

**BOARD OF TRUSTEES
FINANCE AND ADMINISTRATION COMMITTEE**

**July 13, 2012
9:00 a.m., University Center, Room 214**

Agenda

1.0 Action Items

1.1 Policy on Public Records and Procedures 5.19 Rev Resolution F16-12 Action

This Resolution updates Policy 5.19REV, Policy on Public Records. Procedures are provided for information.

1.2 SSUDF – Alumni Association Resolution F17-12 Action

The Development Foundation proposes amendment of the SSUDF Policy 21.0, concerning Alumni Association, by SSUDF Resolution 2012.1.

1.3 SSUDF - Membership Resolution F18-12 Action

The Development Foundation proposes amendment of the SSUDF Code of Regulations regarding membership representation by SSUDF Resolution 2012.2.

1.4 SSU/SSUDF Joint Engagement of Investment Consultant Resolution F19-12 Action

As a result of an extended, formal University bid process the Shawnee State University Investment Committee and the SSUDF Finance Committee propose a joint engagement of an investment consulting firm.

2.0 Information Items

2.1 Personnel Information

In accordance with Policy 5.16Rev, President’s Authority University Personnel Actions, the attached listing summarizes personnel action(s). All personnel activity is reported in the attached consolidated report.

2.2 Investment Report Information

The University’s investment activity performance report reflects current activity.

2.3 Capital Status Report

Information

The capital status report reflects current information on major capital projects.

2.4 Intrastate Mutual Aid Compact (IMAC)

Information

Review impact of provisions in SB243 expanding participation in IMAC to higher education institutions.

3.0 Education

The current and future features and services available to students via the Bear Card will be presented.

RESOLUTION F16-12

POLICY ON PUBLIC RECORDS, POLICY 5.19 REV

WHEREAS, per the Ohio Public Records Act, Ohio Revised Code Section 149.43 *et seq.*, the University is required to ensure and facilitate prompt access to the University's public records; and

WHEREAS, a systematic review of institutional policies has been undertaken at the direction of the President in order to remove outdated policies, and to modify and update policies; and

WHEREAS, the Policy on Requests For Access to and/or Copies of Public Records, Policy 5.19 Rev was last reviewed and submitted for Board approval on September 14, 2007; and

WHEREAS, the procedures established to comply with the revised policy are provided for informational purposes;

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves Policy 5.19 REV, Policy on Public Records.

(July 13, 2012)

Shawnee State University

SUBJECT: PUBLIC RECORDS	POLICY NO. :	5.19 REV
	ADMIN CODE:	3362-5-20
	PAGE NO.:	1 OF 1
	EFFECTIVE DATE:	07/13/12
	NEXT REVIEW DATE:	07/13/15
	RESPONSIBLE OFFICER(S):	General Counsel
	APPROVED BY:	BOT

1.0 PURPOSE

The purpose of this policy is to ensure University-wide compliance with the Ohio Public Records Act, Ohio Revised Code Section 149.43 *et seq.*, as well as to facilitate prompt access to the University's public records.

2.0 PUBLIC RECORDS OFFICER

The President will designate a Public Records Officer who will be primarily responsible for establishing and administering a university-wide system to promptly respond to public records requests. The Public Records Officer will work with University offices to establish such system and promote understanding of Ohio's public records laws for all university employees.

3.0 PROCEDURES

Procedures will be created that are approved by the President to implement this policy. Such procedures will address a process for making a public records request, as well as costs and charges associated with copying records. Procedures may also include, but are not limited to, establishing a process for an internal review of records prior to production in order to ensure that records that are produced are truly public records and are not exempt, in accordance with Ohio law.

History: Replaces 5.19 (*Eff. 09/14/07*)

INFORMATION ONLY

PROCEDURE TITLE:	PUBLIC RECORDS REQUESTS
RELATED POLICY:	5.19 REV.
PAGE NO.:	1 of 4
RESPONSIBLE OFFICER(S):	GENERAL COUNSEL
EFFECTIVE DATE:	07/13/12
NEXT REVIEW DATE:	07/13/15
APPROVED BY:	PRESIDENT

1.0 INTRODUCTION

This procedure applies to Public Records Policy 5.19 and is intended to ensure compliance with the Ohio Public Records Act, Ohio Revised Code §149.43 *et seq.*

1.1 The Public Records Officer, in consultation with the General Counsel, is responsible for facilitating University responses to requests for public records.

1.1.1 The Public Records Officer is responsible for maintaining a record of public record requests and University's responses.

1.2 University staff who receive public records requests are responsible for promptly notifying the Public Records Officer or the Office of General Counsel and providing a copy of the request. Employees are expected to assist the Public Records Officer in responding to requests for public records.

1.3 Information containing a general description of the process for making public records requests and the contact information of the Public Records Officer will be posted in prominent University locations, including the University's website.

2.0 MAKING A PUBLIC RECORDS REQUEST

2.1 Public records requests may be made in writing (including email directed to publicrecords@shawnee.edu), by telephone, or in person in the Office of General Counsel.

INFORMATION ONLY

2.2 Public records requests will be honored as promptly as possible, depending upon the nature of the request, including the volume of the request and the requester's ability to identify the specific records being requested.

2.2.1 The University may work with the requester to establish timelines for responses to requests that are voluminous, or that require extensive research or review. In such cases, the University may work with the requester to identify records of priority to the requester.

2.3 Requesters need not identify themselves or the purpose for the request, except as specifically required or authorized by state or federal law.

2.3.1 The University may inquire about the requester's identity and/or intended use of the records if reasonably believed it would help to clarify the request and/or enhance the ability of the University to identify, retrieve or deliver the records sought by the requester.

2.4 Although no specific language is required to make a request, the requester should at least identify records with sufficient clarity and specificity to enable the University to more quickly identify, and locate the records.

2.4.1 The University may work with the requester to revise requests that are ambiguous or overly broad. In doing so, the University will assist the requester by informing the requester of the manner in which University records are customarily maintained and accessed by the University in its ordinary course of business.

2.5 The University may decline to create a record that contains the information requested if the record does not already exist, or to seek out and retrieve records that contain specific information if the record itself is not sufficiently identified.

3.0 INSPECTION OF RECORDS

3.1 Requesters may make an appointment to inspect public records during regular University business hours by contacting the Office of General Counsel.

INFORMATION ONLY

4.0 REQUESTING COPIES

4.1 In accordance with Ohio law, the requester may request copies of records in the following mediums: (1) on paper, (2) in the same medium as the record is kept by the University office, or (3) on any medium upon which the University determines the record can reasonably be duplicated as an integral part of the normal operations of the University.

5.0 REQUESTING INCIDENT REPORTS AND INDIVIDUAL RECORDS

5.1 Requests for an incident report may be made either to the Public Records Officer, or directly to the Department of Public Safety. A request for multiple reports or more than one request in a month from the same requester should be directed only to the Public Records Officer.

5.2 Individuals may request review and/or copies of their own student transcripts directly from the University Registrar.

5.3 Individuals may request review and/or copies of their own personnel record directly from the Office of Human Resources.

6.0 DENIAL OF RECORDS IN WHOLE OR IN PART

6.1 Records will be reviewed to determine if the record itself or information contained within a record are subject to exemption in accordance with the Ohio Public Records Act. If a record is denied in whole or in part, the requester will be provided an explanation, including legal authority, setting forth the reason for denial of the request. Information which is not releasable, such as social security numbers, will be redacted in a visible manner prior to release.

7.0 CHARGES/COSTS

7.1 The University may recover the actual cost associated with producing duplication of records, including copying and mailing expenses. Payment of these costs is expected in advance and copying requests may be held until receipt of payment. No charge will be assessed for staff time to review or make copies.

7.2 Charges for copying will be assessed at a rate of \$.05 per paper page. Other tangible mediums, such as compact discs, will be assessed at cost. No charge will be assessed for electronic transfer.

INFORMATION ONLY

- 7.3 Requests for transmission of public records via U.S. mail or other carrier system will be charged for copies along with postage or other delivery cost.
- 7.4 Charges may be assessed for costs associated with redaction of information subject to exemption under the Ohio Public Records Act.

Initial approval date: 07/13/12

RESOLUTION F17-12

**SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION
POLICY – ALUMNI ASSOCIATION**

WHEREAS, as the sole member of the Shawnee State University Development Foundation, the board of Trustees of Shawnee State University must ratify Foundation policies and members; and

WHEREAS, the Shawnee State University Development Foundation has acted and approved Resolution 2012.1 at their April 4, 2012 quarterly meeting;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves the attached Development Foundation Resolution 2012.1.

(July 13, 2012)

Resolution 2012.1

WHEREAS, the Shawnee State University Development Foundation supports the Alumni Association in all of its endeavors;

WHEREAS, it has been determined that the policy which addresses the Alumni Association should provide a definition of an “alumnus” more closely aligned with the CASE and CAE national benchmarking standards;

WHEREAS, henceforth all students who have earned credit toward a degree or graduated shall be members of the Alumni Association;

WHEREAS, it is desirable to identify and engage certain alumni with exceptional relationships to the university through establishment of an Alumni Council;

THEREFORE BE IT RESOLVED, that Policy 21.0 be revised for that purpose.

Shawnee State University Development Foundation Policy Changes Presented at April 4, 2012 Quarterly Meeting

Summary of Major Revisions:

- Aligns our definition of SSU Alumni with required reporting standards.
- Clarifies that all Alumni are members of the Alumni Association and no membership fee, or other affirmative action is required.
- Establishes an Alumni Council to liaison of the Development Foundation.

Title:

POLICIES

SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION

21.0 Alumni Association.

21.1 The Shawnee State University Alumni Association (“Alumni Association”) consists of all former students – full or part time, undergraduate or graduate – who have earned some credit toward one of the degrees, certificates, or diplomas offered by Shawnee State University or its predecessor institutions, including Ohio University-Portsmouth branch, Scioto Technical College, Shawnee State General and Technical College, and Shawnee State Community College.

Recognizing that alumni have differing levels of affinity to the institution, the Alumni Association may from time to time be segmented for reporting, including alumni participation rates, and solicitation, in accordance with CASE and CAE standards as follows:

- a. Alumni undergraduate degree, certificate, or diploma holders: Individuals who have an undergraduate degree from the institution.
- b. Alumni graduate-only degree, certificate, or diploma holders: Individuals who have only a graduate degree from the institution. Count graduates holding “dual degrees” – both undergraduate and graduate degrees from the same institution – in the undergraduate category.
- c. Alumni without a degree or diploma: An individual who completed only one semester or even only one degree-credit course with passing grades may be included here. Each institution determines how many semesters or earned credit hours qualifies an individual for this category. However, do not include individuals who matriculated but did not complete the semester; those who enrolled in a special course that did not carry credit toward a degree, diploma, or certificate; or those who were asked to leave the institution without possibility of re-enrollment. For purposes of the VSE, an alumnus without a degree or diploma is any individual who completed a course that could be counted toward a degree or certificate program.

21.2 The Development Office may support the Alumni Association.

21.3 The Shawnee State University Alumni Council (“Alumni Council”) shall consist of members selected and appointed by the Development Foundation to serve in an advisory capacity and engage in dialogue with the Development Foundation on matters in support of alumni engagement, development and fundraising, and institutional advancement.

21.3.1 The Alumni Council shall meet at least once per year.

21.3.2 Alumni Council members are appointed for a term of three calendar years, commencing on the first day of January and concluding on the 31st day of December, partial calendar year service being considered one calendar year, and said terms being renewable and/or terminable at the sole discretion of the Development Foundation.

RESOLUTION F18-12

**SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION
CODE OF REGULATIONS
MEMBERSHIP REPRESENTATION**

WHEREAS, as the sole member of the Shawnee State University Development Foundation, the board of Trustees of Shawnee State University must ratify Foundation policies and members; and

WHEREAS, the Shawnee State University Development Foundation has acted and approved Resolution 2012.2 at their June 27, 2012 quarterly meeting;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves the attached Development Foundation Resolution 2012.2.

(July 13, 2012)

RESOLUTION 2012.2

SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION CODE OF REGULATIONS MEMBERSHIP REPRESENTATION

WHEREAS, as the sole member of the Shawnee State University Development Foundation, the Board of Trustees of Shawnee State University ratify Foundation policies and members; and

WHEREAS, the Shawnee State University Development Foundation has from time to time recommended that certain outstanding or exceptional Development Foundation Board members should be permitted to serve a third consecutive three year term, where such a term of service is beneficial to the Development Foundation Board; and

WHEREAS, the Shawnee State University Development Foundation approved the nomination of returning board members for a third term at their November 30, 2011 meeting;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves the following change to “Section 2, Representation” of the Shawnee State University Development Foundation Code of Regulations to allow for an additional third three year term for certain members as follows:

The terms of all faculty and alumni representative members and all community-at-large members shall not exceed three (3) years with a limit of three (3) consecutive terms. This policy shall apply retroactively to include any continuing members serving a third term at the time this policy is adopted.

RESOLUTION 2012.2

SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION CODE OF REGULATIONS MEMBERSHIP REPRESENTATION

CHANGES TO “SECTION 2, REPRESENTATION”:

The President of Shawnee State University and the Chairman of the Board of Trustees of Shawnee State University (or Designee) shall be members of the Foundation Board of Trustees so long as they occupy their offices. Additionally, the Board of Trustees of Shawnee State University shall appoint one of its members as its further representative on the Foundation Board of Trustees.

The Faculty of the University shall appoint one of its members as its representative on the Foundation Board of Trustees. An alumni representative shall also be appointed to serve the Board. ~~The terms of such representatives shall not exceed three (3) years with a limit of two (2) consecutive terms.~~

The fifteen additional Foundation Trustees shall be elected by the Board of Trustees of the University from the community-at-large. The community-at-large members shall serve for three year terms, except for those members elected immediately following the adoption of this Code of Regulations. ~~No At-Large Trustees shall be elected to more than one additional successive three year term.~~

The terms of all faculty and alumni representative members and all community-at-large members shall not exceed three (3) years with a limit of three (3) consecutive terms. This policy shall apply retroactively to include any continuing members serving a third term at the time this policy is adopted.

At-large in-term vacancies on the Foundation Board of Trustees shall be filled by the University Board of Trustees following the occurrence of a vacancy, and the new Trustee shall serve for the balance of the unexpired term. Replacement of other Trustees shall be appointed from the constituencies of the Trustees they replace.

RESOLUTION F19-12

SSU AND SSUDF JOINT ENGAGEMENT OF INVESTMENT COMMITTEE CONSULTANT

WHEREAS, Policy 1.05 Rev. Investment Policy, establishes the Shawnee State University Investment Committee; and

WHEREAS, section 4.0 of this Policy authorizes the Shawnee State University Investment Committee “to retain an investment advisor that meets the credential criteria as outlined in law;” and

WHEREAS, the SSUDF Finance Committee fully participated in the selection process and desires to jointly engage the services of an investment committee consultant, sharing equally in the fees; and

WHEREAS, the University’s Department of Procurement Services facilitated a formal bid process and extended review of all bid submissions involving members of the SSU Investment Committee and the SSUDF Finance Committee resulting from a bid issued on January 6, 2012; and

WHEREAS, at its June 15, 2012 meeting, the Shawnee State University Investment Committee after consideration of qualified applicants selected a qualified investment consultant;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves the engagement of the selected investment consultant as identified through the bid process.

(July 13, 2012)

PERSONNEL INFORMATION ITEMS
JULY 2012 BOT MEETING

Changes processed April 12 to June 22, 2012

(Developed from information received in the HR Department through June 22, 2012)

DIVISION OF ACADEMIC AFFAIRS

Appointment – Administrative

Dr. Paul M. Madden, Associate Provost, effective May 9, 2012, at a fiscal year salary of \$100,262. Dr. Madden possesses a Doctorate (Ph.D) in Higher Education and a Master of Education in Community and Agency Counseling from Ohio University and a Bachelor of Science in Education from the University of Dayton.

Appointment – Faculty

Dr. Filiz S. Edizer, full-service, Assistant Professor in the Department of Teacher Education, beginning August 20, 2012, at an academic year salary of \$63,350. Dr. Edizer possesses a Doctorate (Ph.D) in Educational Theory and Practice, Language Arts, Children's Literature, and Multicultural Education from the Ohio State University, a Master of Arts in Teaching English as a Second Language from Hunter College/CUNY, and Bachelor of Science in Elementary Education from the Ohio State University.

Dr. Derek R. Jones, full-service, Assistant Professor in the Department of Natural Sciences, beginning August 20, 2012, at an academic year salary of \$42,650. Dr. Jones possesses a Doctorate (Ph.D) in Chemistry from the University of Cincinnati and a Bachelor of Science in Chemistry from Shawnee State University.

Dr. Jennifer M. Napper, full-service, Assistant Professor in the Department of Natural Sciences, beginning August 20, 2012, at an academic year salary of \$44,450. Dr. Napper possesses a Doctorate (Ph.D) in Biomedical Sciences from Marshall University and a Bachelor of Science in Chemistry from Ohio University.

Dr. Mich Y. Nyawalo, full-service, Assistant Professor in the Department of English and Humanities, beginning August 20, 2012, at an academic year salary of \$42,650. Dr. Nyawalo possesses a Doctorate (Ph.D) and a Master of Arts in Comparative Literature from Penn State University, a Master of Arts in English from Gothenburg University (Sweden), and a Bachelor of Arts in English from West University (Sweden).

Marc A. Scott, full-service, Assistant Professor in the Department of English and Humanities, beginning August 20, 2012, at an academic year salary of \$42,650. Mr. Scott possesses a Master of Arts in Literature and Writing Studies from California State University – San Marco and a Bachelor of Arts in English Literature from San Francisco State University, and is expected to earn a Doctorate in Rhetoric and Professional Communication from New Mexico State University prior to the beginning of the 2012-13 academic year.

Brad W. Teeters, full-service, Senior Instructor in the Department of Engineering Technologies, beginning August 20, 2012, at an academic year salary of \$48,050. Mr. Teeters possesses a Master of Science and a Bachelor of Science in Electrical Engineering from Ohio University and an Associate of Science degree from Shawnee State University.

End of Contract – Faculty

Amy B. Adkins, end of full-service, one-year temporary Senior Instructor contract in the Department of Mathematical Sciences, effective May 8, 2012.

Cynthia A. Ferguson, end of full-service, one-year temporary Senior Instructor contract in the Department of Teacher Education, effective May 8, 2012.

Aimee N. Taylor, end of full-time Instructor one-year contract in the Department of English & Humanities, effective May 8, 2012.

Lisa Whitten, end of full-service, one-year temporary Senior Instructor contract in the Department of Health Sciences, Occupational Therapy Assistant Program, effective May 8, 2012.

Resignation – Administrative

Jerry D. Blanchard, Project Director of 21st Century Community Learning Centers, in the Department of Outreach Services, resignation effective August 31, 2012.

PERSONNEL INFORMATION ITEMS
JULY 2012 BOT MEETING
Changes processed April 12 to June 22, 2012
(Developed from information received in the HR Department through June 22, 2012)

DIVISION OF FINANCE & ADMINISTRATION

Resignation – Administrative

H. Bane Sylvia, Director of Human Resources/Payroll, resignation effective June 5, 2012.

Dr. Carl Daehler, Executive Director of the Vern Riffe Center for the Arts, resignation effective August 19, 2012.

PRESIDENT'S OFFICE / CENTRAL ADMINISTRATION

Nothing to report

DIVISION OF STUDENT AFFAIRS

Appointment – Administrative

Dr. Jessie L. Grant, Dean of Students, effective July 2, 2012, at a fiscal year salary of \$77,000. Dr. Grant possesses a Doctorate (Ph.D) in Educational Leadership from Western Michigan University, a Master of Arts in Counselor Education from University of Iowa, and Bachelor of Arts in Sociology from Kent State University and has over eighteen (18) years professional experience in Student Affairs.

Jonathan F. James, Residence Coordinator, in the Department of Residence Life, effective May 29, 2012, at a fiscal year salary of \$30,400. Mr. James possesses a Master of Arts in Leadership Studies from Marshall University and a Bachelor of Arts in International Relations from Shawnee State University.

DR. PAUL M. MADDEN

3199 WOODRIDGE WAY, PORTSMOUTH, OH 45662

POSITION OFFERED

Associate Provost, Division of Academic Affairs

Effective Date: May 9, 2012

EDUCATION

Doctor of Philosophy, Higher Education <i>Ohio University</i>	2005
Masters of Education, Community and Agency Counseling <i>Ohio University</i>	1997
Bachelor of Science, Education <i>University of Dayton</i>	1990

TEACHING AND PROFESSIONAL EXPERIENCE

Interim Associate Provost <i>Shawnee State University</i>	2010 - present
Department Chair/Associate Professor/Accreditation Coordinator <i>Department of Teacher Education - Shawnee State University</i>	2006 - 2012
Interim Associate Dean, College of Arts & Sciences for Teacher Ed. <i>Shawnee State University</i>	2005 - 2006
Director, Preprofessional Services – Dept. Teacher Ed. <i>Shawnee State University</i>	1997 - 2005
External Evaluator, Federal Even Start Program <i>Chillicothe City Schools</i>	2001 - 2005
Director, Field & Clinical Experiences – Dept. of Teacher Ed. <i>Shawnee State University</i>	1996 - 1997
Coordinator, Field & Clinical Experiences – Dept. of Teacher Ed. <i>Shawnee State University</i>	1994 – 1996

RECENT STATE COMMITTEE SERVICE

Regional Advisory Council & Professional Development Sub-committee <i>Ohio Educational Regional Service System (Region 15)</i>	2006 - 2012
State University Education Deans	2005 - 2012
Early Childhood Transfer & Articulation Committee <i>Ohio Board of Regents</i>	2008 - 2010

DR. FILIZ S. EDIZER

1861 HOVE ROAD, UPPER ARLINGTON, OH 43221

POSITION OFFERED

Assistant Professor, Department of Teacher Education

(Full-Service Appointment)

Effective Date: August 20, 2012

EDUCATION

Doctor of Philosophy, Educational Theory and Practice, Language Arts, Children's Literature, and Multicultural Education <i>The Ohio State University</i>	1995
Master of Arts, Teaching as a Second Language <i>Hunter College/CUNY</i>	1991
Bachelor of Science, Elementary Education <i>The Ohio State University</i>	1994

TEACHING AND PROFESSIONAL EXPERIENCE

Assistant Professor and Interim Chair, Department of Education & Psychology and Chair of Early Childhood Education <i>Zirve University – Gaziantep, Turkey</i>	2010 - Present
Assistant Professor, Department of Education <i>State University of New York (SUNY) – Geneseo, NY</i>	1998 - 2003
Research Consultant <i>Legislative Office of Education Oversight – Columbus, OH</i>	1997
Assistant Visiting Professor, School of Teaching & Learning <i>The Ohio State University – Mansfield</i>	1997
Lecturer, Dept. of Modern Languages, English as a Second Language <i>Columbus State University</i>	1996
Lecturer, Department of Educational Theory and Practice <i>The Ohio State University</i>	1995

DISSERTATION

Title: *Teacher's perception of non-mainstream dialects and second language learners.*
The Ohio State University, 1995.

DR. DEREK R. JONES

1105 LEA AVENUE, MIAMISBURG, OH 45342

POSITION OFFERED

Assistant Professor of Chemistry, Department of Natural Sciences

(Full-Service Appointment)

Start Date: August 20, 2012

EDUCATION

Doctor of Philosophy, Chemistry <i>University of Cincinnati</i>	2011
Bachelor of Science, Chemistry <i>Shawnee State University</i>	2006

TEACHING AND RESEARCH EXPERIENCE

Teaching Assistant, Organic Chemistry <i>University of Cincinnati</i>	2007 - Present
Teaching Assistant, Organic Chemistry Laboratory <i>University of Cincinnati</i>	2006 - 2007
Research Assistant <i>University of Cincinnati</i>	2006 - Present
Research Experience for Undergraduates (REU) <i>University of Cincinnati</i>	2005

PROFESSIONAL MEMBERSHIPS AND HONORS

Henry Hochstetter Prize, Outstanding Teaching Assistant <i>University of Cincinnati</i>	2007, 2010, 2011
Dover Publishing Award, Outstanding Communication in Organic Chemistry <i>University of Cincinnati</i>	2008
Outstanding Graduate - Chemistry <i>Shawnee State University</i>	2006

Member, American Chemical Society (ACS)

Note: This summary contains a partial record of the candidate's full qualifications. A complete resume/vita can be obtained in the Human Resources Office located in Administration Building, Room 016.

DR. JENNIFER M. NAPPER

3635 PLEASANT AVENUE, PORTSMOUTH, OHIO 45662

POSITION OFFERED

Assistant Professor, Department of Natural Sciences

(Full-Service Appointment)

Start Date: August 20, 2012

EDUCATION

Doctor of Philosophy, Biomedical Sciences <i>Marshall University</i>	2004 - 2010
Biology Coursework Completed <i>Shawnee State University</i>	2002 - 2004
Bachelor of Science, Chemistry <i>Ohio University</i>	1991 - 1995

TEACHING AND RESEARCH EXPERIENCE

Biology Instructor, Department of Math & Natural Sciences <i>Ashland Community and Technical College</i>	2010 - Present
Adjunct Instructor, Department of Natural Sciences <i>Shawnee State University</i>	2008 - 2009
Teaching Assistant, Department of Natural Sciences <i>Shawnee State University</i>	2003 - 2004

NOTABLE HONORS AND FELLOWSHIPS

Teaching/Learning Excellence Recognition <i>Ashland Community and Technical College</i>	2011
Marshall University Biomedical Sciences Presidential Fellowship	2008 & 2009
NASA West Virginia Space Grant Consortium Research Fellowship	2007 & 2008
Best Overall Performance Graduate Student Award <i>Marshall University</i>	2007 & 2008
Best Overall Performance Graduate Student Award <i>Marshall University</i>	2004

Note: This summary contains a partial record of the candidate's full qualifications. A complete resume/vita can be obtained in the Human Resources Office located in Administration Building, Room 016.

DR. MICH Y. NYAWALO

1000 WEST AARON DRIVE, APT F6, STATE COLLEGE, PA 16803

POSITION OFFERED

Assistant Professor, Department of English and Humanities

(Full-Service Appointment)

Effective Date: August 20, 2012

EDUCATION

Doctor of Philosophy, Comparative Literature <i>Penn State University</i>	2008 - Present
Master of Arts, Comparative Literature <i>Penn State University</i>	2008
Master of Arts, English - Literature and Linguistics <i>Göteborg Univeritet (Gothenburg University), Sweden</i>	2006
Bachelor of Arts, English - Literature and Linguistics <i>Högskolan Väst (West University), Sweden</i>	2004

TEACHING AND PROFESSIONAL EXPERIENCE

Graduate Instructor, Media, Literature, and Language Courses <i>Penn State University</i>	2006 - 2011
Graduate Assistant, International Cultures through Film & Literature <i>Penn State University</i>	2008

PROFESSIONAL CERTIFICATIONS AND AFFILIATIONS

Certificate in Teaching with Technology	2011
Golden Key International Honour Society	
Modern Language Association	
International Languages and Literature Graduate Organization <i>Penn State</i>	

DISSERTATION

Title: *From Trickster to Badman to "Gangsta.": Globalizing the Badman Mythoform through Hip-hop Music.* Penn State University (2011).

Note: This summary contains a partial record of the candidate's full qualifications. A complete resume/vita can be obtained in the Human Resources Office located in Administration Building, Room 016.

MARC A. SCOTT

2100 AVALON DRIVE, LAS CRUCES, NEW MEXICO 88005

POSITION OFFERED

Assistant Professor, Department of English and Humanities

(Full-service Appointment)

Effective Date: August 20, 2012

EDUCATION

Ph.D. Candidate, Rhetoric and Professional Communication <i>New Mexico State University</i>	Expected May 2012
Masters of Arts, Literature and Writing Studies <i>California State University</i>	2007
Bachelor of Arts, English <i>San Francisco State University</i>	2003

TEACHING AND PROFESSIONAL EXPERIENCE

Faculty Member <i>New Mexico State University</i>	2007 - Present
Design Center and Writing Center Student Coordinator <i>New Mexico State University</i>	2011 - Present
Faculty Member <i>Mount San Jacinto Community College – Menifee, CA</i>	2006 - 2007
Foreign Language Instructor <i>Guangxi Normal University, China</i>	Summer 2005
Faculty Member <i>California State University – San Marco</i>	2004 – 2005
Writing Center Student Coordinator <i>California State University – San Marco</i>	2003 - 2007

DISSERTATION

Title: *Epistemologies, Relationships, Issues, and Practices: Reconfiguring Writing Assessment through Feminist Qualitative Methodologies*. New Mexico State University – Expected May 2012.

BRAD TEETERS

P.O. BOX 214, WAVERLY, OHIO, 45690

POSITION OFFERED

Senior Instructor, Department of Engineering Technologies

(Full-Service Appointment)

Effective Date: August 20, 2012

EDUCATION

Master of Science, Electrical Engineering <i>Ohio University</i>	1999
Bachelor of Science, Electrical Engineering <i>Ohio University</i>	1983
Associate of Science <i>Shawnee State University</i>	1980

TEACHING AND PROFESSIONAL EXPERIENCE

Adjunct Instructor <i>Shawnee State University</i>	1983 - Present
Design Engineer <i>United States Enrichment Corporation (USEC), Inc.</i>	2003 - Present
Electrical Engineer <i>Lucent Technologies/Celestica, Inc.</i>	1998 - 2002
Instructor <i>Columbus State Community College</i>	1997
Instrument and Computer Engineer <i>Lockheed Martin Utility Services</i>	1991 - 1998
Controls Component Engineer <i>General Electric Aircraft Engines</i>	1989 - 1991

PROFESSIONAL ASSOCIATIONS AND CREDENTIALS

Member, Institute of Electrical and Electronics Engineering

Possess DOE-Q Clearance

Note: This summary contains a partial record of the candidate's full qualifications. A complete resume/vita can be obtained in the Human Resources Office located in Administration Building, Room 016.

DR. JESSIE L. GRANT

1787 SHEFFIELD DRIVE, AKRON, OHIO, 44320

POSITION OFFERED

Dean of Students, Division of Student Affairs

Effective Date: July 2, 2012

EDUCATION

Certificate in Enrollment Management <i>Capella University</i>	2012
Doctor of Philosophy, Educational Leadership <i>Western Michigan University</i>	2006
Masters of Arts, Counselor Education <i>University of Iowa</i>	1997
Bachelor of Arts, Sociology <i>Kent State University</i>	1991

PROFESSIONAL EXPERIENCE

Dean of Students <i>University of Alaska Southeast (UAS)</i>	2009 - present
Alpha Program Coordinator <i>Western Michigan University</i>	2007 - 2008
Interim Director of Campus Life <i>St. Thomas University</i>	2006 - 2007
Doctoral Associate, Dept. of Teaching, Learning & Leadership, Office of Institutional Equity, and Division of Multicultural Affairs <i>Western Michigan University</i>	2004 - 2006
Director of Campus Life <i>Aquinas College</i>	2002 - 2004
Assistant Director of Student Activities <i>Western Michigan University</i>	2000 - 2002
Area Coordinator, Campus Housing <i>John Carroll University</i>	1999 - 2000

JONATHAN F. JAMES

34 TOWNSHIP ROAD 1421, SOUTH POINT, OH 45680

POSITION OFFERED

Residence Coordinator, Department of Residence Life

Effective Date: May 29, 2012

EDUCATION

Master of Arts, Leadership Studies <i>Marshall University</i>	2011
Bachelor of Arts, International Relations <i>Shawnee State University</i>	2008

PROFESSIONAL EXPERIENCE

Student Organization Specialist (Interim Position) <i>Office of Student Activities, Marshall University</i>	2011 - Present
Graduate Assistant, Fraternity & Sorority Community Advisor <i>Office of Greek Affairs, Marshall University</i>	2010 – 2011
Graduate Internship, Class Years Project Coordinator <i>Office of Alumni Records, Marshall University</i>	2010 – 2011
Student Affairs Post-Baccalaureate Internship <i>Shawnee State University</i>	2008 - 2009

PROFESSIONAL AFFILIATIONS AND GRADUATE SCHOOL ACTIVITIES

Association of Fraternity/ Sorority Advisors (AFA)	2010 - present
American College Personnel Association	2010 - present
Order of Omega Honor Society	2010 - present
Sigma Phi Epsilon National Fraternity	2003 - present
Graduate Student Council President	2010 - 2011
Student Government Association Graduate Senator	2010 – 2011
Golden Key International Honour Society	2011 - 2012

INVESTMENT PORTFOLIO PERFORMANCE

FISCAL YEAR 11:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2010	GAIN/(LOSS) JULY	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
BNY MELLON	\$ 5,328,868.28	\$ 219,800.04	\$ (88,146.49)	\$ 273,190.96	\$ 104,225.41	\$ (24,286.16)	\$ 202,429.41	\$ 36,738.70	\$ 109,010.96	\$ 45,608.30	\$ 143,011.32	\$ (45,264.49)	\$ (75,356.05)	\$ 900,961.91
COMMONFUND	\$ 5,882,715.14	\$ 233,988.81	\$ (87,613.27)	\$ 292,732.99	\$ 143,135.79	\$ (12,048.85)	\$ 187,537.17	\$ 72,259.60	\$ 131,507.57	\$ (1,166.48)	\$ 169,965.40	\$ (26,385.58)	\$ (64,978.67)	\$ 1,038,934.48
Accrued Interest Receivable Adjustment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,776.46	\$ 8,776.46
CURRENT MTD TOTAL GAIN/(LOSS)	\$ 11,211,583.42	\$ 453,788.85	\$ (175,759.76)	\$ 565,923.95	\$ 247,361.20	\$ (36,335.01)	\$ 389,966.58	\$ 108,998.30	\$ 240,518.53	\$ 44,441.82	\$ 312,976.72	\$ (71,650.07)	\$ (131,558.26)	\$ 1,948,672.85

INVESTMENT FUND BALANCES:

BNY MELLON	\$ 5,548,668.32	\$ 5,460,521.83	\$ 5,733,712.79	\$ 5,837,938.20	\$ 5,813,652.04	\$ 6,016,081.45	\$ 6,052,820.15	\$ 6,161,831.11	\$ 6,207,439.41	\$ 6,350,450.73	\$ 6,305,186.24	\$ 6,229,830.19
COMMONFUND	\$ 6,116,703.95	\$ 6,029,090.68	\$ 6,321,823.67	\$ 6,464,959.46	\$ 6,452,910.61	\$ 6,640,447.78	\$ 6,712,707.38	\$ 6,844,214.95	\$ 6,843,048.47	\$ 7,013,013.87	\$ 6,986,628.29	\$ 6,921,649.62
TOTAL	\$ 11,665,372.27	\$ 11,489,612.51	\$ 12,055,536.46	\$ 12,302,897.66	\$ 12,266,562.65	\$ 12,656,529.23	\$ 12,765,527.53	\$ 13,006,046.06	\$ 13,050,487.88	\$ 13,363,464.60	\$ 13,291,814.53	\$ 13,151,479.81

FISCAL YEAR 12:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2011	GAIN/(LOSS) JULY	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE EOM	TOTAL YTD GAIN/(LOSS)
BNY MELLON	\$ 6,229,830.19	\$ (56,681.19)	\$ (246,258.09)	\$ (318,315.90)	\$ 335,735.25	\$ (50,280.78)	\$ 4,165.56	\$ 215,425.86	\$ 152,435.24	\$ 37,698.06	\$ (11,411.80)	\$ (248,960.23)	\$ 114,130.44	\$ (72,317.58)
COMMONFUND	\$ 6,921,649.62	\$ (18,353.60)	\$ (258,313.79)	\$ (275,661.82)	\$ 345,059.48	\$ (54,158.11)	\$ 48,784.33	\$ 206,901.12	\$ 178,740.17	\$ 99,752.91	\$ 13,195.17	\$ (274,234.44)	\$ 103,901.86	\$ 115,613.28
Accrued Interest Receivable Adjustment		\$ (8,776.46)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (8,776.46)
CURRENT MTD TOTAL GAIN/(LOSS)	\$ (83,811.25)	\$ (504,571.88)	\$ (593,977.72)	\$ 680,794.73	\$ (104,438.89)	\$ 52,949.89	\$ 422,326.98	\$ 331,175.41	\$ 137,450.97	\$ 1,783.37	\$ (523,194.67)	\$ 218,032.30	\$ 34,519.24	

INVESTMENT FUND BALANCES:

BNY MELLON	\$ 6,173,149.00	\$ 5,926,890.91	\$ 5,608,575.01	\$ 5,944,310.26	\$ 5,894,029.48	\$ 5,898,195.04	\$ 6,113,620.90	\$ 6,266,056.14	\$ 6,303,754.20	\$ 6,292,342.40	\$ 6,043,382.17	\$ 6,157,512.61
COMMONFUND	\$ 6,903,296.02	\$ 6,644,982.23	\$ 6,369,320.41	\$ 6,714,379.89	\$ 6,660,221.78	\$ 6,709,006.11	\$ 6,915,907.23	\$ 7,094,647.40	\$ 7,194,400.31	\$ 7,207,595.48	\$ 6,933,361.04	\$ 7,037,262.90
TOTAL	\$ 13,076,445.02	\$ 12,571,873.14	\$ 11,977,895.42	\$ 12,658,690.15	\$ 12,554,251.26	\$ 12,607,201.15	\$ 13,029,528.13	\$ 13,360,703.54	\$ 13,498,154.51	\$ 13,499,937.88	\$ 12,976,743.21	\$ 13,194,775.51

STATUS OF CONSTRUCTION/RENOVATION PROJECTS THROUGH JUNE 30, 2012

PROJECT TITLE	STATUS	PROJECTED CONSTRUCTION BUDGET	FUNDING SOURCE
Founders Plaza Project	<ul style="list-style-type: none"> • The plaza area between the Administration Building and the Athletic Center will be totally renovated. • Construction documents complete. • Revised scope of work and schedule being developed. 	TBD	State Capital
Administration Building Renovation	<ul style="list-style-type: none"> • New office and classroom space being evaluated. • New HVAC equipment will be installed in newly renovated areas. • Programming complete. • Construction documents being developed. 	TBD	State Capital
310 Chillicothe Street	<ul style="list-style-type: none"> • Programming started. • First floor will be renovated for office and classroom space by January, 2013. 	TBD	Local
Library Fire Alarm Panel Upgrade	<ul style="list-style-type: none"> • New fire alarm being installed to replace existing 21 year old, obsolete system. 	\$46,200.88	State Capital

Intrastate Mutual Aid Compact

Information Summary

- State enacted Intrastate Mutual Aid Compact (IMAC) – ORC 5502.41 which became effective July 3, 2012.
- Participation in IMAC (ORC 3345.042) is automatic – no action is required by institutions of higher education
- *IMAC (ORC 3345.042) does require a state institution of higher education to enact or adopt an appropriate resolution, rule, bylaw, or regulation if they DO NOT wish to participate in the IMAC*
- IMAC complements existing mutual aid agreements in the event of a disaster that results in a formal declaration emergency by a participating political subdivision
- IMAC can be used for conducting disaster-related exercises, testing, or other training activities to simulate the provisions of mutual aid.
- IMAC provides for reimbursement to the participating political subdivisions by the party requesting the assistance under IMAC
- A state institution of higher education is considered to be a participating political subdivision for purposes of the intrastate mutual aid compact
- While requesting or providing assistance or aid pursuant to the compact, SSU shall have the defenses and immunities from civil liability provided in sections 2744.02 and 2744.03 of the Revised Code and shall be entitled to all applicable limitations on recoverable damages under section 2744.05 of the Revised Code.