for Fall 2021** with targeted email marketing, paid search strategies, social media advertising, and direct mail pieces tailored for those at different stages of the enrollment funnel.

The team is supporting academics with promotions of the **Distinguished Lecture Series, Celebration of Scholarship, and Festival of Faculty Achievement**. Communications for **Spring 21 Commencement** plans continue. Campaigns for the newly released **game design rankings, Choose Ohio First scholarships, and nursing degrees** are in production.

Messaging about a **full return to campus life this fall** continues. The team organized an appearance from the president on WSAZ's Studio 3, newspaper columns, social media promotions, and emails to current and prospective students.

**Vern Riffe Center for the Arts**

Wow, what a difference a month can make. The VRCFA calendar is feeling much more lively. We're starting slowly with some Admission events but have high hopes with multiple week-long events/rentals filling the calendar in June (pending University and Health Dept. approval). The end of this month the main theater will be the perfect setting for the Nurse's Pinning and Respiratory Therapy department's graduation ceremonies. These are smaller groups that will fall within the capacity guidelines. The Musical Theater Department will also have their culminating workshop of performances on April 28th. As graduation approaches, the box office will soon be working on issuing 3 tickets to all graduates. Tickets this year will be exclusively through email in an effort to cut down contact. We are prepared and excited to welcome everyone back to the theater.

**Pre-Collegiate Programs and Initiatives**

On March 26, Missy Marsh, Early Learning and School Readiness Consultant from the Ohio Department of Education's Region 15 State Support Team and Julie Short, Autism Center Consultant from OCALI met with the CLC teaching team, Ashley Hood, Cile Partlow, Abby Jenkins, Jordan Hileman, Sheila Bobst, and Nikki Montavon to guide staff through the process-planning framework to design comprehensive positive **behavioral interventions for young children with autism**. On April 21, Marsh will visit the Children's Learning Center to conduct classroom observations and provide technical assistance to enhance the teaching and learning process through the lens of universal design for learning.

As part of our work with the Ohio Department of Education's Comprehensive Literacy State Development subgrant, the literacy team has been implementing monthly family engagement experiences.

**Division of Advancement & Enrollment Management Report  
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April 30, 2021**

On April 1, Literacy Coach Nikki Montavon, announced the results of the **March Book-a-Day Family Reading Challenge**. Each classrooms' goal was based on the number of children enrolled. The winning classroom was Room 3, Ms. Cile's class, who was rewarded with an ice cream party. 798 books were read during the month of March.

During the first week of April, classroom teachers conducted **parent teacher conferences** through Zoom. Classroom teachers shared assessment data results with each family that covered all areas of development including language and literacy, social-emotional, cognition, approaches to learning, and physical health and well-being. Each family received an informational packet prepared by the literacy team including a book list, book of nursery rhymes, read-aloud tips, an Alphabet I-Spy game, and an alphabet chart to assist beginning writers with letter formation. We recognize that preparing college students for tomorrow, starts today.

Read-Aloud Tips:

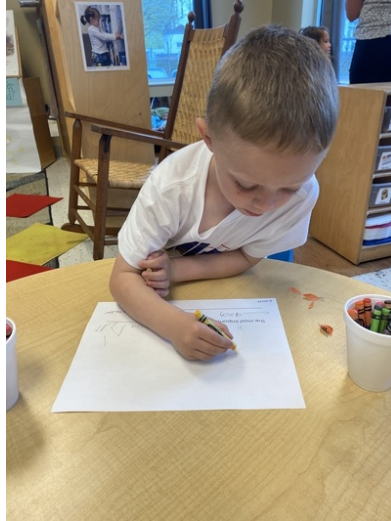
- Allow your child a moment to settle down and adjust their bodies and minds to the story.
- Honor kids' choices of books.
- Set aside at least one consistent time each day for a story.
- With each read aloud, be sure to say the name of the book, the author, and the illustrator.
- Model left to right reading on each page for your child by using a finger sweeping motion for each sentence.
- Take books with you everywhere you go! You may have a few minutes to read a small passage of a book when there is downtime throughout your day.
- Lead by example. When your child see's you reading for pleasure during other parts of the day, they will gain the same enthusiasm in their own reading experiences.
- Don't read books that you don't enjoy yourself. They notice your change in tone during reading!
- If you chose a book that wasn't a great fit for your child, it's okay! Choose another book for next time.
- Be sure that you have enough time to do the book justice when you sit down to read. Try not to rush through the story.
- Answer children's questions patiently- questioning helps their comprehension. Try to point out unfamiliar vocabulary words and give a quick definition for each.
- Don't confuse quantity with quality. If you give your child full attention and enthusiasm for 10 minutes during a read-aloud, this will have a bigger impact on their minds than an hour of television viewing will.
- Lastly, don't use daily book readings as a threat ("If you don't clean up after yourself, no story tonight!"). Children should not have to earn the privilege of a read-aloud with their loved one.

During the **National Association for the Education of Young Children's Week of the Young Child**, the Children's Learning Center celebrated young children all week. On Music Monday, the children created harmonicas and made amazing musical melodies together. On Tasty Tuesday, the children enjoyed mouth-watering watermelon. On Work Together Wednesday, the children read "The Shoemaker and the Elves" and worked together to design new shoes for the shoemaker. The children will finish out the week with Artsy Thursday and Family Friday.

Amanda Hedrick, Hayley Venturino, Tiffany Hartman, and Kara Stump attended the **Common Impact Skills-Based Volunteerism Bootcamp** on April 8, 9, 13, and 14. The goal of the bootcamp was to identify a project based on a need that could be addressed by a skills-based volunteer. Non-profit organizations in attendance included COSI, National Veterans Memorial and Museum, Food Strong, ServeOhio, and more. This process kicked-off the nine-month long process to see the project to completion.

**Division of Advancement & Enrollment Management Report  
to the Meeting of the Board of Trustees  
April 30, 2021**

The **AmeriCorps Program Project BEAR** audit closing meeting was conducted on April 14. The audit revealed that all project goals and objectives were met, and all procedures were followed in accordance with the Corporation for National and Community Service (CNCS) rules and regulations. Project BEAR submitted an expanded grant renewal proposal for 2021-22 with a new community partner.



Literacy is the focus of Project BEAR. In the photo on the left, a child is completing a picture story/word story. In the photo on the right, a Project BEAR member reads a story to a group of preschoolers referencing the print as she reads.

**Development Foundation**

The **Senior Gift campaign** is underway and has already broken records for dollars raised and donors. Currently we stand at \$1,846 and 90 donors. The campaign will remain open until commencement on May 1.

Interim **audit fieldwork** is scheduled for the week of 5/17/21. Year-end audit fieldwork is scheduled for week of 8/23/21

The **Dayton duMeleau Math Emergency Fund** was established. The fund is meant to provide financial assistance to Math students that have exhausted all other financial resources to complete their academic coursework.

**Kricker Innovation Hub & Entrepreneurship**

The **Shawnee Entrepreneurship Club** is officially formed with **nine** members. The club elected its executive officers, held its first meeting, and developed a club constitution. With the support of the SSU Development Foundation, club members completed a **Gallup Builders 10 Profile** to better understand individual entrepreneurial strengths.

The Kricker Innovation Hub held an **Entrepreneurial Journey Speaker Series** event March 25th featuring four young, student, and/or alumni entrepreneurs. This event had 28 attendees. Many of the attendees for this event were students interested in learning more about the Shawnee Entrepreneurship Club.

**Division of Advancement & Enrollment Management Report  
to the Meeting of the Board of Trustees  
April 30, 2021**

The Economic Development Administration funded renovation of the Kricker Innovation Hub is ongoing. We have completed the **environmental abatement work**. The full scope of the renovation is expected to **begin in May**.

Shawnee State University and the Kricker Innovation Hub hosted the **Glockner Dare to Dream High School Business Pitch Competition** on March 2<sup>nd</sup>. This event featured 13 teams presenting their ideas and competing for cash prizes on a virtual event platform called AirMeet. Thanks to the involvement of local and regional sponsors, \$36,000 was given to these teams of high school participants. The winning team, Locked and Loaded Game Birds, took home \$6,450 for their idea of providing a safe, all-inclusive hunting experience to residents of the tri-state region.

The **LIGHTS-INC** grant initiative funded by the Appalachian Regional Commission has been extended by 9 months with the grant funded project expected to conclude **June 30<sup>th</sup> of 2022**.

Together with LIGHTS partner support, the Kricker Innovation Hub is planning to hold a **virtual Entrepreneurial Journey Bootcamp** in May to begin formalizing expanded entrepreneur support programming. This **six-week bootcamp** will meet once a week and culminate in a pitch event. The winner of the event will receive a small cash prize and an opportunity to pitch in front of the Tri-State Angel Investment Group.

The **LIGHTS-INC recovery work group** meets bi-weekly to collaborate and track progress on our recovery initiatives. Utilizing key insights from the LIGHTS Recovery Advisory Team, we developed a **workplace survey** to help improve outcomes for employers and people in recovery. The survey was distributed by LIGHTS-INC members and over 25 partners throughout our entrepreneurship/workforce development/recovery ecosystem. Targeted outreach is still being conducted to supplement over 100 responses already received from regional employers representing 7+ industries in multiple counties across southeast Ohio, northern Kentucky, and West Virginia.

### **Auxiliary and Business Operations**

**Housing operations** is working with a variety of stakeholders to create a summer housing initiative that will allow current residents to remain in campus housing during the summer at a reduced rate. The objective is to give this group of students the ability to stay in their current unit, or relocate to their fall 21 apartment (if applicable) and avoid the inconvenience of finding off campus accommodations. The expected outcome is increased retention.

**Food Service** is continuing meal service to those who have been quarantined due to COVID exposure. During March, National Reading Month, specific dishes were served based on food mentioned in books (i.e. chocolate frogs from Harry Potter). Also served traditional Irish cuisine for St. Patrick Day. March is also Women's History Month – celebrated by creating dishes based on recipes from influential women; Betty White, Kamala Harris, Malala Yousafzai, Maya Angelo, and Dolly Parton. Additional “themed” meals are planned for April. Finally, we are planning to celebrate our NAIA Champion men's basketball team by organizing a steak dinner for the players and coaches.

*Respectfully Submitted,  
Eric Andrew Braun, JD  
VP for Advancement & Enrollment Management*

# Enrollment Management midterm recruiting report 3

## Fall 2021 Student Orientations Lagging; Registrations similar to Fall 2020; Transfers Up

Fall 2021 Term	Mar 15, 2021	April 26, 2021
----------------	--------------	----------------

### Funnel Comparisons

First-time freshmen applications	-41%	-39%
First-time freshmen admitted students	-23%	-22%
Students registered for orientation	-46%	-31%
Students registered for classes		-3%
Transfer student applications	+21%	+48%
Transfer student admitted students	+51%	+47%
Students registered for classes		-18%
New residential student housing deposits	+1%	+4%
Financial Aid Packaging	---	-4%
Scholarships Awarded		-18%

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# HIGHER EDUCATION EMERGENCY RELIEF FUND

(HEERF I, II, III)

Update

Finance & Administration Committee

April 30, 2021

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# Covid-19 Funding Allocations, March 2020 – Feb. 2021

## HEERF I (CARES Act)

- Student Financial Aid - \$1,786,455
- Institutional - \$1,786,455

## CRF, SIP, GEER

- \$3,256,000
- (offset for reduced state funding, student support/activities, mental health)

## HEERF II (CRRSAA)

- Student Financial Aid - \$1,786,455
- Institutional - \$3,676,771

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# Awards/Expended

## Student Financial Aid

- October 2020 - \$1,786,455

## Institutional

- As of February 2021 - \$6,402,719\*

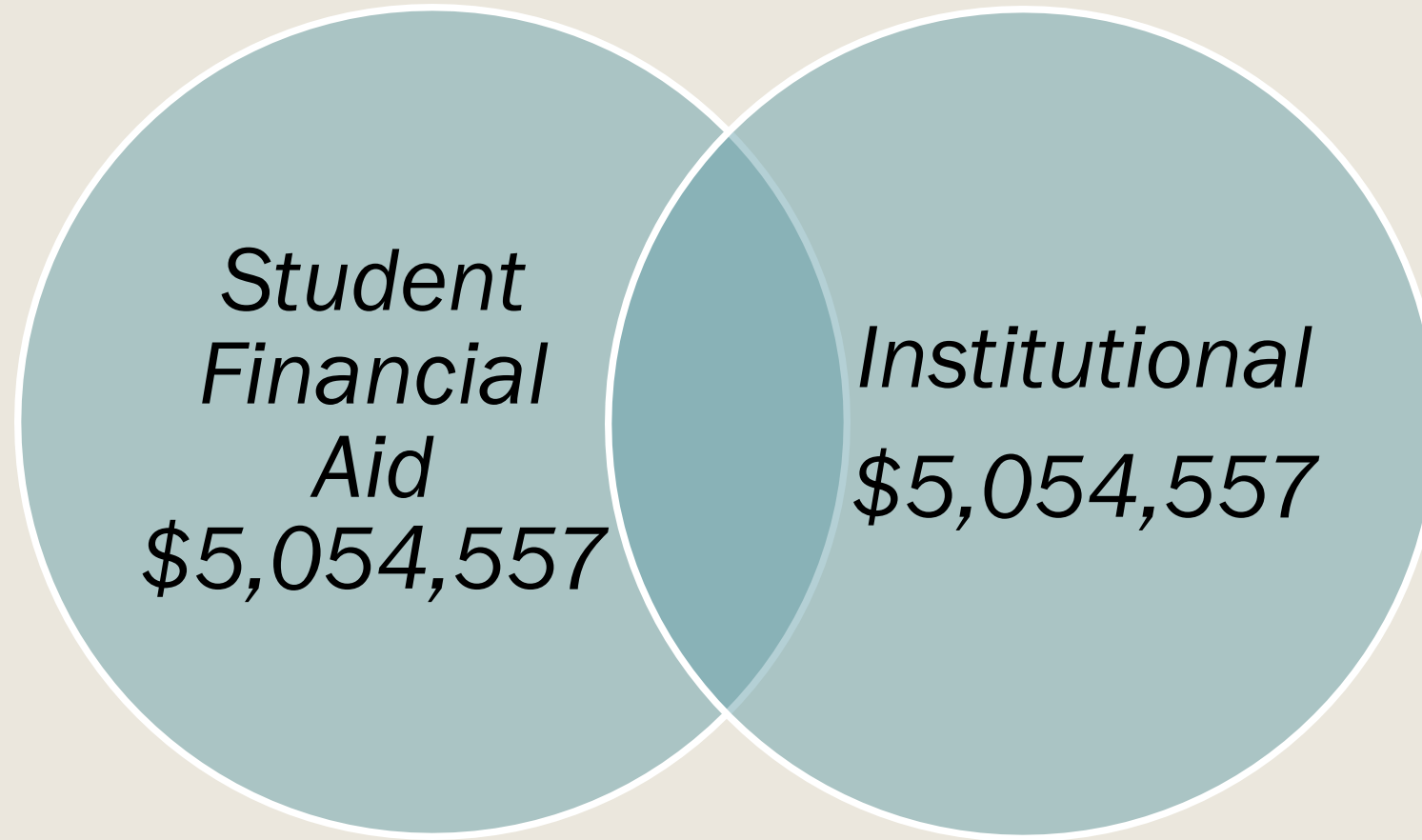
\*\$477,510 from institutional HEERF I required for student awards

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# AMERICAN RESCUE PLAN (ARP) (not yet allocated)



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# CRRSAA rule changes (issued March 19, 2021)

Additional funding  
for student and  
institutions

No longer restricts  
institutional  
spending to match  
student aid awards

*Strongly encourages  
expanded support for  
student needs*

Permits recovery of  
lost revenue  
retroactive to March  
13, 2020

Expanded allowable  
uses for student and  
institutional funds

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# Expanded Uses - Student

- Same:
  - Covers cost of attendance and emergency costs that arise due to coronavirus
    - Tuition, food, housing, health care (including mental health care), child care
- New:
  - Students may choose to apply to outstanding account balances or other student debt
  - Includes those students enrolled in fully online courses
  - Does not require students to be Pell-eligible

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# Student – not permitted

- Institutions may not:
  - Condition the receipt of financial aid grants to students on continued or future enrollment
  - Use the grants to satisfy outstanding balances without student’s written (or electronic) affirmative consent
  - Require such consent as a condition of receipt or eligibility for grant

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# Expanded Uses of Institutional

- Technology and facility infrastructure to improve:
  - Indoor air quality (e.g. filtration, scrubbing, UV, ionization) and optimize HVAC/Control systems for various instruction-related buildings
  - Campus wireless network capabilities to decrease student density in classrooms and to increase access points for better coverage across the University
  
- Lost revenue, such as:
  - Lost and reduced tuition, fees and institutional charges, including student debt
  - Room and Board
  - Supported research
  - Summer term and camps
  - Auxiliary services revenue (cancelled events, disruption of food services, dormitory services or childcare services)
  - Use of facilities or venues, including external events such as weddings, receptions, or conferences (some limits)

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# Institutional - Not permitted

- Capital outlays associated with athletic facilities
- Acquisition of real property
- Contributions or donations to the institution
- Marketing or recruitment activities
- Alcohol
- Investment income
- Revenues from activities or expenditures otherwise allowable under HEERF

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ALL lost revenue must be associated with coronavirus pandemic

Modeling lost revenue realized in FY2020 and FY2021

TBD - lost revenue for FY2022

Review of lost revenue plan at the June 26 BOT Retreat

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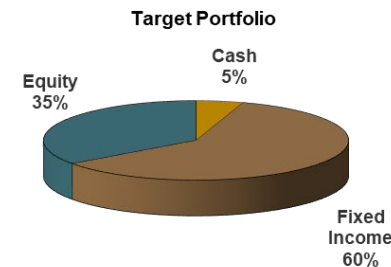
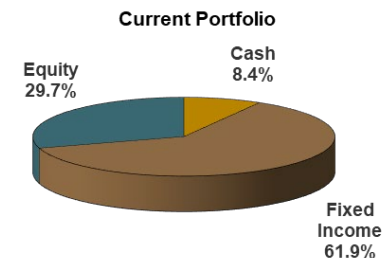
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# Shawnee State University Asset Allocation – As of April 22, 2021



Asset Class	Market Value	% of Assets	Target %
<b>Cash Equivalents</b>			
TIAA Cash Deposit Account	\$707,873	8.4%	
<b>Total Cash Equivalents</b>	<b>\$707,873</b>	<b>8.4%</b>	<b>5.0%</b>
<b>Fixed Income</b>			
Fixed Income Separately Managed Account	\$3,519,681	41.6%	
Vanguard Short Term Bond Index Fund	\$871,347	10.3%	
DFA Inflation Protected SEC Fund	\$424,100	5.0%	
PIMCO 1-5 Year U.S. TIPS Index Fund	\$423,883	5.0%	
<b>Total Fixed Income</b>	<b>\$5,239,011</b>	<b>61.9%</b>	<b>60.0%</b>
<b>Domestic Equity</b>			
TIAA-CREF Large Cap Growth Index Fund	\$798,847	9.4%	
TIAA-CREF Large Cap Value Index Fund	\$842,315	10.0%	
Vanguard Mid Cap Growth Index Fund	\$148,296	1.8%	
iShares Russell Mid Cap Value ETF	\$147,276	1.7%	
TIAA-CREF Small Cap Blend Index Fund	\$84,573	1.0%	
Wasatch Small Cap Growth Fund	\$31,280	0.4%	
Cohen & Steers Real Estate Fund	\$21,337	0.3%	
Vanguard REIT Index Fund	\$20,718	0.2%	
<b>Total Domestic Equity</b>	<b>\$2,094,642</b>	<b>24.7%</b>	<b>29.0%</b>
<b>International Equity</b>			
iShares Core MSCI EAFE ETF	\$253,415	3.0%	
Harding Loevner Institutional Emerging Markets Fund	\$106,038	1.3%	
MFS International New Discovery Fund	\$21,517	0.3%	
iShares MSCI EAFE Small Cap ETF	\$41,670	0.5%	
<b>Total International Equity</b>	<b>\$422,640</b>	<b>5.0%</b>	<b>6.0%</b>
<b>Total Equity</b>	<b>\$2,517,282</b>	<b>29.7%</b>	<b>35.0%</b>
<b>Total Portfolio Market Value</b>	<b>\$8,464,166</b>	<b>100.0%</b>	<b>100.0%</b>



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## Report on the Firm's System of Quality Control

To the Partners of  
Plante & Moran, PLLC  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended June 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, audits performed under FDICIA, an audit of a broker-dealer, and examinations of service organizations (SOC 1 and SOC 2 engagements).

As part of our peer review, we considered reviews by regulatory entities as communicated to the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended June 30, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Plante & Moran, PLLC has received a peer review rating of *pass*.

*Postlethwaite & Netterville*

Baton Rouge, Louisiana  
December 27, 2019



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Wealth Management.

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Board of Trustees

Finance and Administration Committee  
2021 Audit Planning Meeting





# Shawnee State University

## Audit Planning Agenda

- Shawnee State University Audit Team
- Reporting and Responsibilities
- Audit Approach
- Timing and Key Dates
- Peer Review Report and GAO Auditor Responsibilities
- Upcoming Pronouncements
- Appendix - Definitions

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# Shawnee State University

## P&M Audit Team

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# Shawnee State University

## Reporting and Responsibilities

### Plante Moran Deliverables

- Opining on FY 2021 University financial statements and the University's federal programs
- Opining on FY 2021 for the Development Foundation financial statements
- Letter for state "Special Purpose" Report

### Plante Moran Responsibilities

- To express an opinion on the University's and the Development Foundation's financial statements
- To express an opinion on the major federal programs of the University
- To provide reasonable, not absolute, assurance of detecting material misstatement
- To gain an understanding of internal controls, policies, and procedures to design an effective audit

Plante Moran Will Issue the Following Reports and Letters for 2021:

#### Planning Stage

- Engagement letter for the Shawnee State University audit (includes the federal programs audit)
- Engagement letter for the Development Foundation

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# Shawnee State University

## Reporting and Responsibilities (continued)

### **Plante Moran Will Issue the Following Reports and Letters for 2021 (continued):**

#### **At completion of work:**

- An opinion on the financial statements of the University and the Development Foundation
- Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with Government Auditing Standards (GAGAS report) for the University and the Development Foundation
- Report on the Conduct of the Audit (AU 260)
- Federal programs audit reports and schedules
  - Report on Compliance For Each Major Program and on Internal Control Over Compliance in Accordance with Uniform Guidance
  - A Schedule of Findings and Questioned Costs
- A Management Recommendation Letter, if applicable
- A letter regarding procedures performed for the state "Special Purpose" report

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# Shawnee State University

## Audit Approach

### **Financial Statement Audit (includes the Development Foundation)**

- General Controls Assessment and Paperless System testing (i.e., registration, tuition, and endowments)
- Risk-Based Approach – More time will be spent on those areas considered higher risk
  - Valuation of accounts receivable
  - Accounting for service concession arrangements
  - Any contingent liabilities
  - The net pension and OPEB liability
- In response to the above risks, we will perform the following:
  - Review the allowance for accounts receivable and also, review the assumptions used to determine collectability,
  - Review the revenue received from concession arrangements in accordance with applicable accounting standards,
  - Discuss pending litigation with Shawnee State University legal counsel,
  - Review the calculations surrounding the pension and OPEB liability and incorporated into the financial statements, test the census data used in the calculations, and review audited pension plan reports.

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# Shawnee State University

## Audit Approach (continued)

### **Financial Statement Audits (includes the Development Foundation)**

- Documentation and testing of key accounting processes and internal controls by major cycles – purchasing, expenditures and accounts payable, payroll and related year-end liabilities, revenue, receipts and accounts receivable, investments and related income, financial reporting
- Group Audit Standards – Plante Moran will be serving as the “Group Auditor” for all components of this audit (the University and the Development Foundation)

### **Federal Programs Audit**

- Audit is performed in compliance with federal regulations and includes compliance and internal control categories as defined by Uniform Guidance
  - Programs expected to be tested in 2021
    - Student Financial Assistance Cluster
    - Coronavirus Relief Fund
    - Other programs will also be tested if required based on Uniform Guidance

### **Plante Moran Has Been Advised**

- The University is in compliance with all regulatory, governmental, and grant requirements,
- There have been no material acts of fraud or embezzlement,
- There have been no significant acts of fraud related to federal programs,
- The University is not aware of any accounting entries made which are not in the normal course of business,
- The University is not aware of any material illegal or improper acts.

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# Shawnee State University

## Audit Approach (continued)

### **Materiality**

- The concept of materiality is inherent in the audit
  - We place greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than with those items of lesser importance or those in which the possibility of material error is remote

### **Communications with the Finance and Administration Committee**

- Required fraud inquiries during planning process
- All services provided by Plante Moran to Shawnee State University
- Independence, in compliance with GAO requirements
- Passed adjustments schedules
- Changes in report presentation (if applicable)

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# Shawnee State University

## Timing and Key Dates

Audit Scope Presentation to Finance and Administration Committee	April 30
Preliminary fieldwork begins (includes single audit)	May 17
Preliminary fieldwork ends	May 28
Year-end fieldwork begins – University, including single audit and Development Foundation	August 30
Draft financial statements to Plante Moran	September 10
Year-end fieldwork ends – University including single audit and Development Foundation	September 10
Closing meeting with management & final draft of financial statements	September 17
Submission of Draft Management Letter to Executive Management, if applicable	September 17
Submission of final University financial statements to State Auditor	Prior to October 15
Submission of final Development Foundation financial statements to State Auditor	Prior to October 15
Submission of final management letter to State Auditor	Prior to October 15

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# Shawnee State University

## Peer Review Report and GAO Auditor Responsibilities

**Under the Government Accounting Office (GAO) requirements, if an audit is completed in accordance with *Government Auditing Standards*, the Audit Committee and/or Board of Trustees are required to receive from the audit firm the following document:**

- Peer Review Report (this is performed every three years)

**In addition, we are required to communicate the following items (if applicable):**

- Noncompliance with laws, regulations, contracts or grants that have material effect on the financial statements
- Any instances of abuse identified that could be material to the financial statements

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# Shawnee State University

## New Pronouncements

### **GASB 84 – Fiduciary Activities**

- Effective for the fiscal year ending June 30, 2021
- Establishes criteria for identifying fiduciary activities
- For public institutions, examples that may meet these criteria include 1) endowment assets of other institutions that are managed in the reporting institution's investment pool and 2) alumni or student club accounts that are managed with the reporting institution's cash or investments

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# Shawnee State University

## Upcoming Pronouncements

### **GASB 87 – Leases**

- Effective for the fiscal year ending June 30, 2022
- Requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contracts
- Lessee would be required to recognize a lease liability and an intangible right-to-use lease asset
- Lessor would be required to recognize a lease receivable and a deferred inflow of resources

### **GASB 89 – Accounting for Interest Cost Incurred Before the End of a Construction Period**

- Effective for the fiscal year ending June 30, 2022
- Requires interest cost incurred during the period of construction be recognized as an expense (no longer capitalized)

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# Shawnee State University

## Appendix - Definitions

- Deficiency
  - A “deficiency” exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that even if the control operates as designed, the control objective is not always met. A deficiency in operation exists when a properly designed control does not operate as designed or when the person performing the control does not possess the necessary authority or qualifications to perform the control effectively. Deficiencies may involve one or more of the five interrelated components of internal control.
- Significant Deficiency
  - A “significant deficiency” is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
- Material Weakness
  - A “material weakness” is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and correct on a timely basis.
- Fraud
  - The term “fraud” includes “misstatements” arising from fraudulent financial reporting and misstatements arising from misappropriation of assets.
  - “Misstatements” arising from “fraudulent financial reporting” are intentional misstatements, or omissions of amounts or disclosures in financial statements intended to deceive financial statement users.
  - “Misstatements” arising from “misappropriation of assets” involve the theft of assets where the effect of the theft causes the financial statements not to be presented in conformity with GAAP.
  - The University is responsible for the design and implementation of programs and controls to prevent and detect fraud.

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# Shawnee State University

## Appendix - Definitions

- GAAP
  - Generally Accepted Accounting Principles. Used by almost all entities in the USA to prepare periodic financial statements.
- Allowance
  - An estimate determined by management based on past history of the amount of student and contribution receivables at June 30 that are not expected to be received.
- Federal Programs Audit
  - Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards sets forth standards for obtaining consistency and uniformity among Federal agencies for the audit of states, local governments, and non-profit organizations expending federal awards. This is also known as "Single Audit" and is focused on programs funded with federal dollars. At Shawnee State University, this primarily consists of student financial aid.
- 990-T
  - Corporate income tax form for exempt organization unrelated income. This primarily relates to income earned on limited partnerships that is considered taxable by the IRS (real estate and natural resources), and non-educational use of institutional property.

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# Shawnee State University

## Appendix - Definitions

- Nonexchange Transaction
  - Revenues received by the University that are deemed not related to the University providing a service. They consist primarily of gifts, investment income, federal Pell grant revenue and state operating appropriations. State appropriations are subject to annual approval by state legislature and are reported based on the state operating budget that funds the appropriation to the University.
- FASB
  - Financial Accounting Standards Board is the governing accounting body that issues reporting pronouncements for private sector organizations. The Development Foundation prepares its financial statements in accordance with these pronouncements and guidance.
- GAAS
  - Generally Accepted Auditing Standards. The standards that govern the conduct of independent audits of non-public companies, as determined by the Auditing Standards Board (ASB) of the AICPA.
- GAGAS
  - Generally Accepted Governmental Auditing Standards. Informally known as "Yellow Book," these standards guide all audits of governmental units.
- GASB
  - Governmental Accounting Standards Board is the governing accounting body that issues reporting pronouncements. Shawnee State University prepares their financial statements in accordance with these pronouncements and guidance.

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Secretary, SSU Board of Trustees



# Thank you!

We look forward to  
continuing to serve Shawnee  
State University!

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# PERSONNEL ACTIVITY REPORT FY21

April 30, 2021

## New Hires

- Administrative
  - Autumn Lewis, Payroll Services Coordinator, effective January 1, 2021
  - Laura Costa Dos Santos, CPS Academic Advisor, effective January 18, 2021
  - Jesse James, Accountant, effective March 8, 2021
  - Charles Hosey, Police Officer, effective March 22, 2021

## Change of Status

- Administrative
  - Chris Moore, Executive Director for Development, effective January 1, 2021
  - Jennifer Pauley, Interim CAS Dean, effective January 1, 2021
  - Kara Bobo-Stump, Director of Alumni & Community Events, effective January 1, 2021
  - Elinda Boyles, Interim VP for Finance & Administration, effective February 1, 2021
  - Beth Lansky, Budget Coordinator & Executive Assistant for F&A, effective March 1, 2021

## Departures

- Faculty – Resignation
  - Daniel Finnen– Associate Professor, Natural Sciences, effective December 31, 2020
- Administrative – Resignations
  - Michael Barhorst – VP for Finance & Administration effective February 1, 2021
  - Jeff Nickel- Head Coach for Women’s Basketball effective March 23, 2021
- Public Safety- Resignations
  - Laura Davis, Police Sergeant, effective January 8, 2021
  - Blaine Duduit, Police Sergeant, effective January 8, 2021
  - Andrew Keeton, Police Officer, effective February 14, 2021

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# CAPITAL PROJECTS STATUS REPORT

March 31, 2021

## Library/CFA HVAC Renovation - \$2.2M - Capital

- Includes replacement of all pneumatic and obsolete DDC controls in both buildings. A new generator will be installed in the CFA and will be sized to provide emergency power for both the CFA and Library.
- All new VAV boxes will be installed in the CFA.
- Multiple air handlers will be replaced in the Library. Construction documents 98% complete; software and hardware controls package to start June, 2021.

## Kricker Innovation Hub - \$3.4M (est.) - EDA Grant/Capital/Private

- Contract being developed. Project scheduled to start April, 2021.
- Abatement and selective demolition complete.

## Paving Project - \$1.7M (est.) - Capital

- Architect selected. Design started.

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# Keeping Campus Safe

Covid-19 Response  
2020 - 2021



Finance & Administration Committee

April 30, 2021



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# Timeline – Covid-19 Impact to Operations

March 2020	April	April – August	August 24, 2020	Jan 11, 2021 through spring term	Ongoing Communications
<ul style="list-style-type: none"><li>• <b>Students return from spring break</b></li><li>• <b>Begin transition to online courses</b></li><li>• <b>Health &amp; Safety Matters</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Begin staff remote</b></li><li>• <b>Deliver online instruction</b><ul style="list-style-type: none"><li>• Some clinicals/labs onsite</li></ul></li><li>• <b>Furloughs and RIFs through August</b></li><li>• <b>Virtual Spring Commencement</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Preparation for return to campus</b><ul style="list-style-type: none"><li>• Advisories</li><li>• Policies &amp; procedures</li><li>• Return to Campus Guidance</li><li>• Facilities assessment &amp; physical modifications</li></ul></li><li>• <b>Major buildings closed May - August</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Fall Return to Campus</b><ul style="list-style-type: none"><li>• Buildings open</li><li>• Frontline and essential staff on-site; most staff continue Remote</li><li>• Instruction continues Online</li><li>• Masking, distancing</li></ul></li><li>• <b>Zoom/TEAMS</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Spring Return to Campus</b><ul style="list-style-type: none"><li>• Continue remote &amp; online instruction</li></ul></li><li>• <b>Zoom/TEAMS</b><ul style="list-style-type: none"><li>• Community Covid-19 Planning</li><li>• Winter Commencement</li><li>• President's Gala</li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>Updated advisories</b></li><li>• <b>Safety &amp; Health</b></li><li>• <b>Employee Guidance</b></li><li>• <b>Student Guidance</b></li><li>• <b>President Messages</b></li></ul>



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Fall 2020  
**BEARS Return**  
Shawnee State University Plan for a Safe Return to Campus

Fall 2020  
**BEARS Return**  
Shawnee State University Plan for a Safe Return to Campus

COVID-19 Checklist for Faculty  
**WHAT I NEED TO KNOW TO CREATE A SAFE & HEALTHY COMMUNITY**

COVID-19 CHECKLIST FOR STUDENTS  
*What I Need to Do to Create a Safe & Healthy Campus Community*

COVID-19 Checklist for Employees  
**WHAT I NEED TO KNOW TO CREATE A SAFE & HEALTHY CAMPUS COMMUNITY**

Fall 2020  
**BEARS Return**  
Shawnee State University Plan for a Safe Return to Campus

**CLASSROOM PROTOCOLS FOR FACULTY AND STUDENTS**  
In light of the ongoing COVID-19 pandemic, Shawnee State University has established the following representative classroom protocols for faculty and students for the fall 2020 semester. These expectations are subject to local conditions change and as more recovery officials issue further orders.

**WHAT DO YOU DO IF EXPOSED TO COVID-19?**  
**HEALTH & SAFETY**

**#BEARSTOGETHER**  
Shawn E. Bear says COVID-19 makes him "ROAR!"

**KEEP CAMPUS HEALTHY!**

- ✓ Download the SSU App
- ✓ Get Your Health Pass Daily
- ✓ Scan Your Pass at Building & Classroom Entrances

**ROAR**

- BEHIND YOUR MASK WHEN YOU FEEL SICK
- AVOID A GATHERING OF A FEW WHO PROBLE
- ALWAYS WEAR A MASK FOR CAMPUS WALKS AND BUSING TRIP
- REMEMBER YOUR HEALTH

**Campus Life Guidelines**  
Fall 2020

**Return to Campus Plan**  
July 2020

**WHAT DO I DO IF I SEE SOMEONE NOT WEARING A MASK?**

**CONTACT TRACING AND MANAGEMENT**

QR Code

**Contact Trace**

TN - Tanner Place - 6

Scan on the Shawnee State University app to check-in



**COVID-19 Guide**

**Social Distancing:**

When and if you do need to leave your house, keep a distance of at least 6 feet between you and another individual.

**Keep Your Distance. Go the Distance.**



**BEARS Return**  
Shawnee State University Plan for a Safe Return to Campus

**HEALTH AND SAFETY GUIDELINES FOR EMPLOYEES**

Assess your health daily and stay home if you are sick.

Wear social coverings while at the workplace and maintain at least 6 feet of separation from others.



**HEALTH PASS NOW**

**SSU APP!**

**Must have a Face Mask to Enter**  
*Keep Your Distance. Go the Distance.*

# Planning for a Safe Return to Campus

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# COVID-19 Guidance

View

Edit

Delete

Revisions

COVID-19  
Guidance:  
X Close

See how SSU is  
keeping campus  
safe.

The health and safety of our campus community is our priority. This site contains [guidance](#) for [students](#), [faculty](#), [staff](#) and [visitors](#) — along with information about our efforts to reduce the spread of COVID-19. If you have questions or concerns, contact the SSU Health Team at **(740) 351-3276**.

## Schedule COVID-19 Testing

If you are experiencing symptoms stay home and schedule an appointment for testing at the SSU Health Clinic. If you are symptom-free, walk-in rapid testing is available to faculty, staff and students Monday-Friday from 10 am to 4 pm in the Student Annex Building.

Schedule Testing Appointment >

## Report an Illness, Exposure or Positive Test

Students, faculty and staff who test positive for COVID-19 or who are experiencing symptoms consistent with COVID-19 are required to self-report through [Health Pass on the SSU App](#) or the COVID-19 Incident form:

Report a COVID-19 Incident >



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# Health & Safety



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March 2020

*“Flying by the seat of our pants”*

- No CDC or health dept. advisories for higher education
- Before full knowledge of Covid-19, SSU students returning from spring break and international travel
  - Sick students – Covid-19 or not?
  - First Covid-19 testing kit @ 10 a.m.; First test @ Noon
  - 29 students quarantined; meals/contact efforts 2X day for each
- No covid-19 safety supplies for quarantined students yet
  - Care packages/meds/PPE/food/thermometers
    - DPS, WGEC, Aladdin, Campus Health
  - Students had no money for medication
    - SOMC donated medications
    - PFD provided free ambulance transport

**MAJOR CONCERN: How to reduce/avoid transmission?**



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# Resource Needs

- Health Team
  - Two Members
    - Christina Baker, Linda Koenig
  - Clinic staffed only for normal services
- Needs
  - Additional staff for testing
  - Staff for contact tracing
  - PPE, medical supplies
  - Expanded Clinic coverage
  - Separate location for testing
  - Volunteers
    - Meal Delivery
    - Medications
    - Support



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# COVID-19 Reporting Streams

SSU App w/ Health Pass	Aviso	Maxient	<a href="mailto:COVID19@Shawnee.edu">COVID19@Shaw nee.edu</a>	Health Line 740-351-3276	Direct contact
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SSU Health Team



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# INCREASED PRESENCE OF COVID-19

- Growth of positive cases, quarantining and especially contact tracing
- Increased mental health cases

- Fall 2020
  - Need to increase outsourced resources
    - Expansion of clinic contract
    - Increased Health Team
    - Volunteers
- January 2021
  - Substantial peak of positive cases
  - Running out of campus locations for quarantining
    - Developed contingency plan (one additional case would have required but, thankfully, did not have to use)
    - Some students went home



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303

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1671

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May 5, 2021



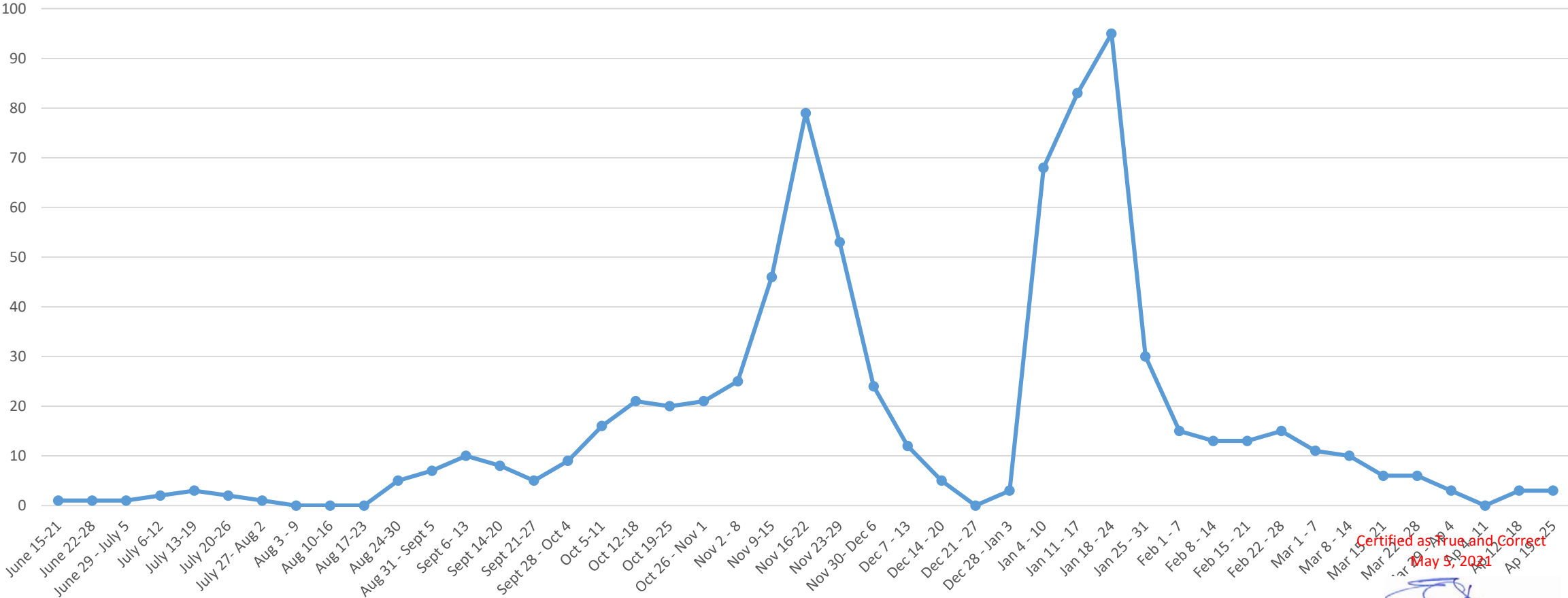
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# Positive Cases

## Total Active Positives per Week

Includes new positives and those who had not yet released/recovered before the reporting period began. Individuals having at least one in-person class.

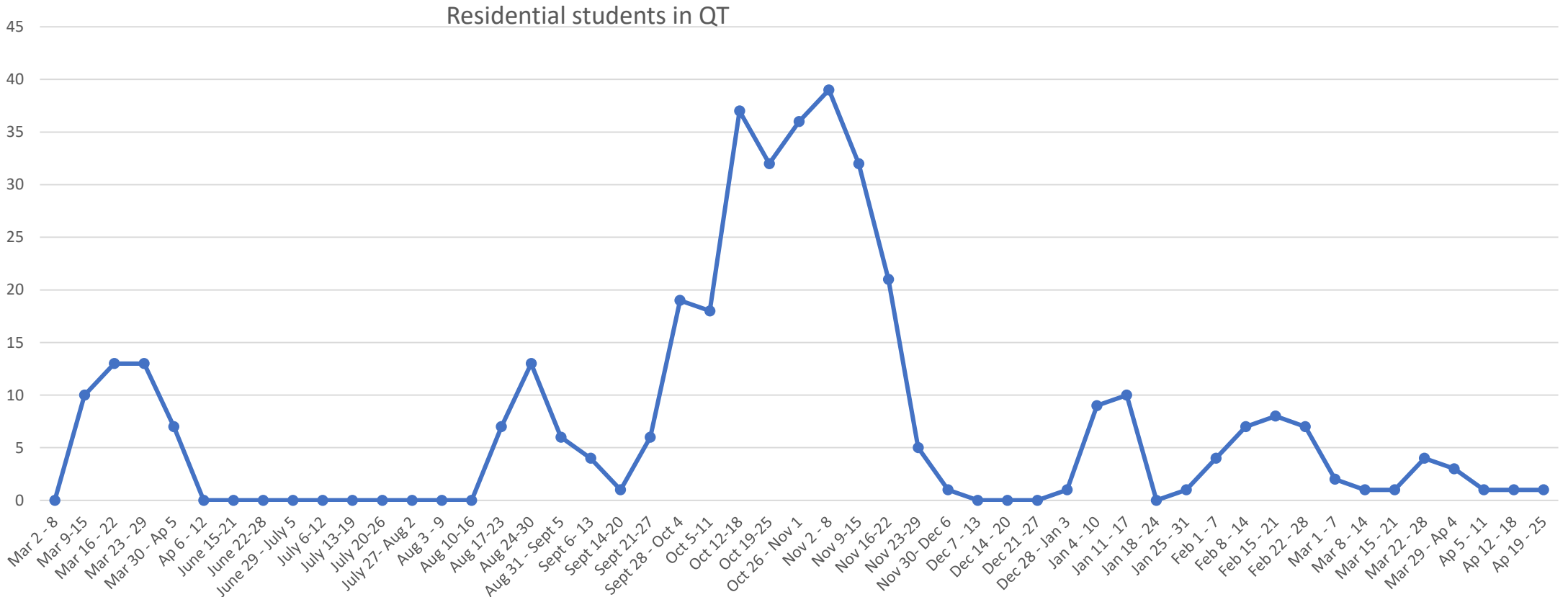


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# Residential Students in Quarantine

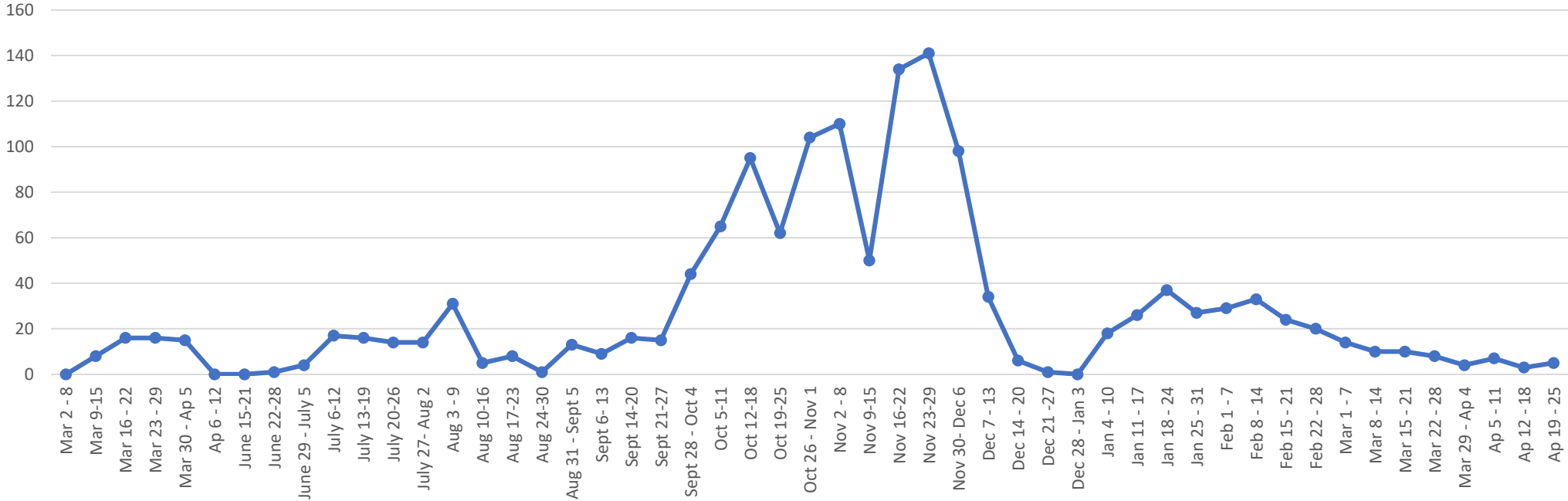


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# Non-residential Students in Quarantine

Non-Residential students in QT

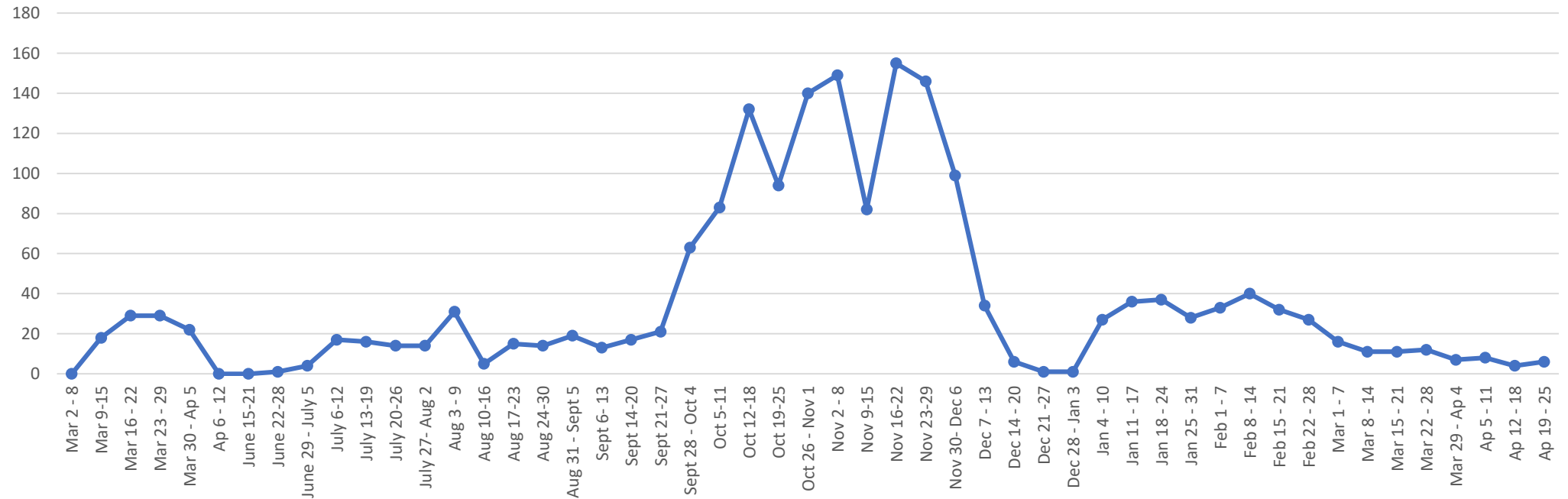


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# Residential and Non-residential students in QT

Res and Non-Res in QT

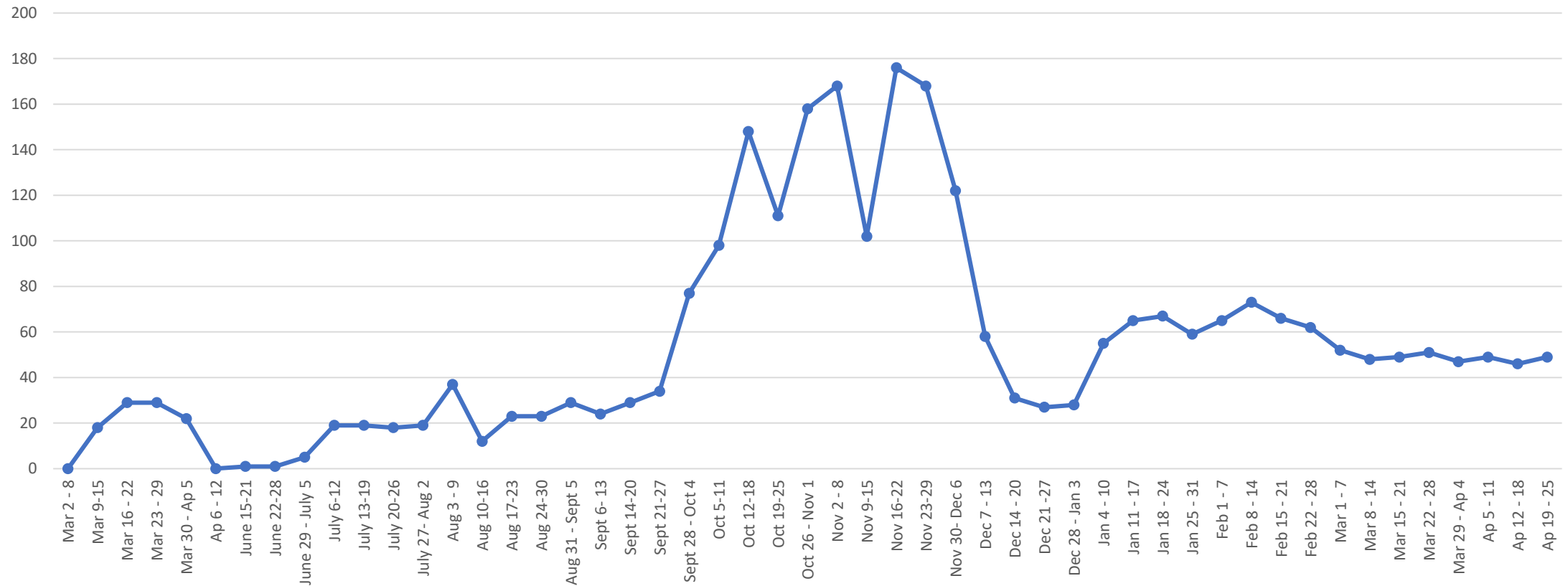


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# Total Served by the Health Team

Weekly Total served by Health Team



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# Spring Break 2021

## Academics / College of Professional Studies

- CPR Course
- Certified Peer Educator (CPE) Course



SSU Student Life Presents

SSU SPRING BREAK 2021

# STAY ON CAMPUS & Travel the World!

VISIT THE BEACH — NEW ORLEANS — MEXICO — PARIS — DISNEY WORLD

MONDAY - FRIDAY // MARCH 1-5, 2021

DAILY ACTIVITIES & FUN

### BRUNCH & BINGO

Play Games — Win Cool Prizes  
11:00 am - 1:00 pm, Bears Den Cafeteria\*  
\*Residential students will be provided free meals

### MAKE YOUR "MY INTENT" BRACELET

Personalize your bracelet ([myintent.org](http://myintent.org))  
1:00 pm - 3:00 pm, MUC Ballroom

### ATTEND A VIRTUAL VACATION

Feel like you've been to the beach - or another destination - without the expense or risk of travel using a virtual reality head set.  
1:00 pm - 3:00 pm, MUC Ballroom

### BEEN THERE, DONE THAT, GOT THE T-SHIRT

No vacation is complete without souvenirs!  
2:00 pm - 4:00 pm, MUC Lobbies

### SELF-CARE TIPS & TRICKS

Monitor and maintain your emotional and physical health  
3:00 pm - 4:30 pm, MUC Ballroom

### VACATION PHOTOS

Get your vacation photo taken with our green screen & share your photos with friends on social media (It'll definitely fool grandma!)  
3:00 pm - 7:00 pm, MUC Lobbies

### DINNER FEATURING VACATION-THEMED CUISINE

The best part of any vacation is the local food. Eat. Play dinner games. Win prizes daily.  
5:00 pm - 7:00 pm, Bears Den Cafeteria\*  
\*Residential students will be provided free meals

### FREE VACATION-THEMED DISNEY MOVIE

End each day with a movie & popcorn  
8:00 pm (with movie starting at 8:30 pm)  
Eloise Covert Theater in the Vern Riffe Center for the Arts



BEACH



NEW ORLEANS



MEXICO



PARIS



DISNEY WORLD

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# Vaccination Clinics



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# Health Team & Partners



SSU Student  
Volunteers

Shawnee State's Department  
of Nursing



KING'S  
DAUGHTERS  
MEDICAL CENTER  
Taking Medicine Further<sup>SM</sup>

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## On-Campus Clinics



April 1st: First dose PFZ = 392

April 22nd: Second dose PFZ = 373

Walk-thru collaborative with KDMC

April 8-9th: J&J = 195

Vaccinations are ongoing



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# COVID-19 Vaccination

View

Edit

Delete

Revisions

COVID-19  
Guidance:  
X Close

See how SSU is  
keeping campus  
safe.

COVID-19 Updates

COVID-19 Dashboard

COVID-19 Vaccination

Health Pass on the SSU App

How to View COVID-19 Test  
Results

Online Learning Resources ▾

## COVID-19 Pfizer Second Dose April 22

If you received a first dose of Pfizer vaccine during our April 1 clinic, your second dose event will be held April 22 at the same location as the first dose.

Call **(740) 352-7020** if you have questions.

[This Photo](#) by Unknown Author is licensed under [CC BY-SA](#)

### Resources with More Information

- [Ohio Vaccine Provider Search](#)
- [Scioto County COVID-19 Information](#)
- [Ohio Department of Health COVID-19 Vaccination Phased Approach](#)
- Scioto County COVID-19 Hotline: (740) 352-7020

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# TAKE YOUR SHOT!

**One-Dose J&J Vaccine Available by Appointment**  
with the SSU Health Clinic for SSU Faculty, Staff, Students, Friends & Families

**#TogetherWeHaveAShot**

A message from the Scioto County Joint Information Center | Led by Scioto EMA



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# Business Provider Partnerships



Department  
of Health

Beginning April 12, 2021, the Ohio Department of Health (ODH) will allow enrolled providers to vaccinate their own employees and to use vaccine to support employer or organization vaccine programs. This includes, for example, partnering with businesses or organizations to conduct on-site vaccination clinics, making vaccination convenient and easy for employees or members.

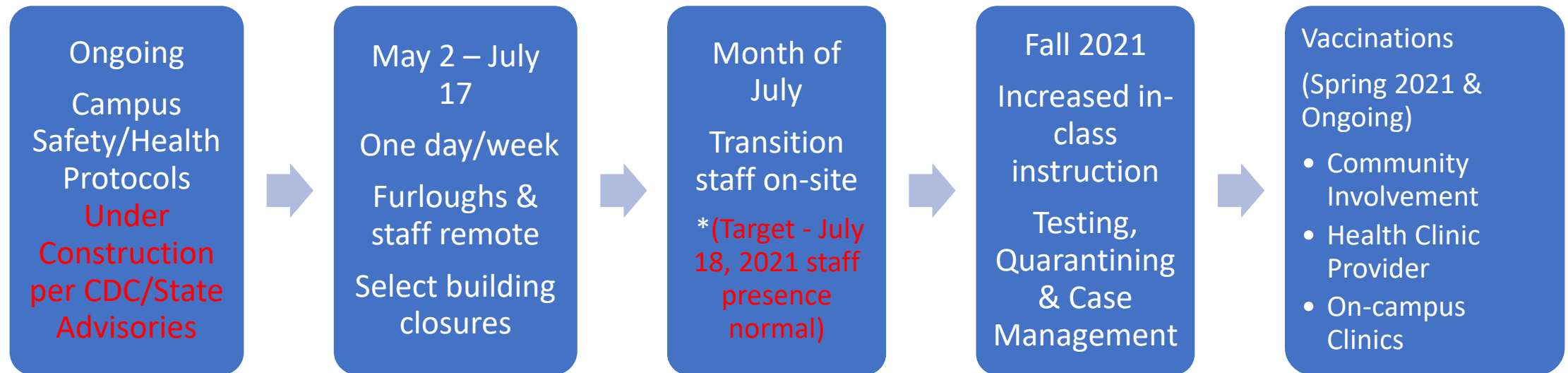
- SSU Clinic designated as a *Business Provider Partner* on April 20th
  - Current push to vaccinate remaining faculty, staff, students and their family/friends.
  - Collaboration with partners to increase vaccines in the local area.



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# Summer 2021; Fall 2021 COVID-19 RELATED ACTIVITIES



\*Dependent upon CDC/State Health Advisories and Health Environment



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**WELCOME BACK BEARS!**

*LET'S GET FALL SEMESTER STARTED*



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**Academic and Student Affairs Report  
Board of Trustees Meeting  
April 30, 2021**

I am pleased to present the following Academic and Student Affairs Report to the Academic and Student Affairs Committee of the Board of Trustees and to the Board.

**Provost Report**

The highlights of recent activities in Academic and Student Affairs are noted below:

**College of Arts and Sciences**

- John Tedrick, Fine, Digital, and Performing Arts graduate, was just hired by Magic the Gathering as an illustrator. (This is an elite group of artists.)
- Travis McCleery, Fine, Digital, and Performing Arts graduate, just accepted the role of senior designer at Twitter.
- Professor Lavanya Vemsani received a Fulbright award for the 2021-22 academic year.
- Professor Vemsani also published the following pieces of scholarship this year:

“Connectivity and the Quad Powers,” *Journal of Indo-Pacific Affairs*. Vol. 3. No. 5. Quad-Plus Special Issue 2020. Pp. 238-255.

“Telugu,” “Epigraphy,” “Kamadhenu,” Pillai Lokacarya,” in Ed. Pankaj Jain et al. 2020. *Hinduism and Tribal Religions: Encyclopedia of Indian Religions*. New York: Springer Nature.

- Professor Vemsani also delivered the following invited lecture this year: “Caste and Race in India: Historical Evolution,” Invited lecture, Social Studies Foundation, Web Lecture September 6, 2020.
- Thomas Bunting, Assistant Professor in the Department of Social Sciences, presented a paper at the American Political Science Association Conference in September, and his book, *Democracy at the Ballpark: Sport, Spectatorship, and Politics*, will be out October 1.
- The Digital History Lab, run by Professor Andrew Feight, secured the renewal of the AmeriCorps grant to serve as a host site for the Ohio History Service Corps in 2021-2022. This grant is worth over \$20K and will support various undergraduate research projects of the lab, thereby supporting the History and Digital Appalachian Studies programs of the Social Science Department. Half the member’s 40-hour a week schedule

will be dedicated to assisting with community outreach with historical organizations in southern Ohio. This is our fifth year in what is a state-wide, competitive program.

- Professor Jinlu Li from the Department of Mathematical Sciences has published the following papers so far this year:

[Elisabeth Köbis](#), [Jinlu Li](#), [Adrian Petruşel](#) & [Jen-Chih Yao](#), “Recent development in nonlinear and variational analysis and optimization”, *Optimizations*. Published online: 04 Mar 2021 <https://doi.org/10.1080/02331934.2021.1890342>

Jinlu Li and Glenn Stone, “Partially ordered Social Utility Optimizations,” *Journal of Nonlinear and Convex Analysis*, Volume 22, Number 3, (2021) 647–661.

- Professor Li has had the following papers accepted for publication:

Jinlu Li and Xiaopeng Zhao, “FIXED POINT THEOREMS ON NORMAL AND REGULAR PARTIALLY ORDERED BANACH SPACES AND THEIR APPLICATIONS,” to appear in *Journal of Nonlinear and Convex Analysis*.

Jinlu Li and Shuanglin Lin “Existence of Steady-State Equilibrium in an Overlapping-Generations Model with Government Debt,” to appear in *Journal of Public Economic Theory*.

Jinlu Li and Glenn Stone, “Applications of Optimization Theory to Optimal Taxations”, to appear in *Journal of Nonlinear and Convex Analysis*.

## College of Professional Studies

### *Choose Ohio First*

- Choose Ohio First (COF) Gaming award, the ongoing COF Computer Science award, and the new COF Health and Technology award.
  - The Gaming program renewal was in the amount of \$526,458 over five years to allow currently enrolled COF Scholars to continue through to graduation. The COF Computer Science award is completing the first year of a five-year, \$308,700 award, and the newly awarded proposal includes health, technology, and psychology programs in the amount of \$514,500 over five years. These scholarships provide funding, academic support, and research and internship opportunities for qualified students in specific academic programs.

### *Department of Business*

- Sport Management
  - Dr. Steve Rader was recently inducted into the Commission on Sport Management Accreditation (COSMA) Hall of Fame. He was recognized as a

“Master Professor” of Sport Management. He was nominated by one of our College of Professional Studies Advisory Board members, Dr. Curt Laird.

- EPCC should approve the new Sport Management Concentration in Esports Business in the near future.

#### *Allied Health Sciences*

- Respiratory Therapy Program
  - Ventilator returned from Adena Regional Medical Center. We loaned it to them during the height of Covid to use on critical patients.
  - 13 out of 15 students (2 not working by choice) are working in the field of Respiratory with a limited permit (at the following hospitals: Adena, Mt. Carmel, Grant, UK, UC, Meadowview, Cabell, Cincinnati Childrens’, Nationwide Childrens’ and Holzer).
  - Students are being actively recruited by several hospitals near and far.
  - On April 22, our students will be presenting their case studies for a limited number of RTs for continuing education hours.
  - On April 29, we will be having our pinning ceremony to celebrate the accomplishments of our class of 2021
  - Students were just certified in ACLS (Advanced Cardiovascular Life Support) will help, and thanks to Bill Turner and the EMT program.
  - All students participated in the IPE event, which was a great success.

#### *Department of Nursing*

- Search underway for 2 faculty positions
- Students administered Johnson & Johnson COVID vaccines in the gym and helped monitor patients with the drive thru COVID Clinic. Wonderful experience!

#### *Engineering Technologies*

- A new bilateral or articulation agreement was formalized with Scioto CTC to articulate some credit from their Industrial Electricity Adult Education Program in SSU’s Electromechanical Program. This agreement represents the first such agreement in the engineering technology programs with Scioto CTC, outside of the state-mandated Associate of Technical Study programs that were previously approved.
- Offices of Career Services & Workforce Development and Engineering Technologies have visited with PureCycle to celebrate their recent milestone of being publicly listed the NASDAQ. Additionally, meetings regarding training and future partnerships are ongoing.

#### *Department of Rehabilitation Sciences*

- PTA
  - PTA program is working on accreditation self-study.
  - We just received our applications for the upcoming year, and it looks incredible.
  - We have a group finishing clinical education this semester.

## **Accreditation and Assessment**

- Assessment Academy. Dr. Marc Scott presented this at the General Education Advisory Council meeting and the group appeared interested in using our enrollment in the academy as a way to revise the assessment plan and do some strategic planning for the General Education Program.
- Accreditation Focus Group update. Accreditation criteria group meetings are highly attended and are going well. Given the wide participation campuswide, many members of the University community are engaged in rich conversations about HLC criteria and expectations for accreditation.

## **Counseling and Health Clinic**

- COVID testing (antigen and PCR) continue although it is being sought out less.
- Mass vaccine clinic drive thru saw 392 people ages 16 and up vaccinated on 4-1-21 with Pfizer. Second doses are scheduled for 4-22.
- J&J College Student Vaccine Clinic on April 8th and 9th saw 201 people vaccinated.
- Referrals from staff sending students to counseling services are picking up. (That's normal from mid-terms until finals.)
- Accessibility Services continues in its work to support students and their faculty/staff.

Respectfully submitted,

Sunil Ahuja, Ph.D.

Provost and Vice President for Academic and Student Affairs



Summer 2021 Weekly Registration Comparison Report

	Summer 2019 4/29/2019	Summer 2020 5/4/2020	Summer 2021 4/26/2021	Summer 2020 15th Day
<b>Week 4 of Registration</b>				
<b>New Undergraduate Enrollment</b>				
First-time Freshmen	17	17	17	20
Transfer	14	8	3	8
<b>Total New</b>	<b>31</b>	<b>25</b>	<b>20</b>	<b>28</b>
<b>Difference from prior year</b>		<b>-6</b>	<b>-5</b>	<b>-8</b>
<b>Continuing Undergraduate Enrollment</b>				
Freshmen	101	90	83	36
Sophomore	148	128	142	137
Junior	195	153	139	144
Senior	228	257	248	331
<b>Total Continuing</b>	<b>672</b>	<b>628</b>	<b>612</b>	<b>648</b>
<b>Difference from prior year</b>		<b>-44</b>	<b>-16</b>	<b>-36</b>
<b>Total Degree Seeking Undergraduate</b>	<b>703</b>	<b>653</b>	<b>632</b>	<b>676</b>
<b>Difference from prior year</b>		<b>-50</b>	<b>-21</b>	<b>-44</b>
<b>New Graduate Enrollment</b>				
Graduate - New	17	14	17	52
<b>Total New</b>	<b>17</b>	<b>14</b>	<b>17</b>	<b>52</b>
<b>Difference from prior year</b>		<b>-3</b>	<b>3</b>	<b>-35</b>
<b>Continuing Graduate Enrollment</b>				
Graduate - 1	23	48	85	67
Graduate - 2	31	29	23	33
Graduate - 3	0	0	2	2
<b>Total Continuing</b>	<b>54</b>	<b>77</b>	<b>110</b>	<b>102</b>
<b>Difference from prior year</b>		<b>23</b>	<b>33</b>	<b>8</b>
<b>Total Graduate</b>	<b>71</b>	<b>91</b>	<b>127</b>	<b>154</b>
<b>Difference from prior year</b>		<b>20</b>	<b>36</b>	<b>-27</b>
<b>Non-Degree Enrollment</b>				
NT - Visiting	8	2	0	3
NR - Non-degree	2	12	2	82
NH - Highschool not CCP	0	0	1	1
NP - College Credit Plus	6	11	2	31
ND - Returner CCP and non-CCP	35	49	30	54
NS - Senior Citizen	0	0	0	0
<b>Total Non-Degree</b>	<b>51</b>	<b>74</b>	<b>35</b>	<b>171</b>
<b>Difference from prior year</b>		<b>23</b>	<b>-39</b>	<b>-136</b>
<b>Grand Total</b>	<b>825</b>	<b>818</b>	<b>794</b>	<b>1001</b>
<b>Difference from prior year</b>		<b>-7</b>	<b>-24</b>	<b>-207</b>

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May 4, 2021

  
Secretary, SSU Board of Trustees

Fall 2021 Weekly Registration Comparison Report

	Fall 2019 4/29/2019	Fall 2020 5/4/2020	Fall 2021 4/26/2021	Fall 2020 15th Day
<b>Week 4 of Registration</b>				
<b>New Undergraduate Enrollment</b>				
First-time Freshmen	249	156	152	646
Transfer	28	17	14	138
<b>Total New</b>	<b>277</b>	<b>173</b>	<b>166</b>	<b>784</b>
<b>Difference from prior year</b>		<b>-104</b>	<b>-7</b>	<b>-618</b>
<b>Continuing Undergraduate Enrollment</b>				
Freshmen	387	378	283	206
Sophomore	460	435	404	531
Junior	493	407	403	481
Senior	395	487	386	804
<b>Total Continuing</b>	<b>1735</b>	<b>1707</b>	<b>1476</b>	<b>2022</b>
<b>Difference from prior year</b>		<b>-28</b>	<b>-231</b>	<b>-546</b>
<b>Total Degree Seeking Undergraduate</b>	<b>2012</b>	<b>1880</b>	<b>1642</b>	<b>2806</b>
<b>Difference from prior year</b>		<b>-132</b>	<b>-238</b>	<b>-1164</b>
<b>New Graduate Enrollment</b>				
Graduate - New	3	3	17	35
<b>Total New</b>	<b>3</b>	<b>3</b>	<b>17</b>	<b>35</b>
<b>Difference from prior year</b>		<b>0</b>	<b>14</b>	<b>-18</b>
<b>Continuing Graduate Enrollment</b>				
Graduate - 1	33	46	47	85
Graduate - 2	26	11	16	57
Graduate - 3	0	0	1	4
<b>Total Continuing</b>	<b>59</b>	<b>57</b>	<b>64</b>	<b>146</b>
<b>Difference from prior year</b>		<b>-2</b>	<b>7</b>	<b>-82</b>
<b>Total Graduate</b>	<b>62</b>	<b>60</b>	<b>81</b>	<b>181</b>
<b>Difference from prior year</b>		<b>-2</b>	<b>21</b>	<b>-100</b>
<b>Non-Degree Enrollment</b>				
NT - Visiting	0	0	0	34
NR - Non-degree	0	0	0	1
NH - Highschool not CCP	0	0	0	218
NP - College Credit Plus	1	7	1	182
ND - Returner CCP and non-CCP	82	76	53	4
NS - Senior Citizen	1	1	1	4
<b>Total Non-Degree</b>	<b>84</b>	<b>84</b>	<b>55</b>	<b>443</b>
<b>Difference from prior year</b>		<b>0</b>	<b>-29</b>	<b>-388</b>
<b>Grand Total</b>	<b>2158</b>	<b>2024</b>	<b>1778</b>	<b>3430</b>
<b>Difference from prior year</b>		<b>-134</b>	<b>-246</b>	<b>-1652</b>

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May 5, 2021

  
Secretary, SSU Board of Trustees

# President's Report

Board of Trustees Meeting  
April 30, 2021

Thank you, Chairman Watson.

Two times each year, I get to open my report with the most important news for any university – tomorrow we will celebrate the graduation of 400+ students with a commencement, or should I say commencements, on the Alumni Green. In person. The weather forecast is good. Three commencements beginning at 10. Another at noon and the last one at 2:00. This is very exciting because it not only marks the end of a pivotal journey for our students, it also validates why Shawnee State exists. Our mission to prepare today's students for success in tomorrow's world ... that tomorrow's world begins tomorrow for our Spring 21 graduates. In addition to graduation, this marks the true reopening of campus.

We are joined today by our new Board member, Dr. Brenda Haas. Dr. Haas is intimately familiar with SSU having served most recently as the University's UC Dean. Previous to that, she was a legend in K-12 education in Lawrence County. More recently, she served as Vice Chancellor for P-16 initiatives with the ODHE. Dr. Haas knows Shawnee State and higher education. She has been a lifelong advocate and leader in education at all levels here in southern Ohio. I look forward to her return to SSU as a member of the Board of Trustees.

As you learned earlier today, SSU has taken a lead role in vaccinations on campus and in our county. Dr. Koenig and Dr. Boyles provided you with some examples of that leadership. We continue to identify initiatives that will encourage more faculty, staff, and community members to be vaccinated and we're looking forward to the time when we can lose the masks and distancing ... and that pathway is through vaccinating as many as possible. I can feel the sense of optimism growing here. We had our first in-person orientation last Saturday. In-person commencement tomorrow still with distancing but hundreds of graduates each one joined by three guests.

I hope you will have an opportunity to walk around our campus after this meeting or at some point over the next few weeks. Butch Kotcamp, John Temponeras, Jim Nause, and many others on our facilities and maintenance staff have transformed our campus into a sparkling clean, beautiful space. It has always been a jewel but today it shines brighter than ever.

During the Board Retreat last June, Provost Ahuja introduced you to the 7 guiding goals of our strategic planning process. We will be delivering the finished product at this year's retreat on June 26. We have identified a series of projects and tactics that include review and upgrade of our academic programming, student services, investments in mental health, and improvements in diversity, equity, and inclusion. Most of the plan that you will review is already being implemented and we fully expect will lead to enrollment growth, increased retention, higher completion, and a more vibrant campus and online experience as we leave the pandemic and get back to a normal condition. Our challenge over the next few months will be to identify the funds necessary for investment in the plan.

Lastly, I want to recognize again the superior effort that resulted in our men's basketball team capturing the National Championship. The pandemic has been difficult on all of us but no more so than it has been for our student athletes and coaches. Quarantines, cancelled games, Covid testing. Trying to keep your team together and remain competitive has been a huge problem. When we welcomed the team back from Kansas City with the title in March, I mentioned the great coaching and stellar play of two of our players, but what I failed to mention is that in each game of the tournament there was a different player that was instrumental in the win. That's team. And championships are won by teams ...

And Chairman Watson, that concludes my report.

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May 5, 2021

  
Secretary, SSU Board of Trustees



UFS Report

Friday, April 30, 2021

Thank you for allowing me a few moments to address the Board.

We had our last UFS meeting of the academic year on Monday, April 26. I would like to highlight just a few items I think will be of interest to the Board of Trustees. First, in the 2020-2021 academic year we had two joint committees working on reviewing and updating policies and procedures for Academic Program Reviews, Program Closure Process as well as Assessment of Student Learning Outcomes. The COVID-19 Pandemic hit and these committees stalled. During this academic year with input from Dr. Ahuja, we reestablished the committees to complete the work. UFS was able to approve the Assessment of Learning Outcomes, which I would like to thank Dr. Marc Scott for his tireless work on development of this document. We were also able to approve the Revised Program Closure Process and Glossary of Academic Programming Terms. I would like to thank the work of Dr. Paul Madden, Dr. Jennifer Pauley, Dr. Kim Inman, Mr. Adam Miller, Dr. Roberta Milliken as well as the Department Chairs, Tami Sheets and Dr. Sunil Ahuja.

Lastly, UFS elections are concluding today, I wanted to again extend my thanks to the entire faculty who have served, and to those who have put their names forward to run for seats in the senate. I want to take this time to again thank Dr. Kyle Vick who has served as VP of the Senate and Dr. Jennifer Napper who has served as Secretary of the senate for many years. They have both decided not to seek reelection and I would like to commend them on their service. They have both made my time as Senate President easier and I thank them for their service.

With that, I will conclude my remarks and would be more than happy to take any questions you may have.

Respectfully submitted.

Tony Ward