

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
September 19, 2025**

Call to Order

Chair Edwards called the meeting to order at 1:24 p.m. noting the meeting was in compliance with RC § 121.22(F).

Swearing In of New Student Board Member

Chair Edwards administered the oath of office to newly appointed student Board member, Ms. Chloe Wilbur.

Roll Call

Members present: Mr. Edwards, Mr. Daniels, Mr. Richey, Mrs. Schisler, Mr. Shah, Ms. Wilbur, and Ms. Kuhn, with Mr. Furbee, Dr. Haas, and Mrs. Dennis in attendance remotely.

Members absent: Dr. Adams

Approval of the June 27, 2025 Board Meeting Minutes

Mr. Daniels moved and Dr. Shah seconded a motion to approve the June 27, 2025 Board meeting minutes. The motion was passed by unanimous roll call vote of all Board members present.

Approval of the August 8, 2025 Board Meeting Minutes

Mr. Shah moved and Mrs. Schisler seconded a motion to approve the August 8, 2025 Board meeting minutes. The motion was passed by unanimous roll call vote of all Board members present.

Approval of the September 19, 2025 Agenda

Mr. Furbee moved and Mr. Shah seconded a motion to approve the September 19, 2025 Board meeting agenda. The motion was passed by unanimous roll call vote of all Board members present.

Consent Agenda

1. Resolution ASA13-25, Approval of Policy 2.23, Diversity, Equity, and Inclusion and Other Concepts
2. Resolution ASA14-25, Plan to Offer American Civic Literacy Course(s)
3. Resolution F11-25, Approval of Policy 4.52Rev., Leaves of Absences (Paid and Unpaid)

4. Resolution F12-25, Resolution Adopting Pre-tax Parking Plan for Employees

Board Secretary McPhillips explained for the benefit of Trustees attending remotely that two changes were made to Consent Agenda items since the Board packets were distributed to Trustees a week earlier: a) language in Policy 4.52 regarding Family and Medical Leave coverage for care of a family member was amended to conform with federal FMLA law; and b) language was added to Resolution F12-25 delegating to the President the authority to amend or terminate the Pre-tax Parking Plan.

Chair Edwards 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. There being no objection, items 1-4 remain on the agenda. Mr. Daniels moved to accept the action items on the Consent Agenda and Mr. Shah seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

Executive Committee Report

Mr. Daniels reported on behalf of the Executive Committee.

1. Mr. Daniels stated one action item was approval of Resolution E05-25, Extending Presidential Employment Agreement. Since this matter involves a subject that is appropriate for executive session, he suggested that the Chair entertain a motion to postpone action on Resolution E05-25 until the Executive Committee had the opportunity to advise the full Board on the matter in executive session. Mr. Richey moved and Mrs. Schisler seconded the motion to postpone action on Resolution E05-25 until the committee has had the opportunity to discuss the resolution with the full Board in executive session. The motion was passed by unanimous roll call vote of all Board members present.
2. President Braun reported that the university advancement function has been reorganized into two distinct functional departments – university development and the university Foundation. The Chief Advancement Officer framework will be replaced by a distinct development and Foundation operation. Development will be led by an Executive Director and is charged with leading the university's fundraising operation. The Foundation will be led by Aimee Welch, who previously served as its Operations Manager and is charged with leading the university's 501(c)(3) charitable organization.
3. President Braun reported that the university, together with several other public and private sector organizations, has been working with the Scioto County Commissioners to develop a new non-political economic development entity. The Shawnee State University Foundation may make a contribution to seed organization and start-up of the entity.
4. President Braun presented the University Strategic Action Plan Dashboard, describing top-level key performance indicators that will be used to track strategic action plan progress and performance across the university.

Finance and Administration Committee Report

Mr. Daniels reported on behalf of the Finance and Administration Committee.

1. Resolution F13-25, Approval of FY26 Operating Budgets (General Fund and Auxiliary Fund)

Mr. Daniels moved that the Board adopt Resolution F13-25 and Mr. Furbee seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

2. Ms. Aimee Welch, Director of Institutional Budgeting, provided the FY25 end-of-year budget report. FY25 closed with an exceptionally strong net position. The full report is attached to the minutes.
3. Mr. Greg Ballengee, Chief Financial Officer, reviewed the status of the University's cash and TIAA investment portfolio as of August 31, 2025. The total market value of the cash reserves and TIAA portfolio at that time was \$26.4 million. The full report is attached to the minutes.
4. Mr. Ballengee reported on tuition revenue. Over the past 5 years, net tuition revenue ranges from \$27.5 million to \$30 million with a tuition discount rate ranging between 17.6% to 19.6%. The full report is attached to the minutes.
5. Mr. Ballengee reported on AY2025-26 tuition and student fees as required by Resolution F08-25 approved at the June 2025 Board of Trustees meeting. Instructional and general fees were limited to a 3% increase in the 2026 academic year with special purpose fees limited to a 5% increase. The full report is attached to the minutes.
6. Mr. Ballengee reported on the current and future capacity for University bond financing. The debt service payment for the current bond issue is \$1,566,875 for fiscal year 2026.
7. Ms. Malonda Johnson, Chief Operating Officer, reported on the Children's Learning Center transition. SSU has an agreement with the CAO Creative Cubs Academy to operate the facility until July 31, 2026.
8. Ms. Johnson updated the committee on recent personnel activity, including thirty-one new hires, sixteen status changes for current employees, and thirteen departures. The full report is attached to the minutes.
9. Mr. John Temponeras, Director of Facilities, Planning and Construction, reported on major construction projects. The full report is attached to the minutes.
10. Mr. Michael Villanella, Chief Enrollment Officer, reported on Autumn new and continuing student results. Overall enrollment and housing occupancy is up.

Academic and Student Affairs Committee Report

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

1. Dr. Kimberly Inman, Interim Provost and Vice President for Academic and Student Affairs, reported on recent activities in Academic and Student Affairs, including: Appointment of Dr. Jason Lovins as Interim Director of the C.H. Lute School of Business; hiring of Mr. Jacob

Perkins as Grants Coordinator and Mr. Adam Schuler as Director of Esports and Academic Engagement; and implementation efforts to meet the requirements of the Advance Ohio Higher Education Act. The full report is attached to the minutes.

2. Dr. Inman reported on the unifying goals and metrics adopted through the Strategic Action Plan process. The full report is attached to the minutes.
3. Mr. Adam Miller, Dean for the College of Business and Engineering Technology, reported on the U.S. National Science Foundation (NSF) grant award. The full report is attached to the minutes.
4. Mr. Gerald Cadogan, Athletic Director, presented the Athletics Strategic Plan. The full report is attached to the minutes.
5. Dr. Inman presented on recent legislation defining the role of the Board of Trustees in curricular approvals, including General Education Program review and revision. The full report is attached to the minutes.
6. Dr. Jennifer Pauley, Associate Provost of Academic Affairs and Student Success, reported on Fall 2025 retention and AY24-25 completion numbers. The full report is attached to the minutes.
7. Ms. Heather Craft, Director of Grants and Sponsored Programs, reported on department activities in FY26. The full report is attached to the minutes.
8. Mr. Jeff Hamilton, Interim Dean of Students, reported on the 2025 Week of Welcome outcomes and key performance indicators. The full report is attached to the minutes.
9. Dr. Inman provided an update on the implementation of Blackboard Ultra across all courses. The full report is attached to the minutes.

Reports from Board Liaisons with other Organizations

None

President's Report

Dr. Braun reported on the following: Fall enrollment was up with the largest freshman class in years and a significant increase in College Credit Plus students. In the wake of recent events at Utah Valley University, Shawnee State leadership is committed to upholding a safe and secure campus environment and a free speech environment. Fiscal year 2025 finished strong financially, in alignment with the three-year plan launched in 2023 to balance the budget and build reserves; and the 2026 fiscal year budget reflects a significant expansion of revenue, primarily from external partners like the State of Ohio and health care partners, with an increase in budgeted scholarship expense to keep college affordable. Thanked Faculty Senate President for working over summer to move program proposals through shared governance. The full report is attached to the minutes.

New Business

None

Comments from Constituent Groups and the Public

None

Faculty Senate Report

Ms. Mariah Woodward, University Faculty Senate President, reported faculty worked hard over summer on moving proposals through. There were a few issues which ultimately ended with better shared governance.

Executive Session

Mr. Richey moved to enter Executive Session to discuss the employment of a public official and Mr. Shah seconded the motion. Following a unanimous roll call vote in accordance with Ohio Revised Code Section 121.22, the Board entered executive session at 1:52 p.m. Those in attendance for the executive session were Mr. Edwards, Mr. Daniels, Mr. Richey, Mr. Shah, Mrs. Schisler and Mr. McPhillips in person, and Mrs. Dennis, Mr. Furbee, Dr. Haas remotely. Mr. Daniels moved and Mr. Shah seconded a motion to leave executive session and return to public meeting. The motion was passed by unanimous roll call vote of all Board members present and the Board exited executive session at 2:10 p.m.

Other Business

Resolution E05-25, Extending Presidential Employment Agreement

Mrs. Schisler moved that the Board adopt Resolution E05-25 and Mr. Shah seconded the motion. The motion was passed by unanimous roll call vote of all Board members present.

Adjournment

Mr. Daniels moved to adjourn and Mr. Shah seconded the motion. The motion was passed by unanimous roll call vote and the Board adjourned at 2:12 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

RESOLUTION ASA13-25

**APPROVAL OF POLICY 2.23
DIVERSITY, EQUITY, AND INCLUSION AND OTHER CONCEPTS**

WHEREAS, the 136th Ohio General Assembly enacted the Advance Ohio Higher Education Act, part of which is codified in section 3345.0217 of the Ohio Revised Code; and

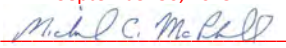
WHEREAS, Shawnee State University seeks to keep the University eligible for state operating subsidy payments, state capital improvement funds, and other state appropriations to the fullest extent possible; and

WHEREAS, the Board of Trustees of Shawnee State University is required to adopt a policy in alignment with Policy 2.23, Diversity, Equity, and Inclusion and Other Concepts that the University shall enforce;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves Policy 2.23, Diversity, Equity, and Inclusion and Other Concepts.

(September 19, 2025)

Certified as True and Correct
September 30, 2025


Secretary, SSU Board of Trustees

Shawnee State University

POLICY TITLE:	DIVERSITY, EQUITY, AND INCLUSION AND OTHER CONCEPTS
POLICY NO. :	2.23
ADMIN CODE:	3362-2-23
PAGE NO.:	1 OF 5
EFFECTIVE DATE:	09/19/25
NEXT REVIEW DATE:	09//2030
RESPONSIBLE OFFICER:	PROVOST
APPROVED BY:	BOARD OF TRUSTEES

1.0 PURPOSE

The purpose of this policy is to set forth the policy of the Ohio General Assembly as defined by the Advance Ohio Higher Education Act of the 136th General Assembly, codified in section 3345.0217 of the Ohio Revised Code, and to keep the University eligible for state operating subsidy payments, state capital improvement funds, and other state appropriations to the fullest extent possible.

2.0 DEFINITIONS

2.1 As used in this policy, the following definitions shall apply.

2.1.1 "Controversial belief or policy" means any belief or policy that is the subject of political controversy, including issues such as climate policies; electoral politics; foreign policy; diversity, equity, and inclusion programs; immigration policy; marriage; or abortion.

2.1.2 "Intellectual diversity" means multiple, divergent, and varied perspectives on an extensive range of public policy issues.


3.0 PROHIBITIONS - DIVERSITY, EQUITY, AND INCLUSION

3.1 The University prohibits the following:

3.1.1 Any orientation or training course regarding diversity, equity, and inclusion, unless the University submits a written request for an exception to the Chancellor of the Ohio Department of Higher Education because the University determines the orientation or training course is exempt from the prohibition on the basis that all aspects of the orientation or course are required to:

3.1.1.1 Comply with state and federal laws or regulations; or

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Secretary, SSU Board of Trustees

3.1.1.2 Comply with state or federal professional licensure requirements; or

3.1.1.3 Obtain or retain accreditation.

3.1.2 The continuation of existing diversity, equity, and inclusion offices or departments;

3.1.3 The establishment of new diversity, equity, and inclusion offices or departments;

3.1.4 The use of diversity, equity, and inclusion in job descriptions;

3.1.5 Contracting with consultants or third-parties whose role is or would be to promote admissions, hiring, or promotion on the basis of race, ethnicity, religion, sex, sexual orientation, gender identity, or gender expression;

3.1.6 The establishment of any new University scholarships that use diversity, equity, and inclusion in any manner.

4.0 EXISTING SCHOLARSHIPS

For any University scholarships that were in existence on June 26, 2025, the University shall, to the extent possible, eliminate diversity, equity, and inclusion requirements. If the University is unable to do so because of donor requirements, the University will continue to offer the scholarships but will not accept any additional funds for the operation of the scholarships.

5.0 BAR ON RENAMING PROGRAMS TO AVOID PROHIBITIONS

The University will not replace any orientation, training, office, or position formerly designated for diversity, equity, and inclusion with an orientation, training, office, or position under a different designation that serves the same or similar purposes, or uses the same or similar means.

6.0 EXCEPTION FOR CERTAIN RESEARCH GRANTS

6.1 If the requirements to obtain a research grant conflict with any of the prohibitions listed in sections 3.1.1 through 3.1.6, above, the University will attempt to the extent possible, to comply with sections 3.1.1 through 3.1.6 while retaining eligibility for the research grant, including by consulting with the General Counsel. If the University is unable to comply with sections 3.1.1 through 3.1.6

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with respect to a research grant, a written request for an exception will be submitted to the Chancellor of the Ohio Department of Higher Education.

- 6.2 The exception request referenced in section 6.1, above, will explain the circumstances and the effort made by the University to comply with sections 3.1.1 through 3.1.6 while retaining eligibility for the research grant.
- 6.3 Agreements or contracts regarding research grants entered into prior to June 26, 2025 will not be subject to sections 3.1.1 through 3.1.6, above. However, any renewal of such agreements or contracts after June 26, 2025 shall be subject to sections 3.1.1 through 3.1.6.

7.0 AFFIRMATIONS AND DECLARATIONS

7.1 The University affirms and declares that:

- 7.1.1 Its primary function is to practice, or support the practice, discovery, improvement, transmission, and dissemination of knowledge and citizenship education by means of research, teaching, discussion, and debate.
- 7.1.2 To fulfill the function described in section 7.1.1, above, the University shall ensure the fullest degree of intellectual diversity.
- 7.1.3 University faculty and staff shall allow and encourage students to reach their own conclusions about all controversial beliefs or policies and shall not seek to indoctrinate any social, political, or religious point of view.
- 7.1.4 It will not endorse or oppose, as a University, any controversial belief or policy, except:
 - 7.1.4.1 On matters that directly impact the University's funding or mission of discovery, improvement, and dissemination of knowledge.
 - 7.1.4.2 The University may endorse the Congress of the United States when it establishes a state of armed hostility against a foreign power.

7.1.4.3 The University may recognize national and state holidays and may support the Constitution and laws of the United States and the state of Ohio. Display of the United States or Ohio flag does not violate section 7.1.4.

7.1.5 The University will not encourage, discourage, require, or forbid students, faculty, or administrators to endorse, assent to, or publicly express a given ideology, political stance, or view of a social policy, nor will the University require students to do any of those things to obtain an undergraduate or post-graduate degree.

7.1.6 No hiring, promotion, or admissions process or decision shall encourage, discourage, require, or forbid students, faculty, or administrators to endorse, assent to, or publicly express a given ideology or political stance.

7.1.7 The University will not use a diversity statement or any other assessment of an applicant's political or ideological views in any hiring, promotions, or admissions process or decision.

7.1.8 No process or decision regulating conditions of work or study, such as committee assignments, course scheduling, or workload adjustment policies, shall encourage, discourage, require, or forbid students, faculty, or administrators to endorse, assent to, or publicly express a given ideology or political stance.

7.1.9 The University will seek out invited speakers who have diverse ideological or political views.

8.0 PERMISSIBLE ACTIVITY

8.1 Sections 7.1.1 through 7.1.3, above, do not apply to the exercise of professional judgment about how to accomplish intellectual diversity within an academic discipline, unless that exercise is misused to constrict intellectual diversity.

8.2 Section 7.1.4 and 7.1.5 do not apply to the exercise of professional judgment about whether to endorse the consensus or foundational beliefs of an academic discipline, unless that exercise is misused to take an action prohibited in section 7.1.4.

9.0 CURRICULUM REQUIREMENTS

The University will demonstrate intellectual diversity for course approval, approval of courses to satisfy general education requirements, student course evaluations, common reading programs, annual reviews, strategic goals for each department, and student learning outcomes.

10.0 HIRING, PROMOTIONS, AND ADMISSIONS

The University prohibits political and ideological litmus tests in all hiring, promotion, and admissions decisions, including diversity statements and any other requirement that applicants describe their commitment to any ideology, principle, concept, or formulation that requires commitment to any controversial belief or policy.

11.0 SPEAKER FEES

11.1 The University will post prominently on its web site a complete list of all speaker fees, honoraria, and other emoluments in excess of five hundred dollars for events that are sponsored by the University. That information shall be:

11.1.1 Accessible from the main page of the University's web site by use of not more than three links;

11.1.2 Searchable by keywords and phrases; and

11.1.3 Accessible to the public without requiring user registration of any kind.

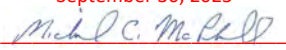
12.0 COMPLAINTS UNDER THIS POLICY

The University will respond to complaints from any student, student group, or faculty member about an alleged violation of the prohibitions and requirements included in the policy adopted under this section using the process established under Procedure 5.10:2.

History

Effective: 09/19/2025

Certified as True and Correct
September 30, 2025


Secretary, SSU Board of Trustees

RESOLUTION ASA14- 25

PLAN TO OFFER AMERICAN CIVIC LITERACY COURSES

WHEREAS, the 136th Ohio General Assembly enacted the Advance Ohio Higher Education Act which was signed into law on March 28, 2025, and includes among its provisions Ohio Revised Code 3345.382; and

WHEREAS, ORC 3345.382 requires that beginning with the spring semester of the 2029-2030 academic year, no state institution of higher education shall grant a baccalaureate degree to any student who has not completed an American Civic Literacy (ACL) course; and

WHEREAS, the ACL course shall, at a minimum, require each student to read and pass a cumulative final examination at the conclusion of the course that assesses student proficiency on all of the following documents:

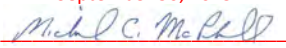
- (1) The entire Constitution of the United States;
- (2) The entire Declaration of Independence;
- (3) A minimum of five (5) essays in their entirety from the Federalist Papers. The essays shall be selected by the department chair.
- (4) The entire Emancipation Proclamation;
- (5) The entire Gettysburg Address;
- (6) The entire Letter from Birmingham Jail written by Dr. Martin Luther King, Jr.;
- (7) The writings of Adam Smith, including a study of the principles written in *The Wealth of Nations*; and

WHEREAS, each state institution of higher education board of trustees is required to adopt a resolution approving a plan to offer the ACL course and submit that plan to the Chancellor of the Ohio Department of Higher Education for review and approval no later than September 25, 2025; and

WHEREAS, the President of Shawnee State University, or the President's designee, may exempt a student who petitions to graduate from the requirement to complete an approved ACL course, if the President, or President's designee, determines the student has completed a course in alignment with Division (D) of ORC 3345.382; and

WHEREAS, the President has designated the University Registrar to make determination on requests for exemption from this graduation requirement; and

Certified as True and Correct
September 30, 2025


Secretary, SSU Board of Trustees

WHEREAS, any student requesting exemption shall complete a written request that includes the detailed course syllabus of the course completed that the student seeks to substitute for the ACL course requirement; and

WHEREAS, the written request must be submitted at the time of petition to graduate; and

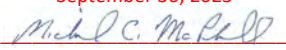
WHEREAS, exemptions using Division (D)(3) of ORC 3345.382 will not be granted after the completion of the 2030-2031 academic year;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves the plan to offer American Civic Literacy Courses in accordance with ORC 3345.382, including the exemption framework set forth above; and

IT IS FURTHER RESOLVED that the ACL plan shall be submitted to the Chancellor of the Department of Higher Education for the Chancellor's approval, and should the Chancellor require revisions to the plan, the Provost is directed to make revisions as needed to obtain approval.

(September 19, 2025)

Certified as True and Correct
September 30, 2025


Secretary, SSU Board of Trustees



AMERICAN CIVIC LITERACY PLAN
REQUEST FOR APPROVAL

State institutions of higher education shall develop a plan, approved by the institution's board of trustees, to offer a course in American civic literacy pursuant to [ORC Section 3345.382](#). Submit this form, along with supporting documents, to SB1@highered.ohio.gov.

The course shall comply with the criteria, policies, and procedures established under [ORC Section 3333.16](#). For approval of an American civic literacy course, complete the American Civic Literacy Course | Request for Approval form.

OVERVIEW

Name of Institution of Higher Education:

Shawnee State University

Date of Submission:

Primary Institutional Contact for This Request:

Name	Kimberly Inman
Title	Interim Provost & VP for Academic and Student Affairs
Phone number	740-351-3641
E-mail	kinman@shawnee.edu

Date the institution's Board of Trustees adopted the plan (attach the resolution as an appendix):

09/19/2025

SECTION 1: CURRICULUM

1.1 Describe where the American civic literacy designated course(s) fits into the curricula (i.e., general education required course, general education optional course, major required course, elective course, etc.).

Shawnee State University will develop multiple courses that meet the requirements for the American Civic Literacy (ACL) course detailed in ORC 3345.382. There will be one course each in Political Science – National Government, American History – American History I, and Economics: Foundations of Political Economy. Each course will be created through the Shawnee State University shared governance process, submitted to OT36 panels to gain approval in either Social and Behavioral

Sciences or Arts & Humanities categories as well as the ACL approval. Once approved, the courses will be included in the Shawnee State University General Education Program.

Most baccalaureate programs at Shawnee State will allow their majors to complete any one of the ACL designated courses to count toward both General Education and the ACL requirements. Students enrolled in the School of Education Bachelor of Science in Education programs, any Multiage or Adolescent and Young Adult licensure degree program, or the Bachelor of Social Work will be required to take the American History I course to minimize impact on the total required credit hours for these degrees. The courses will be offered in fully online and in-person modalities to serve all students.

SECTION 2: STUDENT SUCCESS

2.1 Provide a plan for students that do not pass the cumulative final examination at the conclusion of the course that assesses student proficiency of the documents listed in division (B) of [ORC Section 3345.382](#), if applicable.

As required in ORC 3345.382 Division B, students must pass a cumulative final exam that assesses their proficiency with the seven (7) minimally required readings. Our plan for requiring a student to pass this cumulative exam includes acknowledgement that meeting the learning outcomes of either the Arts & Humanities or Social & Behavioral Sciences categories of the OT36, will likely require other assignments, assessments, and readings be included in the content of the ACL courses. Additionally, Shawnee State has a commitment to the Freedom of Expression detailed in OAC 3362.5.11 for all members of the campus community and supports the academic freedom of faculty in their teaching and performance of their duties as university professors. This includes creating proper assessment of course learning outcomes.

In alignment with all of the above commitments, Shawnee State faculty members teaching ACL approved courses will develop and deliver a cumulative final exam that assesses proficiency with the specific documents listed in division (B) of ORC 3345.382. Faculty may also develop assessments to determine proficiency with the course-wide learning outcomes. During any ACL approved course, the cumulative final on the specified documents will be administered. All ACL course syllabi will clearly state that students must pass the cumulative final in order to pass the ACL course.

If a student does not earn a passing grade on the exam, but is earning a passing grade in the course, the student may request to retake the final exam. The request must be made in writing to the course instructor no later than 10 business days after the exam results are posted in the SSU course management system. If the student either (1) does not retake the cumulative final as scheduled or (2) does not pass on the second attempt, the student will earn an F in the course. If the approved retake occurs after final course grades are entered by the University Registrar and the student passes the exam, the faculty member will submit a grade change request form to the University Registrar. A student who earns a failing grade in the course will need to retake the course and cumulative final to fulfill the graduation requirement. This will allow the Shawnee State Registrar's Office to track the graduation requirement using the course grade earned.

Students who do not pass an ACL course will be allowed to retake a course for credit according to existing policy in the University Academic Catalog. As the above plan is implemented, the full-time faculty who

develop the ACL courses will serve as an ACL committee to address concerns and suggest revisions to the offering plan.

SECTION 3: APPLICABILITY

3.1 Describe how the institution will ensure students who graduate with a bachelor's degree in the spring semester of the 2029-2030 academic year, and after, will meet the requirements to complete the course, if applicable.

Shawnee State University will deliver the ACL courses in multiple modalities in every regular semester to ensure broad access to all baccalaureate students. Our plan involves gaining internal and external approvals for the ACL courses during the 2025-2026 academic year. The first running of the ACL courses is planned for Fall 2026. This will align with first-time students entering with an expected graduation date of Spring 2030. Approved ACL courses will be clearly indicated in the Academic Catalog and in course descriptions. Programs will update their academic advising plans to include the ACL course(s) needed for the specific program. Advisors will ensure students understand the requirement and when they should register for a course based on their interests, programs, and degree completion timeline. During the 2025-2026 academic year, Shawnee State will enact a communication plan to ensure all faculty and professional advisors are aware of the new requirements that apply to the incoming 2026 students.

The review of degree audits occurs jointly between the Shawnee State Registrar's office and the program faculty chair or school director. Communication will be shared with all reviewers of degree audits regarding the course requirements during the 2025-2026 and subsequent academic years. The Shawnee State Registrar will ensure that the ACL approved courses are given a clear designation on degree audits to make the courses highly visible during the review process. Even if all other degree requirements are met, Shawnee State will not confer a baccalaureate degree to a student who has not completed an ACL course and who has petitioned to graduate for the Spring 2030 and subsequent semesters. Students are required to petition in the semester prior to their planned final semester at Shawnee State. The University Registrar conducts an initial review to identify missing requirements. The ACL course requirement will be added to the items checked during this initial review. Students who petition in a timely fashion will have at least one semester in which to complete the course without delaying their degree conferral.

SECTION 4: EXEMPTION

4.1 Pursuant to ORC 3345.382, the boards of trustees of each institution of higher education shall adopt a resolution specifying the conditions under which the state institution's president or designee may exempt a student under division (D)(3) of this section. Attach the resolution as an appendix, if applicable.

SECTION 5: VERIFICATION AND SIGNATURE

(Insert name of the institution) verifies that the information provided is truthful and accurate.

Signature of the President, or the President's designee
(Insert name and title of the President, or the President's designee)

Certified as True and Correct
September 30, 2025


Secretary, Board of Trustees

RESOLUTION F11-25

APPROVAL OF POLICY 4.52REV. LEAVES OF ABSENCES (PAID AND UNPAID)

WHEREAS, an ongoing review of institutional policies has been undertaken in order to remove outdated policies, and to modify and update policies to ensure their accuracy and application to current organizational needs; and

WHEREAS, a modification of the policy is recommended to reflect the closure of the University each year around the Independence Day holiday to achieve energy efficiency savings; and

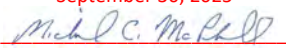
WHEREAS, the specific closure dates will be determined by the University and the viability of continuing such closure will be examined by the President each year to determine the impact upon the delivery of services and operational needs and may be modified to respond to these needs; and

WHEREAS, these revisions have been recommended by the President for Board of Trustees approval;

NOW, THEREFORE, IT IS RESOLVED that the Board of Trustees of Shawnee State University approves amended Policy 4.52Rev., Leaves of Absences, Paid and Unpaid.

(September 19, 2025)

Certified as True and Correct
September 30, 2025


Secretary, SSU Board of Trustees

Shawnee State University

POLICY TITLE:	LEAVES OF ABSENCES (PAID & UNPAID)
POLICY NO.:	4.52REV
ADMIN CODE:	3362-4-23
PAGE NO.:	1 OF 11
EFFECTIVE DATE:	09/19/2025
NEXT REVIEW DATE:	09/20302
RESPONSIBLE OFFICER:	CHIEF OPERATING OFFICER
APPROVED BY:	BOARD OF TRUSTEES

1.0 PURPOSE

The University is committed to providing administrators and administrative technical support staff (ATSS) with appropriate avenues to take time away from work assignments and for the University to remain fully compliant with applicable regulatory provisions for various forms of leave that are essential to the health and wellbeing of University employees. This policy identifies the holidays that are observed by the University, provides for the accrual and use of vacation, and defines the various forms of leaves of absence (LOAs) that are available or that the administration may impose.

2.0 HOLIDAYS

2.1 The following are designated University holidays:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King Day	Third Monday in January
President's Day*	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Columbus Day*	Second Monday in October
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Christmas Day	December 25

2.2 The University will develop a schedule each year that will allow for designated holidays to be observed. The two holidays marked with an asterisk (*) on the list

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will be observed on the Friday after Thanksgiving and on the day before Christmas Day.

- 2.3 If any of the holidays as provided herein falls on Saturday, the Friday immediately preceding shall be observed as the holiday. If any of the holidays as provided herein falls on Sunday, the Monday immediately succeeding shall be observed as the holiday.
- 2.4 The University reserves the right to require work on observed holidays at its discretion. Non-exempt salaried employees working on an observed holiday shall be paid for the holiday and for the actual time worked at one and one-half (1 ½) times their base salary per-hour rate of pay.

3.0 WINTER & SUMMER BREAK

The University will be closed for Winter break each year from December 26 through December 31. In the event that the observance of Christmas Eve, Christmas Day, or New Year's Day occurs during the December 26-31 period, an additional vacation day shall not be provided to employees.

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4.0 VACATION LEAVE

- 4.1 The University regards a vacation as a period of rest and relaxation earned for past service. Since the annual vacation is important to the wellbeing of employees and their families, employees are encouraged to utilize all earned vacation.
- 4.2 For accrual purposes, the vacation year shall be based on an employee's anniversary date.
- 4.3 Employees accrue vacation leave based upon the schedule reflected in table 4.4 below. Part time benefit eligible employees who work twelve months will receive pro-rated vacation. Benefit eligible full-time employees employed for less than twelve months will receive vacation at one-half (.50) of the applicable accrual rate.

4.4 Admin/ATSS Vacation Accrual Structure

Years of Completed Service	# Days	Hours of Vacation	Accrual Rate	Maximum Balance
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- 4.7 To assure accurate leave balances, employees requesting vacation leave must submit their request electronically through the BearTrax system.
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- 4.11 Employees who retire or resign will be paid for earned but unused vacation up to a maximum of two times the accrued hours of vacation in one year at the time of their departure. In the event of the death of an employee, vacation pay for vacation earned but not taken up to a maximum of two times the accrued hours of vacation in one year will be paid to the estate of the employee.
- 4.12 The Department of Human Resources will maintain an up-to-date record of vacation for each employee. Any questions concerning vacation record-keeping should be directed to Human Resources.
- 4.13 In order to provide for continuous payment during a Board-approved University closure, temporary changes to vacation accruals will be permitted as follows:
 - 4.13.1 employees will be permitted to use accrued vacation leave hours during hours they will not be working as a result of the shutdown to offset lost pay, or
 - 4.13.2 employees will be permitted to use unearned vacation leave hours that they are scheduled to earn during the remainder of that calendar year in exchange for a reduced vacation accrual rate for the remainder of the calendar year. These actions will not be considered a reduction in pay, layoff, or furlough.

5.0 SICK LEAVE

- 5.1 Sick leave may be used for an authorized absence from scheduled duties due to personal illness (which may include physical and/or mental health issues); personal injury; exposure to contagious disease that poses a reasonable risk of contagion to the University (the University may require documentation); medical, mental health, dental, or optical examination or treatment for self or immediate family members when the employee's attendance is required; family emergencies requiring the attendance of the employee; pregnancy and/or childbirth and related conditions; or death in the immediate family. The definition

of an immediate family member includes: grandparents, brother, sister, brother-in-law, sister-in-law, daughter-in-law, son-in-law, father, father-in-law, mother, mother-in-law, spouse, child, grandchild, legal guardian, or other person who stands in the place of a parent.

- 5.2 Upon hire, a full-time Administrator or ATSS employee will receive one hundred and twenty (120) hours of sick leave credited to his/her leave account.
- 5.3 After the first year of employment and thereafter, sick leave will accrue for full-time Administrators and ATSS pro-rated each pay period for a maximum of 120 hours per year.
- 5.4 Upon hire, the part-time Administrator or ATSS employee will receive a pro-rated amount of sick leave credited to his/her leave account, based upon the employee's full-time equivalency (FTE) percentage determined at the time of hire. For example, a half-time employee (.50 FTE) will be eligible for a credit of sixty (60) hours of sick leave.
- 5.5 After the first year of employment and thereafter, sick leave shall accrue for part-time administrators and ATSS at a pro-rated amount based upon the employee's FTE.
- 5.6 An Administrator or ATSS may transfer into his/her University sick leave account any accumulated, documented, and verified sick leave balance that has been accumulated in the public service in the State of Ohio, provided that his/her re-employment takes place within ten (10) years of the date on which the employee was last terminated from public service. If the employee elects to do so and informs the Department of Human Resources, he/she may elect to transfer any unused and unpaid sick leave balance above one-hundred and twenty (120) hours to their Shawnee State University sick leave account. This amount will be in addition to the University credited amount. For example, if the employee had six hundred and twenty (620) hours of unused and unpaid sick leave from a prior state of Ohio employer, then five hundred (500) hours could be transferred to Shawnee State University.
- 5.7 There is no maximum applied to the amount of sick leave that may be accumulated during active employment.
- 5.8 The sick leave account balance will be reduced an hour for each hour of sick leave used. As an alternative to using up sick leave hours, the employee with advance approval from his/her supervisor, may use flexible scheduling (working less hours of the normal schedule and making those hours up another time or day) to account for time off for medical appointments or other reasons which would otherwise be used as sick leave hours. For ATSS, hours must be made up within the same week, or if not, the sick leave account will be reduced an hour for each hour of sick leave used.
- 5.9 Employees requesting sick leave (including leave that qualifies under the Family and Medical Leave Act – FMLA) must submit their request electronically through the BearTrax system. When the leave is foreseeable, the employee must make every effort to request the leave thirty (30) days in advance of the leave. When it is not possible for the leave request ~~form~~ to be submitted in advance of the leave, it must be

approved by the employee's supervisor and submitted ~~through the BearTrax system to Human Resources~~ upon the employee's return from the absence. Time on approved sick leave will run concurrent with an approved leave under FMLA (refer to section 7.0 below).

- 5.10 If an employee is expected to be off more than five (5) consecutive work days, a signed or official doctor's statement must be submitted in advance to the supervisor or Human Resources. If an employee does not have advance warning, the doctor's statement must be provided to the supervisor or Human Resources as soon as practicable after the employee knows he/she will be off more than five (5) consecutive days and in no event any later than the date the employee returns to work (unless more time is granted by the Director of Human Resources or designee).
- 5.11 In situations of sick leave involving less than five (5) consecutive work days, where suspicious patterns of leave exist (e.g., leave taken immediately before or after weekends or days off), a doctor's statement may be required upon the request of the supervisor or Human Resources. All doctors' statements shall be in the form of a signed or official statement from the attending physician, stating the general nature of the illness, date of medical treatment, and the conditions under which the employee is released to return to work or a statement from the attending physician verifying the illness or injury of the employee's immediate family member. The failure to submit a doctor's statement or the failure to submit a proper leave form to Human Resources may result in delay of payment for the time missed.
- 5.12 Intentional misuse of the sick leave provision herein may be considered grounds for disciplinary action. Non-compliance with sick leave rules and regulations may result in the Administrator or ATSS not receiving pay for the requested sick leave.

6.0 SICK LEAVE RETIREMENT PAYMENT

- 6.1 The Administrator or ATSS, upon official state retirement from active service or upon separation of employment by an alternative retirement plan (ARP) participant who would meet the age and service eligibility requirements under a state pension system (OPERS or STRS), and with ten or more years of service with the State of Ohio or any of its political subdivisions, will be paid for one-fourth of the value of accumulated sick leave balance, up to a maximum payment of 240 hours. Payment will be based upon the employee's base per hour rate of pay at the time of retirement. Any unpaid leave remaining on the Shawnee State sick leave account will be available for use upon rehire (unless hired into a position that does not provide sick leave). In the event of an eligible employee's death prior to retirement, the sick leave retirement payout is not subject to payment to the employee's estate.
- 6.2 The payout of sick leave balance as provided in this policy will be made only once to any Administrator or ATSS. An employee who received such cash payout and who was rehired post retirement may accrue and use sick leave while actively employed but shall not be eligible for payment of any unused sick leave balance.
- 6.3 The payment discussed in Section 6.1 will only be available to employees

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who formally notify the Department of Human Resources of their retirement and meet all other eligibility requirements.

7.0 FAMILY AND MEDICAL LEAVE POLICY

7.1 Scope

Employees with at least one year of service with the University and who have worked for 1,250 hours in the previous 12-month period are eligible for up to twelve weeks of paid (existing sick leave and/or vacation) and/or unpaid leave for qualifying events, in a twelve-month period (rolling year, see Title 29, Section 825.200 of Code of Federal Regulations). Qualifying events are:

7.1.1 Childbirth (due to the birth of or to care for the newborn child)

7.1.2 Adoption or foster care

7.1.3 Serious personal illness –

7.1.3.1 A serious health condition that results in a period of incapacity for more than three days during which the employee is unable to work, or

7.1.3.2 A chronic condition requiring a regimen of ongoing care by a health care provider that intermittently renders the employee unable to work for periods of less than three days while seeking treatment or while recovering from the condition.

7.1.4 The serious health condition of a member of the employee's immediate family (as defined in 5.1 above) which requires the employee to provide care.

7.1.5 Qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a covered military member on active duty, or has been called to active duty, in support of a contingency operation.


7.1.6 Care for a covered service member with a serious injury or illness if the employee is the spouse, child, parent or next of kin of the service member.

7.2 Length of leave/paid or unpaid

Family and Medical Leave provides an eligible employee to take up to twelve workweeks of leave per rolling twelve-month period except for leave under section 7.1.6 which may be taken for up to 26 workweeks. Employees will first use sick leave, where appropriate, prior to vacation and any unpaid leave. Employees will use vacation and any comp time prior to any unpaid leave after sick leave is exhausted or for events where sick leave is inappropriate. Family Medical Leave coordinates and runs concurrently with other paid and unpaid leaves.

7.3 Childbirth and adoption timeframe

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Leave under this policy which pertains to care for a newborn, adopted, or foster child may only be taken within twelve months of the child's birth or placement into the employee's home.

7.4 Certification for health leave

If an employee requires leave for a serious health condition for himself/herself or a spouse, parent, or child, a health care provider's certification shall be required stating the commencement date and probable duration of the condition and the medical facts substantiating the condition. The University may require an independent examination at no cost to the employee.

7.5 Notice of the leave

Employees must provide at least thirty days' advance notice if the leave is foreseeable. If the leave must begin within fewer than thirty days, the employee must provide notice as soon as practicable.

7.6 Employment and benefits protection

Any employee who takes leave under the provisions of this policy, on return from such leave, shall be restored by the University to the position of employment held by the employee when the leave commenced or be restored to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment.

7.7 Continuation of health plan coverage

If after the exhaustion of all forms of paid leave, a period of unpaid leave is needed up to the twelve week maximum provided under this policy (or 26 week maximum, as applicable), the University shall maintain the coverage under the group health plan for this period under the conditions coverage would have been provided if the employee had continued in employment continuously for the duration of the leave. Upon return to work, the employee must make arrangements with the Department of Human Resources to make up the employee contributions missed for insurance coverage while on unpaid leave.

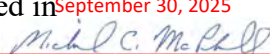
7.8 Return from leave

If the employee fails to return from Family and Medical Leave, the University may recover the premium that the employer paid for maintaining coverage for the employee under the group health plan during any period of unpaid leave.

8.0 DISABILITY LEAVE

8.1 Application

8.1.1 Full-time Administrators and ATSS may be granted a disability leave of absence in the event of a disabling illness or injury (except work related

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which case workers' compensation rules will apply) that extends beyond leave provided under FMLA.

- 8.1.2 Approval of such leave is contingent upon the employee submitting a satisfactory written physician's statement attesting that the essential functions of the assigned position cannot be performed.
- 8.1.3 The University may request that an examination be completed by a physician of its choosing. In such case, the University will pay for the cost of the examination.
- 8.1.4 Written application to the Department of Human Resources should be made as early as possible and must include a statement from the attending physician with a projected return date.

8.2 Duration and retention

- 8.2.1 The duration of disability leave will be based on the projected return date provided by the attending physician. An initial request for disability leave may be for one year or less. A disability leave may be extended one additional year with a request for such extension to be made no later than sixty (60) days prior to the originally scheduled return date. The total amount of time on such leave, paid or unpaid, for the same injury or illness, may not exceed two years. The amount of time shall be reduced by family medical leave used for the same injury or illness.
- 8.2.2 In order to be paid for disability leave, the employee will use all earned but unused sick leave, vacation leave, personal leave, and comp time. All types of paid leave must be used prior to unpaid leave.
- 8.2.3 Prior to returning to work, the employee must provide the University with the attending physician's release attesting to his/her ability to perform the essential job duties. The University may request an independent examination as identified in 8.1.3 above.
- 8.2.4 The employee will retain reinstatement rights to his/her current position if the disability leave is six (6) months or less. If such leave time exceeds six (6) months, up to a maximum of twelve (12) months, the University will place such employee in the same or similar position in which the employee possesses the required qualifications necessary to perform the essential responsibilities. The University will make reasonable efforts to reinstate an employee to the same or similar position if such leave exceeds one year.

8.3 Insurance coverage

- 8.3.1 The University will continue group health insurance throughout the period of an approved paid leave.
- 8.3.2 The University will continue group health insurance throughout the

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approved unpaid leave that is not FMLA leave for a maximum of six (6) months.

- 8.3.3 While on an approved unpaid leave other than FMLA, the employee must timely remit the established insurance contribution payments for the duration of the leave. If the employee payment contributions are not timely remitted, the

employee will forfeit University-provided health plan coverage and may elect health plan continuation under COBRA at 102% of the full cost of the University's health plan.

- 8.3.4 The University will continue group health insurance as provided in the Family and Medical Leave Act (FMLA) of 1993 as currently amended, and offer group health continuation and conversion benefits as provided under the Consolidated Omnibus Budget Reconciliation Act (COBRA).

8.4 Disability retirement reinstatement

In the case of an employee who has been granted a disability retirement through OPERS or STRS, the period of reinstatement shall be in accordance with the prevailing rules of the state retirement system.

- 8.5 An Employee requesting disability leave must submit his/her request electronically through the BearTrax System.

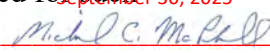
9.0 WORKERS' COMPENSATION LEAVE

Workers' compensation leave will be provided as set forth in the Ohio statutes (ORC Chapter 4123) for workplace injuries and/or occupational diseases. Additional information may be found on the University website at the [Office of Human Resources](#) webpages.

10.0 COURT/JURY DUTY LEAVE

- 10.1 An employee who is required to report for jury duty or is subpoenaed to appear before any court, commission, board, or other legally constituted body, where the employee is not a party to the action, shall be entitled to leave with pay for the scheduled work hours lost as the result of such duty. For ATSS employees, the employees will be compensated by the University in an amount equal to his/her straight-time (non-overtime) rate of pay. Any monetary payment received from the court shall be submitted to Human Resources for deposit as a condition of receiving full pay from the University. ~~For both Administrators and ATSS employees, their normal pay will be paid to them while on jury duty, less the amount received by the employee from the government for such appearance.~~ An employee who reports for such duty and is excused shall immediately contact his/her immediate supervisor and report for work, if requested.

- 10.2 In order to be paid by the University for such leave the employee must submit to Human Resources written proof, executed by an authorized administrator of the court, showing the duration of such duty and the amount of compensation received for such duty.

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11.0 MILITARY LEAVE

- 11.1 An employee who is unable to report for regularly scheduled work because the employee is required to report for duty as an active-duty member of the armed forces, a reserve member of the armed forces, or as a member of the Ohio National Guard shall be compensated in accordance with Ohio law.
- 11.2 The University will adhere to any federal or state laws enacted regarding employer responsibilities toward active employees who are members of the armed forces.
- 11.3 To be eligible for this leave and in accordance with federal and state law, the employee upon request, shall provide the order or written statement from the appropriate military commander to his/her supervisor which shall be forwarded to Human Resources.

12.0 FURLOUGHS

A furlough is a non-permanent, unpaid leave of absence from work for a specified period of time. The President may impose furloughs in accordance with Ohio law. The President shall enact a procedure setting forth the terms and conditions under which furloughs may be imposed.

13.0 REQUEST FOR LEAVE ~~PROCESS FORMS~~

- 13.1 Except in the case of an emergency, prior notification to the employee's supervisor of anticipated leaves is required. Employees shall notify his/her immediate supervisor by telephone or electronic message prior to the scheduled start time that they are unable to report to work due to a qualifying reason. In cases where an employee is incapacitated, they may designate a family member or third-party representative to communicate with the University.
- 13.2 Requests for leave as identified in this policy must be submitted electronically via the BearTrax system. In order to assure accuracy of leave balances and to properly secure approvals for leaves, every effort should be made to make requests prior to the end of the pay period in which the leave is to occur. In rare circumstances in which this cannot be done due to emergency or oversight, the employee must submit such request at the earliest date upon return from leave.
- 13.3 Additional guidelines regarding leaves of absences may be found on the Department of Human Resources website.

History:

Effective: 09/19/14 (Replaces 4.55Rev; 4.56Rev; 4.57Rev; 4.65 and 4.68)

Revised: 09/19/25; 09/03/24; 12/01/23; 09/15/23; 02/08/19; 10/13/17; 10/14/16; 08/19/16

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Shawnee State University

POLICY TITLE:	LEAVES OF ABSENCES (PAID & UNPAID)
POLICY NO.:	4.52REV
ADMIN CODE:	3362-4-23
PAGE NO.:	1 OF 11
EFFECTIVE DATE:	09/19/2025
NEXT REVIEW DATE:	09/2030
RESPONSIBLE OFFICER:	CHIEF OPERATING OFFICER
APPROVED BY:	BOARD OF TRUSTEES

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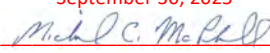
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- 4.10 All accrued vacation must be exhausted before an unpaid leave of absence commences. This subsection does not apply when an employee opts to take some or all of the time off without pay during a university shutdown as permitted by section 4.13.
- 4.11 Employees who retire or resign will be paid for earned but unused vacation up to a maximum of two times the accrued hours of vacation in one year at the time of their departure. In the event of the death of an employee, vacation pay for vacation earned but not taken up to a maximum of two times the accrued hours of vacation in one year will be paid to the estate of the employee.
- 4.12 The Department of Human Resources will maintain an up-to-date record of vacation for each employee. Any questions concerning vacation record-keeping should be directed to Human Resources.
- 4.13 In order to provide for continuous payment during a Board-approved University closure, temporary changes to vacation accruals will be permitted as follows:
 - 4.13.1 employees will be permitted to use accrued vacation leave hours during hours they will not be working as a result of the shutdown to offset lost pay, or
 - 4.13.2 employees will be permitted to use unearned vacation leave hours that they are scheduled to earn during the remainder of that calendar year in exchange for a reduced vacation accrual rate for the remainder of the calendar year. These actions will not be considered a reduction in pay, layoff, or furlough.

5.0 SICK LEAVE

- 5.1 Sick leave may be used for an authorized absence from scheduled duties due to personal illness (which may include physical and/or mental health issues); personal injury; exposure to contagious disease that poses a reasonable risk of contagion to the University (the University may require documentation); medical, dental, or optical examination or treatment for self or immediate family.

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family members when the employee's attendance is required; family emergencies requiring the attendance of the employee; pregnancy and/or childbirth and related conditions; or death in the immediate family. The definition of an immediate family member includes: grandparents, brother, sister, brother-in-law, sister-in-law, daughter-in-law, son-in-law, father, father-in-law, mother, mother-in-law, spouse, child, grandchild, legal guardian, or other person who stands in the place of a parent.

- 5.2 Upon hire, a full-time Administrator or ATSS employee will receive one hundred and twenty (120) hours of sick leave credited to his/her leave account.
- 5.3 After the first year of employment and thereafter, sick leave will accrue for full-time Administrators and ATSS pro-rated each pay period for a maximum of 120 hours per year.
- 5.4 Upon hire, the part-time Administrator or ATSS employee will receive a pro-rated amount of sick leave credited to his/her leave account, based upon the employee's full-time equivalency (FTE) percentage determined at the time of hire. For example, a half-time employee (.50 FTE) will be eligible for a credit of sixty (60) hours of sick leave.
- 5.5 After the first year of employment and thereafter, sick leave shall accrue for part-time administrators and ATSS at a pro-rated amount based upon the employee's FTE.
- 5.6 An Administrator or ATSS may transfer into his/her University sick leave account any accumulated, documented, and verified sick leave balance that has been accumulated in the public service in the State of Ohio, provided that his/her re-employment takes place within ten (10) years of the date on which the employee was last terminated from public service. If the employee elects to do so and informs the Department of Human Resources, he/she may elect to transfer any unused and unpaid sick leave balance above one-hundred and twenty (120) hours to their Shawnee State University sick leave account. This amount will be in addition to the University credited amount. For example, if the employee had six hundred and twenty (620) hours of unused and unpaid sick leave from a prior state of Ohio employer, then five hundred (500) hours could be transferred to Shawnee State University.
- 5.7 There is no maximum applied to the amount of sick leave that may be accumulated during active employment.
- 5.8 The sick leave account balance will be reduced an hour for each hour of sick leave used. As an alternative to using up sick leave hours, the employee with advance approval from his/her supervisor, may use flexible scheduling (working less hours of the normal schedule and making those hours up another time or day) to account for time off for medical appointments or other reasons which would otherwise be used as sick leave hours. For ATSS, hours must be made up within the same week, or if not, the sick leave account will be reduced an hour for each hour of sick leave used.
- 5.9 Employees requesting sick leave (including leave that qualifies under the Family and


Medical Leave Act – FMLA) must submit their request electronically through the BearTrax system. When the leave is foreseeable, the employee must make every effort to request the leave thirty (30) days in advance of the leave. When it is not possible for the leave request to be submitted in advance of the leave, it must be approved by the employee's supervisor and submitted through the BearTrax system upon the employee's return from the absence. Time on approved sick leave will run concurrent with an approved leave under FMLA (refer to section 7.0 below).

- 5.10 If an employee is expected to be off more than five (5) consecutive work days, a signed or official doctor's statement must be submitted in advance to the supervisor or Human Resources. If an employee does not have advance warning, the doctor's statement must be provided to the supervisor or Human Resources as soon as practicable after the employee knows he/she will be off more than five (5) consecutive days and in no event any later than the date the employee returns to work (unless more time is granted by the Director of Human Resources or designee).
- 5.11 In situations of sick leave involving less than five (5) consecutive work days, where suspicious patterns of leave exist (e.g., leave taken immediately before or after weekends or days off), a doctor's statement may be required upon the request of the supervisor or Human Resources. All doctors' statements shall be in the form of a signed or official statement from the attending physician, stating the general nature of the illness, date of medical treatment, and the conditions under which the employee is released to return to work or a statement from the attending physician verifying the illness or injury of the employee's immediate family member. The failure to submit a doctor's statement or the failure to submit a proper leave form to Human Resources may result in delay of payment for the time missed.
- 5.12 Intentional misuse of the sick leave provision herein may be considered grounds for disciplinary action. Non-compliance with sick leave rules and regulations may result in the Administrator or ATSS not receiving pay for the requested sick leave.

6.0 SICK LEAVE RETIREMENT PAYMENT

- 6.1 The Administrator or ATSS, upon official state retirement from active service or upon separation of employment by an alternative retirement plan (ARP) participant who would meet the age and service eligibility requirements under a state pension system (OPERS or STRS), and with ten or more years of service with the State of Ohio or any of its political subdivisions, will be paid for one-fourth of the value of accumulated sick leave balance, up to a maximum payment of 240 hours. Payment will be based upon the employee's base per hour rate of pay at the time of retirement. Any unpaid leave remaining on the Shawnee State sick leave account will be available for use upon rehire (unless hired into a position that does not provide sick leave). In the event of an eligible employee's death prior to retirement, the sick leave retirement payout is not subject to payment to the employee's estate.

- 6.2 The payout of sick leave balance as provided in this policy will be made only once to any Administrator or ATSS. An employee who received such cash payout and who was rehired post retirement may accrue and use sick leave while actively employed.

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not be eligible for payment of any unused sick leave balance.

- 6.3 The payment discussed in Section 6.1 will only be available to employees who formally notify the Department of Human Resources of their retirement and meet all other eligibility requirements.

7.0 FAMILY AND MEDICAL LEAVE POLICY

7.1 Scope

Employees with at least one year of service with the University and who have worked for 1,250 hours in the previous 12-month period are eligible for up to twelve weeks of paid (existing sick leave and/or vacation) and/or unpaid leave for qualifying events, in a twelve-month period (rolling year, see Title 29, Section 825.200 of Code of Federal Regulations). Qualifying events are:

7.1.1 Childbirth (due to the birth of or to care for the newborn child)

7.1.2 Adoption or foster care

7.1.3 Serious personal illness –

7.1.3.1 A serious health condition that results in a period of incapacity for more than three days during which the employee is unable to work, or

7.1.3.2 A chronic condition requiring a regimen of ongoing care by a health care provider that intermittently renders the employee unable to work for periods of less than three days while seeking treatment or while recovering from the condition.

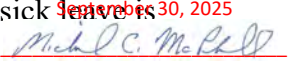
7.1.4 The serious health condition of a member of the employee's immediate family (as defined in 5.1 above) which requires the employee to provide care.

7.1.5 Qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a covered military member on active duty, or has been called to active duty, in support of a contingency operation.

7.1.6 Care for a covered service member with a serious injury or illness if the employee is the spouse, child, parent or next of kin of the service member.

7.2 Length of leave/paid or unpaid

Family and Medical Leave provides an eligible employee to take up to twelve workweeks of leave per rolling twelve-month period except for leave under section 7.1.6 which may be taken for up to 26 workweeks. Employees will first use sick leave, where appropriate, prior to vacation and any unpaid leave. Employees will use vacation and any comp time prior to any unpaid leave after sick leave is exhausted or for events where sick leave is

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inappropriate. Family Medical Leave coordinates and runs concurrently with other paid and unpaid leaves.

7.3 Childbirth and adoption timeframe

Leave under this policy which pertains to care for a newborn, adopted, or foster child may only be taken within twelve months of the child's birth or placement into the employee's home.

7.4 Certification for health leave

If an employee requires leave for a serious health condition for himself/herself or a spouse, parent, or child, a health care provider's certification shall be required stating the commencement date and probable duration of the condition and the medical facts substantiating the condition. The University may require an independent examination at no cost to the employee.

7.5 Notice of the leave

Employees must provide at least thirty days' advance notice if the leave is foreseeable. If the leave must begin within fewer than thirty days, the employee must provide notice as soon as practicable.

7.6 Employment and benefits protection

Any employee who takes leave under the provisions of this policy, on return from such leave, shall be restored by the University to the position of employment held by the employee when the leave commenced or be restored to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment.

7.7 Continuation of health plan coverage

If after the exhaustion of all forms of paid leave, a period of unpaid leave is needed up to the twelve week maximum provided under this policy (or 26 week maximum, as applicable), the University shall maintain the coverage under the group health plan for this period under the conditions coverage would have been provided if the employee had continued in employment continuously for the duration of the leave. Upon return to work, the employee must make arrangements with the Department of Human Resources to make up the employee contributions missed for insurance coverage while on unpaid leave.

7.8 Return from leave

If the employee fails to return from Family and Medical Leave, the University may recover the premium that the employer paid for maintaining coverage for the employee under the group health plan during any period of unpaid leave.

8.0 DISABILITY LEAVE

8.1 Application

- 8.1.1 Full-time Administrators and ATSS may be granted a disability leave of absence in the event of a disabling illness or injury (except work related in which case workers' compensation rules will apply) that extends beyond leave provided under FMLA.
- 8.1.2 Approval of such leave is contingent upon the employee submitting a satisfactory written physician's statement attesting that the essential functions of the assigned position cannot be performed.
- 8.1.3 The University may request that an examination be completed by a physician of its choosing. In such case, the University will pay for the cost of the examination.
- 8.1.4 Written application to the Department of Human Resources should be made as early as possible and must include a statement from the attending physician with a projected return date.

8.2 Duration and retention

- 8.2.1 The duration of disability leave will be based on the projected return date provided by the attending physician. An initial request for disability leave may be for one year or less. A disability leave may be extended one additional year with a request for such extension to be made no later than sixty (60) days prior to the originally scheduled return date. The total amount of time on such leave, paid or unpaid, for the same injury or illness, may not exceed two years. The amount of time shall be reduced by family medical leave used for the same injury or illness.
- 8.2.2 In order to be paid for disability leave, the employee will use all earned but unused sick leave, vacation leave, personal leave, and comp time. All types of paid leave must be used prior to unpaid leave.
- 8.2.3 Prior to returning to work, the employee must provide the University with the attending physician's release attesting to his/her ability to perform the essential job duties. The University may request an independent examination as identified in 8.1.3 above.
- 8.2.4 The employee will retain reinstatement rights to his/her current position if the disability leave is six (6) months or less. If such leave time exceeds six (6) months, up to a maximum of twelve (12) months, the University will place such employee in the same or similar position in which the employee possesses the required qualifications necessary to perform the essential responsibilities. The University will make reasonable efforts to reinstate an employee to the same or

similar position if such leave exceeds one year.

8.3 Insurance coverage

- 8.3.1 The University will continue group health insurance throughout the period of an approved paid leave.
- 8.3.2 The University will continue group health insurance throughout the period of an approved unpaid leave that is not FMLA leave for a maximum of six (6) months.
- 8.3.3 While on an approved unpaid leave other than FMLA, the employee must timely remit the established insurance contribution payments for the duration of the leave. If the employee payment contributions are not timely remitted, the employee will forfeit University-provided health plan coverage and may elect health plan continuation under COBRA at 102% of the full cost of the University's health plan.
- 8.3.4 The University will continue group health insurance as provided in the Family and Medical Leave Act (FMLA) of 1993 as currently amended, and offer group health continuation and conversion benefits as provided under the Consolidated Omnibus Budget Reconciliation Act (COBRA).

8.4 Disability retirement reinstatement

In the case of an employee who has been granted a disability retirement through OPERS or STRS, the period of reinstatement shall be in accordance with the prevailing rules of the state retirement system.

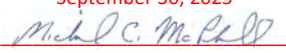
- 8.5 An Employee requesting disability leave must submit his/her request electronically through the BearTrax System.

9.0 WORKERS' COMPENSATION LEAVE

Workers' compensation leave will be provided as set forth in the Ohio statutes (ORC Chapter 4123) for workplace injuries and/or occupational diseases. Additional information may be found on the University website at the [Office of Human Resources](#) webpages.

10.0 COURT/JURY DUTY LEAVE

- 10.1 An employee who is required to report for jury duty or is subpoenaed to appear before any court, commission, board, or other legally constituted body, where the employee is not a party to the action, shall be entitled to leave with pay for the scheduled work hours lost as the result of such duty. For ATSS employees, the employees will be compensated by the University in an amount equal to his/her straight-time (non-overtime) rate of pay. Any monetary payment received from the court shall be submitted to Human Resources for deposit as a condition of receiving full pay from the University. An employee who reports for such duty and is excused shall immediately contact his/her immediate supervisor and report for work, if requested.

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- 10.2 In order to be paid by the University for such leave the employee must submit to Human Resources written proof, executed by an authorized administrator of the court, showing the duration of such duty and the amount of compensation received for such duty.

11.0 MILITARY LEAVE

- 11.1 An employee who is unable to report for regularly scheduled work because the employee is required to report for duty as an active-duty member of the armed forces, a reserve member of the armed forces, or as a member of the Ohio National Guard shall be compensated in accordance with Ohio law.
- 11.2 The University will adhere to any federal or state laws enacted regarding employer responsibilities toward active employees who are members of the armed forces.
- 11.3 To be eligible for this leave and in accordance with federal and state law, the employee upon request, shall provide the order or written statement from the appropriate military commander to his/her supervisor which shall be forwarded to Human Resources.

12.0 FURLOUGHS

A furlough is a non-permanent, unpaid leave of absence from work for a specified period of time. The President may impose furloughs in accordance with Ohio law. The President shall enact a procedure setting forth the terms and conditions under which furloughs may be imposed.

13.0 REQUEST FOR LEAVE PROCESS

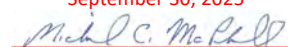
- 13.1 Except in the case of an emergency, prior notification to the employee's supervisor of anticipated leaves is required. Employees shall notify his/her immediate supervisor by telephone or electronic message prior to the scheduled start time that they are unable to report to work due to a qualifying reason. In cases where an employee is incapacitated, they may designate a family member or third-party representative to communicate with the University.
- 13.2 Requests for leave as identified in this policy must be submitted electronically via the BearTrax system. In order to assure accuracy of leave balances and to properly secure approvals for leaves, every effort should be made to make requests prior to the end of the pay period in which the leave is to occur. In rare circumstances in which this cannot be done due to emergency or oversight, the employee must submit such request at the earliest date upon return from leave.
- 13.3 Additional guidelines regarding leaves of absences may be found on the Department of Human Resources website.

History:

Effective: 09/19/14 (Replaces 4.55Rev; 4.56Rev; 4.57Rev; 4.65 and 4.68)

Revised: 09/19/25; 09/03/24; 12/01/23; 09/15/23; 02/08/19; 10/13/17; 10/14/16; 08/19/16;

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RESOLUTION F12-25

RESOLUTION ADOPTING PRE-TAX PARKING PLAN FOR EMPLOYEES

WHEREAS, in June 2024, in Resolution F12-24, the Board of Trustees of Shawnee State University amended Policy 5.28REV by authorizing the President establish parking fees on campus; and

WHEREAS, during the 2024-2025 fiscal year, the University enacted parking fees; and

WHEREAS, it is in the interest of the University to offer employees the option of paying their parking fees on a pre-tax basis to the extent permitted under Internal Revenue Service regulations; and

WHEREAS, the University executive staff, working with outside tax counsel, has drafted a Shawnee State University Pre-tax Parking Plan which sets forth, among other things, eligibility requirements, periods of coverage, and steps for participating in the plan; and

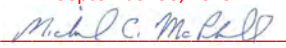
WHEREAS, the Plan names the University as Administrator of the Plan and allows the Administrator to delegate its authority and responsibilities under the Plan to any individual(s), group, or committee;

NOW, THEREFORE, it is resolved that the Board of Trustees of Shawnee State University adopts the Pre-tax Parking Plan and authorizes the President to execute the plan; and

IT IS FURTHER RESOLVED that the Board of Trustees delegates to the President the role of Administrator of the Plan and authorizes the President to sub-delegate the Administrator duties to an individual, group, or committee as he sees fit.

(September 19, 2025)

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Shawnee State University Pre-tax Parking Plan

Shawnee State University (the “University”) established the Shawnee State University Pre-tax Parking Plan (the “Plan”) effective August 1, 2025. The Plan allows eligible faculty and staff to use pre-tax dollars to purchase parking permits.

The Plan is intended to qualify as a “qualified transportation fringe” benefit plan under Section 132(f) of the Code and shall be interpreted to accomplish that objective. The Qualified Parking Benefits provided under the Plan are intended to be eligible for exclusion from participating Employees’ gross income under Code Section 132(f).

The provisions of the Plan shall be as follows.

Article I. Format and Definitions

Capitalized terms used in this Plan that are not otherwise defined in this plan document (as amended from time to time) shall have the meanings set forth in this Article I unless the context in which they are used clearly indicates that some other meaning is intended.

1.1 Administrator.

“Administrator” means the University. The Administrator may delegate its authority and responsibilities under this Plan to any individual(s), group, or committee.

1.2 Code.

“Code” means the Internal Revenue Code of 1986, as amended, and any valid regulations issued thereunder.

1.3 Compensation.

“Compensation” means wages that are paid to an Employee by the Employer.


1.4 Compensation Reduction.

“Compensation Reduction” means the amount by which the Participant’s Compensation is reduced and applied by the Employer under this Plan to pay on a pre-tax basis for Qualified Parking Benefits elected by the Participant.

1.5 Election Form/Compensation Reduction Agreement.

“Election Form/Compensation Reduction Agreement” means a form provided by the Administrator for the purpose of allowing an Eligible Employee to elect Qualified

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Parking Benefits and any Compensation Reductions required to pay for those Qualified Parking Benefits. It includes an agreement pursuant to which a Participant who is also an Eligible Employee authorizes the Employer to make any required Compensation Reductions. To be effective, an Election Form/Compensation Reduction Form must be filed by the Eligible Employee on a form and in the manner authorized by the Administrator. Subject to the preceding sentence, an Election Form/Compensation Reduction Agreement shall become effective and shall terminate as provided in Article III.

1.6 Eligible Employee.

“Eligible Employee” means an Employee who is classified as faculty or staff by the Employer. Solely for the purpose of determining whether an Employee is an Eligible Employee, an Employee who is on authorized leave of absence shall be considered employed throughout the period of authorized leave at the regular schedule in effect for that Employee at the time the leave of absence began. An Employee must be an Eligible Employee to become a Participant in the Plan.

1.7 Employee.

“Employee” means an individual that the Employer classifies as a common-law employee and who is on the Employer’s W-2 payroll, but it does not include any of the following, regardless of whether the individual is on the Employer’s W-2 payroll or is determined by the IRS or others to be a common-law employee of the Employer: (a) any leased employee (including but not limited to those individuals defined as leased employees in Code Section 414(n)); (b) any individual classified by the Employer as a contract worker, independent contractor, temporary employee, or casual employee for the period during which such individual is so classified; or (c) any individual who performs services for the Employer but who is paid by a temporary or other employment or staffing agency for the period during which such individual is paid by such agency, whether or not such individual is determined by the IRS or others to be a common-law employee of the Employer.

1.8 Employer.

“Employer” means Shawnee State University.

1.9 Enrollment Period.

“Enrollment Period” means the period as may be prescribed by the Administrator during which an Eligible Employee may elect to participate in the Plan.

1.10 Participant.

“Participant” means a person who has become a Participant in accordance with Section 2.1, and whose Participant status has not ceased in accordance with Section 2.2.

1.11 Period of Coverage.

“Period of Coverage” means one (1) calendar month, beginning with the first day of the month and ending on the last day of the month, except in an employee’s initial month

of employment, in which case the first calendar month begins the first day of employment.

1.12 Plan.

“Plan” means the Shawnee State University Pre-tax Parking Plan as set forth herein and as amended from time to time.

1.13 Qualified Parking Account.

“Qualified Parking Account” means the recordkeeping account for the purpose of keeping track of contributions and determining forfeitures under Article III.

1.14 Qualified Parking Benefits.

“Qualified Parking Benefits” means parking provided to an Employee by the Employer on the Employers’ business premises. Parking is provided by an Employer if the parking is on property that the Employer owns or leases.

1.15 Qualified Parking Expenses.

“Qualified Parking Expenses” means the expenses incurred or paid for “Qualified Parking Benefits. Qualified Parking Expenses does not include: (i) parking on or near property used by the Employee for residential purposes, unless such property is owned or managed by the Employer; (ii) the value of parking provided to an Employee that is excludable from their gross income as a working condition fringe under Code Section 132(a)(3); or (iii) reimbursements paid to the Employee for parking costs that are excludable from their gross income as an amount paid under an accountable plan under Treas. Reg. Section 1.62-2.

Article II. Participation

2.1 Commencement of Participation.

An Eligible Employee who is not a Participant in the Plan shall become a Participant on the first day of employment after the date they become an Eligible Employee for which they have completed an Election Form/Compensation Reduction Agreement, provided the Employee is still an Eligible Employee on that first day. If the Employee is not an Eligible Employee on that first day, the Employee who has completed an Election Form/Compensation Reduction Agreement shall become a Participant when they are an Eligible Employee on the first day of a later Period of Coverage.

2.2 Termination of Participation.

An Employee who is a Participant will cease to be a Participant when the first of the following occurs:

- (a) the Employee ceases to be an Employee;
- (b) the Employee is no longer an Eligible Employee and has no balance in their Qualified Parking Account;
- (c) the Employee opts out of automatic monthly renewal; or
- (d) the Plan terminates.

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2.3 Participation Following Termination of Employment or Loss of Eligibility

An individual (whether or not a Participant) who ceases to be Participant for any reason other than termination of the Plan must satisfy the requirements of Section 2.1 in order to once again become a Participant.

Article III. Qualified Parking Benefits

3.1 Compensation Reductions.

Participants must elect Compensation Reductions to pay the cost of Qualified Parking Benefits. Compensation Reductions shall be made as elected in the applicable Election Form/Compensation Reduction Agreement, which will be provided by the Administrator during the Enrollment Period or at any other time upon request of the Employee. As provided in Section 3.2, a Participant's Election Form/Compensation Reduction Agreement shall terminate as soon as administratively feasible after the Participant ceases to be an Eligible Employee or elects not to have his or her participation automatically renewed. Elections to not participate in the Plan shall be submitted to Human Resources by the 15th of each month. If they are not timely used to pay Qualified Parking Benefits in accordance with the terms of this Plan, Compensation Reductions shall be forfeited as provided in Section 3.5.

3.2 Elections.

Compensation Reductions may only be elected by the timely submission of a properly completed Election Form/Compensation Reduction Agreement. An Eligible Employee's Compensation Reduction election, which may be submitted but cannot be effective before the Eligible Employee becomes a Participant pursuant to Article II, shall be made by submitting a properly completed Election Form/Compensation Reduction Agreement to the Administrator before (a) the first day of the Period of Coverage in which Compensation Reductions will commence (or such earlier deadline as the Administrator shall determine in its sole discretion) and (b) the date on which the Qualified Parking Benefits to which the election relates (*i.e.*, the Qualified Parking Benefits that will be paid in whole or in part by the Compensation Reductions) are provided. An Eligible Employee's Compensation Reduction election will stay in effect for the period elected in the Election Form/Compensation Reduction Agreement and will automatically renew for subsequent monthly Periods of Coverage unless the Eligible Employee timely notifies the Administrator that he or she is opting out of automatic renewal. Elections to not participate in the Plan shall be submitted to Human Resources by the 15th of each month. Notwithstanding anything in this Plan to the contrary, a Participant's Election Form/Compensation Reduction Agreement, and all future Compensation Reductions authorized by that Agreement, shall terminate as soon as administratively feasible after the Participant ceases to be an Eligible Employee.

3.3 Elections Irrevocable During Period of Coverage.

A Compensation Reduction election under the Plan is irrevocable for the duration of each Period of Coverage to which it relates.

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3.4 Statutory Limits.

Compensation Reductions for Qualified Parking Expenses will not exceed the applicable monthly limit described in Code Section 132(f), as adjusted for inflation. The Employer may make Compensation Reductions for Qualified Parking Expenses incurred in more than one month, provided that the Compensation Reduction for each month is calculated separately and does not exceed the applicable statutory monthly limit. All Qualified Parking Benefits shall be valued in accordance with Treas. Reg. Section 1.132-9, Qs-8, -9, -20, and -21, as applicable.

3.5 Forfeiture of Payroll Deduction.

Employees who pay for parking permits with pre-tax dollars through payroll deduction shall forfeit any unused funds at the time their participation is terminated under section 3.1, 3.2, or 5.3. Amounts forfeited under this Plan shall be forfeited to the Employer, who may use them at any time and for any purpose. A Participant shall have no rights whatsoever with respect to forfeited amounts.

Article IV. Administration

4.1 Administrator.

The administration of this Plan shall be under the supervision of the Administrator. It is the principal duty of the Administrator to see that this Plan is carried out, in accordance with its terms, for the exclusive benefit of persons entitled to participate in the Plan.

4.2 Powers of the Administrator.

The Administrator shall have such duties and powers it considers necessary or appropriate to discharge its duties. It shall have the exclusive right to interpret the Plan and decide all matters thereunder, and all determinations of the Administrator with respect to any matter hereunder shall be conclusive and binding on all persons.

4.3 Provision for Third-Party Plan Service Providers.

The Administrator, subject to the approval of the Employer, may employ the services of such persons as it may deem necessary or desirable in connection with the operation of the Plan. Unless otherwise provided in the service agreement, obligations under this Plan shall remain the obligation of the Employer.

4.4 Liability.

To the extent permitted by law, the Administrator shall not incur any liability for any acts or failure to act.

4.5 Effect of Mistake.

In the event of a mistake as to the eligibility or participation of an Employee, the amount of benefits paid or to be paid under the Plan, or the debiting and crediting of Qualified Parking Accounts, the Administrator shall, to the extent it deems possible, cause to be allocated or cause to be withheld or accelerated, or otherwise make

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adjustment of, such amounts as it will in its judgment accord to such Participant or other person the credits to the account to which they are properly entitled under the Plan. Such action by the Administrator may include the withholding of any amounts due to the Plan or the Employer from Compensation paid by the Employer.

Article V. Miscellaneous

5.1 Expenses.

All reasonable expenses incurred or paid in administering the Plan are currently paid by the Employer.

5.2 No Contract of Employment.

Nothing contained in this Plan is intended to be or shall be construed as constituting a contract or other arrangement between any Employee and the Employer to the effect that such Employee will be employed for any specific period of time.

5.3 Amendment and Termination.

This Plan has been established with the intent of being maintained for an indefinite period of time. Nevertheless, the Employer may amend or terminate all or any part of this Plan at any time by resolution of the Employer or by any person or persons authorized to take such action.

5.4 Governing Law.

The Plan shall be construed, administered, and enforced according to the laws of the State of Ohio, to the extent not superseded by the Code or any other federal law.

5.5 Code Compliance.

It is intended that this Plan meet all applicable requirements of the Code, and of all regulations issued thereunder. This Plan shall be construed, operated, and administered accordingly, and in the event of any conflict between any part, clause, or provision of this Plan and the Code, the provisions of the Code shall be deemed controlling, and any conflicting part, clause, or provision of this Plan shall be deemed superseded to the extent of the conflict.

5.6 No Guarantee of Tax Consequences.

Neither the Administrator nor the Employer makes any commitment or guarantee that any amounts paid to or for the benefit of a Participant under this Plan will be excludable from the Participant's gross income for federal, state, or local income tax purposes. It shall be the obligation of each Participant to determine whether each payment under this Plan is excludable from the Participant's gross income for federal, state, and local income tax purposes, and to notify the Administrator if the Participant has any reason to believe that such payment is not so excludable.

5.7 Plan Provisions Controlling.

In the event that the terms or provisions of any summary or description of this Plan, or

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September 30, 2025


Secretary, SSU Board of Trustees

of any other instrument, are in any construction interpreted as being in conflict with the provisions of this Plan as set forth in this document, the provisions of this Plan shall be controlling.

5.8 Severability.

Should any part of this Plan subsequently be invalidated by a court of competent jurisdiction, the remainder of the Plan shall be given effect to the maximum extent possible.

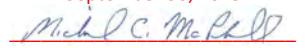
This document is executed this ____ day of _____, 2025.

Shawnee State University

By: _____

Its: _____

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September 30, 2025


Secretary, SSU Board of Trustees

RESOLUTION F13-25

APPROVAL OF FY26 OPERATING BUDGETS (GENERAL FUND AND AUXILIARY FUND)

WHEREAS, at the June 27, 2025 meeting of the Board of Trustees, Resolution F09-25 (copy attached) was approved to provide for continued spending for university operational needs pending the approval of the general fund and auxiliary fund budgets to be submitted at the September meeting; and

WHEREAS, the proposed FY26 operating budgets (general fund and auxiliary fund) have been generated that incorporate projected revenue resulting from academic year 2025-26 tuition and fees, state funding, and other sources of revenue, including residential housing and other auxiliary revenues; and

WHEREAS, the FY26 operating budgets (general fund and auxiliary fund) include measures to mitigate negative financial impacts and control spending throughout the year, while supporting instructional priorities and student services needs during the fiscal year; and


WHEREAS, the proposed budget establishes a net operating surplus that enables the university to allocate funding to reserves and strengthen the university's long-term financial health; and

WHEREAS, the President recommends the adoption of the budget;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the proposed FY26 operating budgets (general fund and auxiliary fund) effective July 1, 2025.

(September 19, 2025)

Certified as True and Correct
September 30, 2025


Secretary, SSU Board of Trustees

RESOLUTION F09-25

CONTINUING UNIVERSITY SPENDING AUTHORITY

WHEREAS, strategic budgeting initiatives are underway that will impact university revenue and expenditure assumptions for the FY26 budget year; and

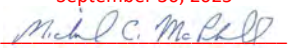
WHEREAS, the FY26 budget is anticipated to be presented to the Board of Trustees for review and approval at the Board's September 2025 meeting; and

WHEREAS, it is necessary to continue to meet financial obligations, including payment of salaries and other operating expenditures until such time that the FY26 operating budget is approved;

THEREFORE, BE IT RESOLVED that the Board of Trustees approves University spending authority consistent with the level of resources as approved for FY25 until such time the FY26 operating budget is approved by the Board.

(June 27, 2025)

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September 30, 2025


Secretary, SSU Board of Trustees

FY26 Operating Budget

	FY26 Budget - Proposed	FY26 Budget - Preliminary	FY25 Budget	FY26 Proposed v. FY25 Budget % Variance
Revenue				
Tuition & Student Fees	\$ 30,144,207	\$ 30,104,498	\$ 27,926,427	7.9%
State Share of Instruction	\$ 12,979,745	\$ 13,047,028	\$ 13,235,852	-1.9%
Shawnee Supplement	\$ 12,000,000	\$ 12,000,000	\$ 9,000,000	33.3%
Scholarship	\$ (6,000,220)	\$ (6,718,265)	\$ (5,130,533)	17.0%
Other Income				
Commissions	\$ 566,421	\$ 597,169	\$ 442,500	28.0%
General Fund Operating Grants	\$ 355,886	\$ 355,886	\$ 1,120,535	-68.2%
Miscellaneous Revenue	\$ 11,518,573	\$ 2,118,571	\$ 3,050,789	277.6%
Service Fees/Memberships	\$ 81,000	\$ 158,120	\$ 277,500	-70.8%
Ticket Sales/Rentals	\$ 623,500	\$ 623,500	\$ 620,000	0.6%
Property & Flood Claim	\$ -	\$ -	\$ 2,140,000	-100.0%
Transfer In	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	0.0%
Revenue Total	\$ 64,769,112	\$ 54,786,507	\$ 55,183,070	17.4%
Expense				
Compensation				
Salaries	\$ 26,534,044	\$ 26,945,505	\$ 24,674,802	7.5%
Benefits	\$ 10,038,498	\$ 10,325,950	\$ 9,638,739	4.1%
Non-Compensation				
Equipment	\$ 710,109	\$ 651,587	\$ 216,772	227.6%
External Professional Services	\$ 1,174,390	\$ 1,087,605	\$ 1,615,491	-27.3%
Information/Comm/Shipping	\$ 1,539,021	\$ 1,264,021	\$ 800,605	92.2%
Maintenance & Service Contracts	\$ 4,479,486	\$ 4,524,269	\$ 4,128,131	8.5%
Meal Plan Expense	\$ 2,174,457	\$ 2,157,231	\$ 2,021,009	7.6%
Miscellaneous Expense	\$ 8,265,687	\$ 1,356,424	\$ 1,394,783	492.6%
Supplies	\$ 2,100,372	\$ 2,126,482	\$ 1,970,594	6.6%
Travel	\$ 902,745	\$ 902,745	\$ 874,220	3.3%
Utilities	\$ 1,877,814	\$ 1,877,814	\$ 1,647,728	14.0%
Property & Flood Expense	\$ -	\$ -	\$ 2,300,000	-100.0%
Transfer Out	\$ 2,135,000	\$ -	\$ -	
Expense Total	\$ 61,931,622	\$ 53,219,632	\$ 51,282,874	20.8%
Net Transfer to Capital Fund	\$ 1,566,875	\$ 1,566,875	\$ 1,564,825	0.1%
Net Operating Budget	\$ 1,270,615	\$ -	\$ 2,335,371	-46%



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September 30, 2025

Michael C. McLeod
Secretary, SSU Board of Trustees



FY25 Operating Budget Status

Report Date 06.30.2025

	FY25 Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Actuals	% of Budget
Revenue							
Tuition & Student Fees	\$ 27,926,427	\$ 15,331,367	\$ (327,952)	\$ 12,106,716	\$ 1,322,367	\$ 28,432,499	101.8%
State Share of Instruction	\$ 13,235,852	\$ 3,308,961	\$ 3,308,961	\$ 3,308,964	\$ 3,308,966	\$ 13,235,852	100.0%
Shawnee Supplement	\$ 9,000,000	\$ 2,250,000	\$ 2,250,000	\$ 2,250,000	\$ 2,250,000	\$ 9,000,000	100.0%
Scholarship	\$ (5,130,533)	\$ (2,751,749)	\$ 62,249	\$ (2,404,564)	\$ (88,053)	\$ (5,182,117)	101.0%
Other Income	\$ 7,651,324	\$ 947,065	\$ 599,618	\$ 1,793,598	\$ 4,083,178	\$ 7,423,458	97.0%
Commissions	\$ 442,500	\$ 73,356	\$ 65,673	\$ 226,921	\$ 201,522	\$ 567,473	128.2%
General Fund Operating Grants	\$ 1,120,535	\$ 43,517	\$ 53,607	\$ 35,320	\$ 936,895	\$ 1,069,340	95.4%
Miscellaneous Revenue	\$ 3,050,789	\$ 501,755	\$ 247,445	\$ 350,226	\$ 1,310,169	\$ 2,409,596	79.0%
Service Fees/Memberships	\$ 277,500	\$ 79,128	\$ 47,596	\$ 87,659	\$ 56,085	\$ 270,469	97.5%
Ticket Sales/Rentals	\$ 620,000	\$ 249,308	\$ 185,297	\$ 148,173	\$ 132,318	\$ 715,096	115.3%
* Property & Flood Claim	\$ 2,140,000	\$ -	\$ -	\$ 945,298	\$ 1,446,188	\$ 2,391,486	111.8%
Transfers In	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 2,500,000	\$ 2,500,000	100.0%
Revenue Total	\$ 55,183,070	\$ 19,085,644	\$ 5,892,876	\$ 17,054,715	\$ 13,376,458	\$ 55,409,692	100.4%
Expense							
Compensation	\$ 34,313,541	\$ 5,923,815	\$ 8,560,034	\$ 7,375,445	\$ 11,733,018	\$ 33,592,312	97.9%
Salaries	\$ 24,674,802	\$ 4,098,884	\$ 6,436,366	\$ 5,386,773	\$ 8,565,380	\$ 24,487,402	99.2%
Benefits	\$ 9,638,739	\$ 1,824,931	\$ 2,123,668	\$ 1,988,673	\$ 3,167,639	\$ 9,104,910	94.5%
Non-Compensation	\$ 16,969,333	\$ 4,020,456	\$ 3,739,274	\$ 5,097,288	\$ 4,391,672	\$ 17,248,691	101.6%
Equipment	\$ 216,772	\$ 187,010	\$ 114,105	\$ 88,266	\$ 335,995	\$ 725,377	334.6%
External Professional Services	\$ 1,615,491	\$ 223,094	\$ 406,836	\$ 465,063	\$ 700,526	\$ 1,795,519	111.1%
Information/Comm/Shipping	\$ 800,605	\$ 264,639	\$ 128,455	\$ 330,291	\$ 111,998	\$ 835,382	104.3%
Maintenance & Service Contracts	\$ 4,128,131	\$ 1,861,203	\$ 1,147,654	\$ 705,166	\$ 546,617	\$ 4,260,641	103.2%
Meal Plan Expense	\$ 2,021,009	\$ 251,266	\$ 633,486	\$ 741,185	\$ 410,858	\$ 2,036,795	100.8%
Miscellaneous Expense	\$ 1,394,783	\$ 460,073	\$ 92,773	\$ 155,403	\$ 924,020	\$ 1,632,268	117.0%
Supplies	\$ 1,970,594	\$ 217,620	\$ 199,123	\$ 247,806	\$ 235,466	\$ 900,014	45.7%
Travel	\$ 874,220	\$ 191,216	\$ 281,110	\$ 305,313	\$ 313,976	\$ 1,091,616	124.9%
Utilities	\$ 1,647,728	\$ 364,336	\$ 372,280	\$ 395,083	\$ 480,183	\$ 1,611,882	97.8%
* Property & Flood Expense	\$ 2,300,000	\$ -	\$ 363,452	\$ 1,663,713	\$ 332,032	\$ 2,359,197	102.6%
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ 820,000	\$ 820,000	
Expense Total	\$ 51,282,874	\$ 9,944,271	\$ 12,299,308	\$ 12,472,733	\$ 16,944,690	\$ 51,661,003	100.7%
Net Transfer to Capital Fund	\$ 1,564,825	\$ -	\$ -	\$ -	\$ 1,564,825	\$ 1,564,825	100.0%
Net Operating Budget	\$2,335,371	\$9,141,373	(\$6,406,433)	\$4,581,982	(\$5,133,058)	\$2,183,864	94%

* Claim reimbursements and actual expenses related to Hurricane Helene event

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September 30, 2025

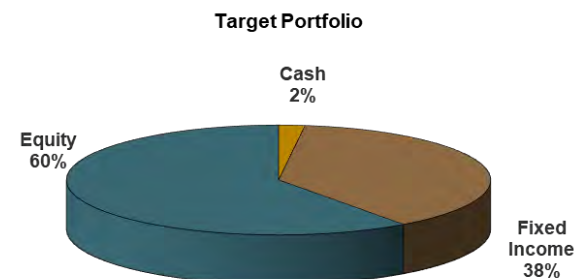
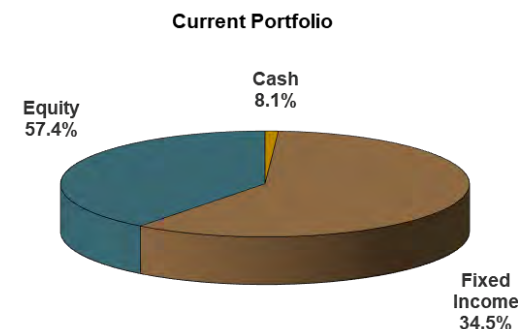
Michael C. McLeod
Secretary, SSU Board of Trustees

Shawnee State University

Asset Allocation – As of August 31, 2025



Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Trust Cash Deposit Account	\$1,216,931	8.1%	
Total Cash Equivalents	\$1,216,931	8.1%	2.0%
Fixed Income			
Fixed Income Separately Managed Account	\$3,611,044	24.1%	
PGIM High Yield Fund	\$193,465	1.3%	
iShares Broad USD Investment Grade Corporate Bond ETF	\$193,791	1.3%	
Vanguard Intermediate-Term Bond Index	\$309,088	2.1%	
VanEck J. P. Morgan EM Local Currency Bond ETF	\$229,711	1.5%	
PIMCO International Bond Fund	\$332,302	2.2%	
DFA Inflation Protected SEC Fund	\$139,879	0.9%	
PIMCO 1-5 Year U.S. TIPS Index Exchange Traded Fund	\$148,730	1.0%	
Total Fixed Income	\$5,158,010	34.5%	38.0%
Domestic Equity			
TIAA-CREF Large Cap Growth Index Fund	\$3,562,246	23.8%	
TIAA-CREF Large Cap Value Index Fund	\$2,441,343	16.3%	
iShares Russell Mid-Cap Growth ETF	\$352,130	2.4%	
iShares Russell Mid Cap Value ETF	\$304,759	2.0%	
iShares Russell 2000 Growth ETF	\$236,314	1.6%	
iShares Russell 2000 Value ETF	\$224,202	1.5%	
Total Domestic Equity	\$7,120,994	47.6%	50.0%
International Equity			
iShares Core MSCI EAFE ETF	\$537,259	3.6%	
iShares MSCI International Quality Factor ETF	\$404,955	2.7%	
Goldman Sachs International Small Cap	\$112,986	0.8%	
iShares Core MSCI Emerging Markets ETF	\$413,023	2.8%	
Total International Equity	\$1,468,223	9.8%	10.0%
Total Equity	\$8,589,217	57.4%	60.0%
Total Portfolio Market Value	\$14,964,158	100.0%	100.0%



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Michael C. McRell
Secretary, SSU Board of Trustees

CASH AND INVESTMENT SUMMARY

Asset Class/Security	Market Value as of August 31, 2025	Market Value as of June 30, 2025	Market Value as of June 30, 2024
OPERATING CASH:			
U.S. Bank	\$ 8,124,278	\$ 9,506,251	\$ 7,648,535
Total Operating Cash Balance	\$ 8,124,278	\$ 9,506,251	\$ 7,648,535
LIQUID POOL INVESTMENT PORTFOLIO:			
STAROhio	\$ 3,309,320	\$ 3,284,408	\$ 1,216,621
Total Liquid Investment Pool Balance	\$ 3,309,320	\$ 3,284,408	\$ 1,216,621
TIAA DIVERSIFIED INVESTMENT POOL SUMMARY:			
Cash Equivalents:	\$ 1,437,132	\$ 1,957,959	\$ 1,809,159
% of Total TIAA Portfolio	9.6%	13.5%	16.2%
Fixed Income Holdings:			
Fixed Income Managed Acct (US and Agency Securities)	\$ 3,891,470	\$ 2,687,099	\$ 2,161,706
DFA Inflation Protected Securities Portfolio	\$ 139,879	\$ 127,390	\$ 123,610
iShares MBS ETF	\$ -	\$ 1,015,702	\$ 993,201
PGIM High Yield Fund	\$ 192,284	\$ 180,711	\$ 247,998
PIMCO 1-5 Year U.S. TIPS Index ETF	\$ 148,730	\$ 146,901	\$ 126,518
VanEck J.P.Morgan EM Local Currency Bond ETF	\$ 229,711	\$ 194,435	\$ 143,750
Vanguard Intermediate Term Bond Fund	\$ 308,023	\$ 281,192	\$ 404,670
Total Fixed Income	\$ 4,910,097	\$ 4,633,430	\$ 4,201,452
% of Total TIAA Portfolio	32.9%	31.9%	37.5%
Domestic Equity Holdings:			
iShares Russell 2000 Growth ETF	\$ 236,314	\$ 214,681	\$ 136,253
iShares Russell 2000 Value ETF	\$ 224,202	\$ 198,304	\$ 129,912
iShares Russell Mid-Cap Growth ETF	\$ 352,130	\$ 341,708	\$ 228,756
iShares Russell Mid Cap Value ETF	\$ 304,759	\$ 290,576	\$ 221,075
TIAA-CREF Large Cap Growth Index Fund	\$ 3,562,246	\$ 3,360,954	\$ 2,057,838
TIAA-CREF Large Cap Value Index Fund	\$ 2,441,343	\$ 2,263,366	\$ 1,689,018
Total Domestic Equity	\$ 7,120,994	\$ 6,669,589	\$ 4,462,852
% of Total TIAA Portfolio	47.7%	45.9%	39.9%
International Equity Holdings:			
Goldman Sachs Intl Small Cap Insights Fund	\$ 112,986	\$ 70,741	
iShares Core MSCI EAFE ETF	\$ 537,259	\$ 457,136	\$ 211,455
iShares Core MSCI Emerging ETF	\$ 413,023	\$ 340,190	\$ 180,878
iShares MSCI International Quality Factor ETF	\$ 404,955	\$ 405,706	\$ 299,006
Total International Equity	\$ 1,468,223	\$ 1,273,773	\$ 715,687
% of Total TIAA Portfolio	9.8%	8.8%	6.4%
Total Equity	\$ 8,589,217	\$ 7,943,362	\$ 5,178,538
% of Total TIAA Portfolio	57.5%	54.7%	46.3%
TOTAL TIAA DIVERSIFIED POOL PORTFOLIO MARKET VALUE	\$ 14,936,446	\$ 14,534,751	\$ 11,189,149
	100.0%	100.0%	100.0%
TOTAL CASH AND INVESTMENTS BALANCE	\$ 26,370,044	\$ 27,325,411	\$ 20,054,305

TOTAL TIAA PORTFOLIO

Value as of June 30, 2025	\$ 14,534,751
Value as of August 31, 2025	\$ 14,936,446
Diff \$	\$ 401,695
Diff %	2.73%

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Secretary, SSU Board of Trustees



Shawnee Advantage Cohort (H)

effective Autumn 2025 through Spring 2029

Full-Time per Semester (12 - 18 credit hours)	AY 2024-25 Cohort G	AY 2025-26 Cohort H	% Change From AY24-25
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In-State Tuition	\$4,949.16	\$5,090.19	2.85%
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Part-Time per Credit Hour (up to and including 11 credit hours and over 18 credit hours)	AY 2024-25 Cohort G	AY 2025-26 Cohort H	% Change From AY24-25
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In-State Tuition	\$412.43	\$424.18	2.85%
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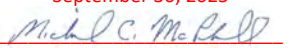
Notes:

*Special program course fees, pass-through, and other direct-charge fees are additional.

* See "RN & Non-Guarantee Undergraduate Tuition" Schedule for Out-of-State surcharges. Out-of-State surcharge does not apply to students from counties included in reciprocal agreements; Kentucky residents may be eligible for the Kentucky Scholars Program.

* Fee schedule subject to review by ODHE.

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Secretary, SSU Board of Trustees



2025-26 Academic Year
RN¹ & Non-Guarantee Undergraduate Tuition Schedule
effective Autumn Semester 2025

Full-Time (12-18 credit hours)	AY 2024-25 (per semester)	AY 2025-26 (per semester)	% Change
In-State Tuition			
Instructional Fee	\$3,378.84	\$3,378.84	0.00%
General Fee	\$372.84	\$372.84	0.00%
Technology Fee	\$67.44	\$67.44	0.00%
Total In-State Tuition	\$3,819.12	\$3,819.12	0.00%
Other Fees			
Career Services Fee	\$48.00	\$48.00	0.00%
Student Services Fee	\$25.00	\$25.00	0.00%
Health & Wellness Fee	\$25.00	\$25.00	0.00%
University Center Bond Fee	\$150.00	\$150.00	0.00%

Part-Time (up to and including 11 credit hours and over 18 credit hours)	AY2024-25 (per semester)	AY2025-26 (per semester)	% Change
In-State Tuition			
Instructional Fee	\$281.57	\$281.57	0.00%
General Fee	\$31.07	\$31.07	0.00%
Technology Fee	\$5.62	\$5.62	0.00%
Total In-State Tuition	\$318.26	\$318.26	0.00%
Other Fees			
Career and Advising Services Fee**	\$4.00	\$4.00	0.00%
Student Services Fee*	\$25.00	\$25.00	0.00%
Health & Wellness Fee*	\$25.00	\$25.00	0.00%
University Center Bond Fee**	\$12.50	\$12.50	0.00%

Out-of-State Tuition Surcharge ²	AY2024-25 (per semester)	AY2025-26 (per semester)	% Change
Full-Time (12-18 credit hours)	\$3,365.77	\$3,534.06	5.00%
Part-Time (up to and including 11 credit hours and over 18 credit hours)	\$280.48	\$294.50	5.00%

Alternative Tuition for Special Programs (per Credit Hour)	AY2024-25 (per semester)	AY2025-26 (per semester)	% Change
***CCP (Off Campus Instruction)	\$41.64	41.64	0.00%
***CCP (On Campus Instruction) and equivalent programs	\$166.55	166.55	0.00%

Notes:

¹ RN Students formerly charged "E-campus" RN tuition rates.

² Applies to applicable guarantee cohorts and non-guarantee students. Does not apply to in-state students and students from counties included in reciprocal agreement; Kentucky residents may be eligible for the Kentucky Scholars Program

* Flat fee billed to students enrolled in 6 or more credit hours.

** Maximum of \$150 per semester (UC Bond) and Maximum of \$48.00 (Career & Advising Service Fee); not charged for hours over 18.

*** College Credit Plus Rates determined by State of Ohio.

*Fee schedule subject to review by ODHE.

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2025-26 Academic Year Graduate Tuition Schedule

effective Autumn Semester 2025

Full-Time (9 - 16 credit hours)	AY 2024-25	AY 2025-26	%
	(per semester)	(per semester)	Change
In-State Tuition			
Instructional Fee	\$5,110.89	\$5,366.43	5.00%
General Fee	\$147.48	\$154.85	5.00%
Technology Fee	\$51.00	\$53.55	5.00%
Total In-State Tuition	\$5,309.37	\$5,574.84	5.00%
Out-of-State Surcharge*	\$4,581.56	\$4,810.64	5.00%
Other Fees			
Student Services Fee	\$25.00	\$25.00	0.00%
Health & Wellness Fee	\$25.00	\$25.00	0.00%
University Center Bond Fee	\$150.00	\$150.00	0.00%

Part-Time (up to and including 9 credit hours and over 16 credit hours)	AY 2024-25	AY 2025-26	%
	(per credit hr)	(per credit hr)	Change
In-State Tuition			
Instructional Fee	\$567.88	\$596.27	5.00%
General Fee	\$16.39	\$17.21	5.00%
Technology Fee	\$5.67	\$5.95	5.00%
Total In-State Tuition	\$589.93	\$619.43	5.00%
Out-of-State Surcharge*	\$509.06	\$534.51	5.00%
Other Fees			
Student Services Fee**	\$25.00	\$25.00	0.00%
Health & Wellness Fee**	\$25.00	\$25.00	0.00%
University Center Bond Fee***	\$12.50	\$12.50	0.00%

Graduate Workshop Credit	AY 2024-25	AY 2025-26	%
	(per credit hr)	(per credit hr)	Change
Graduate Workshop Credit	\$150.00	\$150.00	0.00%

Notes:


* Out-of-State surcharge does not apply to students from counties included in reciprocal agreements.

** Flat fee billed to students enrolled in 6 or more credit hours.

*** Maximum of \$150 per semester; not charged for hours over 16.

• Fee schedule subject to review by ODHE.

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September 30, 2025


Secretary, SSU Board of Trustees



2025-26 Academic Year MBA Graduate Tuition Schedule

effective Autumn Semester 2025

Full-Time (9 - 16 credit hours)	AY 2024-25 (per semester)	AY 2025-26 (per semester)	% Change
In-State Tuition			
Instructional Fee	\$5,621.95	\$5,903.05	5.00%
General Fee	\$162.27	\$170.38	5.00%
Technology Fee	\$56.13	\$58.94	5.00%
Total In-State Tuition	\$5,840.34	\$6,132.36	5.00%
Out-of-State Surcharge*	\$5,039.71	\$5,291.70	5.00%
Other Fees			
Student Services Fee	\$25.00	\$25.00	0.00%
Health & Wellness Fee	\$25.00	\$25.00	0.00%
University Center Bond Fee	\$150.00	\$150.00	0.00%
Part-Time (up to and including 9 credit hours and over 16 credit hours)	AY 2024-25 (per credit hr)	AY 2025-26 (per credit hr)	% Change
In-State Tuition			
Instructional Fee	\$624.66	\$655.89	5.00%
General Fee	\$18.03	\$18.93	5.00%
Technology Fee	\$6.23	\$6.54	5.00%
Total In-State Tuition	\$648.93	\$681.38	5.00%
Out-of-State Surcharge*	\$559.97	\$587.97	5.00%
Other Fees			
Student Services Fee**	\$25.00	\$25.00	0.00%
Health & Wellness Fee**	\$25.00	\$25.00	0.00%
University Center Bond Fee***	\$12.50	\$12.50	0.00%

Notes:

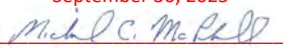
* Out-of-State surcharge does not apply to students from counties included in reciprocal agreements.

** Flat fee billed to students enrolled in 6 or more credit hours.

*** Maximum of \$150 per semester; not charged for hours over 16.

• Fee schedule subject to review by ODHE.

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2025-26 Academic Year Graduate Online Tuition Schedule

effective Autumn Semester 2025

Master of Education Intervention Specialist, Master of Education Curriculum & Instruction, Master of Arts in Composition and Rhetoric, & Certificate in Composition and Rhetoric.

	AY 24-25*	AY 25-26*	% Diff
In-State Tuition	\$ 486.98	\$ 511.33	5.00%
Out-of-State Surcharge	\$ 37.71	\$ 39.60	5.00%
Total Surcharge	\$ 524.69	\$ 550.92	5.00%

M.S. Math/Certificate in Mathematical Science (all students)

	AY 24-25*	AY 25-26*	% Diff
In-State Tuition	\$ 538.69	\$ 565.62	5.00%
Out-of-State Surcharge	\$ 37.71	\$ 39.60	5.00%
Total Surcharge	\$ 576.40	\$ 605.22	5.00%


Occupational Therapy Doctoral Program

	AY 24-25*	AY 25-26*	% Diff
In-State Tuition	\$ 646.43	\$ 678.75	5.00%
Out-of-State Surcharge	\$ 80.80	\$ 84.84	5.00%
Total Surcharge	\$ 727.23	\$ 763.59	5.00%

Notes:

- * The rate is per credit hour
- Fee schedule subject to review by ODHE.

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Housing and Meal Plan Rates Shawnee Advantage Cohort H

effective Autumn 2025 through Summer 2029

Campus View / Tanner Place ¹

Room Type	Semester Cost	Academic Year	
Private	\$5,500	\$11,000	18.94%
Double	\$3,888	\$7,776	5.00%
Double Buyout (Campus View)	\$6,000	\$12,000	17.95%
ADA Double at Private Rate	\$3,888	\$7,776	

Cedar House

Room Type	Semester Cost	Academic Year	
Private ¹	\$5,000	\$10,000	27.58%
Double	\$3,209	\$6,418	5.00%

University Townhouse

Room Type	Semester Cost	Academic Year	
Private ¹	\$5,000	\$10,000	27.58%
Double	\$3,209	\$6,419	5.00%

Meal Plan Options²

Plan	Semester Cost	Academic Year	
Unlimited Meal Plan	\$2,517	\$5,034	5.00%
15 Meals per Week	\$2,400	\$4,800	5.00%
12 Meals per Week	\$2,162	\$4,324	5.00%
5 Meals per Week	\$1,088	\$2,176	5.00%

Residential Connectivity Fee

Semester Cost	Academic Year	
\$141.75	\$283.50	5.00%

Residential Student Programming Fee

Semester Cost	Academic Year	
\$16.80	\$33.60	5.00%

¹ Private Rooms are only available if space permits and at the discretion of the University. Residents may "buy-out" double rooms, at the private room rate shown, at the discretion of the University.


² All meal plans except 5 meals per week include \$35 flex dollars per semester.

Notes:

- Freshmen campus residents are assigned the Unlimited Meal Plan; sophomores may select 12 or 15 Meal Plan; juniors or seniors may opt not to participate in a meal plan. 5 meals per week only available to juniors, seniors, and commuters.

- Fee schedule subject to review by ODHE.

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Residential and Meal Plan Rates
2025-2026 Academic Year
Non-guarantee (continuing)

Campus View/Tanner Place¹ % Change

Room Type	Semester Cost	Academic Year	% Change
Private	\$4,482	\$8,964	5.00%
Double	\$3,741	\$7,482	5.00%
Double Buyout (Campus View)	\$4,930	\$9,860	5.00%

Cedar House % Change

Room Type	Semester Cost	Academic Year	% Change
Private ¹	\$3,770	\$7,540	5.00%
Double	\$3,087	\$6,174	5.00%

University Townhouse % Change

Room Type	Semester Cost	Academic Year	% Change
Private ¹	\$3,770	\$7,540	5.00%
Double	\$3,087	\$6,174	5.00%

Meal Plan Options² Semester Cost Academic Year % Change

19 Meals per Week (Unlimited)	\$2,408	\$4,816	5.00%
15 Meals per Week	\$2,294	\$4,588	5.00%
12 Meals per Week	\$2,066	\$4,132	5.00%
5 Meals per Week	\$1,088	\$2,176	5.00%

Block Plans for All Students and Staff Semester Cost Academic Year

50 Meals	\$391.61	\$783.22	5.00%
20 Meals	\$163.44	\$326.89	5.00%
10 Meals	\$87.19	\$174.38	5.00%

Residential Connectivity Fee Semester Cost Academic Year % Change

\$141.75	\$283.50	5.00%
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Residential Student Programming Fee Semester Cost Academic Year % Change

\$16.80	\$33.60	5.00%
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¹ Private Rooms are only available if space permits and at the discretion of the University. Residents may "buy-out" double rooms at the private room rate shown, at the discretion of the University. ADA residents may receive a double room at Private Rate.

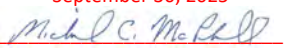
² All meal plans, except 5 meals per week, include \$35 flex dollars per semester.

Note:

• Freshmen campus residents are assigned the Unlimited Meal Plan; sophomores may select any option; juniors or seniors may opt not to participate in a meal plan.

• Fee schedule subject to review by ODHE.

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Summer 2025 Residential Rates

Campus View / Tanner / Bridgeview Court / Townhouse / Cedar House

Room Type	7 Week Term	Full Semester
Private	\$1,123.00	\$1,604.00
Double	\$936.00	\$1,336.00

All buildings - same rate to encourage residents to stay

Meal Plan Options

No food service is provided during Summer Term.

Residential Connectivity Fee	7 Week Term	Full (10 wk) Semester
	\$40	\$79

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2025-26 Academic Year Course Fees

**effective Autumn 2025*

Course Fees	AY 2024-25	AY 2025-26
Per Term		
Education Field Fee (EDU1)	\$350.00	\$350.00
Education Field Fee (EDU2)	\$175.00	\$175.00
Study Abroad Course Fee (CIPA)	\$120.00	\$120.00
Transition to Registered Nursing (AHNR)	\$85.00	\$85.00
EDUC 1115 (EDU5)	\$15/per Credit Hour	\$115.00 Flat Fee
Per Credit Hour		
Arts - Tier 1 (ART1)	\$10.00	\$10.00
Arts - Tier 2 (ART2)	\$20.00	\$20.00
Arts - Tier 3 (ART3)	\$30.00	\$30.00
Athletic Training (ATTR)	\$25.00	\$25.00
Biology (BIOL)	\$30.00	\$30.00
Health Science (BSHS)	\$5.00	\$5.00
Business (BUSI)	\$10.00	\$10.00
Chemistry (CHEM)	\$30.00	\$30.00
Dental Hygiene (DTHY)	\$45.00	\$45.00
Developmental Mathematics (UNC3)	\$17.00	\$17.00
Developmental Reading and Writing (UNC1)	\$3.00	\$3.00
Education (EDUC)	\$15.00	\$15.00
Education, Graduate (MEUC)	\$20.00	\$20.00
Education, Graduate Curriculum & Instruction (MECI)	\$20.00	\$20.00
Education, Graduate Intervention Specialist (MEIS)	\$20.00	\$20.00
Emergency Medical Technology (EMTP)	\$20.00	\$20.00
Engineering Technologies (ENGT)	\$27.00	\$27.00
Exercise Science (SSES)	\$25.00	\$25.00
First Year Experience (UNC2)	\$12.00	\$12.00
Health Care Administration (BUHE)	\$20.00	\$20.00
Humanities (HUMA)	\$13.00	\$13.00
Information Security (INSE)*	\$45.00	\$45.00
Information Systems (BUIS)	\$45.00	\$45.00
Information Systems (ISMA)	\$45.00	\$45.00
Mathematics, Graduate - Off-Campus Cohorts (MTH4)	\$30.00	\$30.00
Mathematics, Graduate (MTH1)	\$15.00	\$15.00
Mathematics, Graduate (MTH3)	\$30.00	\$30.00
Mathematics, Undergraduate (MATH)	\$15.00	\$15.00
Medical Laboratory Technology (MLTC)	\$25.00	\$25.00
Natural Science (NSCI)	\$30.00	\$30.00
Nursing, A.A.S. (ADNR)	\$35.00	\$45.00
Nursing, A.A.S. (ADNA)	\$35.00	\$45.00
Nursing, B.S. (BSNR)	\$35.00	\$45.00
Nursing, B.S. (BSNA)	\$35.00	\$45.00
Nursing, M.S.N. (MSNR)	\$20.00	\$20.00
Occupational Therapy Assistant (OTAT-OTSS)	\$20.00	\$20.00
Occupational Therapy, Graduate (MOT)	\$75.00	\$75.00
Physical Education - Tier 1 (SPST1)	\$10.00	\$10.00
Physical Education - Tier 2 (SPST2)	\$15.00	\$15.00
Physical Education - Tier 3 (SPST3)	\$20.00	\$20.00
Physical Therapist Assistant (PTAT)	\$20.00	\$20.00
Radiologic Technology (RDLT)	\$25.00	\$25.00
Respiratory Therapy (RPTT)	\$25.00	\$25.00
Rhetoric, Graduate (RHET)	\$20.00	\$20.00
Social Science (SSCI)	\$12.00	\$12.00
Social Work (SOWK)	-	\$15.00
Sports Management (SSSM)	\$15.00	\$15.00

Note: Fee schedule subject to review by ODHE.

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**2025-26 Academic Year
Program Fees**
effective Autumn 2025

Programs	AY 2024-25	AY 2025-26
AAS, Dental Hygiene (DTHY)	\$80	\$80
AAS, Emergency Medical Technology (EMTA, EMTF)	\$100	\$100
AAS, Medical Laboratory (MLTC)	\$100	\$100
AAS, Occupational Therapy Assistant (OTAT)	\$55	\$55
AAS, Physical Therapist Assistant (PTAT)	\$60	\$60
AAS, Radiologic Technology (RDLT)	\$100	\$100
AAS, Respiratory Therapy (RPTT)	\$100	\$100
ADN, Nursing (ADNR)	\$50	\$60.00
ADN, Nursing (ADNA) (New Prefix for Adena)	\$50	\$60.00
BA/BS, Adolescent to Young Adult Education (ADLA, MAVA, ADMA, ADLS)		
ADSB, ADSP, ADSE, ADSC, ADES, ADPS, ADSS, ADHI, ADSO	\$60	\$60
BFA, Fine Arts/Gaming and Simulation (GSDA)	\$100	\$100
BFA, Fine Arts/Graphic Design (VIDD, VIAN, VIDS, VIMT, VIIM, VAD)	\$90	\$90
BS, Biology/Pre-Med (BIOM, PMED, BIOB, BIOO)	\$100	\$100
BS, Computer Engineering Technology (ETCO)	\$100	\$100
BS, Digital Simulation and Gaming Engineering Technology (ETGG)	\$100	\$100
BS, Electromechanical Engineering Technology (ETEM)	\$50	\$50
BS, Computer Science (ETCS)	-	\$75.00
Cyber Security (ITCS)	-	\$50.00
BS, Information Security (BINS)	\$100	\$100
BS, Plastics Engineering Technology (ETPL)	\$100	\$100
BS, Environmental Science (ENSC)	\$100	\$100
BSE, Early Childhood PreK-3 (ECIS, EDEC, EDIS)	\$60	\$60
BSE, Middle Childhood (EDMC)	\$60	\$60
BSE, Multiage Intervention Specialist (EDIS)	\$60	\$60
BSHS, Health Science (BSHS)	\$25	\$25
BSN, Nursing (BSNR-BSNT)	\$50	\$60.00
BSW, Bachelor of Social Work (BSWK) (PBSW)	-	\$60.00
EDUC, Education (ADLA, ADMA, ADLS, ADSB, ADSP, ADSE, ADSC, ADES, ADPS, ADSS, ADHI, ADSO, EDPE, EDPI, ECSE, EDIS, EMLM EMLS, EMLT, EMMS, EMMT, EMST, ENLA, ENLS, MAVA, NTES, NTIS, NTLS, NTPS)	\$60	\$60
MEd, Curriculum & Instruction (C&I)	\$60	\$60
MEd, Multiage Intervention Specialist (EDIS)	\$60	\$60
MBA, Masters in Business Full-Time	\$50	\$50
MSN, Masters in Nursing	\$60	\$60
MOT, Occupational Therapy (MOT)	\$100	\$100

Note: Fee schedule subject to review by ODHE.

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2025-26 Academic Year
Other Additional Student Fees
effective Autumn Semester 2025

Additional Student Fees	AY 2024-25	AY 2025-26
Application Fees		
Graduate Admission	\$30.00	\$30.00
International Admission	\$50.00	\$50.00
Career Services**	\$4/cr hr (max \$48)	\$4/cr hr (max \$48)
CashNet Payment Plan Fall/Spring: First Late Fee	\$45.00	\$45.00
CashNet Payment Plan Fall/Spring: Second Late Fee	\$35.00	\$35.00
CashNet Payment Plan Fall/Spring: Third Late Fee	\$35.00	\$35.00
CashNet Payment Plan Fall/Spring: Fourth Late Fee	\$35.00	\$35.00
Credit by Arrangement Administrative Fee, Undergraduate	\$150/per cr hr*	\$150/per cr hr*
Credit by Arrangement Administrative Fee, Graduate	\$225/per cr hr*	\$225/per cr hr*
Credit by Exam Fee (per course)	\$150.00	\$150.00
Graduation Petition Fee (per degree)	\$50.00	\$50.00
Int'l Student Exchange Program (ISEP) Admin. Fee	\$100.00	\$100.00
Int'l Student Exchange Program (ISEP) Tuition Differential	varies by destination	varies by destination
Late Registration Fee/Re-enrollment Fee	\$150.00	\$150.00
Non-Payment Plan Late Fees	max \$180.00 per sem.	max \$180.00 per sem.
Orientation Fee	\$50.00	\$50.00
Overnight Orientation Fee	\$37.00	\$37.00
Overnight Orientation Fee (same day registration)	\$47.00	\$47.00
General Parking Regular Fee (Full-Time Regular Student)	\$75 / per semester / \$150 Annual	\$81.50 / per semester / \$163 Annual
General Parking Special Fee (Non-Degree, temporary and intermittent students)***	\$36 per semester / \$72 Annual	\$40.50 per semester / \$81 Annual
Reserved Parking (if requested)	\$150 per semester / \$300 Annual	\$160 per semester / \$320 Annual
Payment Plan Summer: First Late Fee	\$90.00	\$90.00
Payment Plan Summer: Second Late Fee	\$90.00	\$90.00
Student Athletic	\$150/per sem.	\$150/per sem.
Student Service Fees (students with 6 or more credit hours)**	\$25/per sem.	\$25/per sem.
Student Health & Wellness (students with 6 or more cr hrs)**	\$25/per sem.	\$25/per sem.
Study Abroad	\$120/semester	\$120/semester


* Course Credit by Arrangement Administrative Fee will not be charged to conditionally admitted graduate students taking undergraduate-level prerequisite courses by arrangement.

** Listed on Tuition Schedules

*** excludes CCP students

Note: Fee schedule subject to review by ODHE.

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**2025-26 Academic Year
Fines and Cost Recovery Charges***

effective Autumn Semester 2025

Cost Recovery Charges	AY 2024-25	AY 2025-26
Equipment:		
Bike rental for international students (new)	\$30.00	\$30.00
Bike rental for international students (used)	\$25.00 refundable deposit	\$25.00 refundable deposit
Calculator rental	\$100.00 (includes \$60.00 deposit)	\$100.00 (includes \$60.00 deposit)
Lost/damaged item	cost of item	cost of item
International Programs:		
Airport transportation - Cincinnati, Columbus	\$150.00	\$150.00
Airport transportation - Huntington	\$100.00	\$100.00
Costs:		
Copies - black & white	\$0.10	\$0.10
Copies - color	\$0.25	\$0.25
Library Costs:		
OhioLINK item replacement charge	\$125.00	\$125.00
OhioLINK overdue or billed item	.50/day, max \$50.00 per item	.50/day, max \$50.00 per item
Office of the Registrar:		
Transcript Service Fee	\$5.00	\$5.00
Postage charge for rush transcript	current USPS rate for priority mail express	current USPS rate for priority mail express
Replacement Diploma	\$20	\$20
Charges & Fines	AY 2024-25	AY 2025-26
Disciplinary:		
Defacing University property	\$50.00 - \$400.00 plus costs	\$50.00 - \$400.00 plus costs
Discharging fire extinguisher	\$750.00 plus costs	\$750.00 plus costs
Misuse of campus technology	\$100.00	\$100.00
Moving or tampering with fire or safety equipment	\$750.00	\$750.00
Skateboarding or in-line skating	up to \$20.00 plus restitution	up to \$20.00 plus restitution
Housing Charges & Fines:		
Damages	variable, depending on type of damage	variable, depending on type of damage
ESA Damages/Uncleanliness	\$50.00 +	\$50.00 +
Failure to dispose of trash	\$25.00 - \$100.00	\$25.00 - \$100.00
Housing during University breaks	pro-rated daily rate	pro-rated daily rate
Improper housing check-in	\$100, plus cost	\$100, plus cost
Improper stay during break	\$100	\$100
Use of unassigned housing	\$100, plus cost	\$100, plus cost
Improper checkout	\$25.00	\$25.00
Key replacement - hard key	\$90.00	\$90.00
Key replacement - swipe card	\$12.00	\$12.00
Lock core replacement	\$90.00	\$90.00
Lockout charge	\$12.00	\$12.00
Pets in living units	\$35.00/day plus costs	\$35.00/day plus costs
Smoking in residence hall - first violation	\$250.00	\$250.00
Smoking in residence hall - second and subsequent violations	\$500.00	\$500.00
Violation of noise policy - second violation	\$25.00	\$25.00
Violation of visitation policy - second violation	\$25.00	\$25.00
Violation of visitation policy - third violation	\$50.00	\$50.00
Violation of guest policy - second violation	\$25.00	\$25.00
Violation of guest policy - third violation	\$50.00	\$50.00
Violation of Alcohol Policy - second violation	\$150.00	\$150.00
Violation of Alcohol Policy - third violation	\$250.00	\$250.00
Charges & Fines	AY 2024-25	AY 2025-26
Parking Fines:		
Bicycles in buildings	\$25.00	\$25.00
Driving or parking on grass	\$25.00, plus restitution of damages	\$25.00, plus restitution of damages
Immobilization	\$50.00, plus outstanding parking fines	\$50.00, plus outstanding parking fines
Improper use of permit	\$40.00	\$40.00
Parking along curb	\$25.00, plus towing & storage charge	\$25.00, plus towing & storage charge
Parking hang tag not displayed	\$25.00	\$25.00
Parking in fire lane	\$25.00	\$25.00
Parking in handicapped zone	\$250 (minimum)	\$250 (minimum)
Parking in prohibited lot	\$25.00	\$25.00
Parking outside permitted areas	\$25.00, plus surface repair cost	\$25.00, plus surface repair cost
Parking reinstatement charge	\$25.00	\$25.00
Parking with disregard for painted lines	\$25.00	\$25.00
Parking within 10 feet of fire hydrant	\$25.00	\$25.00
Parking within 20 feet of crosswalk	\$25.00	\$25.00
Parking within 30 feet of stop sign	\$25.00	\$25.00
Parking/stopping in other prohibited zone (posted)	\$25.00, plus towing & storage charge	\$25.00, plus towing & storage charge
Vehicle not registered	\$25.00	\$25.00

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Payment Return Charges:

Automated Clearinghouse (ACH) Return Charge	\$25.00	\$25.00
Bad Check Charge	\$50.00	\$50.00

Background Check Charges:

Background Check BCI	\$27.00	\$27.00
Background Check FBI	\$30.25	\$30.25

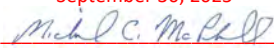
Replacement Charges:

Bear Card	\$10.00	\$10.00
Parking Lot Swipe Card	\$10.00	\$10.00
Parking Tag	\$25.00	\$25.00
Office Key	\$10.00	\$10.00
Student Refund Card	\$10.00	\$10.00

* Fines and charges listed on this schedule may include an administrative surcharge.

Note: Fee schedule subject to review by ODHE.

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PERSONNEL ACTIVITY REPORT FY26

September 19, 2025

New Hires


➤ Administrative Staff

- Patricia Boggs – Head Coach, Men’s and Women’s Swim, Athletics, July 1, 2025
- Fred Lymas – Head Coach, Men’s Basketball, Athletics, July 1, 2025
- Marcie Barlow – Admissions Associate, Admissions, July 14, 2025
- James Caldwell – Assistant Athletic Director, Compliance, Athletics, July 14, 2025
- Sarah Williamson - Admissions Associate, Admissions, July 14, 2025
- Braxton Marcum - Admissions Associate, Admissions, July 22, 2025
- Kaci Foster – Special Assistant to the President, Office of the President, July 28, 2025
- Jessica Price - Admissions Associate, Admissions, July 28, 2025
- Benjamin Trout - Admissions Associate, Admissions, July 28, 2025
- Jacob Perkins – Coordinator, Grants & Sponsored Programs, August 18, 2025
- Adam Schuler – Director, eSports & Academic Engagement, College of Business & Engineering Technologies, August 20, 2025
- Jessica Bentley – Director, Human Resources, Finance & Administration, September 2, 2025
- Randalyn Worley – Assistant General Counsel, General Counsel, September 8, 2025

➤ Faculty

- Jordan Murrey – Assistant Professor, Engineering Technology, July 21, 2025
- Adrianna Adams – Assistant Professor, Social Work, August 25, 2025
- Eric Brown – Instructor (NTT), English and Humanities, August 25, 2025
- Alexandria Challenger – Assistant Professor (VF), Fine, Digital and Perf. Arts, August 25, 2025
- Megan Jeffreys – Instructor (NTT), Social Sciences, August 25, 2025
- Tial Ling – Assistant Professor (VF), Natural Sciences, August 25, 2025

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PERSONNEL ACTIVITY REPORT FY26

September 19, 2025

New Hires (Continued)

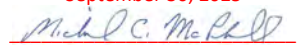
➤ **Faculty (Continued)**

- Michelle Martin – Instructor (NTT), English and Humanities, August 25, 2025
- William Nance – Assistant Professor, Social Sciences, August 25, 2025
- Robert Newland – Assistant Professor (VF), Social Sciences, August 25, 2025
- Amanda Page – Instructor (NTT)/FYE Coordinator, Academic Affairs, August 25, 2025
- Leigh Anne Prugh – Assistant Professor, School of Education, August 25, 2025
- Melissa Robinson – Assistant Professor/Fieldwork Coord., Rehabilitation Sciences, August 25, 2025
- Christopher Zornes – Assistant Professor, Engineering Technology, August 25, 2025

➤ **Support Staff**

- Brecanna Ward – Specialist, Procurement & Payables Services, June 18, 2025
- Stephen Smith – Custodian, Planning, Construction & Facilities, June 26, 2025
- Christopher Manning - Custodian, Planning, Construction & Facilities, June 27, 2025
- Bruce Bartee - Custodian, Planning, Construction & Facilities, July 7, 2025
- Daniel Brohard – Support Specialist, Information Technology Services, July 7, 2025

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PERSONNEL ACTIVITY REPORT FY26

September 19, 2025

Change of Status

➤ Executive Staff

- Chris Shaffer – Sr. Advisor, Education & Agency Partnerships, Office of the President, July 1, 2025
- Gerald Cadogan – Director, Athletics, Office of the President, July 1, 2025
- Jennifer Pauley – Associate Provost, Academic Affairs and Student Success, July 1, 2025
- Steven Rader – Associate Provost, Personal and Professional Development, July 1, 2025

➤ Administrative Staff

- Wes Bailey – Head Athletic Trainer, Athletics, July 1, 2025
- Orlando Currie – Business Operations, Housing and Residence Life, July 1, 2025
- Jason Lovins – Interim Director, Lute School of Business, July 1, 2025
- James Farmer – Director, Enrollment Operations, Admissions, August 18, 2025

➤ Faculty

- Jodi Dunham – Professor, School of Education, August 25, 2025
- Erik Larson – Professor, Natural Sciences, August 25, 2025
- Travis Lynn – Senior Instructor (NTT), Engineering Technology, August 25, 2025
- Heather Johnson – Associate Professor, School of Nursing, August 25, 2025
- Jennifer Scott – Professor, English and Humanities, August 25, 2025
- Pablo Salinas – Professor, English and Humanities, August 25, 2025
- Dawn Summers – Associate Professor, School of Nursing, August 25, 2025

➤ Support Staff

- Rebecca Hutchinson – Academic Administrative Assistant, Allied Health Sciences, August 8, 2025

PERSONNEL ACTIVITY REPORT FY26

September 19, 2025

Departures

➤ Executive Staff

- Christopher Moore – Chief Advancement Officer, Office of the President, August 22, 2025

➤ Administrative Staff

- Bobbi Madden – Assistant Director of Graduate Admissions, Admissions, July 4, 2025
- Avery Reuter – Grants Coordinator, Grants and Sponsored Programs, July 4, 2025
- Alison Hurley – Project BEAR Director, School of Education, July 24, 2025
- Hayley Venturino – Assistant Director, Center for Lifelong Learning, August 1, 2025
- Heather Howard – Director, Children's Learning Center, August 8, 2025
- Dakota Wrenn – Teacher, Children's Learning Center, August 8, 2025
- Elizabeth White – Teacher, Children's Learning Center, August 8, 2025
- Lori Bailey – Lead Teacher, Children's Learning Center, August 8, 2025
- Jenny Lawson – Assistant Director, Selective Admissions, College of Health & Human Services, August 12, 2025


➤ Faculty

- Michele Moohr – Associate Professor, School of Education, August 15, 2025
- Barbara Warnock – Associate Professor, Rehabilitation Sciences-MOT, August 19, 2025

➤ Support Staff

- Debra Schwamberger – Specialist, Procurement & Payable Services, July 31, 2025

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September 30, 2025


Secretary, SSU Board of Trustees

MAJOR CONSTRUCTION PROJECTS STATUS REPORT

September 19, 2025

Campus Wayfinding Project - \$1.5M – Capital

- Controlling Board request approved on 8/25/25; construction contract in process.

Roof and Infrastructure Project - \$1.25M – Capital

- Notice to Proceed issued; pre-construction meeting to be scheduled.

Clark Memorial Library Renovation Project - \$4.5M - Capital

- Priority items are currently being determined with consideration of the project budget.

Health Science Labs Renovations Project - \$9.5M – Capital/Local

- Project budget expanded.
- Dental hygiene program to remain in Health Sciences building; health sciences labs to be designed accordingly.
- Campus-wide space utilization study continues.

Esports Arena – Kricker Innovation Hub Project - \$500,000 – Capital

- Architect selected; currently reviewing design technical proposal.

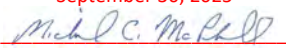
Alumni Green ADA Ramp Project - \$500,000

- Construction rebid to be scheduled.

Spartan Stadium Athletic Complex

- Softball stadium Phase I & II to begin in near future.
- Design for remainder of complex currently being initialized.

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September 30, 2025


Secretary, SSU Board of Trustees

Academic and Student Affairs Report
Board of Trustees Meeting
September 19, 2025

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.

Interim Provost Report

Chairman Shah,

Now that the 2025-2026 academic year is underway, I extend a warm welcome to our new faculty and staff in the division of Academic and Student Affairs. We welcome Ms. Adrianna Adams, Assistant Professor and Field Director of the Bachelor of Social Work program; Mr. Jordan Murrey, Assistant Professor and Program Director in the Plastics Engineering Technology program; Mr. William “Zac” Nance, Assistant Professor of Psychology; Ms. Melissa Robinson, Assistant Professor and Academic Fieldwork Coordinator of the Occupational Therapy Assistant program; Dr. Terry Hapney, Jr. Professor of Marketing and Management and MBA Graduate Program Director; Dr. Leigh Anne Prugh, Assistant Professor in the School of Education; and Mr. Christopher Zornes, Assistant Professor of Information Security.

Ms. Megan Jeffreys joins the Department of Social Sciences as a full-time instructor in American History. Ms. Amanda Page joins Academic Affairs as a full-time instructor and FYE Coordinator. We also welcome Dr. Alexandra Challenger, Visiting Assistant Professor of Art History; Mr. Robert Newland, Visiting Assistant Professor in Mathematics and Computer Science, and Dr. Johan Ling, Visiting Assistant Professor of Botany. Finally, Ms. Shannon Mills, Ms. Mallory Plinke, and Ms. Olivia Jansen have joined the School of Education and the Department of Fine, Digital, and Performing Arts, respectively, as full-time, temporary instructors for Fall 2025.

Dr. Jason Lovins has been appointed as Interim Director of the C.H. Lute School of Business, and we welcome Mr. Jacob Perkins as Grants Coordinator and Mr. Adam Schuler as Director of Esports and Academic Engagement.

Leaders and faculty across Academic Affairs will continue efforts to implement the requirements of the Advance Ohio Higher Education Act. President Braun and Interim Provost Inman hosted a faculty forum on August 27 to provide an overview of actions taken since June 27, 2025 and the timeline for projects during the current academic year.

A brief update on recent activities from each area in the Division of Academic and Student Affairs is provided below:

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September 30, 2025


Secretary, SSU Board of Trustees

College of Arts and Sciences

CAS faculty have been finalizing large goals, action items, and establishing achievement targets to convert last year's strategic planning exercises into a list of measurable action steps that we can implement this academic year. This includes defining transfer pathways with our partner institutions to reach new groups of students in our expanded service area.

Faculty have been revising our General Education Program to bring our curriculum into alignment with the needs of the transfer students that we seek to attract in greater numbers. This program revision aims to remove common obstacles to degree attainment that SSU students have faced previously, to refocus the General Education offerings around lower-division courses and to make the overall components clear for students and advisors. Additionally, faculty have been working with the assistance of the GEP Director and department chairs to improve our transfer compliance, and award credit for relevant professional experience such as military training or career and technical certifications.

This summer Dr. Marc Scott, Dr. Anna Hutcheson, and CAS interim Dean Dr. Mike Barnhart presented Shawnee State's four-year GEP Assessment project at the Higher Learning Commission's Assessment Academy results forum in Chicago. Our team shared lessons learned with other college teams that were midway through their Assessment Academy experience.

Department of English and Humanities

Dr. Nick Meriwether led a group of students on a study abroad trip to Berlin this summer through the generous support of the Shawnee State University Foundation.

Department of Fine, Digital, and Performing Arts

Improvements are underway to the piano lab, the student lounge, and the life drawing studios. The 2025 *Voices of a Region* exhibition, presented in partnership with nonprofit The Trillium Project, will be on display in the Appleton Gallery at SSU from September 8 to November 25. This juried art show features selected works from regional artists and celebrates the creative voices of Appalachia.

Department of Mathematical Sciences

Dr. Doug Darbro served as an external reviewer for the Math graduate program at Sam Houston State University. Professor Emeritus Dr. Jinlu Li continues his extensive publication record with the addition of his paper: *Strict Fréchet differentiability metric projection in Hilbert spaces*

Department of Natural Sciences

The department was awarded an Ohio Strong Start in Science subgrant to support the overarching goals of increasing content retention while decreasing DFW rates in introductory science courses.

Visiting Assistant Professor, Dr. Johan Ling presented his recent research at the Botany 2025 conference in Palm Springs. Dr. Tim Hamilton participated in an annual outreach event at the Green Bank Observatory in June running the Apollo flight simulation project.

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September 30, 2025


Secretary, SSU Board of Trustees

School of Education

The Teacher Bootcamp summer professional development opportunity took place July 21-25. Thirty-nine Ohio teachers received scholarships thanks to funding from the Governor's Office of Workforce Transformation. During the weeklong intensive bootcamp, each teacher earned 3 hours of graduate credit while developing career awareness presentations for their students with the aid of SSU faculty. They visited employers across our region focusing on high-growth industries such as Healthcare, Advanced Manufacturing, and AI/Computer Sciences/ Immersive Technology.

College of Business and Engineering Technology

C.H. Lute School of Business

Seongcheol Paeng, Ph.D., Assistant Professor of Management, and James Reneau, Ph.D., Associate Professor of Information Systems Management, have co-authored a scholarly article titled, "The Impact of Air Pollution on the Stock Market in South Korea," published in the Annals of Financial Economics,

Dr. Paeng also authored "Analysis of the Relationship Between the Frequency of Pastors' Sermons on Money and Their Financial Attitude And Behavior" published in the Review of Economic & Business Studies.

Department of Engineering Technology

Faculty in the department hosted classes in game development as part of "Cub Camp" and a week-long teacher bootcamp including tracks in advanced manufacturing and AI. The department acquired a new Tykma Inc. Laser Engraver (TYKMA is a small manufacturer housed in Chillicothe) that they plan to use in the Manufacturing on the Move trailer for future outreach events as well as in the labs.

The department promoted our gaming programs at the Ohio State Fair as part of the Ohio Department of Higher Education's booth on August 1. Additional outreach opportunities are planned for September and October. The department also visited numerous electro-mechanical related businesses in the area, including State Electric and Electrical Training Academy, to explore partnerships to guide the AAA Electromechanical Engineering Technology program into the future and inform a new faculty search as the program expands into the planned Shawnee Advanced Manufacturing Center. The department is working with new partners to receive an injection molding machine donated by Engel Global for the Plastics Engineering Technology program.

Kricker Innovation Hub

The Kricker Innovation Hub's Ignite Portsmouth 2025 entrepreneurship bootcamp concluded with fourteen ventures competing for top honors. The first-place award (\$5,000) went to Liz Pratt, community entrepreneur and founder of DJ Geek Techneek, a mobile DJ and MC service transforming Portsmouth's entertainment landscape. The second-place award (\$3,000) was earned by Olivia Brabson, SSU alumna and former Kricker Innovation Hub Fellow, for Fair Nest Rentals, an innovative venture addressing the critical need for accessible Section 8 housing. The

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September 30, 2025


Secretary, SSU Board of Trustees

third-place award (\$2,000) went to Michelle Martin, SSU faculty member, for Revival Books, a community-centered bookstore designed as a cultural and literary hub. These winners reflect the breadth of Portsmouth's entrepreneurial ecosystem—community members, alumni, and faculty advancing ventures that generate economic opportunity, enrich quality of life, and demonstrate the Hub's role in cultivating innovation and regional growth.

The Kricker Innovation Hub, in partnership with the ECDI Women's Business Center of Central Appalachia at SSU and funded by the Appalachian Regional Commission's REPOWER program, hosted the 2025 Ignite Appalachia Regional Pitch Competition on July 22. Winners from Ignite Portsmouth joined seven other entrepreneurs from across Central Appalachia to compete for additional funding. Miranda Workman (Cabell County) earned the title of Regional Champion and \$5,000 for Hair Haven, a cosmetology practice and cranial prosthetic service dedicated to restoring confidence for individuals experiencing hair loss. Brent Cochran (Jackson County) secured second place with Sky Foto Airbourne Imagery, while Liz Pratt (Scioto County) and Samantha Miller (Meigs County) tied for third place with DJ Geek Techneek and The Novel Notion, respectively.

The Hub announced that Tastie Games LLC, a ShawneeXP Accelerator startup, will release their debut title, Mole Maiden, on September 5 via Steam. ShawneeXP will launch its first game development pre-accelerator on September 12, offering mentorship, structured guidance, and resources to help developers worldwide refine and prepare their games for market.

Adam Schuler, Director of Esports and Academic Engagement, has made significant progress overseeing the development of a three-tier esports structure that includes Varsity Teams competing for national recognition, Academy Teams offering a pathway for developing players, and Club Programs providing inclusive opportunities for students to connect socially through gaming. The full student roster includes more than 40 active participants across 10 teams spanning eight titles, while a newly expanded Discord server serves as a central hub for over 70 students. The Esports program has also joined two national conferences—ECAC and NACE—ensuring competitive opportunities at multiple levels. Esports has participated at key campus events, including the Week of Welcome Carnival and Tuesday Night Lights kickoff, while outreach is underway to establish partnerships with local high schools and expand global recruiting efforts.

Through BESTOhio, the Hub is collaborating with the Ohio Manufacturing Association and Accenture on the design phase of the Earn & Learn program, aligning training with manufacturer-identified needs and building a scalable framework for employer-driven learning.

The Hub is launching a Leadership Foundations course to meet regional workforce and leadership development needs. Designed for emerging and first-time managers, particularly frontline supervisors in manufacturing, the course equips participants with practical tools and confidence to succeed. Developed in consultation with industry leaders, the program integrates best practices with applied manufacturing scenarios. Core modules focus on communication, accountability, conflict resolution, and continuous improvement. The five-week program, meeting bi-weekly, will officially launch on September 23.

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Secretary, SSU Board of Trustees

A Certified Associate in Project Management (CAPM®) Prep Course will also be offered, providing participants with a structured pathway to earn the globally recognized credential from the Project Management Institute.

Strategic Initiatives

The Hub is preparing for the Appalachian Conference on Social Enterprise (ACOSE) to be held November 19-20.

College of Health and Human Services

The Health Care Partnership Task Force has continued planning work for implementation of program offerings at Adena by establishing timelines for Ohio Board of Nursing approvals for the BSN and the new ADNA program, as well as the JRCERT accreditation body for the Radiologic Technology program's change to distance education. Preparation for Spring 2026 General Education Program and MBA course offerings at the PACCAR Medical Education Building and the Pickaway-Ross Career and Technical Center are in full-swing. Procurement of IT equipment for the delivery of synchronous online courses is underway, and Communication, Security/Safety, and Student Experience plans are being developing in anticipation of course offerings at Adena in the Spring 2026 semester.

School of Nursing

Recruitment efforts have resulted in increased enrollments for fall starts in the Associate Degree in Nursing and the Bachelor of Science Nursing programs, with 38 ADN students and 27 BSN students enrolled. October 1 is the application deadline for the spring 2026 start of the ADN program. Enrollments in the online RN-BSN degree are increasing as well, and the degree is being promoted at Adena Regional Medical Center and through Ohio and Kentucky publications for licensed RNs throughout each state.

As part of retention efforts for all current nursing students, the student success coaching initiative continues for academic year 2025-2026. Students receive group and individual coaching and resources to ensure course success and preparation for NCLEX board examination that occurs upon graduation.

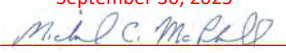
The MSN accreditation self-study was submitted this summer, with the CCNE on-site visit occurring September 22-24, 2025.

The faculty and students of the School of Nursing will be working with Compass Community Health and the Bear Care Clinic to offer two flu shot clinics for the Shawnee State University community this fall.

Department of Allied Health Sciences

Newly accepted first year students in Dental Hygiene, Respiratory Therapy, Radiologic Technology and Medical Laboratory Technology participated in program orientations for each program. Enrollments for these selective admission programs are stable or increased from AY24-25.

The Health Science laboratory renovation project continues with recent review of cost estimates.

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resulting in plan revisions for each laboratory space. Program directors, faculty, and the department chair are actively involved in the process to meet the success criteria of updated spaces that are supportive, accessible, build community, showcase state of the art education and support the growth of these programs.

The Medical Laboratory Technology program is finalizing their NAACLS accreditation self-study, which is due October 1. The on-site visit will occur in spring 2026. Radiologic Technology self-study preparation is also underway, along with request for distance education delivery model, which is a substantive change to be submitted to JRCERT accreditation body.

Department of Rehabilitation Sciences

Dr. Courtney Ruggles has been appointed interim Chair for the department. A national search is underway for a department chair associated with the advertisement for a full-time faculty position in the Master of Occupational Therapy program.

Thirty-two students are enrolled in the Introduction to Social Work (SOWK 1200) course this fall, as SSU enrolls the first pre-Social Work students. CSWE, the social work accreditation body, has provided feedback on the new program accreditation application for review at the Board of Accreditors October 2025 agenda.

The Behavioral Health Paraprofessional program enrollment continues to grow, and several students who completed this program have been accepted in the pilot Pathway to Degree program which is part of the ARC INSPIRE 2 grant. The Pathway to Degree program is designed for students in recovery and provides scholarships and wraparound supports for student success and degree completion.

The Occupational Therapy Assistant program is finalizing their program's accreditation self-study for the Accreditation Council for Occupational Therapy which is due December 16 with the ACOTE on-site visit scheduled March 16-18, 2026.

The MOT program completed week one immersive on-campus sessions for first- and second-year students in the hybrid program August 25-29. Updated marketing materials are being created to promote the hybrid format of the MOT program.

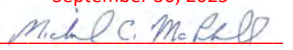
Office of Personal and Professional Development

Career Fair dates have been established for the 2025-2026 academic year: STEM majors (October 17), Education (February 20) and All-Majors (March 19). Health and Human Services fair is being planned for end of January or beginning of February 2026. The Experiential Learning Requirement Task Force is being assembled and will have its first meeting in late September or early October. The office is working with Choose Ohio First scholarship recipients on Work-Based Learning experiences/placements.

Office of Student Affairs

The 2025 Week of Welcome culminated with a great premiere of the College Tour on the First

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Secretary, SSU Board of Trustees

Bear Wear Wednesday of the semester. Initial review of the event shows improved organization, coordination, content, and attendance this year. The office thanks the many departments across campus involved in welcoming our students to campus. Key highlights from this year include: the Student Networking Dinner, the WoW Carnival, BINGO, Soak-up Shawnee, Bear Beginnings, Speak up/Speak Out, Student Government Association and Student Programming Board Townhall and Ice Cream Social, and the Blue Carpet College Tour Watch Party. Our Key Performance Indicators for 2025 were: Engagement, Attendance, Awareness, Communication, Orientation, and Community. We collected data for: check-ins, repeat attendance, social media engagement, and sent out multiple surveys for feedback. Our surveys are designed to measure sense of belonging, finding your community, awareness of campus resources, favorite events, and ideas for improvement. We established a solid baseline with data that will allow us to expand and improve for future Weeks of Welcome.

Clark Memorial Library

CML by the Numbers (2024–25)

The Clark Memorial Library served 53,898 visitors, with an additional 5,852 visiting the library's 24-hour study space, The Bear Cave. Library staff responded to 3,678 questions at the Service Desk last year primarily relating to library services, directions, and technical support. Librarians delivered 104 research consultations, 44 instruction sessions, and 2 workshops, 29% of which were virtual. Our 124 subject and research guides were accessed 27,457 times across 19,051 user sessions.

Resource sharing remained strong: 322 items were borrowed from outside OhioLINK, and staff processed 1,044 partner library requests, 1,235 OhioLINK requests, and 544 SearchOhio requests. SSU patrons checked out 1,426 items. Research engagement was high, with 12.8 million automated searches across all databases in the Discovery Service. Users initiated 110,244 targeted searches in specific databases, which resulted in 70,424 unique items investigated (unique title) and 30,001 unique items downloaded by individual users.

Users are quickly adapting to the new discovery platform, PrimoVE as we start the new academic year and begin instruction across campus. We have already had positive feedback from students and faculty about the new interface.

Center for International Programs and Study Abroad

For Fall 2025, Shawnee State University is host to 49 international students, including 19 new arrivals, along with one visiting faculty member, collectively representing 25 different countries on campus. This semester, SSU welcomed Visiting J-1 Faculty Dr. Johan Ling from Myanmar in the field of Plant Biology, as well as one exchange student from our sister school in Germany. In return, SSU is sending one domestic student to Germany for a year-long exchange. SSU has renewed its agreement with Al-Akawayn University in Morocco, with two Moroccan students scheduled to arrive in Spring 2026.

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Secretary, SSU Board of Trustees

Center for Lifelong Learning

The Bear Tracks Summer Workforce Training program served 130 students, with a 92% completion rate. Participants earned 182 total credentials, with 77% passing certifications on the first attempt, and the phlebotomy course achieving a 100% pass rate under faculty member Andrea Zaph. Several students have continued education or transitioned into internships and employment opportunities, demonstrating tangible workforce impact.

In alignment with workforce need for trained phlebotomists, the Center is offering a fall SSU Phlebotomy course for adults seeking an entry point into a healthcare career. The course is enrolling now for an October 3 start date.

Grants and Sponsored Programs

Recent funding changes at the federal level resulted in delays in the release of grant funding opportunities, cancellations of application cycles, and delays in allocations of continuation funding for existing programs. However, there has been significant movement in the last few weeks, with several expected funding opportunities and continuing allocations being released. At this time, all current grant-funded programs are fully operational, and several new funding applications are in process.

The University has received several new or continuation awards since the June update:

The Space Telescope Science Institute awarded \$58,746 for a project entitled “Uncovering the host galaxy and BH mass of a large sample of radio-loud narrow-line Seyfert 1 galaxies.” Dr. Timothy Hamilton is collaborating with several co-PIs internationally on the research associated with this project.

Ohio University awarded an additional \$50,000 for the ASCENT (Appalachian Semiconductor Education & Technical) Ecosystem program. CBET Dean Adam Miller is the PI on this program, which funds faculty support and student scholarships for Engineering Technology programs.

AmeriCorps/ServeOhio awarded \$590,940 for the School of Education’s Project BEAR program. The program will fund 60 AmeriCorps members that will work with local school districts to provide literacy instruction to an estimated 450 children ages three through six.

The Ohio Manufacturer’s Association (OMA) awarded an additional \$210,000 for the Good Jobs Challenge Program. This project is headed by Dr. Amanda Hedrick and supports the BESTOhio Industry Sector Partnership (ISP) and training/upskilling activities for the regional workforce.

The Ohio Department of Education and Workforce released FY 26 continuation allocations for three existing School of Education programs: the 21st Century Program received \$200,000; the Deaf and Hard of Hearing Consortium Teacher Prep Program received \$721,200; and the TVI Teacher Prep Program received \$980,000.

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The U.S. Department of Education issued a continuation award of \$323,385 for the Upward Bound Math Science (UBMS) Program.

A proposal entitled “Better Together: Expanding Clinical Partnerships to Create an Inclusive P-8 Program” has been recommended for funding by the Ohio Dean’s Compact. Dr. Leigh Anne Prugh is the PI on this project with a total budget of \$100,000 over a two-year period.

During FY 25, significant time and resources were invested by the Grant Team and University leadership to strengthen grant application and management infrastructure and processes. For FY 26, the team will further encourage and support grant cultivation among SSU faculty and staff, continue the shift from reactive to proactive compliance, and continue to build and improve communication channels both internally and externally.

Respectfully submitted,

Kimberly Inman, Ph.D.
Interim Provost and Vice President for Academic and Student Affairs

Certified as True and Correct
September 30, 2025


Secretary, SSU Board of Trustees

President's Report to the Board of Trustees
Board of Trustees Regular Meeting
September 19, 2025

Good afternoon.

This fall, we are pleased to report that Shawnee State University welcomed its largest freshman class in years this fall, with an increase of more than 22% in the total number of freshmen, an increase of 18% in first-time students and transfer students, and an increase of nearly 8% in the number of new graduate students. The university is also serving more high school students who are completing college courses while in high school through the College Credit Plus program, with a 21% increase over last year. This is the result of a truly campuswide effort to grow our traditional student service territory, expand our high-quality athletics programs, and make a sincere commitment to serving a working population through more effective course offerings, scheduling and modalities.

Yesterday, we attended the Ohio Department of Higher Education Trustees Conference and again learned of the many headwinds facing higher education, particularly in Ohio. I appreciate your participation with me and hope the conference allowed for reflection on how unique Shawnee State University's mission, service population, and opportunities are. We are uniquely positioned for steady growth over the next five years, despite population and preference trends, with a steadfast commitment to delivering high quality, practical, career-focused education in a format that is affordable and accessible. We are investing every day in building an operation that does just that.

Our campus has been impacted by the recent events at Utah Valley University insofar as campus safety remains a paramount concern and we are reminded of the dangers that exist every day on a college campus. The senior leadership team, operations, academics and student affairs, and public safety are all committed to upholding a safe and secure campus environment. The events of this month have also renewed questions surrounding free speech and open debate on college campuses. Shawnee State University remains committed to a free speech environment where the campus serves as a marketplace of ideas and students are free to engage in learn about a range of viewpoints, including particularly those that may not be their own.

Finishing the year strong financially in FY25, like enrollment, was an effort that required a campuswide commitment to the three-year plan we launched in 2023 to balance the budget and build campus reserves. I am proud that we have been able to do that while making investments in our people and our programs. I would like to specifically recognize University Faculty Senate President Mariah Woodward who, together with her colleagues in the Faculty Senate and faculty serving on academic curriculum committees, met throughout the summer outside of their traditional schedule to advance several critical program development approvals. This work allows us to expand and begin in demand programs months and in some cases years sooner than our typical schedule would permit.

The FY26 budget reflects a significant expansion of revenue, primarily from external partners like the State of Ohio and our health care partners who believe in the work we are doing and are making real investments in our future. It is worth noting that while our budget revenue for FY26 increased 17 percent, our budgeted scholarship expense also increased 17% -- evidencing our continuing unwavering commitment to keep college affordable and access for our

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Secretary, SSU Board of Trustees

underserved Ohio students more than a talking point. We will deliver return on that investment in the form of well-prepared and highly capable students who enter the workforce ready to work and stay in our regions to build families and rebuild communities.

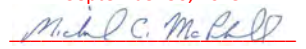
I look forward to working with you as we continue to raise the profile of the regional state university for south central Ohio. Thank you for your continued service to Shawnee State University.

Respectfully submitted,



Dr. Eric Andrew Braun
President

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September 30, 2025


Secretary, SSU Board of Trustees

RESOLUTION E05-25

EXTENDING PRESIDENTIAL EMPLOYMENT AGREEMENT

WHEREAS, the Board of Trustees of Shawnee State University is charged with employing and fixing the compensation of the President; and

WHEREAS, Dr. Eric Braun has served with distinction in the position of President and made significant contributions to advancing Shawnee State University's Strategic Plan, including stabilization of the University's financial position, establishment of the Colleges of Health and Human Services and College of Business & Engineering, making substantial progress on academic portfolio consolidation, and contributing to an increase in the state capital budget appropriation; and


WHEREAS, in recognition of these significant contributions and the desirability of stable leadership of the University through the remainder of the decade, the Board wishes to extend the employment agreement of Dr. Braun as President;

NOW, THEREFORE, IT IS RESOLVED that the Shawnee State University Board of Trustees approves the extension of Dr. Braun's employment in the role of President; and

IT IS FURTHER RESOLVED that the Board Chairperson is directed to execute an agreement with Dr. Braun containing a competitive compensation and benefits package that advances the best interests of the University, including a base salary of \$306,425, annual cost of living adjustments, and potential future performance bonus payments at the discretion of the Board to incentivize continued growth of the University.

(September 19, 2025)

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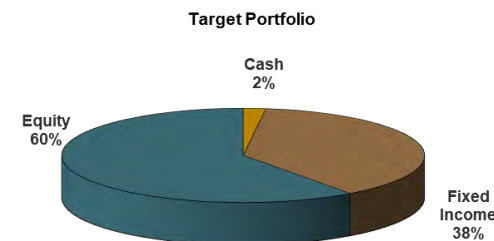
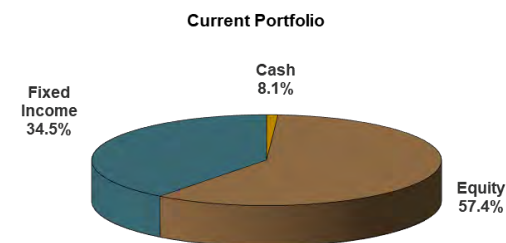

Secretary, SSU Board of Trustees

Shawnee State University

Asset Allocation – As of August 31, 2025



Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Trust Cash Deposit Account	\$1,216,931	8.1%	
Total Cash Equivalents	\$1,216,931	8.1%	2.0%
Fixed Income			
Fixed Income Separately Managed Account	\$3,611,044	24.1%	
PGIM High Yield Fund	\$193,465	1.3%	
iShares Broad USD Investment Grade Corporate Bond ETF	\$193,791	1.3%	
Vanguard Intermediate-Term Bond Index	\$309,088	2.1%	
VanEck J. P. Morgan EM Local Currency Bond ETF	\$229,711	1.5%	
PIMCO International Bond Fund	\$332,302	2.2%	
DFA Inflation Protected SEC Fund	\$139,879	0.9%	
PIMCO 1-5 Year U.S. TIPS Index Exchange Traded Fund	\$148,730	1.0%	
Total Fixed Income	\$5,158,010	34.5%	38.0%
Domestic Equity			
TIAA-CREF Large Cap Growth Index Fund	\$3,562,246	23.8%	
TIAA-CREF Large Cap Value Index Fund	\$2,441,343	16.3%	
iShares Russell Mid-Cap Growth ETF	\$352,130	2.4%	
iShares Russell Mid Cap Value ETF	\$304,759	2.0%	
iShares Russell 2000 Growth ETF	\$236,314	1.6%	
iShares Russell 2000 Value ETF	\$224,202	1.5%	
Total Domestic Equity	\$7,120,994	47.6%	50.0%
International Equity			
iShares Core MSCI EAFE ETF	\$537,259	3.6%	
iShares MSCI International Quality Factor ETF	\$404,955	2.7%	
Goldman Sachs International Small Cap	\$112,986	0.8%	
iShares Core MSCI Emerging Markets ETF	\$413,023	2.8%	
Total International Equity	\$1,468,223	9.8%	10.0%
Total Equity	\$8,589,217	57.4%	60.0%
Total Portfolio Market Value	\$14,964,158	100.0%	100.0%



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September 30, 2025

M. D. C. McLeod
Secretary, SSU Board of Trustees



Finance & Administration Committee

September 19, 2025

 **Shawnee State**
UNIVERSITY

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September 30, 2025


Secretary, SSU Board of Trustees

Resolution F11-25

Approval of Policy 4.52Rev., Leaves of Absences (Paid and Unpaid)

Policy updated to:

- Establish summer break each year around the Independence Day holiday
- To align the policy language with academic calendars and other operational needs



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September 30, 2025


Secretary, SSU Board of Trustees

Resolution F12-25

Resolution Adopting Pre-tax Parking Plan for Employees

- Last year, BOT amended Parking policy to allow parking fees
- Parking fees instituted for students and employees in 2024-2025 AY
- Worked with outside tax counsel to develop pre-tax payroll deductions for employees consistent with IRS requirements
- Resolution would authorize President to execute the Parking Plan, designate President as Administrator, and permit sub-delegation



FY26 Operating Budget

FY26 Operating Budget

	FY26 Budget - Proposed	FY26 Budget - Preliminary	FY25 Budget	FY26 Propsed v. FY25 Budget % Variance
Revenue				
Tuition & Student Fees	\$ 30,144,207	\$ 30,104,498	\$ 27,926,427	7.9%
State Share of Instruction	\$ 12,979,745	\$ 13,047,028	\$ 13,235,852	-1.9%
Shawnee Supplement	\$ 12,000,000	\$ 12,000,000	\$ 9,000,000	33.3%
Scholarship	\$ (6,000,220)	\$ (6,718,265)	\$ (5,130,533)	17.0%
Other Income				
Commissions	\$ 566,421	\$ 597,169	\$ 442,500	28.0%
General Fund Operating Grants	\$ 355,886	\$ 355,886	\$ 1,120,535	-68.2%
Miscellaneous Revenue	\$ 11,518,573	\$ 2,118,571	\$ 3,050,789	277.6%
Service Fees/Memberships	\$ 81,000	\$ 158,120	\$ 277,500	-70.8%
Ticket Sales/Rentals	\$ 623,500	\$ 623,500	\$ 620,000	0.6%
Property & Flood Claim	\$ -	\$ -	\$ 2,140,000	-100.0%
Transfer In	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	0.0%
Revenue Total	\$ 64,769,112	\$ 54,786,507	\$ 55,183,070	17.4%

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September 30, 2025

Michael C. McLeod
Secretary, SSU Board of Trustees

FY26 Operating Budget

Expense

Compensation					
Salaries	\$	26,534,044	\$	26,945,505	\$ 24,674,802 7.5%
Benefits	\$	10,038,498	\$	10,325,950	\$ 9,638,739 4.1%
Non-Compensation					
Equipment	\$	710,109	\$	651,587	\$ 216,772 227.6%
External Professional Services	\$	1,174,390	\$	1,087,605	\$ 1,615,491 -27.3%
Information/Comm/Shipping	\$	1,539,021	\$	1,264,021	\$ 800,605 92.2%
Maintenance & Service Contracts	\$	4,479,486	\$	4,524,269	\$ 4,128,131 8.5%
Meal Plan Expense	\$	2,174,457	\$	2,157,231	\$ 2,021,009 7.6%
Miscellaneous Expense	\$	8,265,687	\$	1,356,424	\$ 1,394,783 492.6%
Supplies	\$	2,100,372	\$	2,126,482	\$ 1,970,594 6.6%
Travel	\$	902,745	\$	902,745	\$ 874,220 3.3%
Utilities	\$	1,877,814	\$	1,877,814	\$ 1,647,728 14.0%
Property & Flood Expense	\$	-	\$	-	\$ 2,300,000 -100.0%
Transfer Out	\$	2,135,000	\$	-	\$ -
Expense Total	\$	61,931,622	\$	53,219,632	\$ 51,282,874 20.8%
Net Transfer to Capital Fund	\$	1,566,875	\$	1,566,875	\$ 1,564,825 0.1%
Net Operating Budget	\$	1,270,615	\$	-	\$ 2,335,371 -46%

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Resolution F13-25

Approval of FY26 Operating Budgets (General Fund and Auxiliary Fund)

- Board of Trustees approved a Continuing University Spending Authority Resolution (F09-25) at the June 27, 2025 meeting to allow the University to meet financial obligations until the FY26 general fund and auxiliary operating budgets were presented and approved at the September 2025 meeting.



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Resolution F13-25

Approval of FY26 Operating Budgets (General Fund and Auxiliary Fund)

University completed a review of financial matters that materially impact FY26 budget projections:

- Tuition and fees
- University funded scholarship expense
- Grant funding opportunities
- Compensation, including CBA agreement impacts



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Resolution F13-25

Approval of FY26 Operating Budgets (General Fund and Auxiliary Fund)

State funding based on latest known projections:

- Includes increase in Special Supplement to \$12 million per fiscal year
- Small adjustment to Subsidy amount pending calculations from Chancellor



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FY25 Operating Budget Status - EOY

FY25 Operating Budget Status

Report Date 06.30.2025

	FY25 Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Actuals	% of Budget
Revenue							
Tuition & Student Fees	\$ 27,926,427	\$ 15,331,367	\$ (327,952)	\$ 12,106,716	\$ 1,322,367	\$ 28,432,499	101.8%
State Share of Instruction	\$ 13,235,852	\$ 3,308,961	\$ 3,308,961	\$ 3,308,964	\$ 3,308,966	\$ 13,235,852	100.0%
Shawnee Supplement	\$ 9,000,000	\$ 2,250,000	\$ 2,250,000	\$ 2,250,000	\$ 2,250,000	\$ 9,000,000	100.0%
Scholarship	\$ (5,130,533)	\$ (2,751,749)	\$ 62,249	\$ (2,404,564)	\$ (88,053)	\$ (5,182,117)	101.0%
Other Income	\$ 7,651,324	\$ 947,065	\$ 599,618	\$ 1,793,598	\$ 4,083,178	\$ 7,423,458	97.0%
Commissions	\$ 442,500	\$ 73,356	\$ 65,673	\$ 226,921	\$ 201,522	\$ 567,473	128.2%
General Fund Operating Grants	\$ 1,120,535	\$ 43,517	\$ 53,607	\$ 35,320	\$ 936,895	\$ 1,069,340	95.4%
Miscellaneous Revenue	\$ 3,050,789	\$ 501,755	\$ 247,445	\$ 350,226	\$ 1,310,169	\$ 2,409,596	79.0%
Service Fees/Memberships	\$ 277,500	\$ 79,128	\$ 47,596	\$ 87,659	\$ 56,085	\$ 270,469	97.5%
Ticket Sales/Rentals	\$ 620,000	\$ 249,308	\$ 185,297	\$ 148,173	\$ 132,318	\$ 715,096	115.3%
* Property & Flood Claim	\$ 2,140,000	\$ -	\$ -	\$ 945,298	\$ 1,446,188	\$ 2,391,486	111.8%
Transfers In	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 2,500,000	\$ 2,500,000	100.0%
Revenue Total	\$ 55,183,070	\$ 19,085,644	\$ 5,892,876	\$ 17,054,715	\$ 13,376,458	\$ 55,409,692	100.4%

* Claim reimbursements and actual expenses related to Hurricane Helene event

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September 30, 2025


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FY25 Operating Budget Status - EOY

FY25 Operating Budget Status

Report Date 06.30.2025

Expense	FY25 Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Actuals	% of Budget
Compensation	\$ 34,313,541	\$ 5,923,815	\$ 8,560,034	\$ 7,375,445	\$ 11,733,018	\$ 33,592,312	97.9%
Salaries	\$ 24,674,802	\$ 4,098,884	\$ 6,436,366	\$ 5,386,773	\$ 8,565,380	\$ 24,487,402	99.2%
Benefits	\$ 9,638,739	\$ 1,824,931	\$ 2,123,668	\$ 1,988,673	\$ 3,167,639	\$ 9,104,910	94.5%
Non-Compensation	\$ 16,969,333	\$ 4,020,456	\$ 3,739,274	\$ 5,097,288	\$ 4,391,672	\$ 17,248,691	101.6%
Equipment	\$ 216,772	\$ 187,010	\$ 114,105	\$ 88,266	\$ 335,995	\$ 725,377	334.6%
External Professional Services	\$ 1,615,491	\$ 223,094	\$ 406,836	\$ 465,063	\$ 700,526	\$ 1,795,519	111.1%
Information/Comm/Shipping	\$ 800,605	\$ 264,639	\$ 128,455	\$ 330,291	\$ 111,998	\$ 835,382	104.3%
Maintenance & Service Contracts	\$ 4,128,131	\$ 1,861,203	\$ 1,147,654	\$ 705,166	\$ 546,617	\$ 4,260,641	103.2%
Meal Plan Expense	\$ 2,021,009	\$ 251,266	\$ 633,486	\$ 741,185	\$ 410,858	\$ 2,036,795	100.8%
Miscellaneous Expense	\$ 1,394,783	\$ 460,073	\$ 92,773	\$ 155,403	\$ 924,020	\$ 1,632,268	117.0%
Supplies	\$ 1,970,594	\$ 217,620	\$ 199,123	\$ 247,806	\$ 235,466	\$ 900,014	45.7%
Travel	\$ 874,220	\$ 191,216	\$ 281,110	\$ 305,313	\$ 313,976	\$ 1,091,616	124.9%
Utilities	\$ 1,647,728	\$ 364,336	\$ 372,280	\$ 395,083	\$ 480,183	\$ 1,611,882	97.8%
* Property & Flood Expense	\$ 2,300,000	\$ -	\$ 363,452	\$ 1,663,713	\$ 332,032	\$ 2,359,197	102.6%
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ 820,000	\$ 820,000	
Expense Total	\$ 51,282,874	\$ 9,944,271	\$ 12,299,308	\$ 12,472,733	\$ 16,944,690	\$ 51,661,003	100.7%
Net Transfer to Capital Fund	\$ 1,564,825	\$ -	\$ -	\$ -	\$ 1,564,825	\$ 1,564,825	100.0%
Net Operating Budget	\$2,335,371	\$9,141,373	(\$6,406,433)	\$4,581,982	(\$5,133,058)	\$2,183,864	94%

* Claim reimbursements and actual expenses related to Hurricane Helene event

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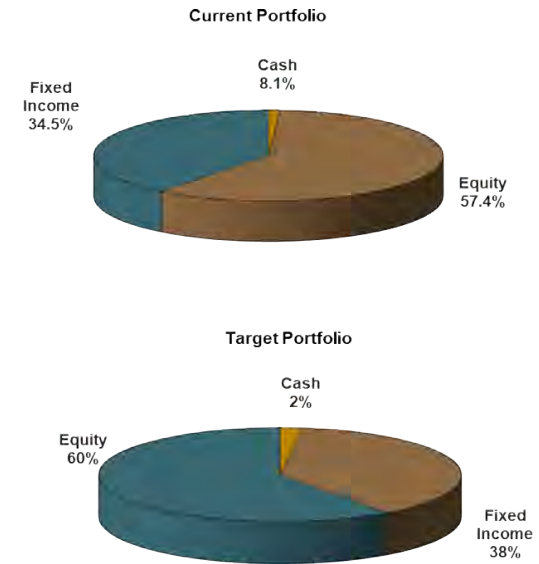

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Shawnee State University

Asset Allocation – As of August 31, 2025



Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Trust Cash Deposit Account	\$1,216,931	8.1%	
Total Cash Equivalents	\$1,216,931	8.1%	2.0%
Fixed Income			
Fixed Income Separately Managed Account	\$3,611,044	24.1%	
PGIM High Yield Fund	\$193,465	1.3%	
iShares Broad USD Investment Grade Corporate Bond ETF	\$193,791	1.3%	
Vanguard Intermediate-Term Bond Index	\$309,088	2.1%	
VanEck J. P. Morgan EM Local Currency Bond ETF	\$229,711	1.5%	
PIMCO International Bond Fund	\$332,302	2.2%	
DFA Inflation Protected SEC Fund	\$139,879	0.9%	
PIMCO 1-5 Year U.S. TIPS Index Exchange Traded Fund	\$148,730	1.0%	
Total Fixed Income	\$5,158,010	34.5%	38.0%
Domestic Equity			
TIAA-CREF Large Cap Growth Index Fund	\$3,562,246	23.8%	
TIAA-CREF Large Cap Value Index Fund	\$2,441,343	16.3%	
iShares Russell Mid-Cap Growth ETF	\$352,130	2.4%	
iShares Russell Mid Cap Value ETF	\$304,759	2.0%	
iShares Russell 2000 Growth ETF	\$236,314	1.6%	
iShares Russell 2000 Value ETF	\$224,202	1.5%	
Total Domestic Equity	\$7,120,994	47.6%	50.0%
International Equity			
iShares Core MSCI EAFE ETF	\$537,259	3.6%	
iShares MSCI International Quality Factor ETF	\$404,955	2.7%	
Goldman Sachs International Small Cap	\$112,986	0.8%	
iShares Core MSCI Emerging Markets ETF	\$413,023	2.8%	
Total International Equity	\$1,468,223	9.8%	10.0%
Total Equity	\$8,589,217	57.4%	60.0%
Total Portfolio Market Value	\$14,964,158	100.0%	100.0%



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Asset Allocation as of 8/31/25

- Past allocations of Cash being invested over time using dollar cost averaging (\$200,000 per month) into various assets classes.
- Focus of allocations are towards equity securities to reach 60% of portfolio target rate and sectors with potential for highest returns.
- Security Gain for Fiscal Year 2025 was \$1,345,602 (10.46% return).
- Security Gain fiscal year to date as of August 31, 2025 is \$401,695 (2.73% return).



CASH AND INVESTMENT SUMMARY

Asset Class/Security	Market Value as of August 31, 2025	Market Value as of June 30, 2025	Market Value as of June 30, 2024
OPERATING CASH:			
U.S. Bank	\$ 8,124,278	\$ 9,506,251	\$ 7,648,535
Total Operating Cash Balance	\$ 8,124,278	\$ 9,506,251	\$ 7,648,535
LIQUID POOL INVESTMENT PORTFOLIO:			
STAROhio	\$ 3,309,320	\$ 3,284,408	\$ 1,216,621
Total Liquid Investment Pool Balance	\$ 3,309,320	\$ 3,284,408	\$ 1,216,621
TIAA DIVERSIFIED INVESTMENT POOL SUMMARY:			
Cash Equivalents:	\$ 1,437,132	\$ 1,957,959	\$ 1,809,159
% of Total TIAA Portfolio	9.6%	13.5%	16.2%
Fixed Income Holdings:			
Fixed Income Managed Acct (US and Agency Securities)	\$ 3,891,470	\$ 2,687,099	\$ 2,161,706
DFA Inflation Protected Securities Portfolio	\$ 139,879	\$ 127,390	\$ 123,610
iShares MBS ETF	\$ -	\$ 1,015,702	\$ 993,201
PGIM High Yield Fund	\$ 192,284	\$ 180,711	\$ 247,998
PIMCO 1-5 Year U.S. TIPS Index ETF	\$ 148,730	\$ 146,901	\$ 126,518
VanEck J.P.Morgan EM Local Currency Bond ETF	\$ 229,711	\$ 194,435	\$ 143,750
Vanguard Intermediate Term Bond Fund	\$ 308,023	\$ 281,192	\$ 404,670
Total Fixed Income	\$ 4,910,097	\$ 4,633,430	\$ 4,201,452
% of Total TIAA Portfolio	32.9%	31.9%	37.5%
Domestic Equity Holdings:			
iShares Russell 2000 Growth ETF	\$ 236,314	\$ 214,681	\$ 136,253
iShares Russell 2000 Value ETF	\$ 224,202	\$ 198,304	\$ 129,912
iShares Russell Mid-Cap Growth ETF	\$ 352,130	\$ 341,708	\$ 228,756
iShares Russell Mid-Cap Value ETF	\$ 304,759	\$ 290,576	\$ 221,075
TIAA-CREF Large Cap Growth Index Fund	\$ 3,562,246	\$ 3,360,954	\$ 2,057,838
TIAA-CREF Large Cap Value Index Fund	\$ 2,441,343	\$ 2,263,366	\$ 1,689,018
Total Domestic Equity	\$ 7,120,994	\$ 6,669,589	\$ 4,462,852
% of Total TIAA Portfolio	47.7%	45.9%	39.9%
International Equity Holdings:			
Goldman Sachs Intl Small Cap Insights Fund	\$ 112,986	\$ 70,741	
iShares Core MSCI EAFE ETF	\$ 537,259	\$ 457,136	\$ 211,455
iShares Core MSCI Emerging ETF	\$ 413,023	\$ 340,190	\$ 180,878
iShares MSCI International Quality Factor ETF	\$ 404,955	\$ 405,705	\$ 299,006
Total International Equity	\$ 1,468,223	\$ 1,273,773	\$ 715,687
% of Total TIAA Portfolio	9.8%	8.8%	6.4%
Total Equity	\$ 8,589,217	\$ 7,943,362	\$ 5,178,538
% of Total TIAA Portfolio	57.5%	54.7%	46.3%
TOTAL TIAA DIVERSIFIED POOL PORTFOLIO MARKET VALUE	\$ 14,936,446	\$ 14,534,751	\$ 11,189,149
	100.0%	100.0%	100.0%
TOTAL CASH AND INVESTMENTS BALANCE	\$ 26,370,044	\$ 27,325,411	\$ 20,054,305

	TOTAL TIAA PORTFOLIO
Value as of June 30, 2025	\$ 14,534,751
Value as of August 31, 2025	\$ 14,936,446
Diff \$	\$ 401,695
Diff %	2.73%

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Cash and Investment History


Market Value

Total Cash and Investments

06/30/2022		\$ 9,630,163
06/30/2023		\$13,818,701
06/30/2024		\$20,054,305
06/30/2025		\$27,325,411
08/31/2025		\$26,370,044

- Additional transfers from Cash to Investments in Fiscal Year 2026 are planned to total \$2 million, consistent with targeted reserve growth plans from prior years.
- IPv4 addresses are on the market and proceeds will help fund additional allocations to Investments.
- Projected Fiscal Year 2025 Senate Bill 6 (SB6) Score based on preliminary financial totals is 4.2. out of 5.0, similar to the final 2024 SB6 Score.

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Net Tuition Revenue and Discount Rate

SHAWNEE STATE UNIVERSITY SCHOLARSHIP DISCOUNT SUMMARY FROM FISCAL YEAR 2020 TO 2025

FISCAL YEAR	TOTAL INSTITUTIONAL SCHOLARSHIPS	TOTAL ATHLETIC AND AUXILIARY RELATED SCHOLARSHIPS	TOTAL INSTITUTIONAL AID	TOTAL TUITION AND FEES	TUITION DISCOUNT RATE
2025	\$ 3,887,031.45	\$ 1,295,085.70	\$ 5,182,117.15	\$ 29,378,974.00	17.64%
2024	\$ 4,199,605.91	\$ 1,232,406.00	\$ 5,432,011.91	\$ 28,751,192.00	18.89%
2023	\$ 4,092,079.96	\$ 1,292,252.00	\$ 5,384,331.96	\$ 28,348,232.00	18.99%
2022	\$ 4,217,476.00	\$ 1,191,945.00	\$ 5,409,421.00	\$ 27,583,761.00	19.61%
2021	\$ 4,565,792.00	\$ 1,169,586.00	\$ 5,735,378.00	\$ 29,176,457.00	19.66%
2020	\$ 4,308,162.00	\$ 1,141,263.00	\$ 5,449,425.00	\$ 30,754,481.00	17.72%



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AY25-26 Tuition Rates and Student Fees

- Instructional and General Fees for undergraduate tuition guarantee programs are limited to a 3% increase in the 2026 (and 2027) academic year (AY) per specific Biennium Budget (HB 96) legislation.
- All other Special Purpose Fees and Service Charges (ex: Course fees, Program fees, Room and Board and Parking fees) are limited to increases up to the three-year average CPI. This limit was 5% for AY 2026.
- Any fees that are elective may be increased as needed but will be subject to Chancellor review and approval.



Bond Brief

	\$10 Million New Debt			\$15 Million New Debt			\$20 Million New Debt	
	20 Year Payment	30 Year Payment		20 Year Payment	30 Year Payment		20 Year Payment	30 Year Payment
Maximum Total Annual Debt Service for Current Debt** and New Funding	\$ 2,400,000	\$ 2,200,000		\$ 2,800,000	\$2,500,000		\$3,200,000	\$2,900,000
General Receipts Coverage (\$22,518,960) (Must be above 2.0 per Bond covenant)	9.3829	10.23589091		8.04248571	9.007584		7.037175	7.765158621
Senate Bill 6 Composite Ratio	3.5	3.5		3.5	3.5		3.0	3.0

NOTE: Assumed 6% Interest Rate in all models.

** Does not assume refunding of existing \$17.5 Million since Series 2016 are not callable yet.
The debt service payment for the current bond issue is \$1,566,875 for Fiscal Year 2026.



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Children's Learning Center (CLC)

- CLC operations ended on August 8, 2025
- CAO Creative Cubs Academy began operations on August 25, 2025
- Key provisions of SSU's agreement with CAO Creative Cubs Academy
 - Use premises solely for the purpose of operating a child care center (August 18, 2025 – July 31, 2026)
 - Use all furniture and equipment on the premises
 - Billed for electric, gas, and water utilities
 - Responsible for custodial services and maintenance costs that exceed \$10K
 - Maintain liability insurance (\$1ML per occurrence; \$3ML in the aggregate)
 - SSU maintains control over exterior security cameras and provides patrolling, groundskeeping, and building maintenance services (up to \$10K)
- As of August 26, 2025, sixteen (16) CLC students transferred to CAO Creative Cubs Academy
- SSU Next Steps - assess CLC records and maintain/dispose according to record retention requirements

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Personnel Activity

Thirty-One (31) **New Hires**

Thirteen (13) Faculty

Thirteen (13) Administrative Staff

Five (5) Support Staff

Sixteen (16) **Change of Status**

Four (4) Executive Staff

Four (4) Administrative Staff

Seven (7) Faculty

One (1) Support Staff

Thirteen (13) **Resignations**

One (1) Executive Staff

Nine (9) Administrative Staff

Two (2) Faculty

One (1) Support Staff



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Major Construction Projects

Campus Wayfinding

\$1.5ML

Roof and Infrastructure

\$1.25M

Clark Memorial Library Renovation

\$4.5M

Health Science Labs Renovation

\$9.5M

ESports Arena – Kricker

Innovation Hub

\$500K

Alumni Green ADA Ramp

\$500K

Spartan Stadium

Athletic Complex



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Autumn 2025 Enrollment



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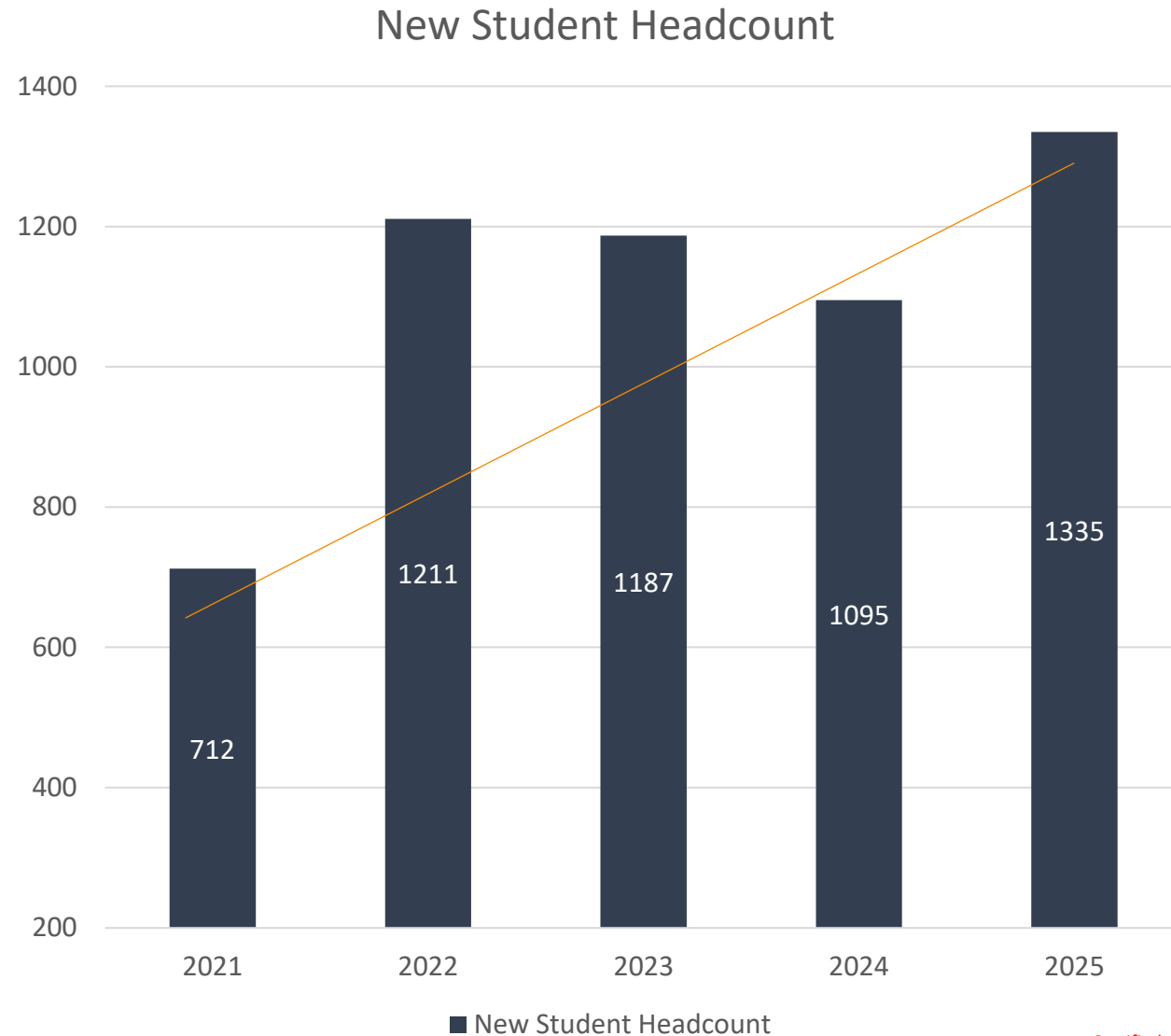
The REGIONAL PUBLIC UNIVERSITY *for* SOUTH-CENTRAL OHIO



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Secretary, SSO Board of Trustees

New Student Headcount

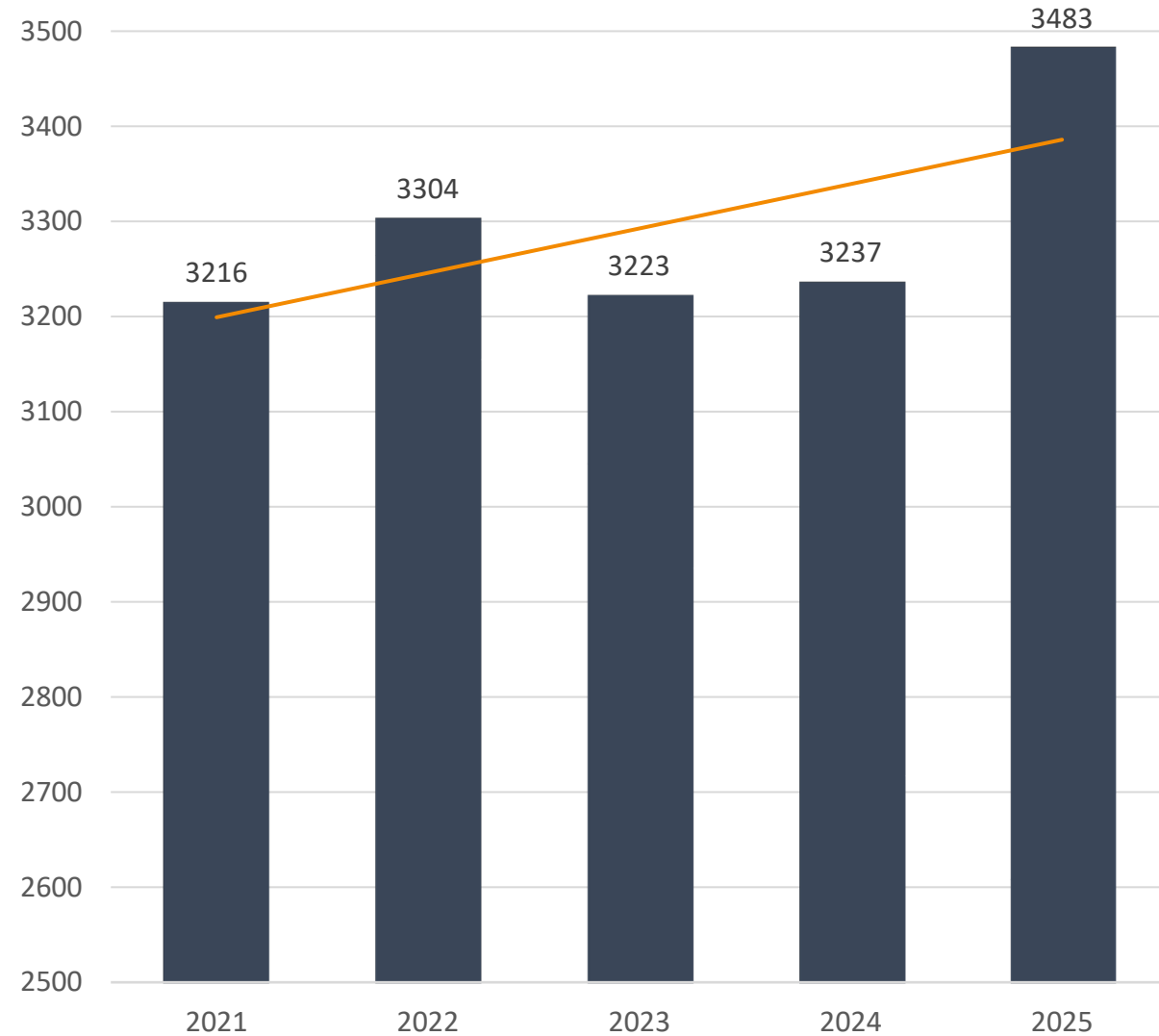


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Total Headcount

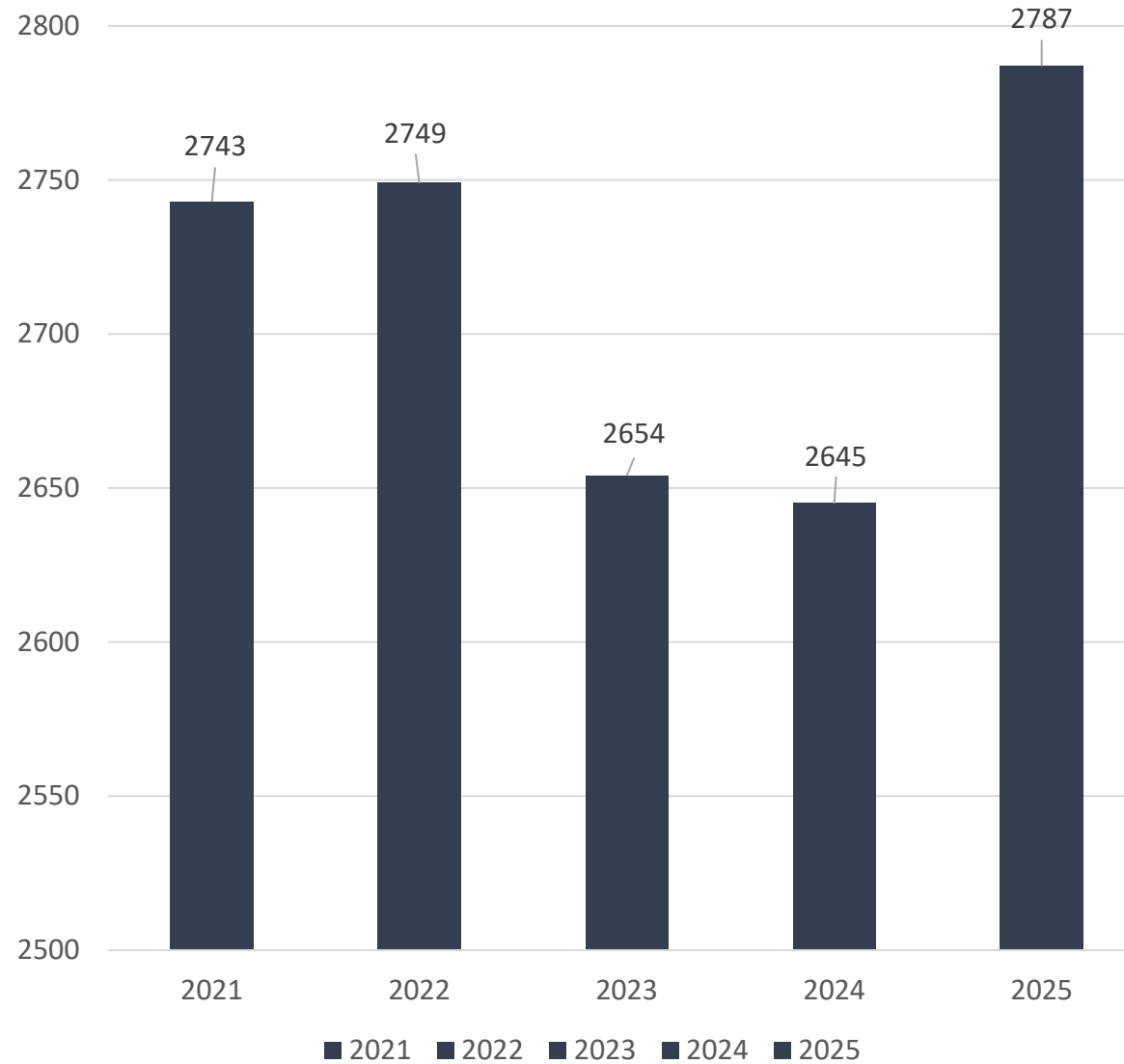
Student Headcount



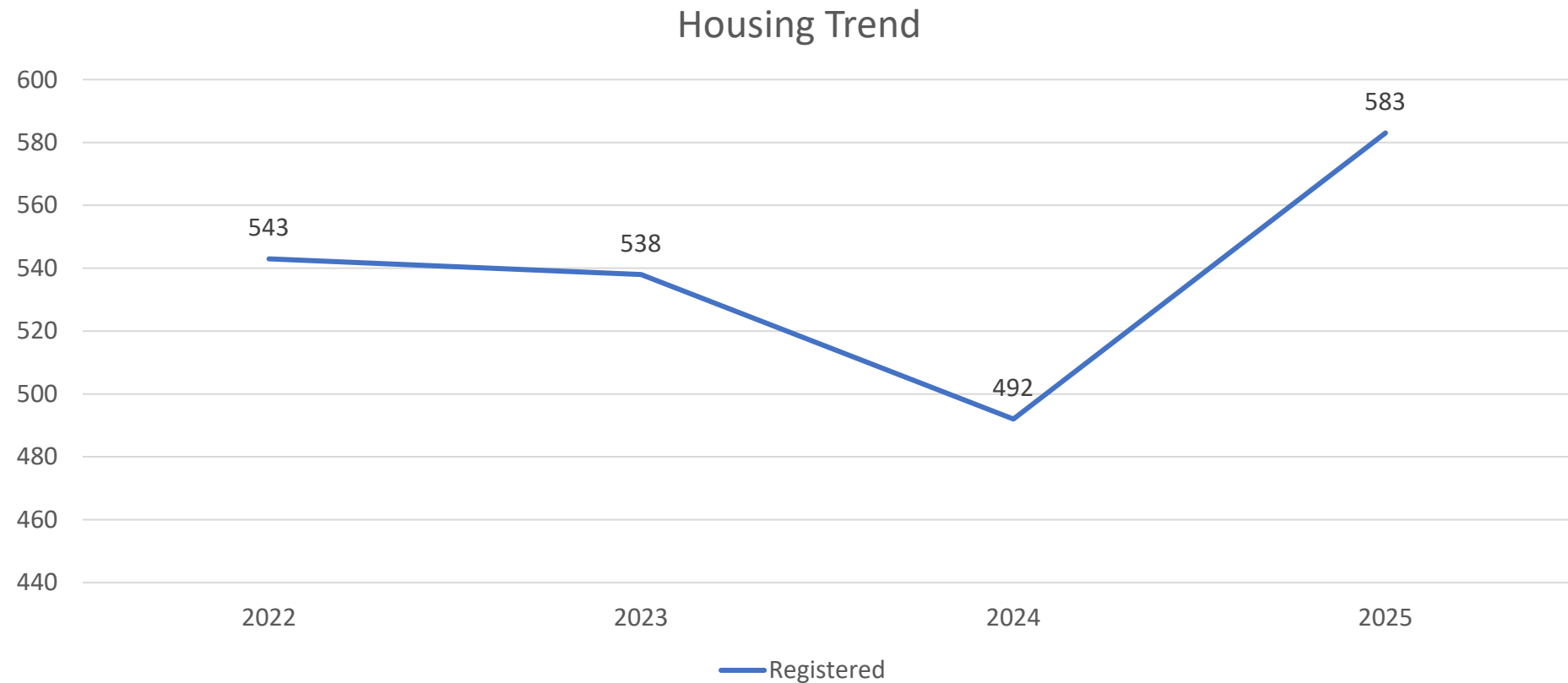
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Total FTE



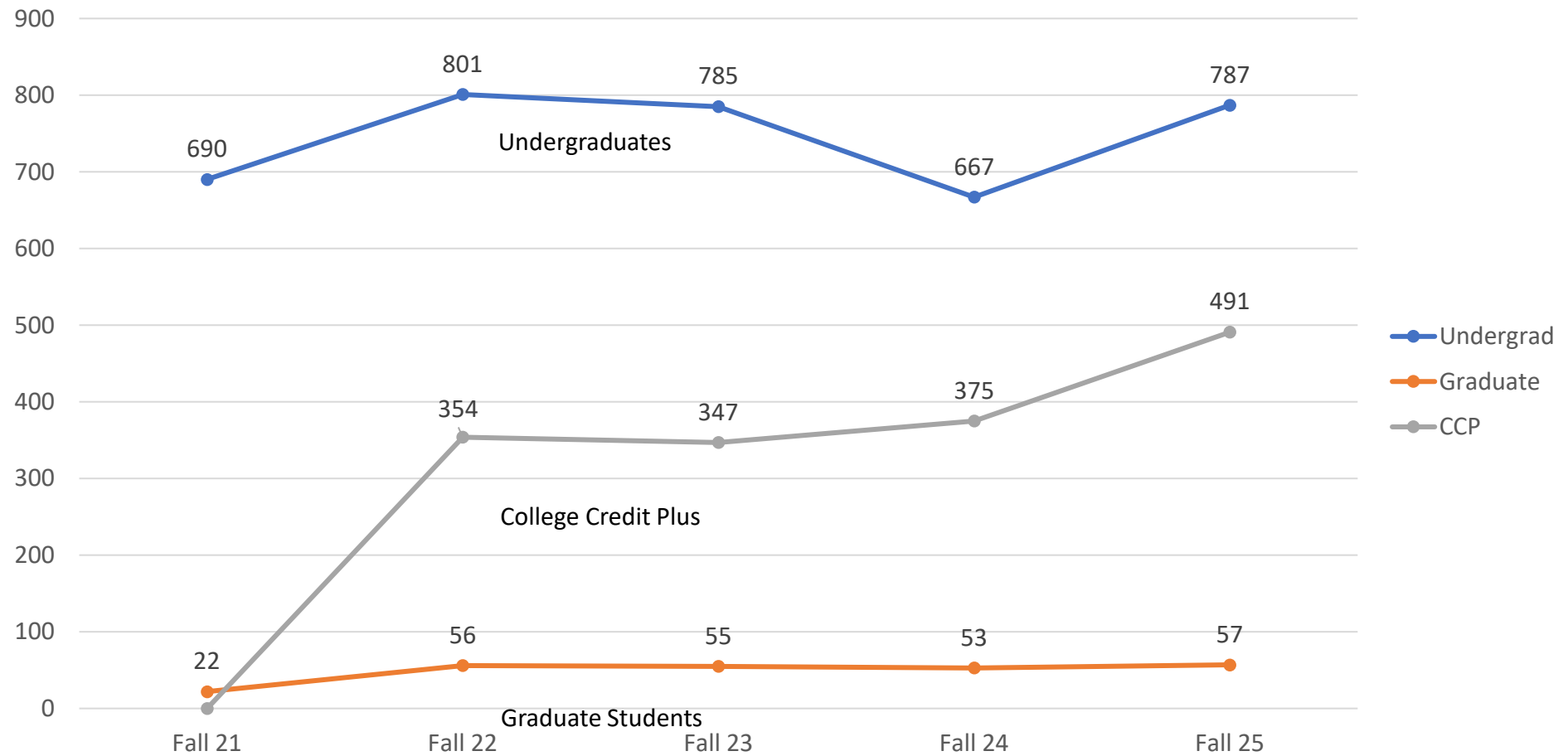
Housing Occupancy



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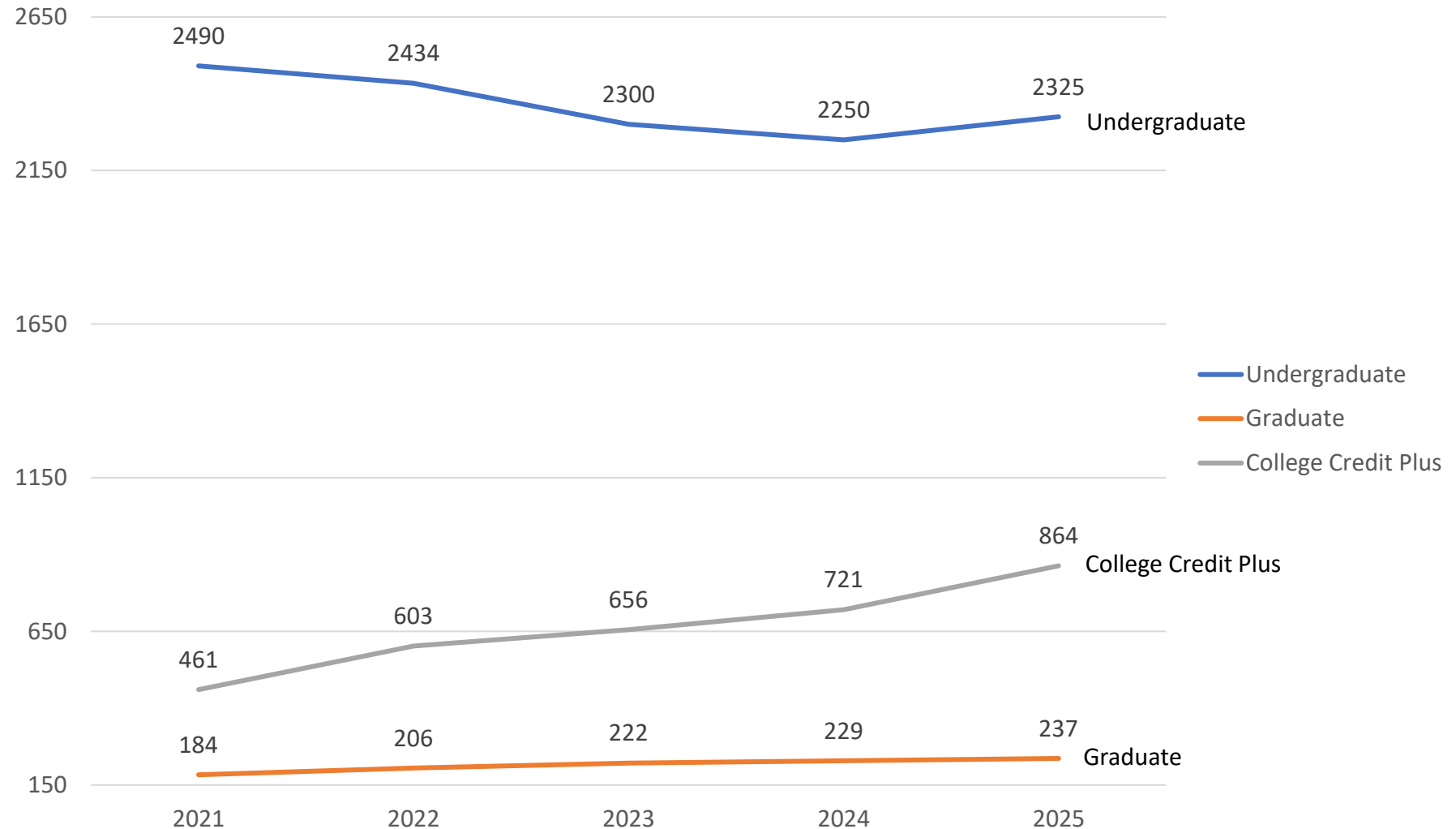
New Student Enrollment by Degree Type



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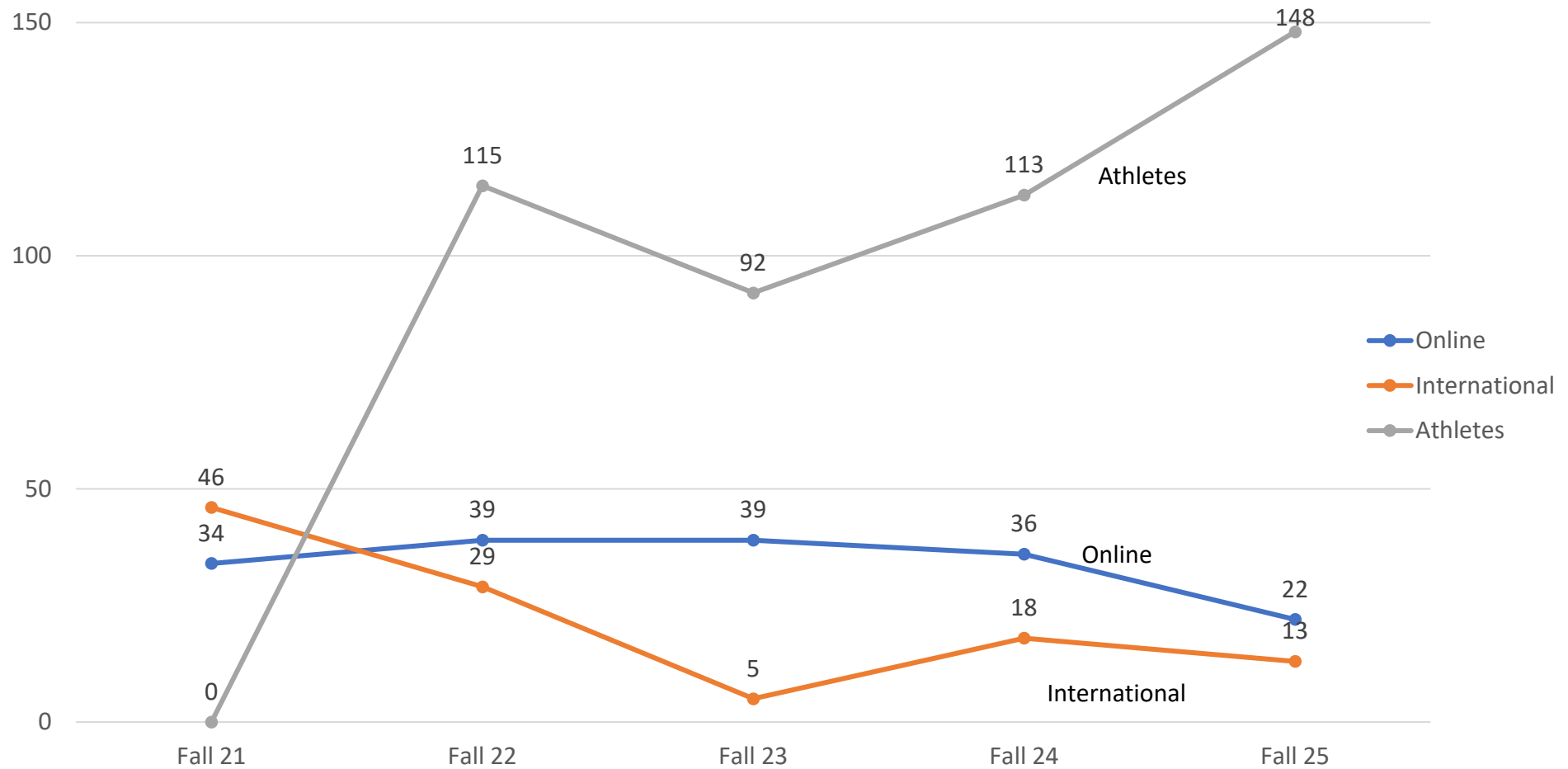
Total Enrollment by Degree Type



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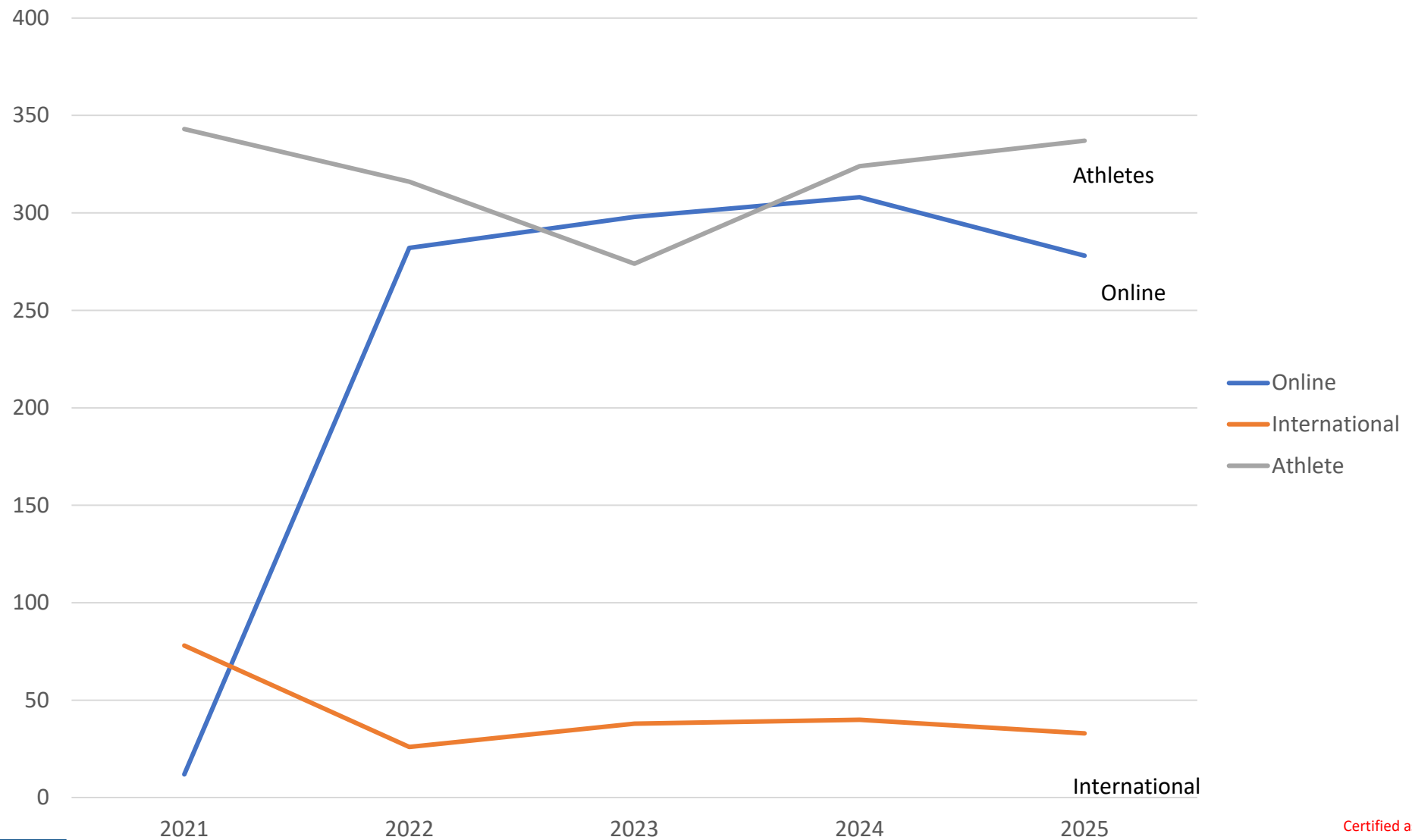
New Student Enrollment by Population Groups



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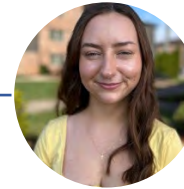
Total Enrollment by Population Groups



Programs with largest Autumn Enrollment



Nursing -
Associate
Degree



Business
Management



Biomedical
Science

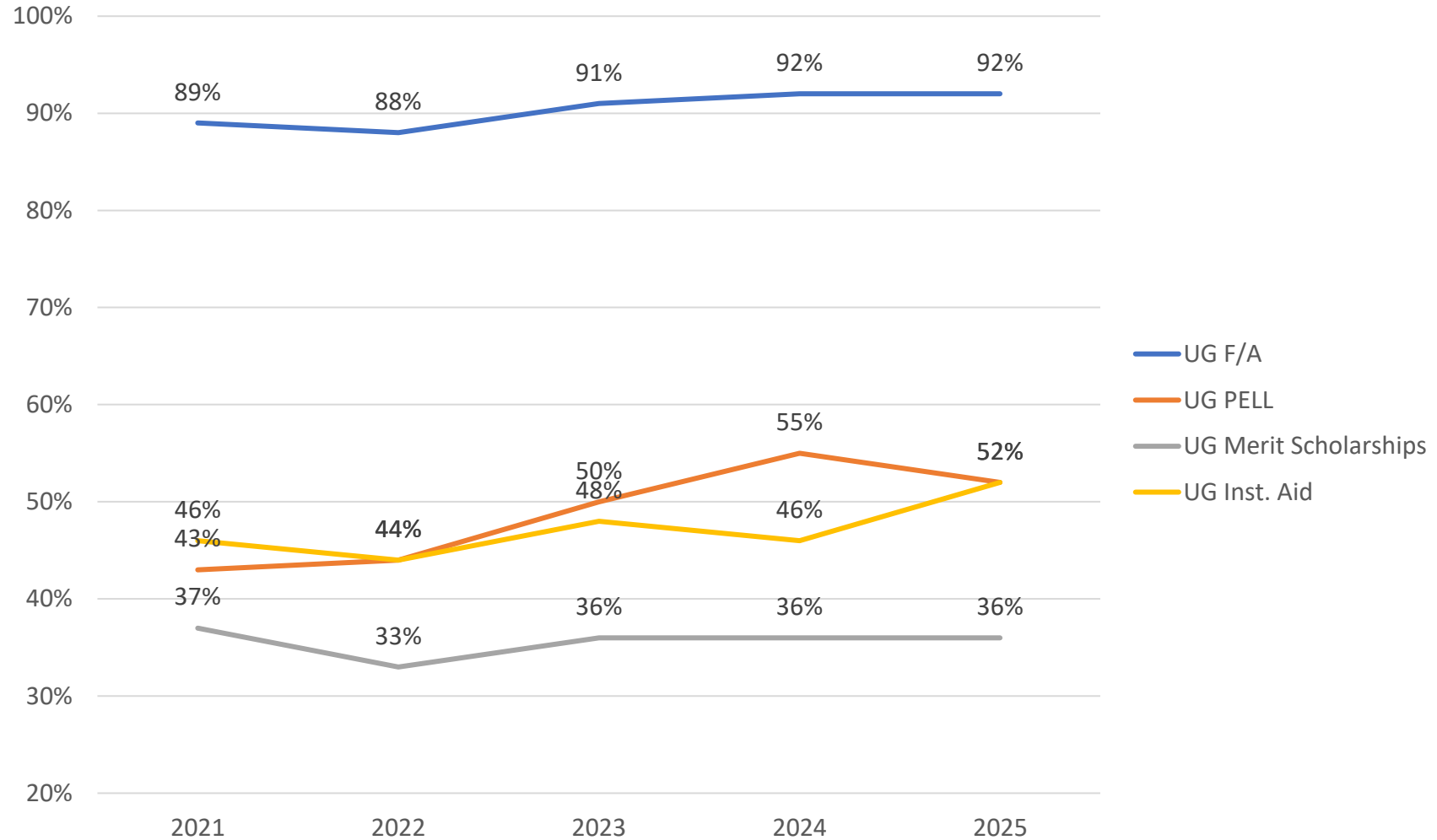


Health
Science

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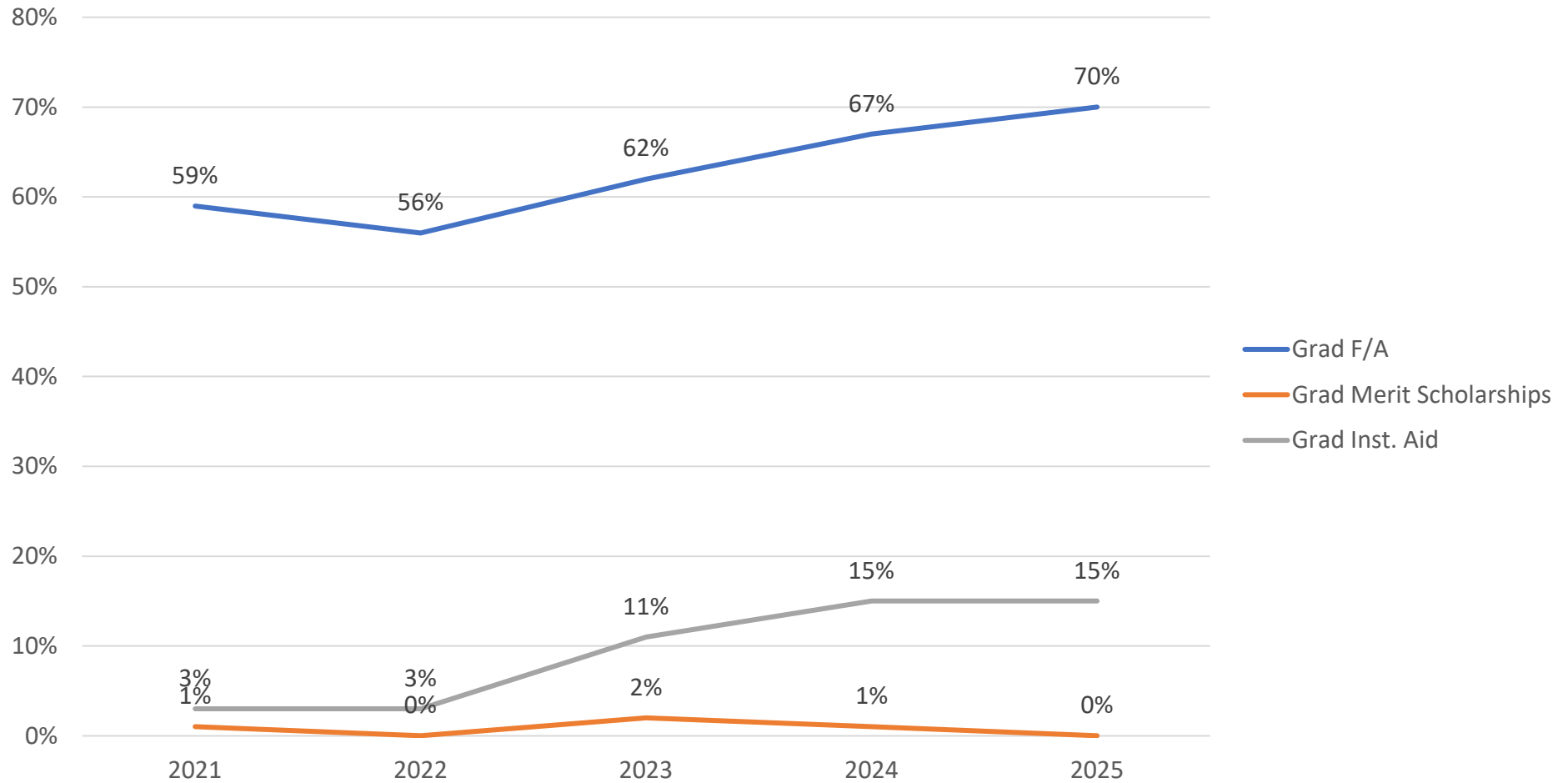
% Undergraduates Receiving Financial Assistance



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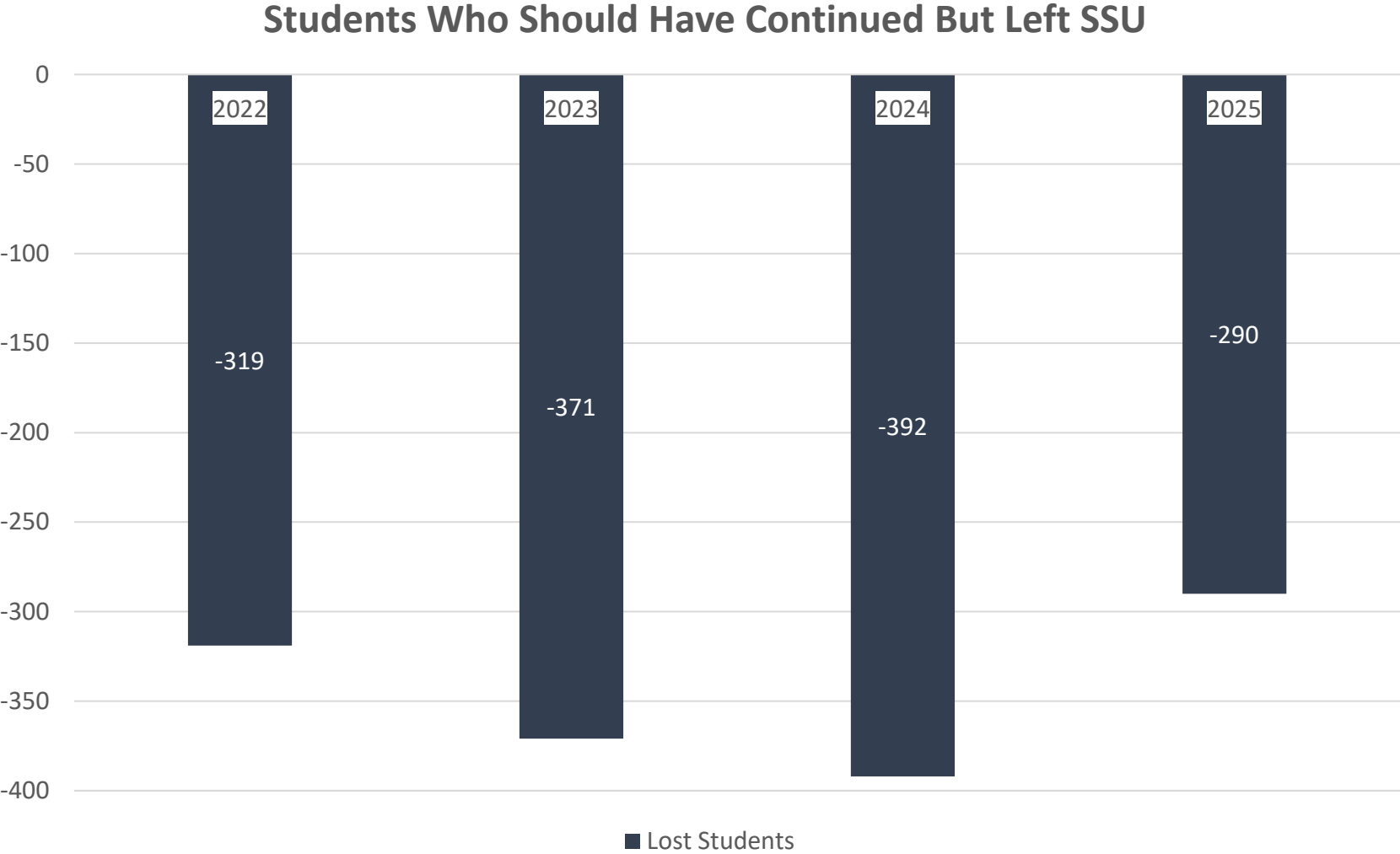
% Grad Students Receiving Financial Assistance



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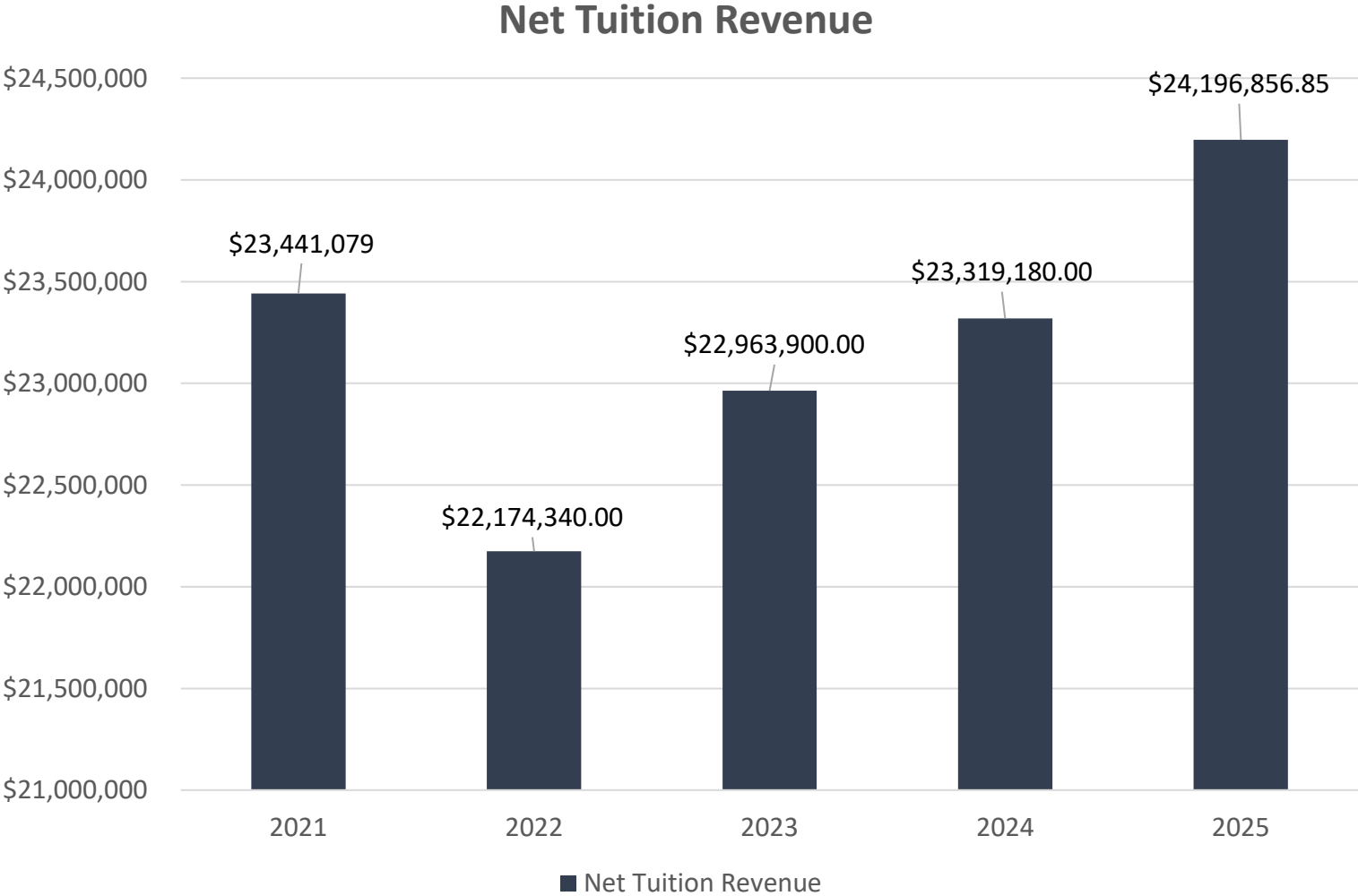
Retention: Students Lost



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Financial Impact



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Paws Up!



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Academic & Student Affairs Committee

September 19, 2025



Shawnee State
UNIVERSITY

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Resolution ASA13-25

Approval of Policy 2.23, Diversity, Equity, and Inclusion and Other Concepts

- The Advance Ohio Higher Education Act includes ORC 3345.0217 which **requires** the SSU Board of Trustees to **adopt and enforce a policy in alignment with Policy 2.23.**
- The adoption of the policy is **required for continued eligibility** for state funding including subsidy, capital improvement, and other state appropriations.



Resolution ASA13-25

Approval of Policy 2.23, Diversity, Equity, and Inclusion and Other Concepts

Key Aspects of Policy 2.23

- Prohibitions on diversity, equity, and inclusion being included in required orientations and trainings, in job descriptions, promoted in admissions or for employee promotion, or as criteria for University scholarships.
- Affirms and declares the University practices, discovers, and disseminates knowledge and citizenship education while ensuring the fullest degree of intellectual diversity.
- Prohibits the University from endorsing or opposing controversial beliefs or policies, while supporting freedom of expression and academic freedom for students, faculty, and administrators.



Resolution ASA14-25

Approval of a Plan to Offer American Civic Literacy Courses

- Advance Ohio Higher Education Act includes ORC 3345.382 that **requires all baccalaureate degree graduates complete an American Civic Literacy (ACL) course**, with implementation by Spring 2030.
- An approved ACL course has specified readings and a required final exam.
- **No later than September 25, 2025**, the Board of Trustees must submit SSU's plan to create and offer ACL courses.
- Plan must be approved by the Chancellor of ODHE.



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Resolution ASA14-25

Approval of a Plan to Offer American Civic Literacy Courses

The SSU Plan Includes:

- A requirement that an ACL course must be approved in either the **Social and Behavioral Science or Arts & Humanities** categories of the OT36 AND must have the **ACL designation** from ODHE.
- Most SSU programs will allow any approved ACL course to be completed.
- All ACL courses will **include the required final exam** and syllabi will clearly state **students must pass the final in order to pass the course**.
 - A student with a passing course grade who fails the final exam may request one retake of the final exam to allow an attempt to pass the course and meet the graduation requirement.
- Offering of the course in **both in-person and online formats**.
- Anticipated approval of ACL courses during AY25-26, first running in Fall 2026.
- A **plan for exemption requests** that seek approval from the SSU Registrar.

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Academic and Student Affairs Executive Report

Welcome to New Faculty Members

Academic Affairs

- Amanda Page – First Year Experience

CH Lute School of Business

- Terry Hapney – Management & Marketing

Engineering Technology

- Jordan Murrey – Plastics Engineering Technology
- Chris Zornes – Information Security
- Robert Newland – Computer Science & Mathematics

Fine, Digital, and Performing Arts

- Alexandra Challenger – Art History
- Mallory Plinke – Studio Arts
- Olivia Jansen – Art History

Natural Sciences

- Johan Ling – Biology

Rehabilitation Sciences

- Adrianna Adams – BSW
- Melissa Robinson – OTA

School of Education

- Leigh Anne Prugh – Intervention Specialist
- Shannon Mills – Primary Education

Social Sciences

- Zac Nance – Psychology, Social Sciences
- Megan Jeffreys – History



Academic and Student Affairs Executive Report

New Positions and New Employees

- Jason Lovins – Interim Director CH Lute School of Business
- Courtney Ruggles – Interim Chair of Rehabilitation Sciences
- Chris Meade – Chair of Natural Sciences
- Jordan Murrey – Program Director, Plastics Engineering Technology
- Terry Hapney – Graduate Program Director, MBA
- Alissa Cannoy – Graduate Program Director, MOT
- Jacob Perkins – Grants Coordinator
- Adam Schuler – Director of Esports and Academic Engagement



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Academic & Student Affairs Strategic Action Plan Dashboard

Academic and Student Affairs Unified Strategic Action Plan

Goal #1

Attract More Students

Strengthen Outreach // Create Campus Culture
Engage Students & Community

Goal #2

Support & Graduate More Students

Emphasize Retention // Support Services
Personal Development

Goal #3

Innovate through Collaboration

Improve Communication // Strengthen ties with
Employers // Develop Leaders

Goal #4

Demonstrate Value & Impact

Align Degrees with Careers // Build Reputation
Showcase Student/Faculty Engagement

Metrics

New FF Enrollment
Transfer Pathways
CCP Enrollment
Event Attendance
Social Media Engagement
Application-to-Enroll Rate
Club/Event Attendance

Metrics

Retention Rates
Graduation & Completion
GPA Improvement
Mentorship Participation
Priority Registration
Accommodation Completion
Accuplacer Utilization
Experiential Learning

Metrics

Advisory Board Engagement
Leadership Development Enroll.
Faculty Onboarding
Faculty/Student Surveys
Workflow Improvements
Employer Partnerships
Community Engagement

Targets

External Funding Growth
Experiential Learning
Workforce Alignment Projects
Graduate Employment Rate

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National Science Foundation



National Science Foundation: Enabling Partnerships to Increase Innovation Capacity (EPIIC)

- **ComPEET**: Combining Partnerships and Entrepreneurship for Emerging Technologies
- Award: \$399,944
- Award Date: October 1, 2025 – September 30, 2028
- PI Meeting: November
- Project Proposal Team:
 - Interim Dean Adam Miller
 - Dr. Amanda Hedrick
 - Dr. Duane Skaggs
- Partners:
 - UM – Flint, Colorado State Pueblo & SUNY New Paltz



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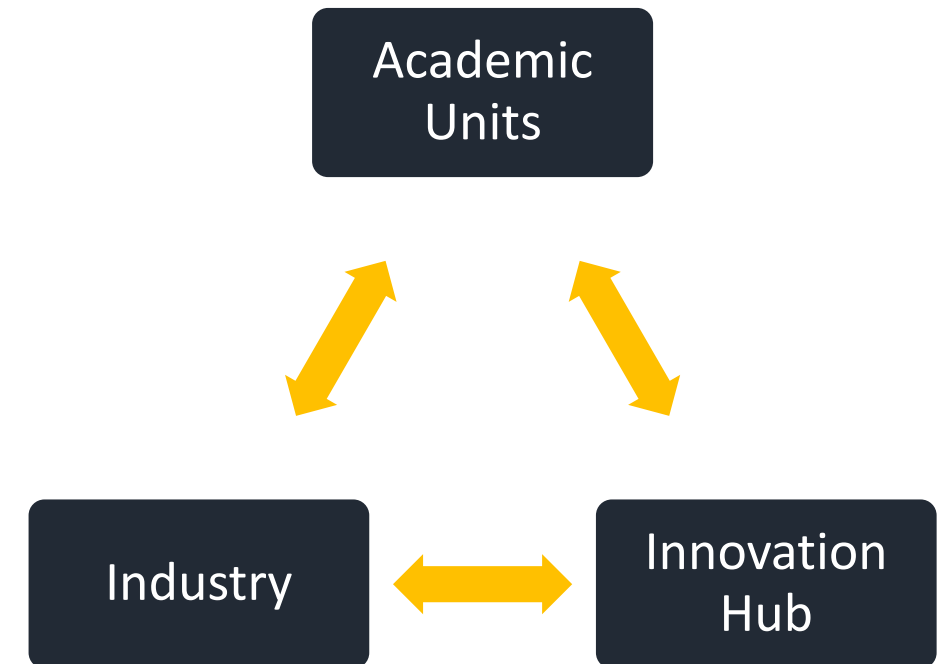
National Science Foundation



National Science Foundation: Enabling Partnerships to Increase Innovation Capacity (EPIIC)

Objectives:

- Position and Leverage Hubs as Centers of Gravity
- Develop entrepreneurial thinking through training and applied problem solving
- Create opportunity and capacity for use-inspired projects or research that incorporates industry, student, and faculty
- Partner institutions are similar but provide a community to push each other and collectively find solutions
- Alignment with other SSU initiatives
 - Personal and Professional Development
 - Airable Labs and Advanced Manufacturing



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National Science Foundation



National Science Foundation: Enabling Partnerships to Increase Innovation Capacity (EPIIC)

Tracking Success Metrics Includes:

- Events hosted gathering the industry and university together
- Stakeholders Engaged and Processes Developed (e.g. inquiry management, agreement templates)
- Students Engaged in Experiential Learning
- Projects or agreements generated through collaboration with industry partners
- Projects that translate to external funding, IP, grant projects, or other ventures
- Students engaged in projects with business and industry mentors and engagement



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Shawnee State Athletics

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SHAWNEE STATE UNIVERSITY ATHLETIC STRATEGIC PLAN GOALS

1. Goal: Student-Athlete Well Being
2. Goal: Academic and Personal Development
3. Goal: Community Outreach and Engagement
4. Goal: Fan and Game Day Experience
5. Goal: Marketing, Promotions, & Brand Positioning
6. Goal: Governance and Institutional Control
7. Goal: Rules Education & Compliance
8. Goal: Athletic Facilities
9. Goal: Athletics Budget and Finances
10. Goal: Conference Affiliations
11. Goal: Impact, Access, and Opportunity





SHAWNEE STATE UNIVERSITY

SSU GPA

SPRING SEMESTER 2025

WOMEN'S BOWLING
3.7

WOMEN'S TENNIS
3.68

SOFTBALL
3.64

WOMEN'S SOCCER
3.61

WOMEN'S CROSS COUNTRY
3.54

WOMEN'S SWIMMING
3.53

MEN'S GOLF
3.47

WOMEN'S BASKETBALL
3.41

MEN'S SOCCER
3.40

MEN'S TENNIS
3.37

MEN'S BOWLING
3.37

VOLLEYBALL
3.34

WOMEN'S GOLF
3.31

WOMEN'S TRACK
3.30

MEN'S SWIMMING
3.29

MEN'S CROSS COUNTRY
3.21

CHEERLEADING
3.19

BASEBALL
3.15

MEN'S BASKETBALL
2.75

MEN'S TRACK
2.44

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Student Athletic Advisory Board

Mission

Lead By Example to:
Impact Our Team
Impact Campus
Impact Our Community

International Student Athlete Committee

Mission:

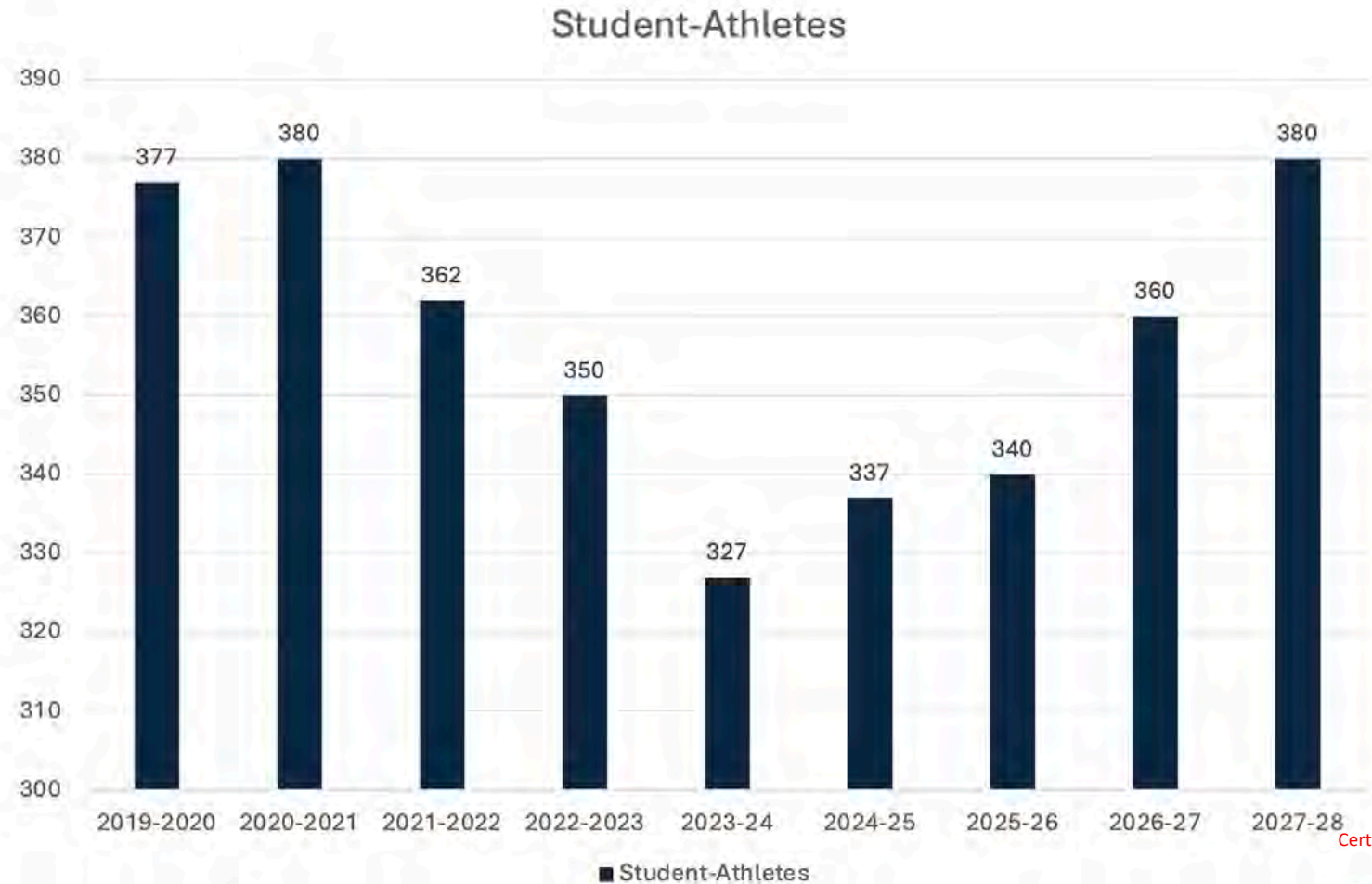
Be the Change and
Ensure Every Athlete is:
WELCOMED,
RESPECTED, and
VALUED

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Athletic Department Growth



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Athletic Department Growth

323

Total Number of
Athletes 2024



338

Total Number of
Athletes 2025



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NEW STAFF/COACHING STAFF



James Caldwell

*Assistant Athletic Director of
Compliance*



Fred Lymas

Men's Basketball Head Coach

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SHAWNEE STATE
BEARS



SSU

SHAWNEE STATE
BEARS

BRAND FAMILY

SHAWNEE STATE
BEARS



SSU

SHAWNEE STATE
BEARS

BRAND FAMILY

SHAWNEE STATE
BEARS



SSU

SHAWNEE STATE
BEARS



SSU



BEARS
ATHLETICS

#2 SHAWNEE STATE

SHAWNEE STATE
BEARS



SSU

SHAWNEE STATE
BEARS



SSU



BEARS
ATHLETICS

#3 SHAWNEE STATE

SHAWNEE STATE
BEARS



SSU

SHAWNEE STATE
BEARS



SSU

BEARS
ATHLETICS

#1 SHAWNEE STATE

SHAWNEE STATE
BEARS



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ATHLETICS

#2 SHAWNEE STATE

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BEARS
ATHLETICS

#3 SHAWNEE STATE

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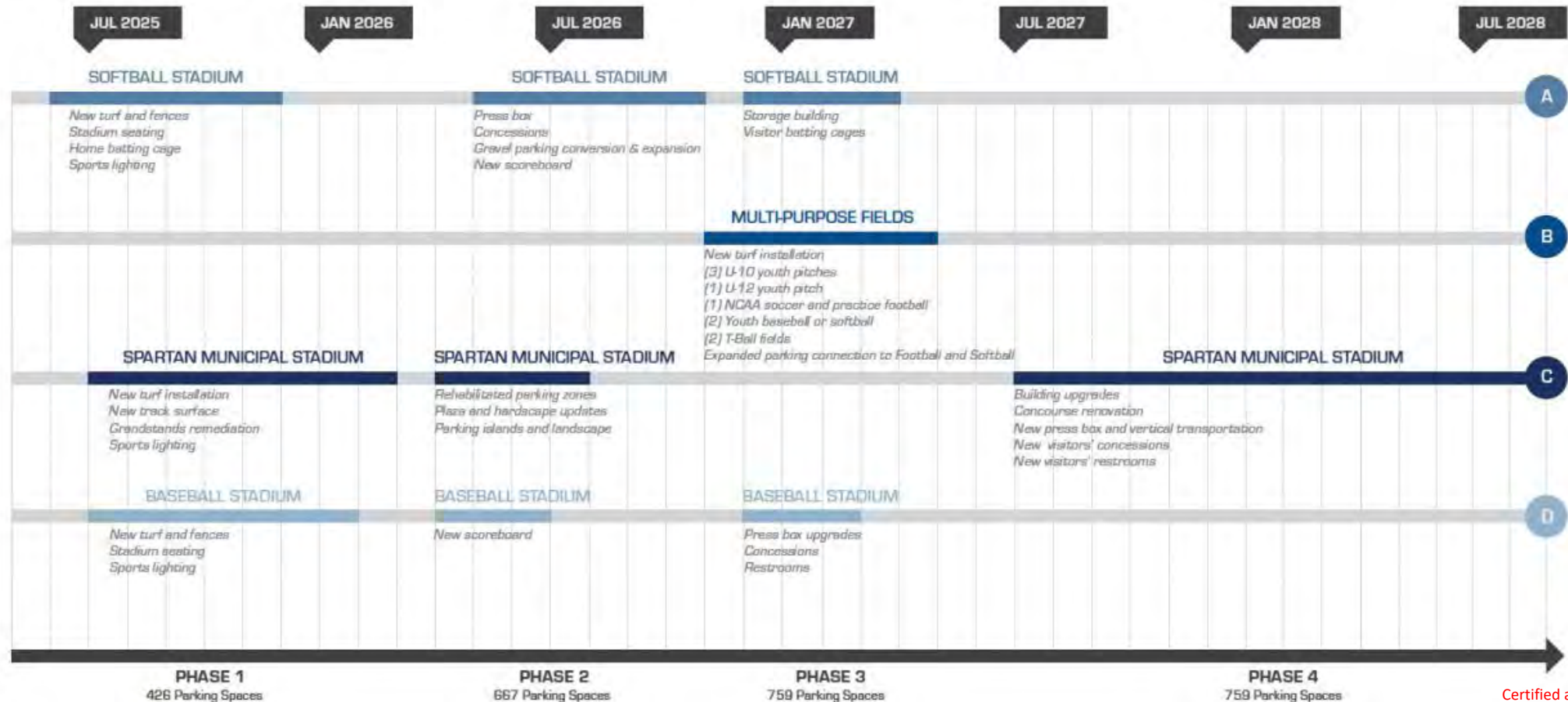
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SHAWNEE STATE MASTER PLAN TIMELINE

2025 - 2028

Shawnee State University Master Plan - All Phases Summary

The following graph represents potential construction timelines across all four phases of the master plan as depicted in the planning diagrams. Consideration given to active use windows to minimize disruption to venue availability during peak demand. Parking capacity outlined at bottom of graph per phase.



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Additional Sports:

Acrobatics and Tumbling - 2026

Women's Lacrosse - 2027

Football - 2028



MOUNTAIN EAST CONFERENCE



SHAWNEE STATE
BEARS



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**MOUNTAIN
EAST**

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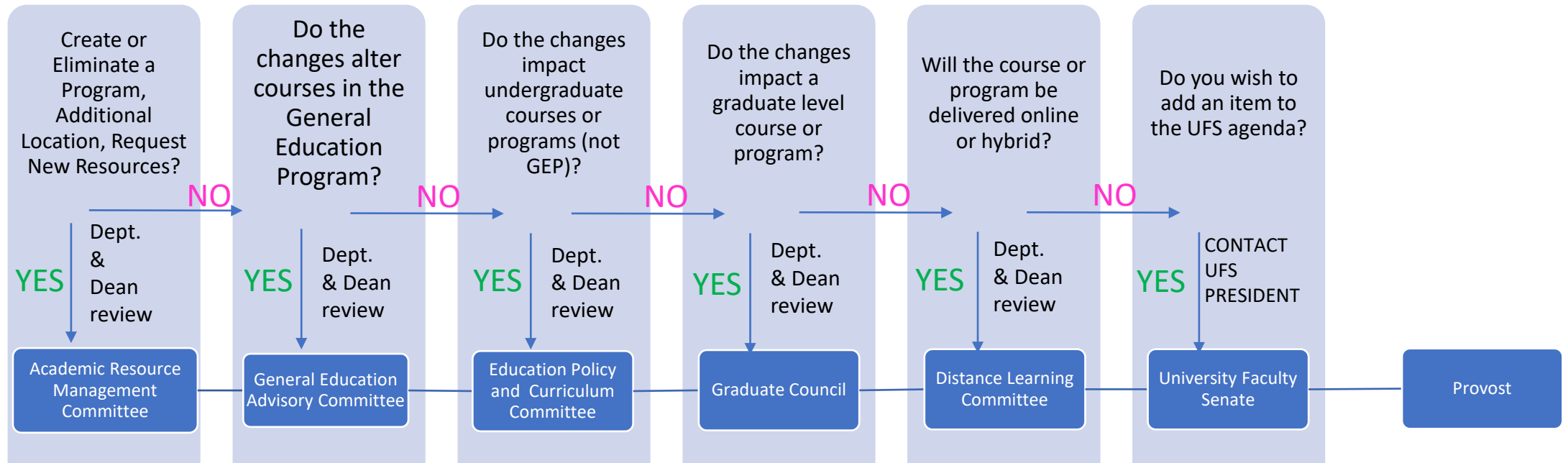
Curriculum Approvals

Recent amendment to ORC 3345.457 Curriculum Approval Process

- By March 30, 2026, Board of Trustees must adopt and enact a curriculum approval process that is in alignment with the Board authority to establish new programs, departments, colleges, and institutes at SSU.
- The process will cover the **establishment and modification** of programs, curricula, courses, GE requirements, and degree programs.
 - Board may not delegate its final authority to (1) adopt the curricular approval process OR (2) to approve/reject academic programs
 - Must grant UFS opportunity to provide feedback and recommendations on the curricular changes in an advisory role



Current Curriculum Approval Process



Currently, additional location and new programs are brought to Board of Trustees for their approval after internal committees have approved and before external approvals are sought.

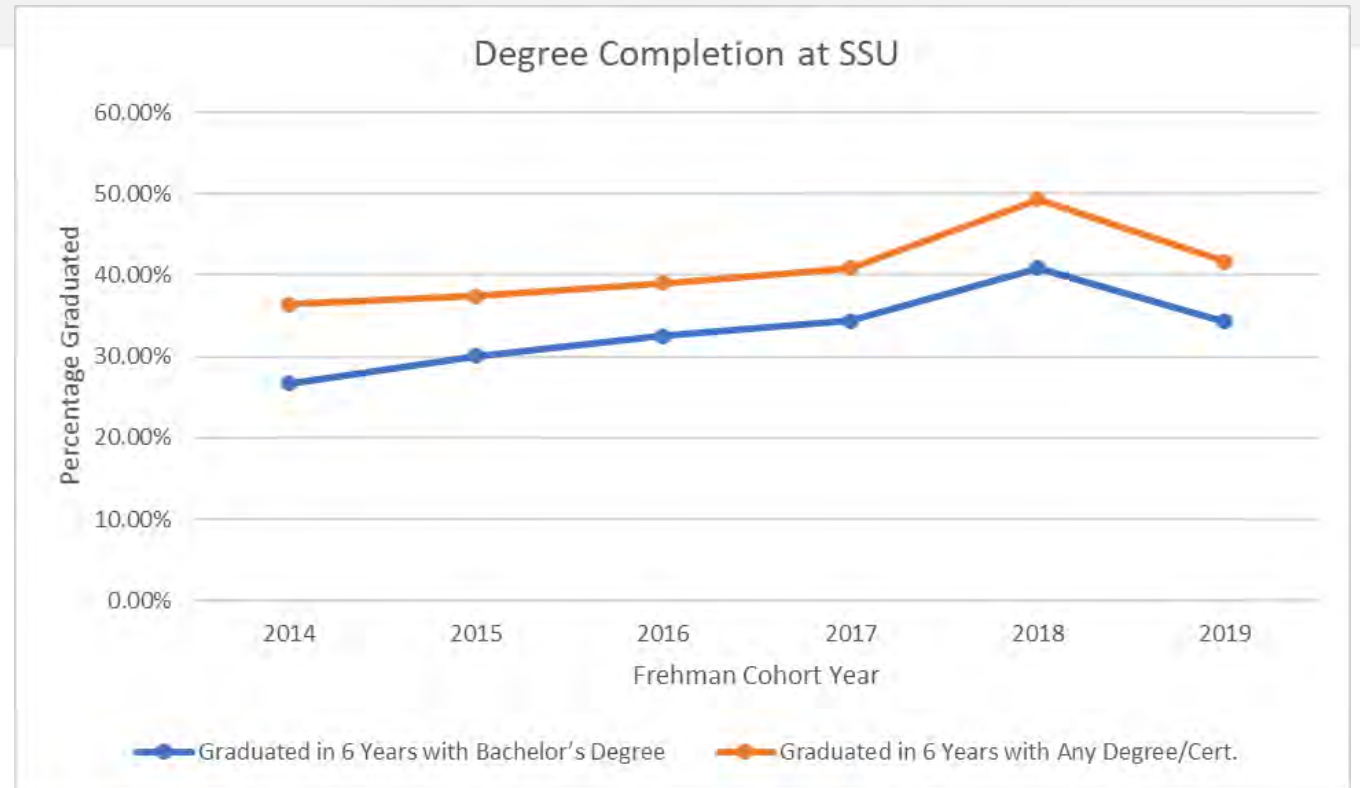


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Student Success Report: Completion

Freshman Cohort Year	Graduated in 6 Years with Bachelor's Degree	Graduated in 6 Years with Any Degree/Cert.
2014	26.7%	36.4%
2015	30.1%	37.4%
2016	32.5%	39%
2017	34.4%	40.9%
2018	40.9%	49.3%
2019	34.3%	41.6%



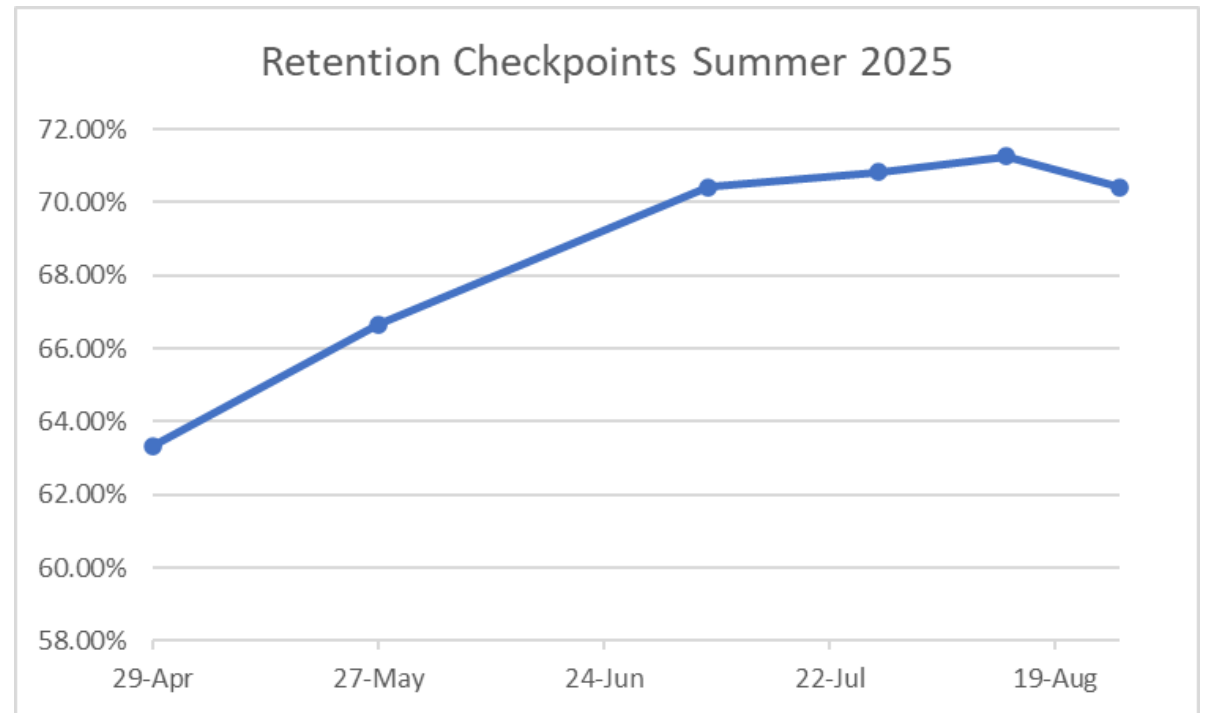
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Retention FTF Bachelor's:

Retention Efforts Do Not Take a Break Over the Summer

April 29: 63.33%
May 27: 66.67%
July 7: 70.42%
July 28: 70.83%
August 13: 71.25% (72.46%
without miscoded students)
August 27: 70.42%

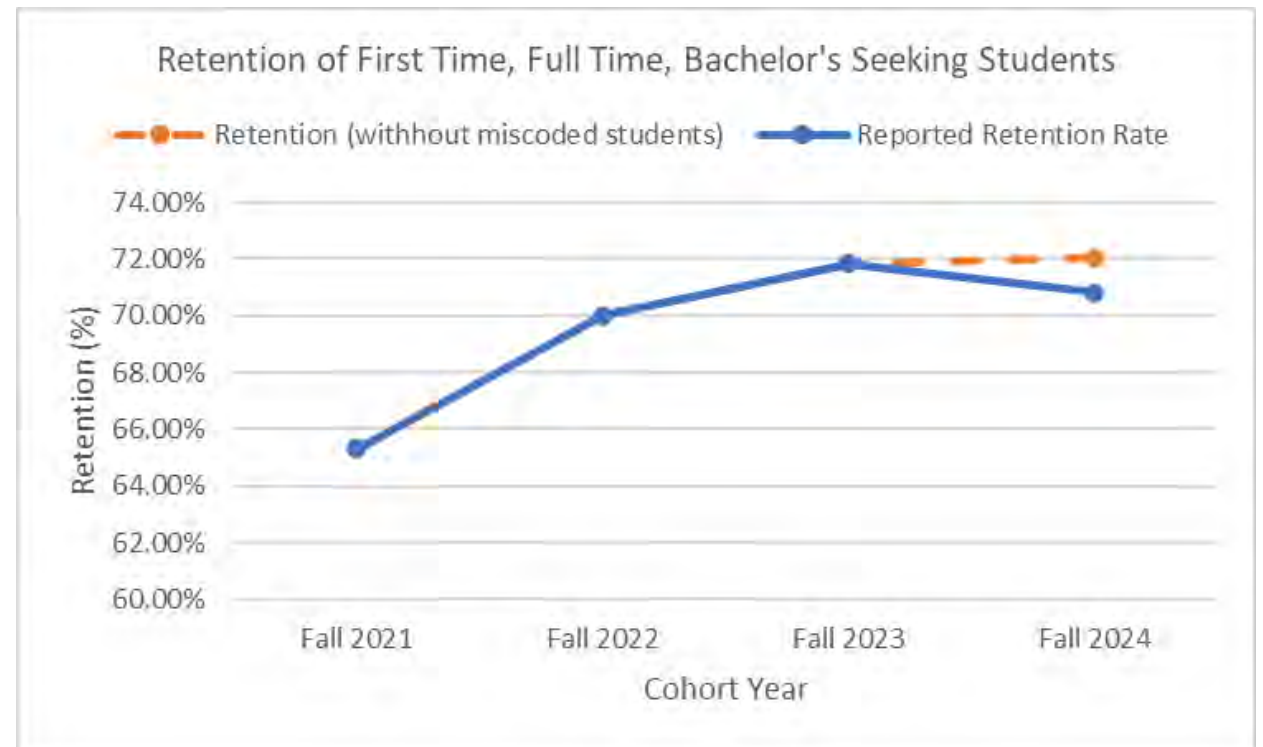


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Retention FTF Bachelor's:

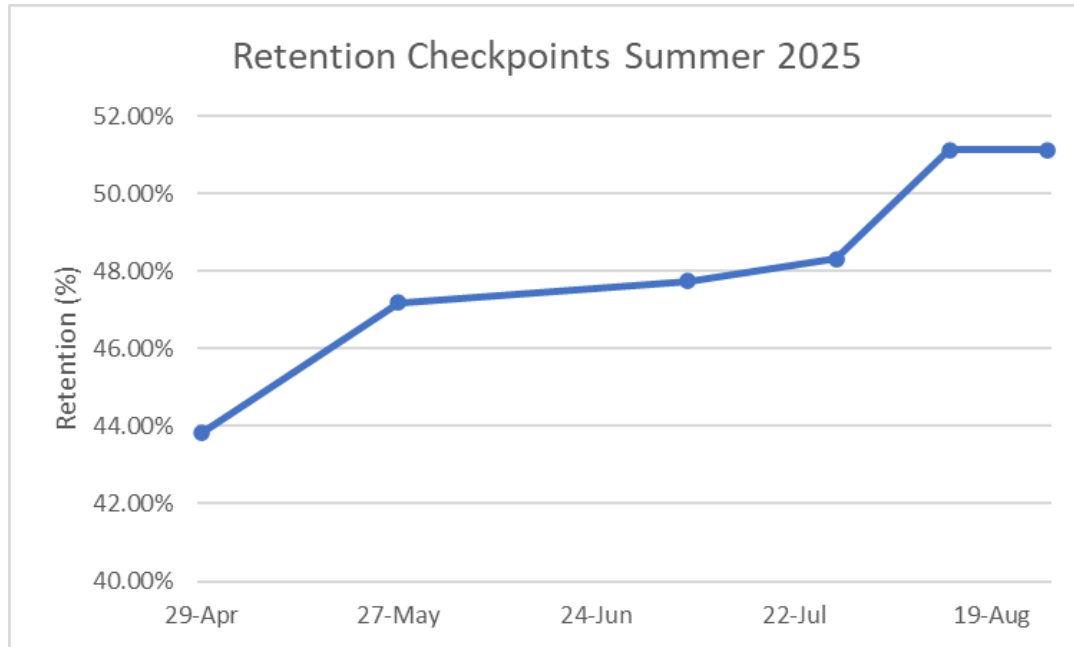
Cohort Year	Retention %
Fall 2021	65.30%
Fall 2022	70.00%
Fall 2023	71.83%
Fall 2024	70.83% (72.03% without the miscoded students)



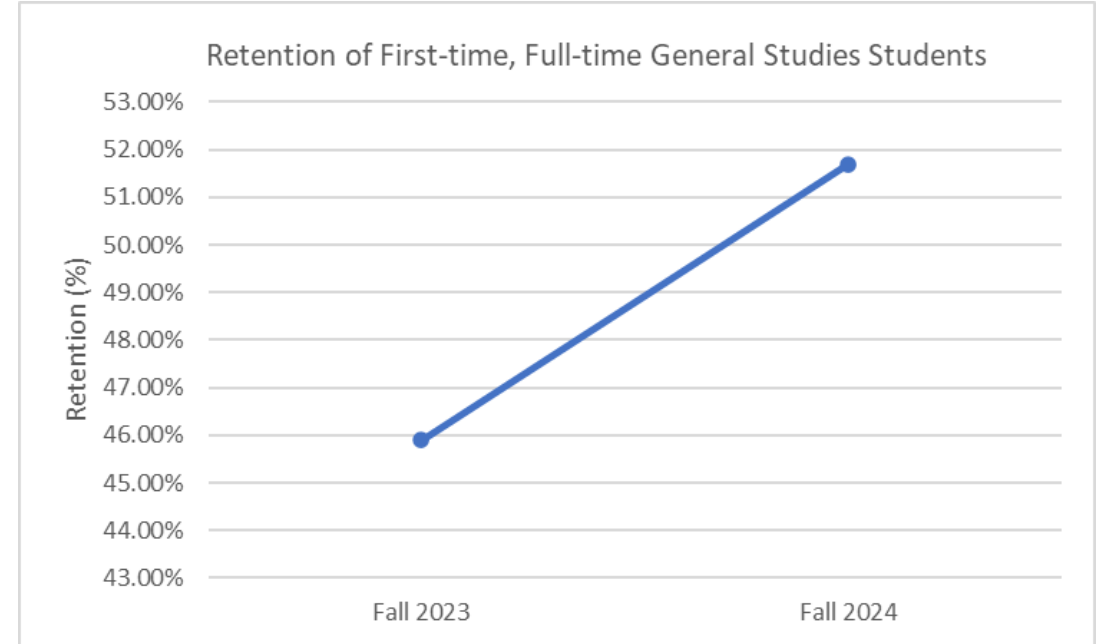
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Retention FTF General Studies:



April 29: 43.82%
May 27: 47.19%
July 7: 47.75%
July 28: 48.31%
August 13: 51.12%
August 27: 51.12%



Cohort Year	Retention %
Fall 2023	45.9%
Fall 2024	51.69%

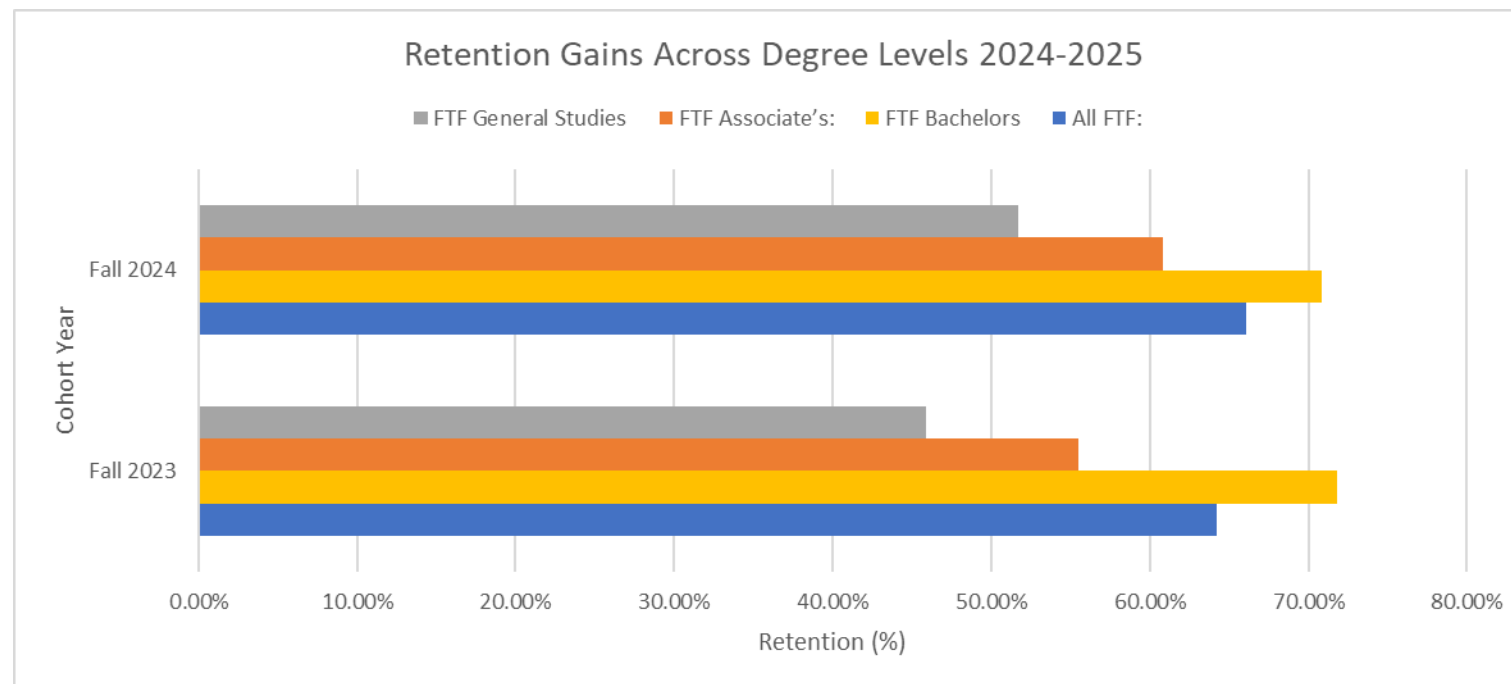


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Additional FTF Retention:

	Fall 2023	Fall 2024
FTF General Studies	45.9%	51.69%
FTF Associate's	55.5%	60.85%
FTF Bachelor's	71.83%	70.83%
All FTF	64.2%	66.10%



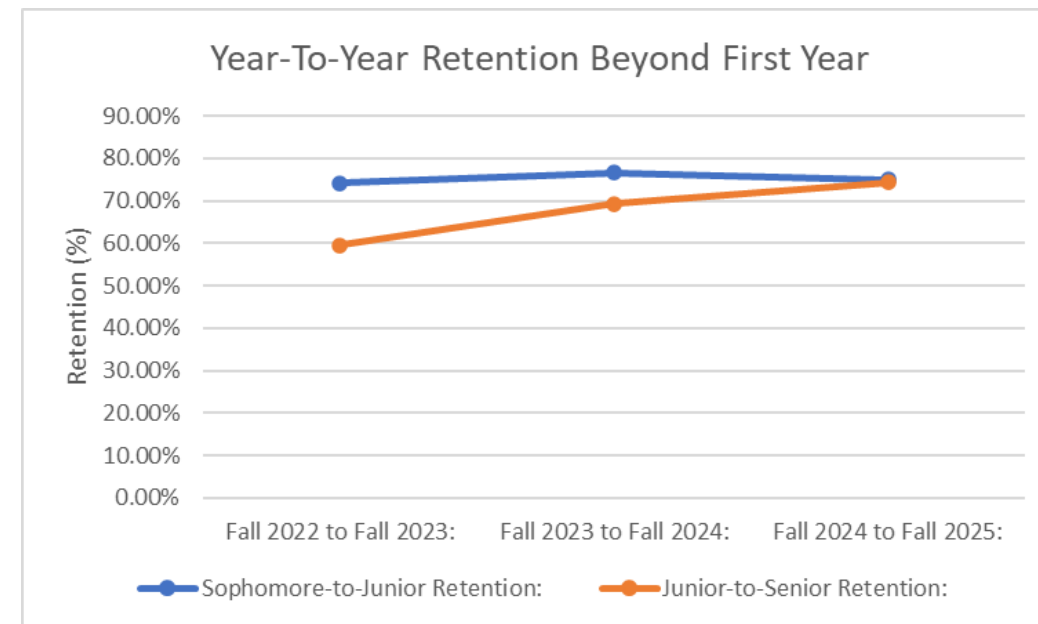
Sophomore and Junior Retention:

Sophomore-to-Junior Retention:

Fall 2022 to Fall 2023:	74.15%	(261 of 352)
Fall 2023 to Fall 2024:	76.62%	(295 of 385)
Fall 2024 to Fall 2025:	75.00%	(333 of 444)

Junior-to-Senior Retention:

Fall 2022 to Fall 2023:	59.60%	(267 of 448)
Fall 2023 to Fall 2024:	69.30%	(246 of 355)
Fall 2024 to Fall 2025:	74.37%	(293 of 394)



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New Name and Structure for Task Force:

The North Star is a reference point used for navigation and guidance.

In the business world, the North Star refers to a key metric or ultimate purpose of the organization.

New name highlights retention and completion as the “guiding force” of all we do.

Name suggests the continuing (rather than temporary) nature of the committee.

Four small teams with different goals will meet throughout the AY.



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Grants and Sponsored Programs Report

Activity Update: November 2024 to Present

- Competitive Grant Awards: 22 totaling \$3.5 million
- Entitlement Grant Awards: 2 totaling \$1.7 million
- Awards Range from \$1,350 to \$980,300
- Average Award: \$218,488



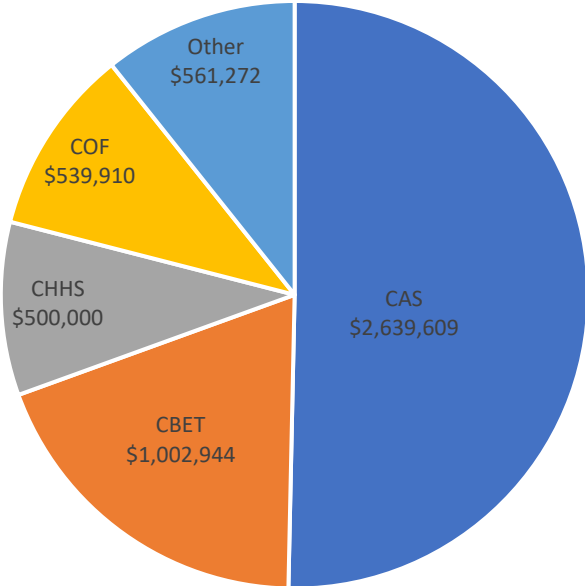
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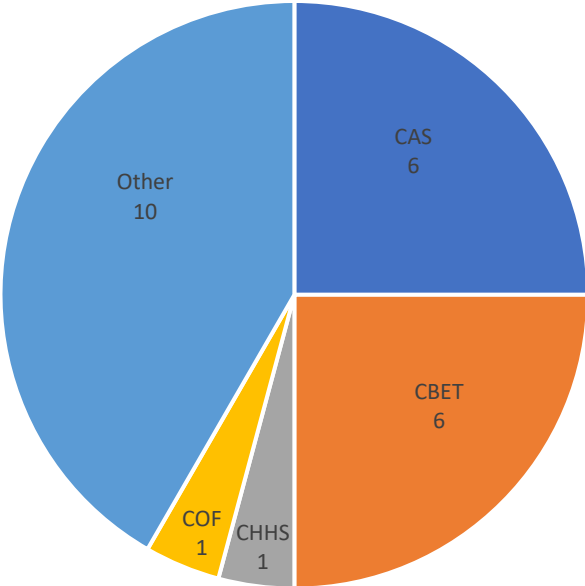
Grants and Sponsored Programs Report

Grant Awards: November 2024 to Present

Funding Awarded: \$5,243,735



Number of Awards: 24



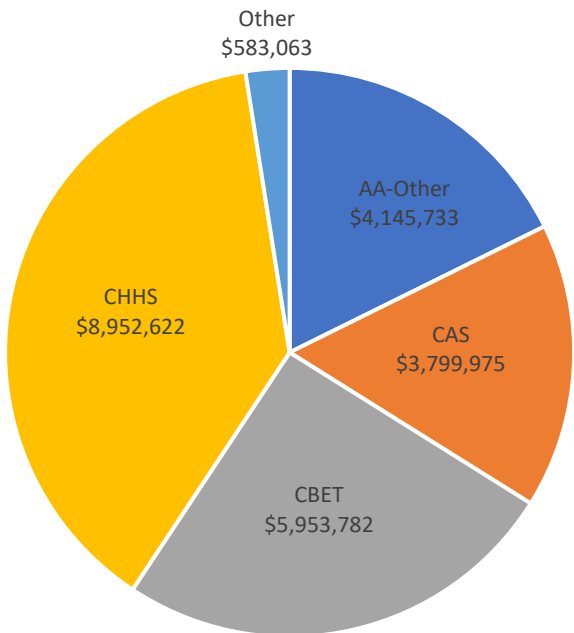
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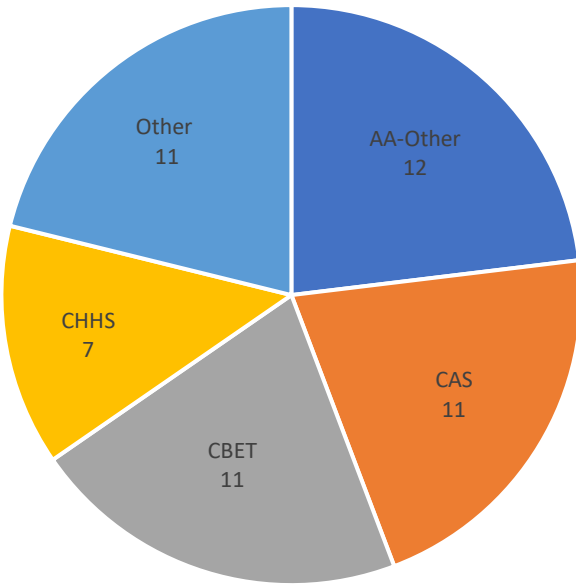
Grants and Sponsored Programs Report

Current Grant Portfolio: Active Awards

Currently Active Awards: \$24,034,432



Number of Awards: 52

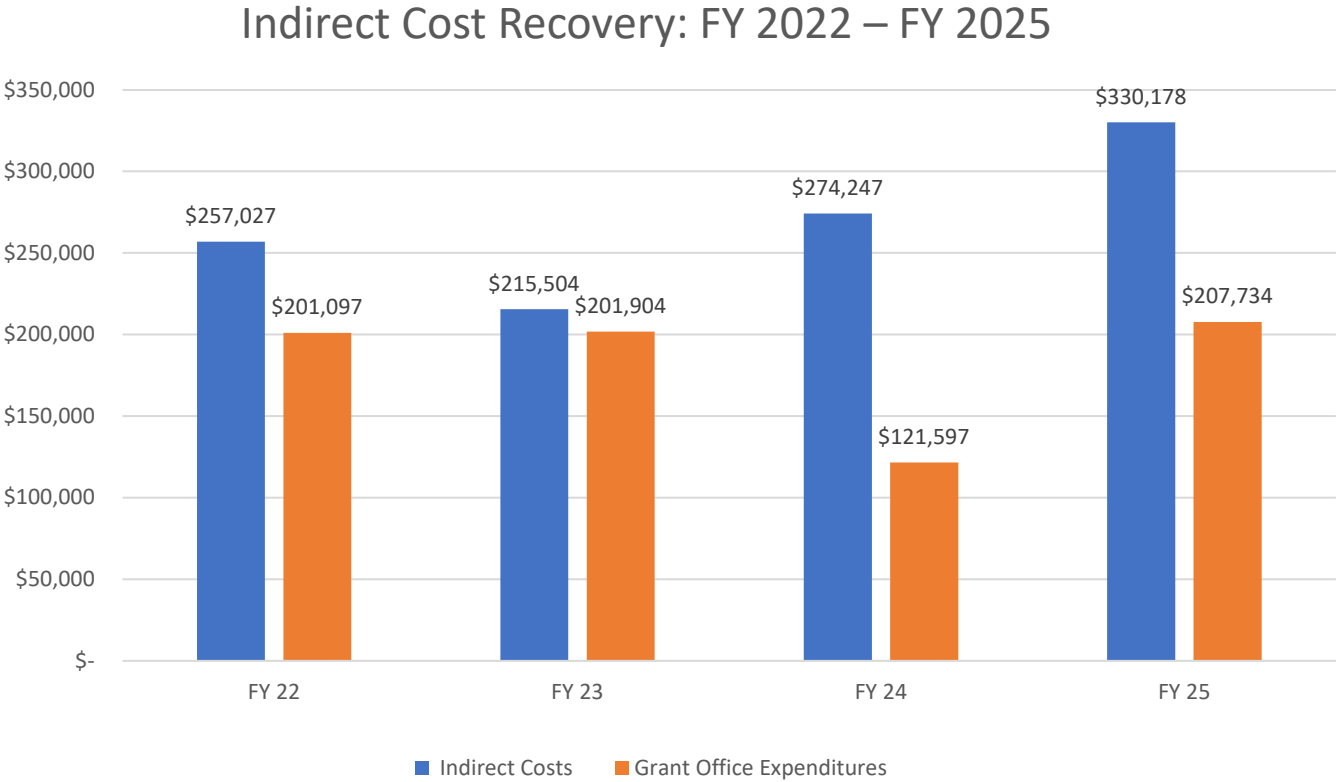


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Grants and Sponsored Programs Report

Indirect Cost Recovery



Grant Office Staffing

- FY 2022 and FY 2023: 2 Employees
- FY 2024: Transition Year
- FY 2025: 2 Employees for the entire year, with a Grant Accountant position added mid-year
- FY 2026: Fully staffed with 3 Employees



Grants and Sponsored Programs Report

Priorities for FY 2026

Priority 1: Increased Grant Cultivation

- Grant Team engagement with faculty and staff to encourage grant application
- Articulation of funding needs in advance of opportunities being released
- Outline Scope of Work in advance for opportunities with tight turnarounds

Priority 2: Continued Pre-Award Support

- Budget preparation and review
- Data for Statement of Need support
- Narrative review and formatting

Priority 3: Streamlined Award Management and Compliance

- Continued transition from reactive to proactive compliance
- Forecasting and Monitoring to identify potential issues early in the award period
- Grant Team support and guidance throughout the award period



Student Affairs Update

2025 Week of Welcome (WoW)

ENGAGEMENT & ATTENDANCE

- Top Events
 - Student Network Dinner (268)
 - Bingo (237)
 - Speak up/Speak out (212)
- Better Quality & Awareness
 - 2024 10/22 events > 20 attendees
 - 2025 16/20 events > 20 attendees



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Student Affairs Update

2025 Week of Welcome (WoW)

AWARENESS & COMMUNICATION

Desired Platforms for Information:

Email	33%
Social Media/SSU App	22%
Text Message	20%
Posters	18%
Tabling/In-person	8%



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Student Affairs Update

2025 Week of Welcome (WoW)

RETENTION CORRELATIONS

Tracking Participants:

WoW Attendance and Engagement

- Number of wow events attended
- FA25 events, (SPB, athletics, etc.)
- FA25 class attendance & success
- Retention SP26 and FA26



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Student Affairs Update

2025 Week of Welcome (WoW)

Satisfaction

Student Survey, Evaluation, and Improvements:

- Focus on first-year students
- Survey conducted through FYE courses
- Stakeholder involvement
 - SGA
 - SBP
 - WoW Ambassadors
 - HRL
 - Athletics



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Student Affairs Update

2025 Week of Welcome (WoW)



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Blackboard Ultra

The ULTRA Project


SSU Blackboard Support

STAGE 1 Spring – Fall 2023	STAGE 2 Spring – 2024 (11 Courses UCV)	STAGE 3 Summer - 2024 (22 Courses UCV)	STAGE 4 Fall 2024 (110 Courses UCV)	STAGE 5 Spring - 2025 (608 Courses UCV)
<ul style="list-style-type: none">• Support staff pilot• Support staff training	<ul style="list-style-type: none">• Faculty Pilot Group Assembly• Faculty Pilot Group Training• Ultra Sandboxes available by request• All new and refreshed e-campus courses converted to Ultra	<ul style="list-style-type: none">• Distribute Anthology training resources• Develop SSU specific training materials for faculty and students• Schedule individual or group training sessions• Support e-campus Ultra courses	<ul style="list-style-type: none">• College of Arts and Sciences Faculty Training (prep for CAS go-live in Spring 2024)	<ul style="list-style-type: none">• Support all CAS courses in the Ultra Course View• College of Health and Human Services and College of Business and Engineering Faculty Training (prep for complete go-live Fall 2025)

PROJECT COMPLETE – FALL 2025 (927 Courses UCV)

All courses offered in the Ultra Course View only. Support provided as needed through on-demand resources, built-in guides, and individual training sessions by request

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Blackboard Ultra

THE ULTRA PROJECT | TOTAL TRAININGS OFFERED

**120+
WORKSHOPS**

(1hr single topic
group training)

**120+
DROP-IN
OFFICE HOURS**

(Individual
assistance with
specific courses)

**50+
INDIVIDUAL
TRAININGS**

(One-on-one
customized topic
trainings scheduled
by request)

**12
MARATHON
DAYS**

(4hr comprehensive
workshops covering
all topics)



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